



NOTICE IS HEREBY GIVEN OF A FRIENDSWOOD CITY COUNCIL REGULAR MEETING TO BE HELD AT 6:00 PM ON MONDAY, JUNE 03, 2019, AT FRIENDSWOOD CITY HALL, COUNCIL CHAMBERS, 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, REGARDING THE ITEMS OF BUSINESS ACCORDING TO THE AGENDA LISTED BELOW:

1. Call to order
2. Invocation – Pastor Jim Bass, Friendswood Methodist Church
3. Pledge of Allegiance – Ambassador Girl Scouts Emily Hernandez and Katherine Lomoc with Troop 26222 United States and Texas (HONOR THE TEXAS FLAG; I PLEDGE ALLEGIANCE TO THEE, TEXAS, ONE STATE UNDER GOD, ONE AND INDIVISIBLE)
4. Communications from the Public
(To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. The Council may refer this item to the City Manager or direct this item to be placed on the next regular Council agenda. PowerPoint presentations are not conducted during the citizen comment period. Out of respect for those speaking during public comment, please refrain from any outbursts or interjections to include, but not limited to, applause and/or disparaging noises from the audience. Doing so discourages others from voicing their thoughts and opinions, and disrupts the meeting.)
5. Work Session
 - A. Multi-Year Financial Plan
6. CLOSED EXECUTIVE SESSION – (Executive Conference Room/Adjacent to Council Chambers-City Hall)

- A. Communications from the Public regarding Executive Session topics.
 - B. Council may convene into Executive Session in accordance with Texas Government Code, pursuant to Section 551.074: Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee with possible discussion and action related thereto in open session. (Evaluation of the City Attorney)
7. **RECONVENE INTO OPEN SESSION**
8. **Communications from the Public**
(To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. The Council may refer this item to the City Manager or direct this item to be placed on the next regular Council agenda. PowerPoint presentations are not conducted during the citizen comment period. Out of respect for those speaking during public comment, please refrain from any outbursts or interjections to include, but not limited to, applause and/or disparaging noises from the audience. Doing so discourages others from voicing their thoughts and opinions, and disrupts the meeting.)
9. **City Manager's Report**
 - A. Fourth of July Celebration
 - B. Waste Connections Awards High School Scholarships
 - C. Summer Reading Program at the Library
 - D. Mosquito Control Efforts in Friendswood
 - E. Streets Update
 - F. Legislative Update
 - G. Hurricane Harvey Update
10. **Communications From Committees and Special Reports**
 - A. Library Board Annual Report given by Vice Chair Diane Freeman
11. **Discussion and possible action regarding appointments and reappointments to the following committees, boards and commissions:**
 - A. Keep Friendswood Beautiful – Appoint Dianna Le Nell Hall to replace Thomas Goodwin who resigned with a term expiring November 2021
 - B. Library Board – Reappoint members Diane Freeman, Bryan Corey and Neeta Jambhekar to 3-year terms expiring July 2022; reappoint alternate members JoBeth Brizendine, Benette Rowley and Madeline Short to 3-year terms expiring July 2022
 - C. Planning and Zoning Commission – Reappoint members Joe Matranga, Richard Clark and Marcus Perry to 3-year terms expiring July 2022
12. **Discussion and possible action regarding naming city facilities, Stevenson Park Gazebo.**
13. **Discussion and possible action regarding approving revisions to the Social Media Policy.**

14. Resolutions

Consideration and possible action regarding the following:

- A. Resolution R2019-17: A resolution of the City of Friendswood, Texas, approving an amendment to Section 3.1 "Terms" of the bylaws of the Friendswood Downtown Economic Development Corporation; and repealing all other resolutions inconsistent or in conflict herewith.
- B. Resolution R2019-18: A resolution of the City Council of the City of Friendswood, Texas, finding and determining that the proposed Certificate of Amendment to the Certificate of Formation is advisable; approving the form of the proposed amendment to Article VIII., regarding the terms of the directors; authorizing the adoption of the amendment; authorizing the Board of Directors of the Friendswood Downtown Economic Development Corporation to file the Certificate of Amendment with the Texas Secretary of State's office; repealing all other resolutions inconsistent or in conflict herewith and providing an effective date.
- C. Resolution R2019-19: A resolution of the City of Friendswood, Texas, Galveston/Harris Counties, endorsing the appointment of two (2) new members to the Galveston County United Board of Health.
- D. Resolution R2019-20: A resolution of the City Council of the City of Friendswood, Texas, requesting Governor Abbott to veto House Bill 2439.

15. Ordinances

Consideration and possible action regarding the following:

- A. Ordinance No. T2019-16: (Title: Second and Final reading of an ordinance amending Appendix C "Zoning," Section 8.N.1., "Geographic Limits," to amend the established boundary of the Downtown District map) An ordinance amending Appendix C – "Zoning," Section 8.N.1., "Geographic limits," to amend the established boundary of the Downtown District map; providing a penalty for violation in an amount not to exceed \$2000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.
- B. Ordinance No. T2019-17: (Title: Second and Final reading of an ordinance amending Appendix C "Zoning," "Section 8. F. Off-street parking and loading regulations" to relocate DD related language to "Section 8.N.3. Parking" and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections) An ordinance amending Appendix C – "Zoning," "Section 8.F. Off-street parking and loading regulations" and "Section 8.G. Off-street loading regulations" to relocate Downtown District (DD) related language to "Section 8.N.3. Parking" and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.
- C. Ordinance No. T2019-18: (Title: Second and Final reading of an ordinance amending Appendix C "Zoning," "Section 7.I." and "Section 8.N.4." to allow cement fiber board installed as lap siding in the Downtown District (DD); "Section 8.N.4." to change the fenestration requirements in the Downtown District (DD), and "Section 8.N.4." to restate that service laterals must be

installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections) An ordinance amending Appendix C – “Zoning,” “Section 7.I.” and “Section 8.N.4.” to allow cement fiber board installed as lap siding in the Downtown District (DD); “Section 8.N.4.” to change the fenestration requirements in the Downtown District (DD), and “Section 8.N.4.” to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

- D. Ordinance No. T2019-19: (Title: Second and Final reading of an ordinance amending Appendix C “Zoning,” “Section 8.N.8. Adjacent property, buffer maintenance and installation” duplicating requirements for buffering from “Section I.2. Perimeter landscaping and screening;” and amendments to “Section 8.N.3. Parking” duplicating requirements for parking from “Section I.2.c. Off-street parking landscaping;” and relocating language PUD modification from “Section 8.H. Modification of standards proposed within a PUD” to “Section 7.J. PUD, Planned Unit Development, general purpose and description,” including minor grammatical corrections) An ordinance amending Appendix C – “Zoning,” “Section 8.N.8. Adjacent property, buffer maintenance and installation” duplicating requirements for buffering from “Section I.2. Perimeter landscaping and screening;” and amendments to “Section 8.N.3. Parking” duplicating requirements for parking from “Section I.2.c. Off-street parking landscaping;” and relocating language PUD modification from “Section 8.H. Modification of standards proposed within a PUD” to “Section 7.J. PUD, Planned Unit Development, general purpose and description,” including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.
- E. Ordinance No. T2019-20: (Title: Second and Final reading of an ordinance amending Appendix A, Signs, “Section 9. Prohibited Signs” to prohibit LED and similar storefront lights in the Downtown District boundary) An ordinance amending Appendix A, Signs, “Section 9. Prohibited signs” to prohibit LED storefront lights in the Downtown District boundary; providing a penalty for violation in an amount not to exceed \$2000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.
- F. Ordinance No. T2019-23: (Title: First and Final reading of an ordinance adopting Budget Amendment VIII to the Original General Budget of the City for Fiscal Year 2018-2019 to provide for supplemental appropriation and/or transfer of certain funds) An ordinance amending City of Friendswood, Texas, Ordinance No. 2018-28, passed and approved October 1, 2018, same being an ordinance approving and adopting the City’s General Budget for Fiscal Year 2018-2019 by

approving "Budget Amendment VIII" to the "Original General Budget of the City of Friendswood, Texas, for the Fiscal Year 2018-2019"; providing for supplemental appropriation and/or transfer of certain funds; providing for severability; and providing other matters related to the subject.

16. Communications from the Mayor and Councilmembers

17. Consent Agenda

Consideration and possible action regarding the following:

- A. Authorizing the Mayor to call a Special Meeting of the City Council on June 24, 2019, to receive recommendations from the Citizen Advisory Team
- B. Approving the disposal of one Police Department vehicle and one Animal Control vehicle through Houston Auto Auction
- C. Authorizing the final acceptance of the Sterling Creek, Section 3B, Paving and Utilities improvements at the completion of the contractor's one year maintenance period
- D. Authorizing the final acceptance of the Greenbriar Sidewalk Paving and Utilities improvements at the completion of the contractor's one year maintenance period
- E. Approving an agreement with Hill Sand for Debris Disposal Services
- F. Approving an engagement letter with Gabriel, Roeder, Smith and Company for actuarial valuations and authorize the Mayor to execute said document
- G. Accepting the April 2019 Property Tax Report
- H. Approving the Minutes of the May 06, 2019, and May 13, 2019, Council Meetings

18. Adjournment

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made two (2) business days or more prior to this meeting. Please contact the City Secretary's Office at (281) 996-3270 for further information.

I, MELINDA WELSH, CITY SECRETARY OF THE CITY OF FRIENDSWOOD DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING OF THE FRIENDSWOOD CITY COUNCIL WAS POSTED IN A PLACE CONVENIENT TO THE GENERAL PUBLIC IN COMPLIANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, ON MAY 30, 2019, AT 4:40 PM.

MELINDA WELSH, TRMC
CITY SECRETARY

****All meetings of City Council are open to the public, except when there is a necessity to meet in an Executive Session (closed to the public) under the provisions of Section 551, Texas Government Code. The City Council reserves the right to convene into Executive Session to hear any of the above described agenda items that qualify for an executive session by publicly announcing the applicable section number of the Open Meetings Act.**



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: 06.03.19

Date Submitted: 05.23.19

Dept. Clearances: K Hampton

Prepared by: Katina Hampton

Subject: City's Multi-Year Financial Plan

Originating Department: Admin Service

City Attorney Review: N/A

Proceeding: Work Session

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted: N/A

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL: *krh*

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Staff will present a summary of the Multi-Year Financial Plan (MYFP), which includes a review of critical assumptions and planning factors that forms the foundation for the upcoming budget. As this is the start of the budget process, staff is also seeking Council's input on key financial "drivers".

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The MYFP is a perpetual planning tool. Updating the plan annually ensures the critical assumptions and drivers are current, relevant and reflect current trends.

RECOMMENDATIONS

None at this time

ATTACHMENTS

[MYFP Presentation](#)

City of Friendswood
Multi-Year Financial Plan
General & Debt Service Funds
Fiscal Years 2020 – 2024
June 3, 2019

Work Session Objectives

- High level overview of the City's Multi-Year Financial Plan
- Planning for the General Fund and Debt Service Fund
- Outline critical assumptions and planning factors
- Generate dialogue and input for continuing existing service levels

Scope of Detail

- Revenue Projections
- Expenditure Projections
- Decision Package impacts carried out through the Plan
- Fiscal Year 20 Projected Operating Budget
- Fund Balance

Planning Assumptions



Property Values

Estimated 2% growth in tax base
throughout plan

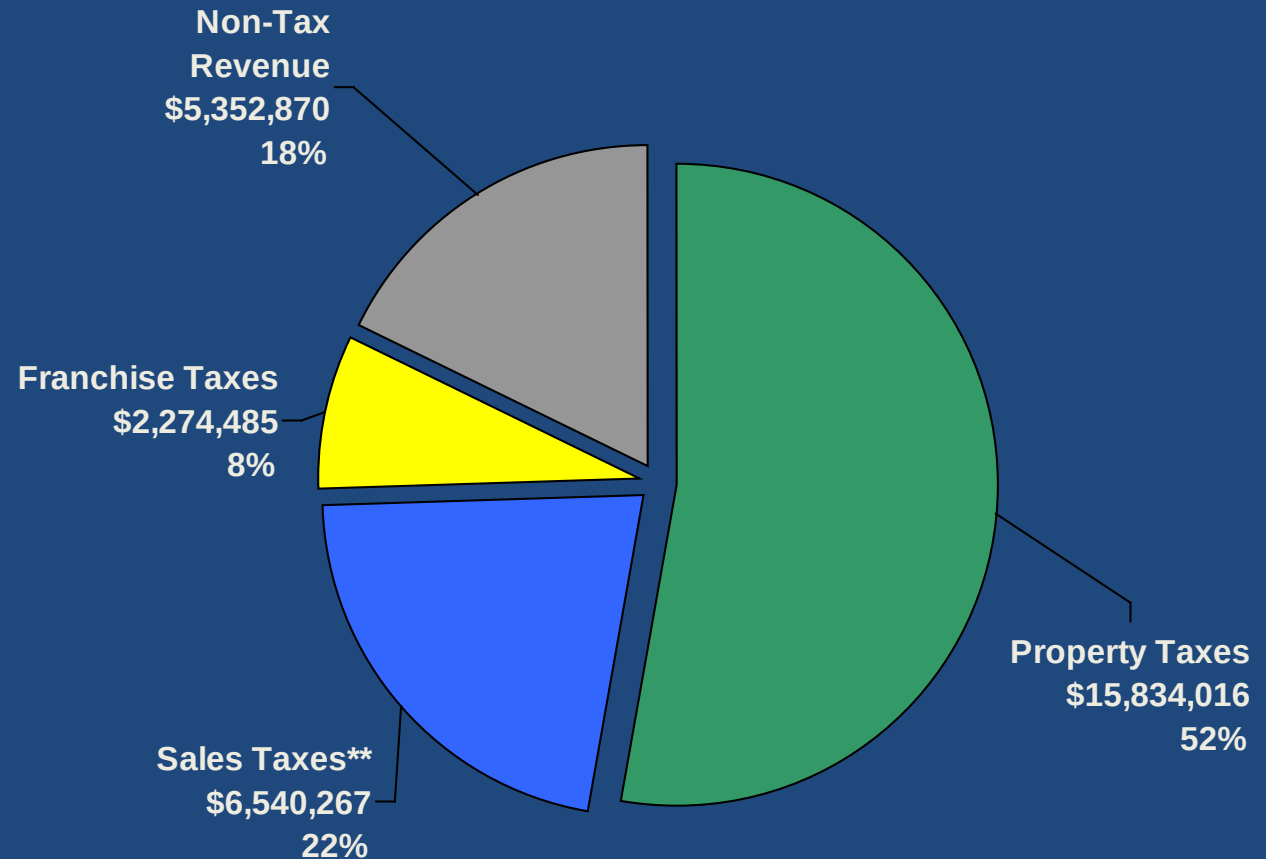
Most other revenue sources

Increase by 2% per year

Revenue Planning Data

- Residential/Commercial Growth projected
- Current trends considered
- Tax base identified
- Fiscal policies
- Revenue forecasting
- Fee adjustments and/or new fees
- Alternative revenue options

Fiscal Year 20 Projected (*ETR*) General Fund Revenue \$30,001,639



** Sales tax revenue generated from the ½ cent sales tax approved by voters in 2016 for streets improvements and FDEDC is recorded and expended in funds separate from the General Fund.

Property Tax Revenue Components

- Gross Appraised Value approximates Market (10% increase cap)
- Taxable Value = Appraised Value LESS Exemptions & Freeze Ceilings
- Tax Levy = Taxable Value x Tax Rate
- Tax Revenue = Tax Levy x Collection Rate
- Tax rate includes debt service and operations & maintenance

Tax Rate Drivers

- Property tax revenue in the plan is based on the effective tax rate
 - The effective tax rate generates approximately the same revenue for the same properties
- Revenue growth from revaluations and new construction
- Flat tax rate option
- Tax rate increases for possible general obligation bond issuance(s)

Planning Assumptions



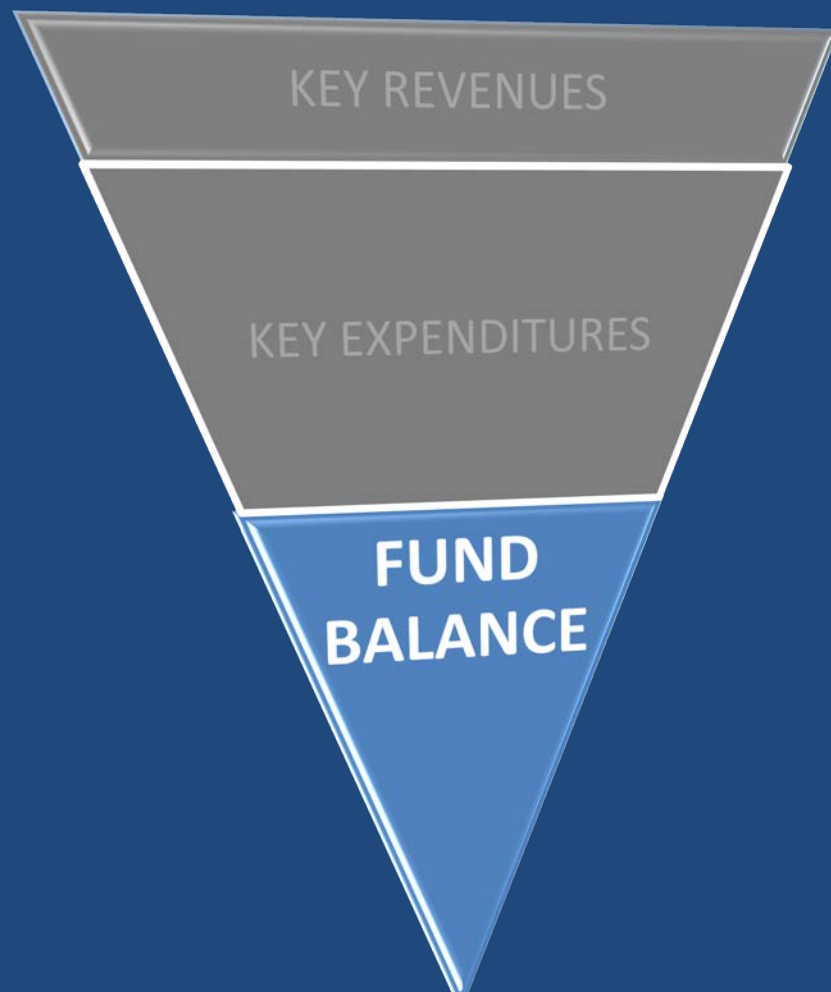
Existing Personnel

**3% increase each year for wages
and benefits**

Non-Personnel

**2% increase year over year
(based on 5 year historical avg.)**

Planning Assumptions

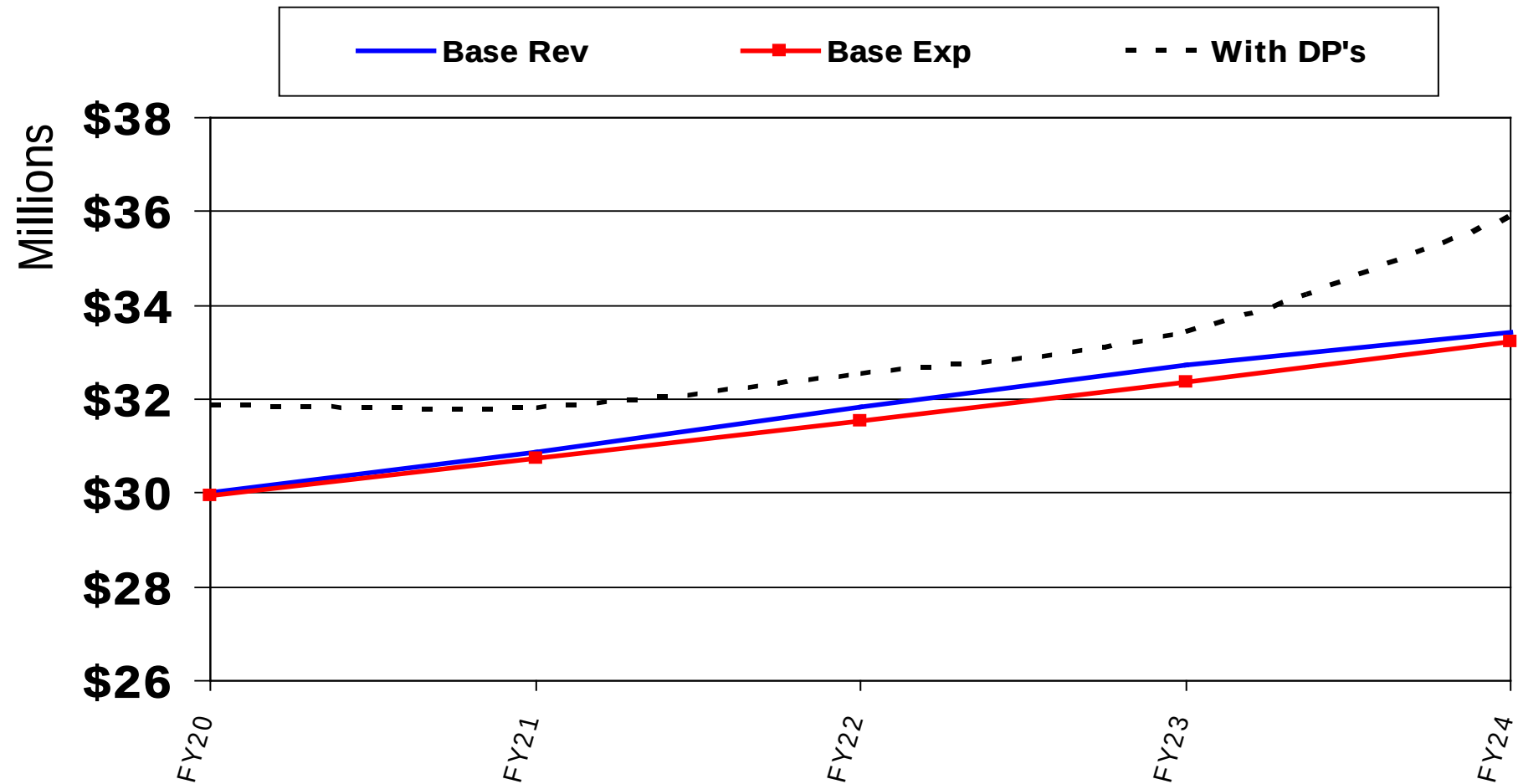


- **Target of 90 Days Operating Reserves**

- **Undesignated Fund Balance Uses**

- Emergencies
- One-time expenditures without operating cost increase
- Major capital purchases
- Start-up expenditures for new programs

General Fund Baseline *Revenues & Expenditures* (ETR)



Base expenditures exclude ongoing funding of \$500K in the General Fund for streets improvements.
Additional sales tax adopted in 2016 proposed to fund streets improvements.

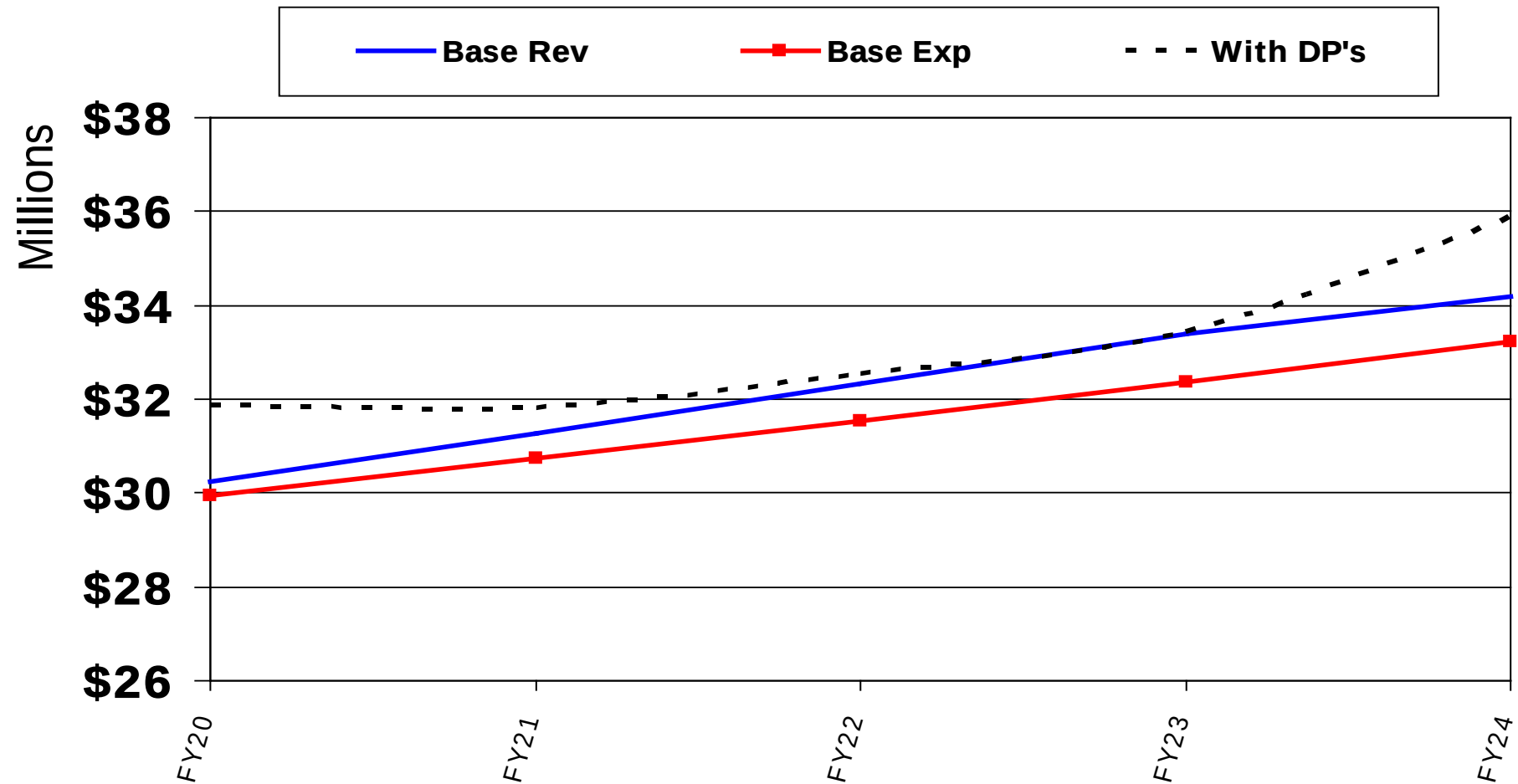
Multi-Year Financial Plan Summary

- 90 day operating reserve maintained
 - throughout the 5-year planning window
- No Decision Packages are funded in the five year planning window with current projections and assumptions

General Fund

Baseline *Revenues & Expenditures*

(flat tax rate)



Base expenditures exclude ongoing funding of \$500K in the General Fund for streets improvements.
Additional sales tax adopted in 2016 proposed to fund streets improvements.

Citizens Advisory Team

- Meetings to discuss Future Capital Project Needs
- Potential Funding Sources

Potential Debt Issuance Tax Rate Impact

		Interest and Sinking Fund Tax Rate Increase					
		Proposed General Obligation Bonds, Series 2020 @ 4.25% Estimated Interest Rate					
Fiscal Year End	Assessed Valuation Growth	\$9,665,000 No Tax Rate Increase	\$17,055,000 1 Cent Tax Rate Increase	\$25,070,000 2 Cent Tax Rate Increase	\$32,970,000 3 Cent Tax Rate Increase	\$39,890,000 4 Cent Tax Rate Increase	\$45,300,000 5 Cent Tax Rate Increase
2019 (Current)		\$0.0952	\$0.0952	\$0.0952	\$0.0952	\$0.0952	\$0.0952
2020	1.50%	0.0952	0.0952	0.0952	0.0952	0.0952	0.0952
2021	1.50%	0.0952	0.1052	0.1152	0.1252	0.1352	0.1452
2022	1.50%	0.0952	0.1052	0.1152	0.1252	0.1352	0.1452
2023	1.50%	0.0952	0.1052	0.1152	0.1252	0.1352	0.1452
2024	1.00%	0.0952	0.1052	0.1152	0.1252	0.1352	0.1452
2025	1.00%	0.0952	0.1052	0.1152	0.1252	0.1352	0.1452
2026	1.00%	0.0952	0.1052	0.1152	0.1252	0.1340	0.1452
2027		0.0952	0.1052	0.1145	0.1250	0.1340	0.1452
2028		0.0952	0.1050	0.1145	0.1250	0.1340	0.1452
2029		0.0952	0.1050	0.1145	0.1240	0.1340	0.1452
2030		0.0952	0.1050	0.1145	0.1240	0.1340	0.1452
2031		0.0860	0.0980	0.1100	0.1235	0.1340	0.1452
2032		0.0335	0.0573	0.0851	0.1120	0.1335	0.1452
2033		0.0332	0.0573	0.0851	0.1120	0.1335	0.1452
2034		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2035		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2036		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2037		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2038		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2039		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
2040		0.0332	0.0573	0.0851	0.1115	0.1335	0.1452
Maximum Tax Rate:		\$0.0952	\$0.1052	\$0.1152	\$0.1252	\$0.1352	\$0.1452
Projected Tax Rate Increase:		\$0.0000	\$0.0100	\$0.0200	\$0.0300	\$0.0400	\$0.0500

Council's Role

- Guidance on tax rate
- Input on existing and alternative revenues
- Programmatic changes
- Participation in budget development

2019 Library Board Presentation

I am proud to be able to present positive news from the library.

The door count reflects that we had 186,169 patrons visiting the library, which is an increase of over 3% from the previous fiscal year. This accounts for about 630 daily visitors. Additionally, the library issued 2,747 new library cards to patrons.

The total number of items checked out for the year was 348,554 - this was an increase of about 3%.

In order to stay current the library added over 8,500 new items. During this time, the library raised over \$5000 from the sale of purged and donated items. Patrons are encouraged to donate used books to the library to support book sales.

This past year, the library hosted 872 programs with attendance exceeding 33,000 people. Our expanded meeting and study rooms were scheduled for use 3,564 times by library patrons.

Patrons used the library's public Internet stations over 122,000 times. Library personnel responded to over 43,000 reference questions.

For the fifth consecutive year, the Friendswood Library qualified for the Texas Municipal Library Director's Association Achievement of Library Excellence Award by demonstrating excellence in 10 service categories.

Most recently the library hosted "May the 4th Be With You: A Star Wars Celebration" where over 600 people attended the library for movies, character photo ops, virtual reality experiences with our new Oculus Rift system, and snacks from our Star Wars Cantina. Thanks to the many who made this a success and a special thanks to our Council liaison Steve Rockey who was also a volunteer worker.

This year I would like to offer a special Thank You to the Friends of the Library for their support in providing funds for additional programs and activities such as summer reading programs, sponsoring staff attendance to the Texas Library Association Conference, purchasing gift giveaways during National Library Week, as well as providing personnel for supporting the Book Sales and the Book Nooks. Since starting this past October, the Adult and Children Book Nooks have been providing donated books for sale on a daily, ongoing basis.

The Executive Board of the Friends includes:

President: Madeline Short

2019 Library Board Presentation

Vice President: Chester Karrick

Treasurer: Randy Waibel

Book Sale and Book Nooks: Diane Freeman

Recognition and congratulations go to our Library staff with changes and new personnel and promotions:

Mathew Riley, promoted to Library Director - He also celebrates 30 years with the library in August

Karen Hart, promoted to Assistant Library Director

Lisa Wilkins, promoted to Administrative Assistant. Lisa will receive her Master of Library Science degree in July

Kim Zrubek, promoted to Supervisor of Reference & Adult Services

Richard Haley, promoted to Library Associate. Richard recently graduated with a degree in Communications.

Dru Watkins, recently joined the library's Reference staff and holds a Master's degree in Humanities

It is true that if you are not part of the future you are the past. Our Library is a Big part of Friendswood's Future.

The Library now offers:

- The use of a 3d printer
- A Virtual Reality system for educational applications
- A poster printer
- Green Screen technology
- A new Listening Station for music and audiobooks
- Thousands of downloadable e-books, audiobooks, and magazines.
- Streaming videos & much more!



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 03, 2019

Date Submitted: May 20, 2019

Dept. Clearances: Melinda Welsh

Prepared by: Susan Ballard/Mayor Foreman

Subject: Appointments/Reappointments to Keep Friendswood Beautiful Committee, Library Board and Planning and Zoning Commission

Originating Department: M & C

Proceeding: Discussion and Possible Action

(I.E. Special Session, Discussion and Possible Action (contracts, agreements, appointments, directives), Resolution, Ordinance, Communication from Mayor/Council, Consent Agenda)

Degree of importance: Critical ☐ Significant ☒ Elective ☐

SUMMARY / ORIGINATING CAUSE

Mayor Foreman endorses the following appointments/reappointments as recommended by:

Council Liaison Sally Branson: **Keep Friendswood Beautiful Committee** – Appoint Dianna Le Nell Hall to replace Thomas Goodwin who resigned with a term expiring November 2021.

Council Liaison Steve Rockey: **Library Board** – Reappoint Diane Freeman, Bryan Corey and Neeta Jambhekar to 3 year terms expiring July 2022; reappoint alternate members JoBeth Brizendine, Benette Rowley and Madeline Short to 3 year terms expiring July 2022.

Council Liaison Sally Branson: **Planning and Zoning Commission** – Reappoint Joe Matranga, Richard Clark and Marcus Perry to 3 year terms expiring July 2022.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Mayor Foreman recommends Council consider approving the appointments/reappointments to the above committees.

ASSOCIATED COSTS / FUNDING SOURCE

N/A

ATTACHMENTS

[Dianna Le Nell Hall Volunteer Application](#)

[Diane Freeman Volunteer Application](#)

[Bryan Corey Volunteer Application](#)

[Neeta Jambhekar Volunteer Application](#)

[JoBeth Brizendine Volunteer Application](#)

[Benette Rowley Volunteer Application](#)

[Madeline Short Volunteer Application](#)

[Joe Matranga Volunteer Application](#)

[Richard Clark Volunteer Application](#)

[Marcus Perry Volunteer Application](#)

CC: M & CC

James Toney, P&R



BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Dianna Le Nell Hall
HOME ADDRESS: 1314 Cambridge Dr
EMAIL ADDRESS: dianna.green@gmail.com
OCCUPATION: SAHM - photographer

HOME PHONE: 832-654-9849
WORK PHONE: 832-340-0371
CELL PHONE: _____

SPECIAL INTERESTS AND TALENTS: Gardening
Social Media, photographing pretty much thing.

Are you currently serving as a member of any Friendswood governmental body? No

If so, please name the body: _____

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

☐ ELECTION WORKER

PLANNING & PRESERVATION

- ☐ PLANNING & ZONING COMMISSION
☐ ZONING BOARD OF ADJUSTMENT & APPEALS
☒ KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
☐ COMMUNITY & ECONOMIC DEVELOPMENT
☐ CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
☐ INVESTMENT COMMITTEE
☐ FRIENDSWOOD DOWNTOWN ECONOMIC
☐ DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

- ☒ LONG-TERM PROJECTS
☒ SHORT-TERM PROJECTS
☒ DAYTIME
☐ EVENING
☒ SUMMER

RECREATION

- ☐ 4TH OF JULY STEERING COMMITTEE
☐ 4TH OF JULY VOLUNTEER
☐ SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

- ☐ LIBRARY BOARD
☐ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

OTHER

- ☐ WEST RANCH MANAGEMENT DISTRICT
☐ ANIMAL SHELTER ADVISORY COMMITTEE
☐ VOLUNTEER FIRE DEPT/EMS
☐ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

I really look forward to
serving on the KFPB committee.

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 11-8-79
SEX: F
FRIENDSWOOD RESIDENT FOR 2 YEARS

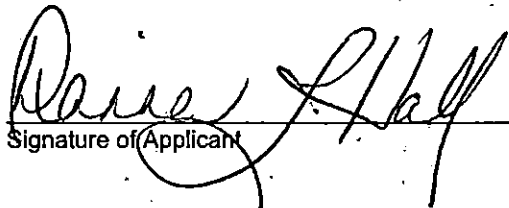
Have you been convicted of a crime, other than minor traffic violations in the past 10 years? No

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?
- None

Please list any civic or community endeavors in which you have been involved: PTO, special needs groups
church

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.


Signature of Applicant

4/2/2019
Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

**CITY OF FRIENDSWOOD
BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION**

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

NONE

PERSONAL REFERENCES:

Please list at least two references.

NAME: Monica Livesey

ADDRESS: 1002 Myrtlewood, Friendswood Tx

PHONE: 832-314-9254

NAME: Amy Furey

ADDRESS: 1203 Pine Hollow Dr. 77546

PHONE: 832-428-0971



BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Diane Lee Freeman HOME PHONE: 281-482-0637
HOME ADDRESS: 16722 Blackhawk Blvd, Friendswood WORK PHONE: _____
EMAIL ADDRESS: DIANELEEFREEMAN@ME.COM CELL PHONE: 713-817-3757
OCCUPATION: Retired / Aerospace
SPECIAL INTERESTS AND TALENTS: Citizens Advisory Team; Library Board

Are you currently serving as a member of any Friendswood governmental body? No

If so, please name the body: _____

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

 ELECTION WORKER

PLANNING & PRESERVATION

PLANNING & ZONING COMMISSION
ZONING BOARD OF ADJUSTMENT & APPEALS
KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
COMMUNITY & ECONOMIC DEVELOPMENT
CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
INVESTMENT COMMITTEE
FRIENDSWOOD DOWNTOWN ECONOMIC
DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

☐ LONG-TERM PROJECTS
☒ SHORT-TERM PROJECTS
☒ DAYTIME
☒ EVENING
☐ SUMMER

RECREATION

4TH OF JULY STEERING COMMITTEE
4TH OF JULY VOLUNTEER
SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

DLF ☒ LIBRARY BOARD
☒ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

Citizens Advisory Team

OTHER

_____ WEST RANCH MANAGEMENT DISTRICT
_____ ANIMAL SHELTER ADVISORY COMMITTEE
_____ VOLUNTEER FIRE DEPT/EMS
_____ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 12/4/1940

SEX: F

FRIENDSWOOD RESIDENT FOR 43 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? No

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

Earlier Citizens Advisory Team

Please list any civic or community endeavors in which you have been involved:

Library Board Library Support, Library Board

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.

Melinda Lee Freeman

Signature of Applicant

2/22/2019

Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

Library Board

currently

PERSONAL REFERENCES:

Please list at least two references.

NAME: Mike Czarowitz
ADDRESS: _____
PHONE: _____

NAME: Sally Branson
ADDRESS: _____
PHONE: _____



BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: BRYAN Corey HOME PHONE: 281 996-8736
HOME ADDRESS: 2307 S. MISSION Circle WORK PHONE: _____
EMAIL ADDRESS: Bryan.Corey@AOL.Com CELL PHONE: 213 302-1371
OCCUPATION: Retired

SPECIAL INTERESTS AND TALENTS: TEXAS MASTER NATURALIST, Shriner's Hosp.
for Children Board of Governors

Are you currently serving as a member of any Friendswood governmental body? YES

If so, please name the body: Library Board

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

_____ ELECTION WORKER

PLANNING & PRESERVATION

_____ PLANNING & ZONING COMMISSION
 _____ ZONING BOARD OF ADJUSTMENT & APPEALS
 _____ KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
 _____ COMMUNITY & ECONOMIC DEVELOPMENT
 _____ CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
 _____ INVESTMENT COMMITTEE
 _____ FRIENDSWOOD DOWNTOWN ECONOMIC
 _____ DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

☒ LONG-TERM PROJECTS
☒ SHORT-TERM PROJECTS
☒ DAYTIME
☒ EVENING
☒ SUMMER

RECREATION

_____ 4TH OF JULY STEERING COMMITTEE
_____ 4TH OF JULY VOLUNTEER
_____ SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

____ LIBRARY BOARD
____ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

Advisory Committee

OTHER

_____ WEST RANCH MANAGEMENT DISTRICT
_____ ANIMAL SHELTER ADVISORY COMMITTEE
_____ VOLUNTEER FIRE DEPT/EMS
_____ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

[illegible]

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 8-29-1941
SEX: M
FRIENDSWOOD RESIDENT FOR 29 YEARS

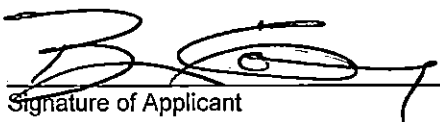
Have you been convicted of a crime, other than minor traffic violations in the past 10 years? no

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

Please list any civic or community endeavors in which you have been involved: Vision 20/20
Mayor's Transportation Comm. 11 Board Issue Comm.

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.


Signature of Applicant

2-27-2019
Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

PERSONAL REFERENCES:

Please list at least two references.

NAME: _____

ADDRESS: _____

PHONE: _____

NAME: _____

ADDRESS: _____

PHONE: _____

M&
Mary Perroni

APPOINTED
To Lib. Bd.
9/10



BE A FRIENDSWOOD VOLUNTEER

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THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: NEETA JAMBHEKAR HOME PHONE: 832-248-2462
ADDRESS: 1204 BEECHWOOD WORK PHONE: _____
OCCUPATION: LIBRARIAN
SPECIAL INTERESTS AND TALENTS: Library experience

Are you currently serving as a member of any Friendswood governmental body? —

If so, please name the body: _____

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

____ ELECTION DAY POLL WORKER
____ SUPPORT STAFF

PLANNING & PRESERVATION

____ PLANNING & ZONING COMMISSION
____ ZONING BOARD OF ADJUSTMENT
____ KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
____ COMMUNITY & ECONOMIC DEVELOPMENT
____ CONSTRUCTION BOARD OF ADJUSTMENT
____ & APPEALS

RECREATION

____ PARKS & RECREATION BOARD
____ 4TH OF JULY STEERING COMMITTEE
____ 4TH OF JULY VOLUNTEER
____ SENIOR CITIZENS ADVISORY

EDUCATION

☒ LIBRARY BOARD
____ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

I AM AVAILABLE FOR

____ LONG-TERM PROJECTS
____ SHORT-TERM PROJECTS
____ DAYTIME
____ EVENING
____ SUMMER

OTHER

____ VOLUNTEER FIRE DEPT./EMS
____ CHARTER REVIEW (AS NEEDED)

Please use the reverse side for additional comments.

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions. Giving this information is voluntary.

DATE OF BIRTH: _____
SEX: FEMALE
FRIENDSWOOD RESIDENT FOR 15 YEARS

Have you ever been convicted of a crime, other than minor traffic violations? _____

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

Librarian in an academic library

Please list any civic or community endeavors in which you have been involved: _____

I hereby affirm the information provided herein is true and correct, to the best of my knowledge.

Aleeta Tamburkar
Signature of Applicant

7/20/2010
Date

Thank you for taking the time to complete this application. It will be helpful to the Friendswood City Council in making appointments.

Please return this form to the address below regardless of whether or not you are able to serve on a board or commission at this time:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

**CITY OF FRIENDSWOOD
BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION**

Your name has been suggested or you have requested an application for possible service on a City of Friendswood Board or Commission.

Please specify on which Board(s) or Commission(s) you wish to serve. (See the attached list).

FRIENDSWOOD PUBLIC LIBRARY BOARD

If you have ever been a member of a Friendswood Board or Commission before, please indicate the Board or Commission and appropriate dates of service.

Name of Board or Commission:

Dates of Service:

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: JAMBHEKAR NEETA
(Last) (First) (M.I.)

HOME ADDRESS: 1204 BEECHWOOD DRIVE

HOME TELEPHONE: 832-248-2462

PROFESSION: LIBRARIAN

BUSINESS NAME & ADDRESS: UNIVERSITY OF HOUSTON- CLEAR LAKE
2700 BAY AREA BLVD.
HOUSTON, TX 77546

PERSONAL REFERENCES:

Please list at least two references.

NAME: MARIA GEORGETON
ADDRESS: 1206 BEECHWOOD DRIVE
PHONE: 281-482-1228

NAME: ASHA MEHRA
ADDRESS: 702 PINE NEEDLE DRIVE
PHONE: 281-996-9857

MARY Perroni, Library



It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Jobeth Brizendine HOME PHONE: —

HOME ADDRESS: 304 Terra Nova Ct WORK PHONE: —

EMAIL ADDRESS: jobethbrizendine@gmail.com CELL PHONE: 281 639 1764

OCCUPATION: Education

SPECIAL INTERESTS AND TALENTS: literacy, reading, education,

Are you currently serving as a member of any Friendswood governmental body? no

If so, please name the body: _____

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

_____ ELECTION WORKER

PLANNING & PRESERVATION

_____ PLANNING & ZONING COMMISSION
 _____ ZONING BOARD OF ADJUSTMENT & APPEALS
 _____ KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
 _____ COMMUNITY & ECONOMIC DEVELOPMENT
 _____ CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
 _____ INVESTMENT COMMITTEE
 _____ FRIENDSWOOD DOWNTOWN ECONOMIC
 _____ DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

☒ LONG-TERM PROJECTS
☒ SHORT-TERM PROJECTS
☐ DAYTIME
☒ EVENING
☒ SUMMER

RECREATION

_____ 4TH OF JULY STEERING COMMITTEE
 _____ 4TH OF JULY VOLUNTEER
 _____ SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

☒ LIBRARY BOARD
☐ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

OTHER

_____ WEST RANCH MANAGEMENT DISTRICT
 _____ ANIMAL SHELTER ADVISORY COMMITTEE
 _____ VOLUNTEER FIRE DEPT/EMS
 _____ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH:

11-24-1955

SEX:

F

FRIENDSWOOD RESIDENT FOR 30 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? no

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

40 years in education - 30 years in FUSD
BA & MA in English Ed.D. in Education

Please list any civic or community endeavors in which you have been involved:

Friendswood schools, city elections

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.

Jo Beth Friendline
Signature of Applicant

Sept 25, 2017
Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

PERSONAL REFERENCES:

Please list at least two references.

NAME: Rebecca Hillenburg
ADDRESS: 2007 Pine
PHONE: 281-610-5316

rhillerburg@comcast.net

NAME: Ralph & Lynn Hobratsch
ADDRESS: 2427 San Augustine
PHONE: 281 482 1267 (CFISD)

CC: M & CC
CITY MGR

Mary Perroni, Library



BE A FRIENDSWOOD VOLUNTEER

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THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Benette L Rowley HOME PHONE: _____
HOME ADDRESS: 11 Whittier Dr. WORK PHONE: 281 993 5455
EMAIL ADDRESS: benrow@att.net CELL PHONE: 713 515 6230
OCCUPATION: General Manager @ Dunn Brothers Coffee

SPECIAL INTERESTS AND TALENTS: _____

Are you currently serving as a member of any Friendswood governmental body? none

If so, please name the body: _____

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

_____ ELECTION WORKER

PLANNING & PRESERVATION

PLANNING & ZONING COMMISSION
ZONING BOARD OF ADJUSTMENT & APPEALS
KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
COMMUNITY & ECONOMIC DEVELOPMENT
CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
INVESTMENT COMMITTEE
FRIENDSWOOD DOWNTOWN ECONOMIC
DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

☐ LONG-TERM PROJECTS
☐ SHORT-TERM PROJECTS
☐ DAYTIME
☐ EVENING
☐ SUMMER

RECREATION

_____ 4TH OF JULY STEERING COMMITTEE
_____ 4TH OF JULY VOLUNTEER
_____ SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

✓ LIBRARY BOARD
LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

OTHER

_____ WEST RANCH MANAGEMENT DISTRICT
 _____ ANIMAL SHELTER ADVISORY COMMITTEE
 _____ VOLUNTEER FIRE DEPT/EMS
 _____ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

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These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 10/29/1957
SEX: F
FRIENDSWOOD RESIDENT FOR 17 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? NO

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

Certified Master Gardener

Please list any civic or community endeavors in which you have been involved: President - Friendswood Farmers Market
Vice Chairmen - Friendswood Chamber of Commerce
Boardmember - FDFA
Volunteer - Houston Livestock Show & Rodeo
Lifetime member

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.

Bonette L. Kowles
Signature of Applicant

10/02/2017
Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

N/A

PERSONAL REFERENCES:

Please list at least two references.

NAME: Jerry Ericsson

ADDRESS: _____

PHONE: 281) 851-2287

NAME: Carol Marcantel

ADDRESS: _____

PHONE: 713) 898-3127

Lucy Woltz

713) 824-5659



BE A FRIENDSWOOD VOLUNTEER

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THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Madeline Short HOME PHONE: _____
HOME ADDRESS: 1963 Rolling Stone Drive WORK PHONE: 210-872-0134
EMAIL ADDRESS: madeline.l.short@gmail.com CELL PHONE: 210-872-0134
OCCUPATION: COO, Wilems Resource Group

SPECIAL INTERESTS AND TALENTS: Marketing, health care, reading, playing with my preschooler, public speaking, teaching

Are you currently serving as a member of any Friendswood governmental body? Yes

If so, please name the body: Friendswood Library Board

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

ELECTION WORKER

PLANNING & PRESERVATION

_____ PLANNING & ZONING COMMISSION /
 _____ ZONING BOARD OF ADJUSTMENT & APPEALS
 _____ KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
 _____ COMMUNITY & ECONOMIC DEVELOPMENT
 _____ CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
 _____ INVESTMENT COMMITTEE
 _____ FRIENDSWOOD DOWNTOWN ECONOMIC
 _____ DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

_____ LONG-TERM PROJECTS
 _____ SHORT-TERM PROJECTS
 _____ DAYTIME
 _____ EVENING
 _____ SUMMER

RECREATION

_____ 4TH OF JULY STEERING COMMITTEE
_____ 4TH OF JULY VOLUNTEER
_____ SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

LIBRARY BOARD
LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

Citizen Advisory Team

OTHER

_____ WEST RANCH MANAGEMENT DISTRICT
 _____ ANIMAL SHELTER ADVISORY COMMITTEE
 _____ VOLUNTEER FIRE DEPT/EMS
 _____ CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

[illegible]

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 5/11/18

SEX: F

FRIENDSWOOD RESIDENT FOR 6 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? N

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

I currently serve on the Friendswood Library Board and hold the position as President of the

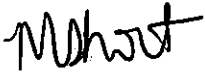
Friends of the Friendswood Public Library. In my career, I provide oversight and monitoring of Accountable Care Organization (ACO)

Governing Bodies (i.e. Board of Managers, Board of Trustees, Management Committees). I have a background in operations and event planning.

Please list any civic or community endeavors in which you have been involved: Volunteering for the Library,
Mothers of Preschoolers (MOPs) and serving as a guest lecturer for Texas A&M University.

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.



Signature of Applicant

2/21/19

Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

Friendswood Public Library Board

September 2017 to present

PERSONAL REFERENCES:

Please list at least two references.

NAME: Matt Riley, Library Director

ADDRESS:

PHONE: 281-482-7135

NAME: Kimberly Busenbark, Wilems Resource Group CEO

ADDRESS:

PHONE: 713-829-0882



BE A FRIENDSWOOD VOLUNTEER

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THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Joe Matranga

HOME PHONE: 2819961752

HOME ADDRESS: 308 Northcliff Ridge Lane

WORK PHONE: _____

EMAIL ADDRESS: joe_d_matranga@oxy.com

CELL PHONE: 7132524495

OCCUPATION: VP Oil & Gas

SPECIAL INTERESTS AND TALENTS: _____

Are you currently serving as a member of any Friendswood governmental body? Yes

If so, please name the body: Planning & Zoning Commission

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

1 ELECTION WORKER

PLANNING & PRESERVATION

☒	PLANNING & ZONING COMMISSION
☐	ZONING BOARD OF ADJUSTMENT & APPEALS
☐	KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
☐	COMMUNITY & ECONOMIC DEVELOPMENT
☐	CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
☐	INVESTMENT COMMITTEE
☐	FRIENDSWOOD DOWNTOWN ECONOMIC
☐	DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

☐ LONG-TERM PROJECTS
☐ SHORT-TERM PROJECTS
☐ DAYTIME
☒ EVENING
☐ SUMMER

RECREATION

☐	4 TH OF JULY STEERING COMMITTEE
☐	4 TH OF JULY VOLUNTEER
☐	SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

☐ LIBRARY BOARD
☐ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

OTHER

☒	WEST RANCH MANAGEMENT DISTRICT
☒	ANIMAL SHELTER ADVISORY COMMITTEE
☐	VOLUNTEER FIRE DEPT/EMS
☐	CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

I have lived in West Ranch for over 10 years.

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 11/09/1958

SEX: Male

FRIENDSWOOD RESIDENT FOR 48 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? No

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

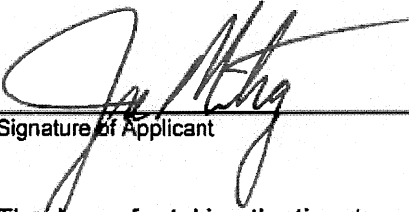
Proven leader in business and in the community. Engineering degree and significant experience in the chemical and oil & gas industries.

Please list any civic or community endeavors in which you have been involved: _____

Current Chair of the Friendswood Planning & Zoning Commission. Volunteer at Friendswood Animal Control.

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.



Signature of Applicant

Date

5/20/19

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

Planning & Zoning Commission

2017 to current

PERSONAL REFERENCES:

Please list at least two references.

NAME: Robbie McAfoos

ADDRESS: 1026 SHOREWOOD DR SEABROOK TX 77586

PHONE: 8326072997

NAME: Gene Nitsch

ADDRESS: 2002 Pine Friendswood, TX

PHONE: 2814823969



BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: RICHARD N. CLARK HOME PHONE: 281-808-63
HOME ADDRESS: 1805 TWIN OAKS WORK PHONE: -
EMAIL ADDRESS: clark1805@afl.net CELL PHONE: 832-982-9388
OCCUPATION: Retired, consulting, flight instruction
SPECIAL INTERESTS AND TALENTS: photography

Are you currently serving as a member of any Friendswood governmental body? yes

If so, please name the body: A, 1, 2

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

1 ELECTION WORKER

PLANNING & PRESERVATION

☒	PLANNING & ZONING COMMISSION
☐	ZONING BOARD OF ADJUSTMENT & APPEALS
☐	KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE
☐	COMMUNITY & ECONOMIC DEVELOPMENT
☐	CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS
☐	INVESTMENT COMMITTEE
☒	FRIENDSWOOD DOWNTOWN ECONOMIC
☐	DEVELOPMENT CORPORATION

I AM AVAILABLE FOR

7	LONG-TERM PROJECTS
5	SHORT-TERM PROJECTS
4	DAYTIME
4	EVENING
6	SUMMER

RECREATION

☐	4 TH OF JULY STEERING COMMITTEE
☐	4 TH OF JULY VOLUNTEER
☒	SENIOR CITIZENS ADVISORY COMMITTEE

EDUCATION

☒ LIBRARY BOARD
☐ LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

✓

OTHER

WEST RANCH MANAGEMENT DISTRICT
ANIMAL SHELTER ADVISORY COMMITTEE
VOLUNTEER FIRE DEPT/EMS
CHARTER REVIEW (AS NEEDED)

Please use the space below for additional comments.

[illegible]

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: Oct 5, 1951
SEX: M
FRIENDSWOOD RESIDENT FOR 22 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? NO

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

Current P&Z Manager, Civil Service Executive,

Please list any civic or community endeavors in which you have been involved: _____

TX Music Festival
50th Anniv. Splashdown Party
P&Z

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.

Richard M. Gk
Signature of Applicant

21 May 2019
Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

PERSONAL REFERENCES:

Please list at least two references.

NAME: _____

ADDRESS: _____

PHONE: _____

NAME: _____

ADDRESS: _____

PHONE: _____



BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City board, commission, or committee and for the City Council to oversee appointments.

THIS INFORMATION WILL BECOME PUBLIC RECORD

VOLUNTEER APPLICATION

NAME: Marc Perry HOME PHONE: _____
HOME ADDRESS: 410 Silverleaf Dr WORK PHONE: _____
EMAIL ADDRESS: _____ CELL PHONE: 8328605000
OCCUPATION: Project Manager

SPECIAL INTERESTS AND TALENTS: Contributing to our Friendswood community for the benefit of our family of 4,

Are you currently serving as a member of any Friendswood governmental body? Yes

If so, please name the body: Planning and Zoning

AREAS OF INTEREST

Please indicate your primary and secondary interests.

GENERAL ADMINISTRATION

- ☐
- ELECTION WORKER

PLANNING & PRESERVATION

- | | |
|-------------------------------------|--|
| ☒ | PLANNING & ZONING COMMISSION |
| ☐ | ZONING BOARD OF ADJUSTMENT & APPEALS |
| ☐ | KEEP FRIENDSWOOD BEAUTIFUL COMMITTEE |
| ☐ | COMMUNITY & ECONOMIC DEVELOPMENT |
| ☐ | CONSTRUCTION BOARD OF ADJUSTMENT & APPEALS |
| ☐ | INVESTMENT COMMITTEE |
| ☐ | FRIENDSWOOD DOWNTOWN ECONOMIC |
| ☒ | DEVELOPMENT CORPORATION |

I AM AVAILABLE FOR

- | | |
|-------------------------------------|---------------------|
| ☒ | LONG-TERM PROJECTS |
| ☒ | SHORT-TERM PROJECTS |
| ☒ | DAYTIME |
| ☒ | EVENING |
| ☐ | SUMMER |

RECREATION

- | | |
|--------------------------|--|
| ☐ | 4 TH OF JULY STEERING COMMITTEE |
| ☐ | 4 TH OF JULY VOLUNTEER |
| ☐ | SENIOR CITIZENS ADVISORY COMMITTEE |

EDUCATION

- LIBRARY BOARD
LIBRARY VOLUNTEER

SPECIAL COMMITTEES AS CALLED

OTHER

- | | |
|-------------------------------------|-----------------------------------|
| ☐ | WEST RANCH MANAGEMENT DISTRICT |
| ☐ | ANIMAL SHELTER ADVISORY COMMITTEE |
| ☐ | VOLUNTEER FIRE DEPT/EMS |
| ☒ | CHARTER REVIEW (AS NEEDED) |

Please use the space below for additional comments.

[illegible]

CITY OF FRIENDSWOOD

BOARDS AND COMMISSIONS

INFORMATION STATEMENT AND APPLICATION

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

Name of Board, Committee or Commission:

Dates of Service:

CEDC

06/13 - 07/18

P&Z

07/18 - 07/19

PERSONAL REFERENCES:

Please list at least two references.

NAME: Brett Banfield

ADDRESS: 16 W. Shadowbend Ave. Suite 100 Friendswood, TX 77546

PHONE: 281.482.3636

NAME: Tim Snyder (professional reference)

ADDRESS: 1300 Hercules Houston, TX 77058

PHONE: 281.244.1894

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

DATE OF BIRTH: 02-28-1976

SEX: M

FRIENDSWOOD RESIDENT FOR 6 YEARS

Have you been convicted of a crime, other than minor traffic violations in the past 10 years? No

What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)?

CEDC membership for 4 years and P&Z Commissioner for 1 year.

Leverage the 16 years of experience I have in assessing government requirements and developing solutions that comply with regulation. In addition, my experience in facilitating process improvement initiatives as a Lean Six Sigma Green Belt can be applied to the P&Z environment when collaboration is a value added component but does have limitations per city ordinance. I can also apply my project management skills to P&Z initiatives.

Please list any civic or community endeavors in which you have been involved: _____

Our family is involved in local athletics and events here in Friendswood. In addition, I routinely support area charity events that benefit local charities.

I hereby affirm the information provided herein is true and correct, to the best of my knowledge. I am aware a background check may be required.

I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years.

Marcus Perry (affiliate)

Digitally signed by Marcus Perry (affiliate)
Date: 2019.05.21 23:13:21 -0500

Signature of Applicant

May 19, 2019

Date

Thank you for taking the time to complete this application.

Please return the original application to the address below:

MELINDA WELSH
CITY SECRETARY
CITY OF FRIENDSWOOD
910 S. FRIENDSWOOD DRIVE
FRIENDSWOOD, TX 77546-4856
(281) 996-3270
FAX (281) 482-1634



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Prepared By: M Kabiri/GCF

Date Submitted: May 21, 2019

Subject: Stevenson Park Gazebo Dedication

Originating Department: Mayor and Council

Proceeding: Discussion and Possible Action

Degree of importance: Critical ☐ Significant ☒ Elective ☐

SUMMARY / ORIGINATING CAUSE

At the direction of Mayor Foreman, a subcommittee of former Mayors evaluated the naming of a facility after former Mayor Paul Schrader. Mayor Foreman also named this Selection Committee the de facto Committee for evaluating the merits of renaming a City facility after a past Mayor. The Committee is made up of living Friendswood Mayors still residing within the City of Friendswood.

The attached application was compiled and submitted for Council consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Former Mayor Schrader has had a lasting imprint on this community. He served two terms as a City Councilman and two terms as Mayor of the City of Friendswood, Texas; and received a Rotary Paul Harris Fellowship. His many years of dedicated service to this community are still felt and appreciated to this day.

ASSOCIATED COSTS / FUNDING SOURCE

Not Applicable

ATTACHMENTS

[Facility Naming Policy](#)
[Naming Facilities after Past Mayors Memo](#)
[Application](#)

MEMORANDUM

City of Friendswood

July 18, 1995

Office of the City Manager

MC/95/106

To: Mayor and Councilmembers

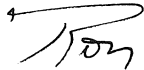
Subject: Naming of Public Facilities

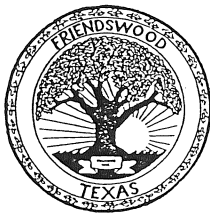
Attached is the recently adopted policy for the naming of public facilities along with an application and information sheet to be given to those interested in nominating a facility for a name change. As the information sheet mentions, these forms will be obtained through the City Secretary's office and staff will then review and forward the application to the City Council for action. If you have any questions or comments concerning this please contact me.

REC

Enclosure

cc Staff

A handwritten signature in black ink, appearing to be "Tom", with a horizontal line above it.



City of Friendswood

Guidelines and Criteria for the Naming of Public Facilities

Introduction

The City Council of the City of Friendswood may, at its discretion, name buildings and/or facilities. The following criteria and process shall be used by the City when suggestions are made for the naming of such buildings and/or facilities:

Criteria

1. These criteria will be applied to buildings and facilities available to and operated for the benefit of the public and under the management and responsibility of the City of Friendswood.
2. Facilities* may be named after individuals (either living or deceased, organizations or entities consistent with criteria set out in these guidelines. Symbolic names reflecting historical or special events or circumstances may be used at the discretion of the City Council. (This may include names such as "1776 Park" or "Challenger Park.")
3. The naming of a facility must be consistent with the positive image of the community.
4. Consideration should be given to including the function of the building to the extent practical, such as "library" or "activities building."
5. Facilities already named according to the criteria listed below should not be renamed. Renaming of other facilities should only be made after careful consideration is given to the significance of the existing name versus the name being suggested.
6. The naming will depend on the historical, financial, or civic contributions made to Friendswood. Facilities may be named for individuals, families, organizations, or entities that have significantly contributed to the community or the development or completion of a facility or project. Any one or a combination of all these criteria may be considered when making decisions.

*Facilities shall be defined as: Building sites, parks, roadways, other structures or any City-owned property.

Historical/Symbolic Criteria

Facilities may be named for individuals, families, organizations or entities who, for historical or symbolic reasons, have contributed to the community. Nominated individuals shall be limited to those deceased for a minimum of five years. When considering individuals or families under this category, criteria will include their character, service to the community, leadership and inspiration to others.

Civic Contributions Criteria

Individuals selected with in this category can be either living or deceased and should be selected after many years of service to the community and in consideration of their positive impact on the development and well-being of the entire community. These decisions should be made objectively, without consideration to illness, misfortune or incidents creating emotional responses. Organizations should be selected according to the same criteria.

Financial Benefactor Criteria

Individuals (living or deceased), organizations or entities chosen under this category shall make, or have made, a significant financial contribution toward the facility. Significant financial contributions will be measured by the impact a single contribution makes toward the successful conclusion or continuing operation of the facility to be named. Depending on the impact, the naming could be for the entire facility or some portion (i.e., a room).

Process of Selection

1. Application Process

Individuals, organizations or entities seeking to have a facility names shall complete an application. An application form shall be prepared consistent with the criteria established in these guidelines and provided for that purpose. The application shall be submitted to and reviewed by city staff and referred to City Council for action.

2. Selection Committee

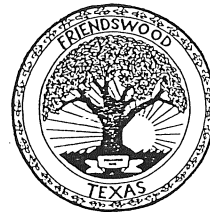
Upon receipt of an application or by request of Council, an ad hoc selection committee may be established, when deemed necessary, by the Mayor, with concurrence of Council. The Committee may be utilized to review and make recommendations to Council regarding applications received. Additionally, the Committee may be asked to solicit or generate names for naming or renaming other

facilities, as the need may arise. The Committee will primarily be used to make recommendations for city facilities or other facilities that will be used by a large segment of the public. Selection Committee members should consist of a maximum of five citizens of Friendswood, without a vested interest in the naming of the facility. Consideration for membership should be given to appointing members of relevant standing city committees (such as the Library Board, Community Appearance Board, Parks and Recreation Board, Planning and Zoning Commission) and the Historical Society, in addition to citizens at large.

3. Decision

After due consideration, the Selection Committee shall forward to the City Council its recommendation for approval or denial of an application and/or a recommendation for a name for a facility along with the justification(s) for said approval, denial, or recommendation. The selection of a name for a facility shall be made by City Council.

Approved by council action June 19, 1995.



City of Friendswood

Naming Facilities Application Procedure

Applications are to be picked up and returned to the City Secretary's Office. A set of the Guidelines and Criteria will accompany each application distributed. Once the application has been completed and returned, it will be submitted to city staff for review according to the guidelines and criteria. After the review process has been completed, the application will be referred to City Council for action.

When deemed necessary, for city facilities that will be used by a large segment of the public, the Mayor with concurrence of Council may establish an ad hoc selection committee to review and make recommendations regarding the application received. This committee may also be asked to generate names for the naming or renaming of other facilities. After consideration, the Selection Committee will give Council its recommendation for approval or denial and/or a recommendation of name with the proper justification for said recommendation.

The following are definitions to assist you in your completion of the application:

Facilities:

Building sites, parks, roadways, other structures or any other City-owned property.

Historical/Symbolic Criteria:

Facilities may be named for individuals, families, organizations or entities who, for historical or symbolic reasons, have contributed to the community. Nominated individuals shall have been deceased for a minimum of five (5) years. When considering individuals or families under this category, criteria will include their character, service to the community, leadership and inspiration to others.

Civic Contributions Criteria:

Individuals selected within this category can be either living or deceased and should be nominated and selected after many years of service to the community and in consideration of their positive impact on the development and well-being of the entire community. These nominations should be made objectively, without consideration to illness, misfortune or incidents creating emotional responses. Organizations should be nominated according to the same criteria.

Financial Benefactor Criteria:

Individuals (living or deceased), organizations or entities nominated under this category shall make, or have made, a significant financial contribution toward a facility. Significant financial contributions will be measured by the impact a single contribution makes toward the successful conclusion or continuing operation of the facility to be named. Depending on the impact, the naming could be for the entire facility or some portion (i.e., a room).



Memorandum

To: Morad Kabiri, City Manager
Mary Kay Fischer, City Attorney
Melinda Welsh, City Secretary

From: Mike Foreman, Mayor 

Date: April 18, 2019

Subject: Facility Naming Policy – Naming Facilities after Past Mayors

As it pertains to the establishment of a Selection Committee to evaluate the merits of renaming a City facility after a past Mayor, the de facto Committee shall be comprised of all former, living Friendswood Mayors still residing within the City of Friendswood.



City of Friendswood

Application for Naming a Public Facility

Please provide the information requested and return this application to the City Secretary's Office.

Applicant Information

Name: Mayor Mike Foreman
Address: 910 S. Friendswood Drive Friendswood, TX 77546
Phone: 281-996-3270

Facility Information

Location: Stevenson Park
Current Name: Stevenson Park Gazebo
Function of Facility: Park Amenity
Proposed Name: Schrader Gazebo

Contributions

In the spaces provided below, briefly explain how the proposed individual, family, organization, or entity has contributed to Friendswood. You may use any combination of categories, as is appropriate to the nomination, to describe the contributions made. For further assistance please refer to the Guidelines and Criteria for the Naming of Public Facilities.

Historical/Symbolic

Former Mayor Schrader has had a lasting imprint on this community. He served two terms as a City Councilman and two terms as Mayor of the City of Friendswood, Texas; and received a Rotary Paul Harris Fellowship. His many years of dedicated service to this community are still felt and appreciated to this day.

Civic Contributions

Financial Benefactor



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 21, 2019

Dept. Clearances: City Attorney

Prepared by: Mary Kay Fischer

Subject: Adopting the Social Media Policy in the City's Personnel Policies

Originating Department: City Attorney's Office

City Attorney Review: Yes

Proceeding: Discussion and Possible Action

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted:

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

The City Charter provides that the City Manager shall prepare the personnel policies and the City Council shall adopt such policies with or without amendment.

This policy updates the 2016 policy, describes the creation and maintenance of the City social media sites, public records, social media account management, design and content of the City social media sites, employee standards for use of social media and unacceptable uses by employees.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Adoption of this policy will allow this policy to be implemented and enforced.

RECOMMENDATIONS

Staff recommends City Council approve and adopt this Social Media Policy as drafted.

ATTACHMENTS

[Social Media Policy](#)

City of Friendswood
SOCIAL MEDIA POLICY

Date of Policy: 4/27/16

Date Revision Adopted by City Council: 06/03/2019

A. Purpose

To address the fast-changing landscape of the Internet and the way residents communicate and obtain information online, City of Friendswood departments may consider using social media tools to reach a broader audience. The City encourages the use of social media to further the goals of the City and the missions of its departments, where appropriate.

The City of Friendswood has an overriding interest and expectation in deciding what is “spoken” on behalf of the City on social media sites. This policy establishes guidelines for the use of City Social Media Sites and governs the use, administration, management, monitoring and retention of social media and social media content, consistent with state, federal and City laws and regulations.

B. Scope

This Policy applies to all interactive Social Media Sites of the City of Friendswood, the uses of social media by City employees maintaining, using or providing oversight of social media tools. Employees for this policy shall include, but not be limited to full-time or part-time employees, seasonal employees, appointed board and committee members, interns, volunteers, and contractors on City business who access or contribute content. This policy also applies to members of the public who comment or otherwise interact with the City through its social media websites.

C. Definitions

1. SOCIAL MEDIA SITES – Third party websites which allow for the creation of content and dialogue around a specific issue or area of interest, including Facebook, Twitter, Instagram and You Tube.
2. CITY SOCIAL MEDIA SITES – Those pages, sections, or posting locations in Social Media that are established or maintained by an employee of the City who is authorized to do so as part of the employee’s job and that are used to conduct City business, communicate with the public on City business.
3. CITY SOCIAL MEDIA CONTENT – Information, images or photographs posted or provided to a City Social Media Site by a City employee or authorized representative when such activity is part of the employee’s job duties.
4. SOCIAL MEDIA CONTENT – Information, images or photographs posted or provided to a Social Media Site.
5. SOCIAL MEDIA ADMINISTRATORS – City employees expressly designated by their department directors to maintain oversight of their department’s Social Media Sites. A Social Media Administrator’s authority is limited to actions that directly reflect guidance from the Social Media Administrator’s department director and these policies.

D. Responsibilities

1. Each department director is responsible for:
 - a. Implementing the provisions of this Policy and ensuring that employees are aware of this Policy for creating and maintaining City Social Media Sites;
 - b. Designating a Social Media Administrator;
 - c. Ensuring that content that is inappropriate or violates this Policy is not posted on the City Social Media Site established and maintained by the Department; and
 - d. Ensuring that the approval is sought from the City Manager or his designee prior to the creation of a City Social Media Site.
2. Each departmental Social Media Administrator is responsible for oversight of the department's social media tools, ensure all contributions adhere to this Policy and shall:
 - a. Review all requests to establish official City departmental Social Media Sites and recommend approval or denial to the City Manager or his designee. Social Media Administrators shall review Social Media Sites or tools that have already been established in their departments to ensure that they are in compliance with this Policy and shall submit a request for approval of such sites within 30 days of the effective date of this Policy.
 - b. Ensure the department's Social Media Sites are regularly maintained and kept current.
 - c. Review information posted to the department's Social Media Sites to ensure the content is appropriate, professional, and consistent with the City's policies and the purpose for which the site exists. Frequent review of sites that provide opportunity for comment or other interaction is essential.
 - d. Keep the department's director informed of the department's social networking tools and activities.
3. City employees whose official duties include creating or posting information to a City Social Media Site are responsible for ensuring that such information is accurate, professionally presented, respectful, relevant, and on topic with the department's and City's mission. Care must be taken to ensure that grammar and spelling are correct. Mistakes must be corrected quickly.

E. Policy

1. CREATION AND MAINTENANCE OF CITY SOCIAL MEDIA SITE

City Social Media Sites may contain information that represents, or may create the appearance of representing the City's position on policy issues and/or the positions of its leadership. No employee may create or maintain a Social Media Site that purports or appears to be a City Social Media Site without the permission of that employee's department director and the City Manager or his designee. Before any employee or department representative creates a City Social Media Site, approval must be received from the City Manager or his designee. The request must state the business necessity for the City Social Media Site. For any City Social Media Sites currently in existence, the department must submit a request for approval within 30 days of the effective date of this Policy.

Once a City Social Media Site is approved by the City Manager or his designee, the following information must be shared with the Media Communication Specialist:

- a. All City Social Media Site login and password information (in the case of Facebook, you may make the Media Communication Specialist an administrator of the site instead of providing the password);
- b. Any changes to the login and password; and
- c. The names of any employees who are authorized to maintain the City Social Media Site or to post City Social Media Content (“Administrators”).

At the direction of the City Manager or his designee, the Media Communication Specialist may disable a City Social Media Site and prohibit posting of any City Social Media Content to a site any time and for any reason, including any violation of this Policy, unprofessional use of this resources, lack of use or disinterest by the public, or a department’s failure to maintain the site.

2. PUBLIC RECORDS

City Social Media Sites create city records that are subject to the Texas Public Information Act and document retention rules of the State of Texas. Each departmental records administrator with the assistance of the Media Communication Specialist, shall ensure that such records are retained and archived in conformance with Texas law.

3. POSTING ON CITY SOCIAL MEDIA SITES

Employees creating, maintaining, or posting Social Media Content on the City Social Media Site:

- a. Must at all times conduct themselves as representatives of the City of Friendswood and in accord with all the City of Friendswood Personnel Policies and other department or management rules or directives;
- b. Will follow these guiding principles:
 - i. Unless the employee is posting or responding as the City Social Media Site Administrator, the employee should maintain transparency by using his/her given name and job title and clearly stating the employee’s role regarding the subject;
 - ii. Use correct grammar and spelling;
 - iii. Avoid jargon;
 - iv. Write and post only about the employee’s area of expertise;
 - v. Keep posting factual and accurate;
 - vi. Do not post photographs submitted by the public that were taken at City-related events held in public places unless you have permission from the photographer;
 - vii. Reply to comments in a timely manner, when a response is appropriate. When disagreeing with others’ opinions or providing comments, do so in a meaningful, respectful, and relevant manner;
 - viii. Understand that postings are widely accessible, not retractable, and retained or referenced for a long period of time; all content should be carefully considered;
 - ix. Ensure that Social Media Content does not violate another person’s privacy interests;
 - x. Refrain from posting Social Media Content that is proprietary, copyrighted, attorney-client privileged, subject to state or federal privacy laws, and information not subject to the Texas Public Information Act;
 - xi. Never comment on anything related to legal matters, litigation or any parties with whom the City may be in litigation without the approval of the City Attorney or the City Manager;
 - xii. Refrain from the expression of personal opinions or positions regarding:

- a. Programs or practices of other public agencies, political organizations, private companies, or non-profit groups;
- b. Political campaigns; or
- c. Religion.

4. DESIGN AND CONTENT OF CITY SOCIAL MEDIA SITES

- a. The following shall be clearly posted on any City Social Media Site:

- i. *"Comments. The purpose of this site is to present matters of public interest in the City of Friendswood, Texas. We encourage you to submit comments, but please note that this is not a public forum. City Social Media Sites that permit interactivity with the public through comments or postings are limited forum sites and should clearly post the following statement:*

The City reserves the right to delete completely or hide, when necessary and as soon as feasible, any posting unrelated to the purpose and topical scope of the page.

- ii. A clear statement of the intent, purpose, and subject matter of the site, so the public is aware of the topical scope of the page;
- iii. City contact information;
- iv. Link to City website, www.friendswood.com;

- b. In addition, City Social Media Sites that permit interactivity with the public, comments, or posting should post clear statements of the following:

- i. "All content and postings are subject to public disclosure pursuant to the Texas Public Information Act and e-discovery laws;
- ii. Disclaimer that postings do not necessarily reflect the views or position of the City; and
- iii. The site is NOT monitored 24 hours a day and that in case of an emergency, the public should call 911;

- iv. *The City reserves the right to delete completely or hide, when necessary and as soon as feasible, any posting that contains:*

1. *Content that is not topically related to the particular posting by the City;*
2. *Content that contains false or misleading information;*
3. *Content that contains obscene language or sexual content or links to sexual content;*
4. *Advertisements or content that is commercial in nature;*
5. *Content that threatens, defames or personally attacks any person or organization;*
6. *Content that promotes, perpetuates or fosters discrimination on the basis of age, gender, race, religion, color, national origin, physical or mental disability, sexual orientation, marital status, and/or gender identity;*
7. *Content that implies, promotes or encourages illegal activity;*
8. *Content that opposes or supports political candidates, political organizations or ballot propositions;*
9. *Content that is contrary to the safety of City employees, the public or public systems;*
10. *Content that violates the legal ownership of another party or infringes on copyright, trademark or other intellectual property rights;*
11. *Links to any site; or*
12. *Content that is confidential according to the Texas Public Information Act."*

Links placed on City Social Media Sites should only be to a resource on the City's website, a City-owned website, a state, federal or local government site, an educational website, or an organization with an official partnership or supportive business relationship with the City. Exceptions to this rule shall be at the discretion of the City Manager or his designee.

5. EMPLOYEE TIME SPENT MAINTAINING OR CREATING SOCIAL MEDIA SITES

Non-exempt employees who serve as City Social Media Site Administrators shall work on the City Social Media Site (monitoring, creating, maintaining, or posting) only during normal office hours unless specifically pre-approved in writing by the employee's supervisor. Any time spent in excess of a 40-hour work week by a City Social Media Site Administrator monitoring, creating, maintaining or posting on a City Social Media Site will be paid overtime in compliance with federal law and City Policy.

6. USE BY BOARDS OR COMMISSIONS

Due to open meetings requirements, individual members of a city board or commission are prohibited from participating in postings or discussion threads on City Social Media Sites created and maintained by the department or group of which they advise.

7. EMPLOYEE STANDARD FOR USE OF SOCIAL MEDIA

All uses of social media on behalf of the City or City department, or in any manner that appears to represent the City or constitute communication by the City, must comply with the provisions in this Policy, including the following standards.

- a. No City employee may establish any Social Media Site in the name of or on behalf of the City or any City department unless:
 - i. The City Manager or his designee and the user's department head have all approved the Site; and
 - ii. All information to be posted on the account has previously been approved by the employee's department head.
- b. Social Media Sites established by the City or a City department are to be used for City and department business purposes only. Use for communications and postings that are not directly related to a City or City department business purpose is prohibited.
- c. Employees must report unauthorized uses of City Social Media Sites or City Social Media Content to their department head and/or City Manager or his designee.
- d. Employees are expected to be attentive and careful in their use of social media. Employees should be aware that their use of social media may be perceived as representing the City and City government, and should tailor their use accordingly.

8. UNACCEPTABLE USES BY EMPLOYEES

The City considers the activities and uses listed below to be unacceptable uses of social media established by the City or City department.

- a. Using social media in a manner that does not comply with federal, state, local laws and regulations, and with City or department policies.
- b. Using social media in a manner that:
 - i. Violates copyright, trademark or other intellectual property rights of any person or entity, or otherwise violates their legal ownership interests;

- ii. Includes ethnic slurs, profanity, personal insults, material that is harassing, defamatory, fraudulent or discriminatory, or other content or communications that would not be acceptable in a City workplace under the City or department policy or practice;
- iii. Violates the terms of contracts governing the use of any social media content, including, but not limited to software and other intellectual property license;
- iv. Displays sexually explicit images, cartoons, jokes, messages or other material in violation of the City sexual harassment policy;
- v. Violates Section 9.06 of the City of Friendswood Personnel Policy relating to Political Activity;
- vi. Contains confidential information that is protected from release pursuant to the Texas Public Information Act or “for official use only” information or information that does or may compromise the security of City networks or information systems. Confidential information includes, but is not limited to medical information, social security numbers and other personally identifiable information;
- vii. Violates the terms of use governing third party websites that allow for the creation of social media sites.
- viii. Violates Section 4. b. iv. 1-12 described on page 4 of this Policy.

9. PERSONAL SOCIAL MEDIA ACCOUNTS

This Policy is not intended to govern employees’ establishment or use of personal social media sites for personal purposes, outside the workplace and using non-City information systems. However, some personal uses of social media may reflect on the City or appear to represent City policy or to be on behalf of the City. In addition, accessing and using personal social media accounts by means of City information systems is subject to City policy. For these reasons, City employees are expected to comply with all City and department policies, as well as the following standards, when using personal social media accounts.

- a. City employees have no right to privacy with respect to their personal use of social media or personal social media accounts accessed by means of City information systems, or with respect to personal social media content so accessed. Employees should not expect or assume privacy or confidentiality with respect to any such personal social media use or social media content.
- b. Postings and user profiles on personal social media accounts must not state or imply that the views, conclusions, statements or other social media content are an official policy statement, position, or communication of the City of Friendswood, or represent the views of the City or any City officer or employee, unless the head of the user’s department and/or City Manager or his designee have previously granted express written permission for that user to do so.
- c. If a City employee has not received such express written permission, any user profile, biography, or posting on a personal social media account that identifies that person as a City employee must include a qualifying statement in substantially the following form: *“The views I express on this site are my own and do not reflect any official view or position of the City of Friendswood.”*
- d. Employees subject to the City’s Political Activity restrictions under Section 9.06 of the City’s Personnel Policy, must comply with those restrictions in personal uses of social media, whether or not City information systems have been used.
- e. Employees may not attribute personal statements or opinions to the City when engaging in private blogging or postings on social media sites.
- f. City employees and City volunteers shall not post images, files, or text depicting City property, equipment, or personnel in any manner that would adversely affect the reputation of the City or a City department.

- g. City employees and City volunteers shall not use their City email account or password in conjunction with a personal social networking site.

10. EXCEPTIONS

Exceptions to this rule shall be at the discretion of the City Manager or his designee.

11. COMPLIANCE

Each City department head shall be responsible for enforcing compliance of this Policy by department employees. An employee who fails to comply with any aspect of this Policy is subject to disciplinary action, up to and including termination of employment.

On this date, I received the revision to the Social Media Policy. I understand it is my responsibility to read and abide by this Policy, and I understand it is my responsibility to ask questions if something is unclear.

Employee's Signature

Employee's Printed Name

Date



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 15, 2019

Dept. Clearances: City Attorney

Prepared by: Mary Kay Fischer

Subject: A resolution approving an amendment to Section 3.1 of the Bylaws of the Friendswood Downtown Economic Development Corporation, to stagger the terms of the Board Members

Originating Department: City Attorney's Office

City Attorney Review: Yes

Proceeding: Resolution

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted:

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Pursuant to the bylaws of the Friendswood Economic Development Corporation (FEDDC) and state law, the bylaws may not be amended without prior approval of the City Council.

At their meeting conducted on May 14, 2019, the Corporation's Board approved an amendment to Section 3.1 of the bylaws, to provide for staggered terms of the Board of Directors. To fulfill the requirements of state law, the amendment to the Bylaws requires City Council's approval by resolution.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Adoption of this resolution will give legal effect to the amendment to Section 3.1 of the Bylaws of the Friendswood Downtown Economic Development Corporation.

RECOMMENDATIONS

Staff recommends City Council approval of this Resolution.

ATTACHMENTS

[Resolution](#)

[FEDDC resolution approving amendment of Bylaws](#)

RESOLUTION NO. R2019-17

**A RESOLUTION OF THE CITY OF FRIENDSWOOD,
TEXAS, APPROVING AN AMENDMENT TO SECTION 3.1
“TERMS” OF THE BYLAWS OF THE FRIENDSWOOD
DOWNTOWN ECONOMIC DEVELOPMENT
CORPORATION; AND REPEALING ALL OTHER
RESOLUTIONS INCONSISTENT OR IN CONFLICT
HEREWITH.**

* * * * *

WHEREAS, the Development Corporation Act (the "Act"), Title 12, Subtitle C1 of the Texas Local Government Code, authorizes municipalities to create local non-profit development corporations; and

WHEREAS, the City Council of the City of Friendswood, Texas (the "City") has authorized the creation of the Friendswood Downtown Economic Development Corporation (the "Corporation"), to be governed by Chapter 505 of the Act to accomplish the purpose of undertaking such projects as may contribute to the quality of life and economic growth in the City as outlined in Chapter 505 of the Act; and

WHEREAS, on October 3, 2016, City Council passed and adopted Resolution No. 2016- 19 approving the Corporation's Bylaws; and

WHEREAS, on May 14, 2019, the Corporation's Board of Directors approved a Resolution amending the Bylaws of the Corporation to facilitate staggered terms of the Board of Directors, to provide continuity of the Board; and

WHEREAS, the City Council hereby finds and determines that the adoption of this Resolution approving the amendment to the Corporation's Bylaws is in the best interests of the citizens of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF

FRIENDSWOOD, TEXAS:

Section 1. That the following amendment to Section 3.1 “Terms”, of the Bylaws of the Friendswood Downtown Economic Development Corporation, is hereby approved as required under Section 501.064 of the Act.

Each Director shall hold office for the term for which the Director is appointed unless sooner removed or resigned. Each Director, including the initial Directors, shall be eligible for reappointment. Directors are removable by the City Council at will and shall be appointed for two (2) years except, to allow for continuity on the Board of Directors, the Board shall stagger the terms of the Directors in the following manner: The Board of Directors, at a regular or special meeting of the Board, shall establish places for each Director, beginning with Place 1 through Place 7. Existing Directors shall draw for place numbers, with odd numbers receiving a two- year term and even numbers receiving a one-year term. Subsequent to this drawing for terms, at the expiration of the current term, the City Council shall appoint Directors with odd-number places to serve a two (2) year term and Directors with even-numbered places to serve a one (1) year term. Thereafter, each successive Director of the Board shall be appointed to serve for a two (2) year term. If a Director is a member of the City Council and ceases to be a member of such, such shall constitute an automatic resignation as a Director and vacancy shall be filled in the same manner as for other vacancies.”

Section 2. That recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the findings of the Governing Body.

Section 3. That all resolutions or parts of resolutions inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

PASSED, APPROVED AND ADOPTED this the 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

**BOARD RESOLUTION OF THE
FRIENDSWOOD DOWNTOWN ECONOMIC
DEVELOPMENT CORPORATION
APPROVING AMENDMENT OF BYLAWS**

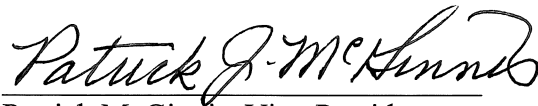
Pursuant to the majority consent of the Board of Directors of the Friendswood Downtown Economic Development Corporation (the "Corporation"), dated May 14, 2019, the Bylaws of the Corporation were amended as follows, effective as of such date:

RESOLVED, that Section 3.1 of the Corporation's Bylaws be, and hereby is, amended and restated in its entirety to read as follows:

"3.1 TERMS. Each Director shall hold office for the term for which the Director is appointed unless sooner removed or resigned. Each Director, including the initial Directors, shall be eligible for reappointment. Directors are removable by the City Council at will and shall be appointed for two (2) years except, to allow for continuity on the Board of Directors, the Board shall stagger the terms of the Directors in the following manner: The Board of Directors, at a regular or special meeting of the Board, shall establish places for each Director, beginning with Place 1 through Place 7. Existing Directors shall draw for place numbers, with odd numbers receiving a two- year term and even numbers receiving a one-year term. Subsequent to this drawing for terms, at the expiration of the current term, the City Council shall appoint Directors with odd-number places to serve a two (2) year term and Directors with even-numbered places to serve a one (1) year term. Thereafter, each successive Director of the Board shall be appointed to serve for a two (2) year term. If a Director is a member of the City Council and ceases to be a member of such, such shall constitute an automatic resignation as a Director and vacancy shall be filled in the same manner as for other vacancies."

CERTIFICATE OF VICE-PRESIDENT

Dated: May 14, 2019


Patrick McGinnis, Vice-President



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 15, 2019

Dept. Clearances: City Attorney

Prepared by: Mary Kay Fischer

Subject: A resolution approving the Certificate of Amendment to the Certificate of Formation of the Friendswood Downtown Economic Development Corporation, by changing Article VIII to stagger the terms of the Board Members

Originating Department: City Attorney's Office

City Attorney Review: Yes

Proceeding: Resolution

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted:

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Pursuant to the Certificate of Formation of the Friendswood Downtown Economic Development Corporation (FDEDC), the Certificate of Formation shall be amended by filing a written application with the City Council, requesting approval of the proposed amendment(s). At their meeting conducted on May 14, 2019, the FDEDC's Board of Directors authorized its Vice-President to file the FDEDC's application to the City Council, requesting approval of the Certificate of Amendment to the Certificate of Formation, amending Article VIII to provide for staggered terms of the Board of Directors. To fulfill the requirements of the Certificate of Formation and state law, the amendment to the Certificate of Formation requires City Council's approval by resolution. This agenda item is a resolution approving the Certificate of Amendment, changing Article VIII to allow for staggered terms of the Board Members, to provide continuity of the Board of Directors. Upon adoption of this Resolution, the Certificate of Amendment to the Certificate of Formation shall be filed with the Secretary of State.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Adoption of this Resolution will allow the FDEDC to file the Certificate of Amendment with the Secretary of State, giving legal effect to the amendment to the Certificate of Formation, allowing for staggered terms of the Board Members.

RECOMMENDATIONS

Staff recommends City Council approval of this Resolution.

ATTACHMENTS

[Resolution](#)

[FDEDCs Application to City Council requesting approval of Certificate of Amendment](#)

RESOLUTION NO. R2019-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, FINDING AND DETERMINING THAT THE PROPOSED CERTIFICATE OF AMENDMENT TO THE CERTIFICATE OF FORMATION IS ADVISABLE; APPROVING THE FORM OF THE PROPOSED AMENDMENT TO ARTICLE VIII., REGARDING THE TERMS OF THE DIRECTORS; AUTHORIZING THE ADOPTION OF THE AMENDMENT; AUTHORIZING THE BOARD OF DIRECTORS OF THE FRIENDSWOOD DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION TO FILE THE CERTIFICATE OF AMENDMENT WITH THE TEXAS SECRETARY OF STATE'S OFFICE; REPEALING ALL OTHER RESOLUTIONS INCONSISTENT OR IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, pursuant to Article VI of its Certificate of Formation, at its May 14, 2019 meeting, the Board of Directors of the Friendswood Downtown Economic Development Corporation voted to authorize its Vice-President to file an application with the City Council requesting approval of a Certificate of Amendment to the Certificate of Formation relating to staggered terms of the Board of Directors; and

WHEREAS, the proposed change to Article VIII, would stagger the terms of the Board Members and provide for continuity of the Board of Directors; and

WHEREAS, the Certificate of Formation and state law require the City Council, the governing body of the authorizing unit, to adopt or approve the amendment;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the City Council of the City of Friendswood, Texas, the governing body of the authorizing unit, finds and determines that the proposed amendment is advisable.

Section 2. That the City Council of the City of Friendswood, Texas, authorizes the adoption of the amendment.

Section 3. That the City Council of the City of Friendswood, Texas, approves the form of the amendment to Article VIII to read as follows:

Each Director shall hold office for the term for which the Director is appointed unless sooner removed or resigned. Each Director, including the initial Directors, shall be eligible for reappointment. Directors are removable by the City Council at will and shall be appointed for two (2) years except, to allow for continuity on the Board of Directors, the Board shall stagger the terms of the Directors in the following manner: The Board of Directors, at a regular or special meeting of the Board, shall establish places for each Director, beginning with Place 1 through Place 7. Existing Directors shall draw for place numbers, with odd numbers receiving a two- year term and even numbers receiving a one-year term. Subsequent to this drawing for terms, at the expiration of the current term, the City Council shall appoint Directors with odd-number places to serve a two (2) year term and Directors with even-numbered places to serve a one (1) year term. Thereafter, each successive Director of the Board shall be appointed to serve for a two (2) year term. If a Director is a member of the City Council and ceases to be a member of such, such shall constitute an automatic resignation as a Director and vacancy shall be filled in the same manner as for other vacancies.”

Section 4. That the Board of Directors of the Friendswood Downtown Economic Development Corporation is authorized to file the Certificate of Amendment with the Texas Secretary of State’s Office.

Section 5. That the City Council has found and determined that the meeting at which this Resolution is considered was open to the public and that notice thereof was given in accordance with the provisions of the Texas Open Meetings Act, Texas Government Code, Chapter 551, as amended and that a quorum of the City Council was present.

Section 6. That all resolutions or parts of resolutions inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 7. That this Resolution shall be effective immediately upon its passage and approval.

PASSED, APPROVED AND ADOPTED this the 3rd day of June, 2019.

Mike Foreman, Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

APPLICATION TO CITY COUNCIL OF THE CITY OF FRIENDSWOOD

REQUESTING APPROVAL OF

CERTIFICATE OF AMENDMENT

TO THE CERTIFICATE OF FORMATION

Pursuant to Article VI.B. of the Certificate of Formation of the Friendswood Downtown Economic Development Corporation, the Board of Directors of the Friendswood Downtown Economic Development Corporation files this application with the City Council of the City of Friendswood, Texas, requesting approval of the proposed text of the amendment to Article VIII of the Certificate of Formation, as set out below:

Each Director shall hold office for the term for which the Director is appointed unless sooner removed or resigned. Each Director, including the initial Directors, shall be eligible for reappointment. Directors are removable by the City Council at will and shall be appointed for two (2) years except, to allow for continuity on the Board of Directors, the Board shall stagger the terms of the Directors in the following manner: The Board of Directors, at a regular or special meeting of the Board, shall establish places for each Director, beginning with Place 1 through Place 7. Existing Directors shall draw for place numbers, with odd numbers receiving a two- year term and even numbers receiving a one-year term. Subsequent to this drawing for terms, at the expiration of the current term, the City Council shall appoint Directors with odd-number places to serve a two (2) year term and Directors with even-numbered places to serve a one (1) year term. Thereafter, each successive Director of the Board shall be appointed to serve for a two (2) year term. If a Director is a member of the City Council and ceases to be a member of such, such shall constitute an automatic resignation as a Director and vacancy shall be filled in the same manner as for other vacancies."

Application submitted by: _____



Patrick McGinnis, Vice-President

Friendswood Downtown Economic Development Corporation



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: 06/03/19

Date Submitted: 5/21/19

Dept. Clearances: Melinda Welsh

Prepared by: Michelle Perez/Melinda Welsh

Subject: Galveston County United Board of Health appointments/R2019-19

Originating Department: City Secretary's Office

Proceeding: Resolutions

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A Amount Budgeted: N/A

Appropriation Required: N/A Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

The Galveston County United Board of Health is a thirteen (13) member board whose members are nominated by the Galveston County Commissioner's Court and ratified by a majority of member cities. The Board is responsible for setting policies and fees for the Galveston County Health District for the provision of services, outlined in the interlocal agreement between member governments, and regarding other essential public health functions defined in State statute.

This request is to approve Resolution R2019-19 which endorses the appointment of 2 new members to the Galveston County United Board of Health.

The nominee with a term from May 01, 2019 – April 30, 2020, for new appointment is Barry Terrell – Municipality, who is filling a vacant position, and new appointment of Dr. Chad Clause – Municipality, who is replacing Tim Rainey, with a term of May 1, 2019 – April 30, 2021.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Confirm new appointments for representation on the Galveston County United Board of Health.

RECOMMENDATIONS

Approve resolution.

ATTACHMENTS

[R2019-19](#)
[Galveston County Health District Letter](#)

RESOLUTION NO. R2019-19

**A RESOLUTION OF THE CITY OF FRIENDSWOOD,
TEXAS, GALVESTON/HARRIS COUNTIES, ENDORSING
THE APPOINTMENT OF TWO (2) NEW MEMBERS TO
THE GALVESTON COUNTY UNITED BOARD OF
HEALTH.**

* * * * *

WHEREAS, the 13 members of the Galveston County United Board of Health are nominated by the Galveston County Commissioners' Court and are confirmed by the member governments of the Health District; and

WHEREAS, the City of Friendswood is a member government of the Health District; and

WHEREAS, the new appointment of two (2) members are under consideration; and

WHEREAS, the Galveston County Commissioners' Court has made its nominations and presented them to the City of Friendswood for confirmation;

NOW, BE IT THEREFORE RESOLVED, that the City Council of the City of Friendswood confirms and endorses the following reappointments and appointments to the Galveston County United Board of Health, for the following members:

Nominees with a term from May 01, 2019 – April 30, 2020

Barry Terrell – Municipality (new appointment)

Nominees with a term from May 01, 2019 – April 30, 2021

Dr. Chad Clause – Municipality (new appointment)

PASSED, APPROVED AND RESOLVED, this the 3rd day of June 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

GALVESTON COUNTY HEALTH DISTRICT

Protecting and Promoting the Optimal Health and Well-Being of Galveston County

Ben G. Raimer, MD
Chair, United Board of Health

Philip Keiser, MD
Local Health Authority



Kathy Barroso, CPA
Chief Executive Officer

TO: Mayors and City Council Members of Member Cities

FROM: Kathy Barroso, CPA *KB*
Chief Executive Officer

DATE: May 9, 2019

SUBJECT: United Board of Health Appointments

In accordance with the Health District Interlocal Agreement executed December 2002, the Commissioners' Court of Galveston County will submit member governments nominees for United Board of Health positions. Approval by a majority of the member governments is required to confirm appointment of each board member.

On Monday, May 6, 2019, the Commissioners' Court nominated the following:

Term will be May 1, 2019 – April 30, 2020

<u>Name</u>	<u>Represents</u>
Barry Terrell	Municipality (new appointment)

Term will be May 1, 2019 – April 30, 2021

<u>Name</u>	<u>Represents</u>
Dr. Chad Clause	Municipality (new appointment)

Please consider this request at your next City Council meeting and return a copy of the signed resolution by mail, fax or email to Amanda Wolff, Executive Office Coordinator/Assistant to CEO, P.O. Box 939, La Marque, TX 77568 (409)-938-2273 or awolff@gchd.org. For your convenience a draft resolution and information on members are attached. If you have any questions, please feel free to contact Amanda Wolff or myself at (409) 938-2273.

Attachments

Public Health Services · Coastal Health & Wellness · Emergency Medical Services · Animal Resource Center

The Galveston County Health District (GCHD) is the local public health agency for Galveston County, Texas. GCHD provides services and programs that protect the everyday health and well-being of Galveston County.

P.O. Box 939 La Marque, Texas 77568 • (409) 938-7221

www.gchd.org



RESOLUTION

STATE OF TEXAS

COUNTY OF GALVESTON

WHEREAS, members of the Galveston County United Board of Health are nominated by the Galveston County Commissioners' Court and confirmed by the Member Governments of the Health District, and

WHEREAS, the appointment of members are under consideration, and

WHEREAS, the Galveston Commissioners' Court has made its nominations,

NOW BE IT THEREFORE RESOLVED that this body endorses the following appointments:

Term will be May 1, 2019 – April 30, 2020

Name

Barry Terrell

Represents

Municipality (new appointment)

Term will be May 1, 2019 – April 30, 2021

Name

Dr. Chad Clause

Represents

Municipality (new appointment)

ATTEST:

City Secretary

Mayor

April 1, 2019

Barry Terrell
2605 Austin Street
League City, Texas 77573
281.455.1513
tbonetone@mac.co

Education:

Graduated Nederland High School 1979 (40 year reunion in June)
Attended Lamar University about 3 years did not graduate. Business Major

Work History:

Odd Jobs: Airport Ramp Agent, Bartender, Helicopter Washer, Diesel Parts person
Started Gallagher's restaurant as Server 1983
Promoted to Manager trainee 1983
Promoted to Manager 1984
Promoted to General Manager (GM) 1986
Resigned 1989
Hired as GM Sam's Boat 1989 (Richmond Ave.)
Sales increased over 100% the year I was there.
Resigned 1990
Hired at Landry's Kemah 1990
Promoted to GM 1990
Promoted to Regional Manager 1994
Lateral move I guess at Landry's to GM Kemah Boardwalk 1994ish
Resigned 1999
Purchased TBone Toms Kemah Feb. 1, 1999
Purchased Tookie's Burgers 2010
Built Tookie's Seafood restaurant 2015

CHAD CLAUSE
1329 Porta Rosa Lane
League City, Texas 77573
832-725-6461 cell

To: The Galveston County Health District

I received a bachelor in science from the University of Houston and a Doctor of Podiatric Medicine from Temple University. I am board-certified in foot surgery and completed a three-year surgical residency at Houston pediatric foundation. I have a license to practice medicine in the state of Texas have been in private practice for 15 years in Houston Texas. I currently practice at several hospitals in the local area and am also responsible for foot and ankle education for a residency program. In addition I am treating patients at a wound care center once a week utilizing hyperbaric oxygen therapy. With my medical background and eagerness to serve my community I feel I would be a great candidate to serve on the Galveston county health district board.

Sincerely,

Dr Chad Clause



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 30, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Request that Governor Abbott to Veto House Bill 2439

Originating Department: Community Development

City Attorney Review: MKF

Proceeding: Resolution

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

FINANCE APPROVAL:

SR

Steven Rhea
Asst. City Manager

SUMMARY / ORIGINATING CAUSE

House Bill 2439 will prohibit city governments from regulating or limiting building products and materials for both new construction and alterations for both residential and commercial buildings that differ from those approved for use by the national model code published within the last three code cycles. It also prohibits city governments from establishing a standard for a building product, material or aesthetic method in construction if the standard is more stringent than a standard in the national model code.

Some exceptions include:

- Buildings located in historic districts or designated as historic buildings or landmarks under such programs as the Texas Historical Commission, National Register of Historic Places, State Archaeological Landmark, World Heritage Buffer Zone and others
- Requirements to meet windstorm and hail insurance coverage
- Buildings located in a main street city under the state's main street program

The bill passed both the House and the Senate and was forwarded to the Governor on May 29. The Governor has the option to sign the bill, veto the bill or not sign the bill and allow it to become law.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Our current Zoning Ordinance does not allow metal, wood or cement fiber board buildings in the following commercial zoning districts – Community Shopping Center (CSC), Neighborhood Commercial (NC), Office Park District (OPD); types of building materials are also limited in Business Park (BP) and Downtown District (DD). Additionally, the Downtown District (DD) includes fenestration requirements, and the Community Overlay District (COD) and Downtown District (DD) only allow earth tone colors.

If HB 2439 is signed into law, all of these ordinances will be invalid.

Aesthetics - many of these commercial zoning districts are located along major thoroughfares of the City, which are visible to the community and everyone who drives through our community. New buildings would no longer be required to match the existing look and character of our community. The metal buildings that took so long to get rid of would be allowed once again.

Longevity – one main purpose of requiring masonry and brick materials in the commercial districts was to enhance the longevity of the structures. Owners may sell buildings, but the City owns the building for the entire life of the building.

Economics - allowing less quality building materials, especially in commercial districts, would prove difficult for property owners to maintain their property values and limit eligibility for loans due to surrounding property values.

Even with minimum zoning standards in place, the majority of developers just barely meet those minimums. The national model building codes are even less stringent than local zoning ordinances and do not take into consideration aesthetics, quality, longevity, and economic impacts on a city. Deregulation of exterior building materials, especially for commercial buildings, would be detrimental to our City.

RECOMMENDATIONS

Request that Governor Abbott veto HB 2439.

ATTACHMENTS

[Resolution
HB 2439](#)

RESOLUTION NO. R2019-20

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FRIENDSWOOD, TEXAS, REQUESTING GOVERNOR
ABBOTT TO VETO HOUSE BILL 2439.**

* * * * *

WHEREAS, House Bill 2439 will prohibit city governments from regulating or limiting building products and materials for both new construction and alterations for both residential and commercial buildings that differ from those approved for use by the national model code; and

WHEREAS, this bill also prohibits city governments from establishing a standard for a building product, material or aesthetic method in construction if the standard is more stringent than a standard in the national model code; and

WHEREAS, our current Zoning Ordinance does not allow metal, wood or cement fiber board buildings in the following commercial zoning districts – Community Shopping Center (CSC), Neighborhood Commercial (NC), Office Park District (OPD); types of building materials are also limited in Business Park (BP) and Downtown District (DD). Additionally, the Downtown District (DD) includes fenestration requirements, and the Community Overlay District (COD) and Downtown District (DD) only allow earth tone colors; and

WHEREAS, if HB 2439 is signed into law, all of these Ordinances will be invalid; and

WHEREAS, the national model building codes are even less stringent than local zoning ordinances and do not take into consideration aesthetics, quality, longevity, and economic impacts on a city, and deregulation of exterior building materials, especially for commercial buildings, would be detrimental to our City.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD,
STATE OF TEXAS:**

Section 1. That the facts and matters set forth in the Preamble of this Resolution are hereby found to be true and correct.

Section 2. That the City Council of the City of Friendswood, Texas, hereby requests Governor Abbott veto HB 2439.

Section 3. That the City Council has found and determined that the meeting at which this Resolution is considered was open to the public and that notice thereof was given in accordance with the provisions of the Texas Open Meetings Act, Texas Government Code, Chapter 551, as amended and that a quorum of the City Council was present.

Section 4. That the City Secretary is hereby authorized and directed to cause a certified copy of this Resolution be immediately sent to Governor Abbott.

Section 5. That this Resolution shall be effective immediately upon its passage and approval.

PASSED, APPROVED AND ADOPTED this the 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

AN ACT

relating to certain regulations adopted by governmental entities for the building products, materials, or methods used in the construction or renovation of residential or commercial buildings.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Title 10, Government Code, is amended by adding Subtitle Z to read as follows:

SUBTITLE Z. MISCELLANEOUS PROVISIONS PROHIBITING CERTAIN

GOVERNMENTAL ACTIONS

CHAPTER 3000. GOVERNMENTAL ACTION AFFECTING RESIDENTIAL AND

COMMERCIAL CONSTRUCTION

Sec. 3000.001. DEFINITIONS. In this chapter:

(1) "National model code" has the meaning assigned by Section 214.217, Local Government Code.

(2) "Governmental entity" has the meaning assigned by Section 2007.002.

Sec. 3000.002. CERTAIN REGULATIONS REGARDING BUILDING PRODUCTS, MATERIALS, OR METHODS PROHIBITED. (a) Notwithstanding any other law and except as provided by Subsection (d), a governmental entity may not adopt or enforce a rule, charter provision, ordinance, order, building code, or other regulation that:

(1) prohibits or limits, directly or indirectly, the use or installation of a building product or material in the

1 construction, renovation, maintenance, or other alteration of a
2 residential or commercial building if the building product or
3 material is approved for use by a national model code published
4 within the last three code cycles that applies to the construction,
5 renovation, maintenance, or other alteration of the building; or

6 (2) establishes a standard for a building product,
7 material, or aesthetic method in construction, renovation,
8 maintenance, or other alteration of a residential or commercial
9 building if the standard is more stringent than a standard for the
10 product, material, or aesthetic method under a national model code
11 published within the last three code cycles that applies to the
12 construction, renovation, maintenance, or other alteration of the
13 building.

14 (b) A governmental entity that adopts a building code
15 governing the construction, renovation, maintenance, or other
16 alteration of a residential or commercial building may amend a
17 provision of the building code to conform to local concerns if the
18 amendment does not conflict with Subsection (a).

19 (c) This section does not apply to:

20 (1) a program established by a state agency that
21 requires particular standards, incentives, or financing
22 arrangements in order to comply with requirements of a state or
23 federal funding source or housing program;

24 (2) a requirement for a building necessary to consider
25 the building eligible for windstorm and hail insurance coverage
26 under Chapter 2210, Insurance Code;

27 (3) an ordinance or other regulation that regulates

outdoor lighting that is adopted for the purpose of reducing light pollution and that:

(A) is adopted by a governmental entity that is certified as a Dark Sky Community by the International Dark-Sky Association as part of the International Dark Sky Places Program; or

(B) applies to outdoor lighting within five miles of the boundary of a military base in which an active training program is conducted;

(4) an ordinance or order that:

(A) regulates outdoor lighting; and

(B) is adopted under Subchapter B, Chapter 229, Local Government Code, or Subchapter B, Chapter 240, Local Government Code;

(5) a building located in a place or area designated for its historical, cultural, or architectural importance and significance that a municipality may regulate under Section 211.003(b), Local Government Code, if the municipality:

(A) is a certified local government under the National Historic Preservation Act (54 U.S.C. Section 300101 et seq.); or

(B) has an applicable landmark ordinance that meets the requirements under the certified local government program as determined by the Texas Historical Commission;

(6) a building located in a place or area designated for its historical, cultural, or architectural importance and significance by a governmental entity, if designated before April

1 1, 2019;

2 (7) a building located in an area designated as a
3 historic district on the National Register of Historic Places;

4 (8) a building designated as a Recorded Texas Historic
5 Landmark;

6 (9) a building designated as a State Archeological
7 Landmark or State Antiquities Landmark;

8 (10) a building listed on the National Register of
9 Historic Places or designated as a landmark by a governmental
10 entity;

11 (11) a building located in a World Heritage Buffer
12 Zone; and

13 (12) a building located in an area designated for
14 development, restoration, or preservation in a main street city
15 under the main street program established under Section [442.014](#).

16 (d) A municipality that is not a municipality described by
17 Subsection (c)(5)(A) or (B) may adopt or enforce a regulation
18 described by Subsection (a) that applies to a building located in a
19 place or area designated on or after April 1, 2019, by the
20 municipality for its historical, cultural, or architectural
21 importance and significance, if the municipality has the voluntary
22 consent from the building owner.

23 (e) A rule, charter provision, ordinance, order, building
24 code, or other regulation adopted by a governmental entity that
25 conflicts with this section is void.

26 Sec. 3000.003. INJUNCTION. (a) The attorney general or an
27 aggrieved party may file an action in district court to enjoin a

1 violation or threatened violation of Section 3000.002.

2 (b) The court may grant appropriate relief.

3 (c) The attorney general may recover reasonable attorney's
4 fees and costs incurred in bringing an action under this section.

5 (d) Sovereign and governmental immunity to suit is waived
6 and abolished only to the extent necessary to enforce this chapter.

7 Sec. 3000.004. OTHER PROVISIONS NOT AFFECTED. This chapter
8 does not affect provisions regarding the installation of a fire
9 sprinkler protection system under Section 1301.551(i), Occupations
10 Code, or Section 775.045(a)(1), Health and Safety Code.

11 Sec. 3000.005. SEVERABILITY. If any provision of a rule,
12 charter provision, ordinance, order, building code, or other
13 regulation described by Section 3000.002(a) is held invalid under
14 this chapter, the invalidity does not affect other provisions or
15 applications of the rule, charter provision, ordinance, order,
16 building code, or other regulation that can be given effect without
17 the invalid provision or application, and to this end the
18 provisions of the rule, charter provision, ordinance, order,
19 building code, or other regulation are severable.

20 SECTION 2. This Act takes effect September 1, 2019.

H.B. No. 2439

President of the Senate

Speaker of the House

I certify that H.B. No. 2439 was passed by the House on April 30, 2019, by the following vote: Yeas 124, Nays 21, 2 present, not voting; and that the House concurred in Senate amendments to H.B. No. 2439 on May 23, 2019, by the following vote: Yeas 133, Nays 9, 1 present, not voting.

Chief Clerk of the House

I certify that H.B. No. 2439 was passed by the Senate, with amendments, on May 19, 2019, by the following vote: Yeas 26, Nays 5.

Secretary of the Senate

APPROVED: _____

Date

Governor



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 22, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Proposed amendments to Appendix C Zoning Ordinance "Section 8. N. 1. Geographic limits" regarding proposed amendments to the established boundary of the Downtown District

Originating Department: Community Development

City Attorney Review: Yes

Proceeding: 2nd reading of Ordinance

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required:

Amount Budgeted:

Appropriation Required:

Source of Funds:

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Due to various requests from owners and developers regarding current zoning requirements of the Downtown District, the Planning and Zoning Commission was tasked with reviewing the Downtown District to determine any proposed amendments. A Downtown District Subcommittee studied these items and provided detailed information to the remainder of the Commission.

Amending the boundary to include an additional property located at 110 Whispering Pines was one of the items reviewed.

The original DD boundary was established in 2007 when the Downtown District (DD) zoning was created (Ord. 2007-18). The boundary was amended shortly thereafter in 2008 to expand the Downtown District to the creek (Ord. 2008-30).

Other regulations using the DD map include Resolution 2008-103, which established the Neighborhood Empowerment Zone (NEZ) for the amended Downtown District and waives fees for development in certain situations. Additionally, the Sales Tax election is limited to the current Downtown District map (adopted in 2008); sales tax dollars collected and contributed to the 4B fund managed by the Friendswood Downtown Economic Development Corporation (FDECD) can only be spent on properties within this boundary.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The intent of the review of the DD zoning regulations was to alleviate any recurring development hurdles and to look at the District as a whole to determine if any other changes were necessary. It is the intent of the Downtown District to create a thriving, pedestrian friendly area and attract a variety of retail and

restaurant uses for the community to enjoy, while maintaining consistency with the values of the community.

RECOMMENDATIONS

The Planning and Zoning Commission voted 1-5 (Commissioner Matranga voted in favor; Commissioners Sasson, Banfield, Clark, Guenther and Lundquist opposed; Commissioner Perry was absent) to approve the subject amendments to the Zoning Ordinance as shown below and on the attached Exhibit A; therefore the motion failed and the recommendation is negative.

Primary reasons in favor:

- Developing property under one zoning district would be more beneficial to the landowner
- Not an administrative burden to the City

Primary reasons opposed:

- Not in favor of changing the rules for one landowner when other equivalent development options are available
- Boundary has been in place since 2008 with no material issues to-date

ATTACHMENTS

[Ordinance](#)

[Exhibit A](#)

[PZ Recommendation Memo](#)

(Title: An ordinance amending Appendix C “Zoning,” Section 8.N.1., “Geographic Limits,” to amend the established boundary of the Downtown District map.)

ORDINANCE NO. T2019-16

AN ORDINANCE AMENDING APPENDIX C – “ZONING,” SECTION 8.N.1., “GEOGRAPHIC LIMITS,” TO AMEND THE ESTABLISHED BOUNDARY OF THE DOWNTOWN DISTRICT MAP; PROVIDING A PENALTY FOR VIOLATION IN AN AMOUNT NOT TO EXCEED \$2000, OR AS OTHERWISE PROVIDED BY LAW; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Friendswood is continually reviewing the provisions of the City Code of Ordinances, specifically including Appendix C of the Friendswood City Code, (“Zoning”) relating to land use and other circumstances, and;

WHEREAS, the original Downtown District boundary was established in 2007 via Ordinance 2007-18, and the boundary was expanded via Ordinance 2008-30;

WHEREAS, the City Council wishes to expand the boundary of the Downtown District (DD) to allow other property owners to opt into the Downtown District zoning; and

WHEREAS, the Planning and Zoning Commission of the City of Friendswood has conducted a public hearing, received input from staff and has issued its final report recommending the amendments referenced hereafter; and

WHEREAS, the Planning and Zoning Commission and the City Council have conducted a joint public hearing in the time and manner required by law; and

WHEREAS, City Council has determined that all public notices have been posted and published, all required hearings on this matter have been held, and that this Ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, Section 8.N.1, “Geographic Limits,” is hereby amended to read as follows:

Appendix C, Zoning

Section 8.N.1.

N. *Downtown District supplemental requirements.* These supplemental requirements shall apply only to new developments within the Downtown District or where a structure in the district has lost its nonconformity. A new development shall be defined as any new project built on a raw or otherwise vacant tract or tracts of land, not associated with an existing structure. A structure shall be deemed to have lost its nonconformity as determined by Zoning Ordinance ~~s~~Section 6.D.

1. *Geographic limits.* The geographic limits of the Downtown District are as shown on the Downtown District map (**Figure 1**). All properties within these geographic limits may rezone to Downtown District (**DD**)~~zone~~. Those properties outside the geographic limits may not rezone to ~~the~~ Downtown District (**DD**) ~~zone~~.

Section 3. That the Downtown District map, Figure 1, is amended as shown in Exhibit “A,” attached hereto and made a part hereof for all purposes.

Section 4. That this Ordinance is hereby incorporated and made a part of the Friendswood City Code of Ordinances. Violation of this Ordinance is subject to the penalty provisions contained in such Code under Section 1-14 “General penalty for violations of Code; continuing violations”, and as otherwise provided by law. Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and,

upon conviction thereof, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 5. That all ordinances or parts of ordinances in conflict or inconsistent with this Ordinance are hereby expressly repealed.

Section 6. That in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 7. That the City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on first reading this 6th day of May, 2019.

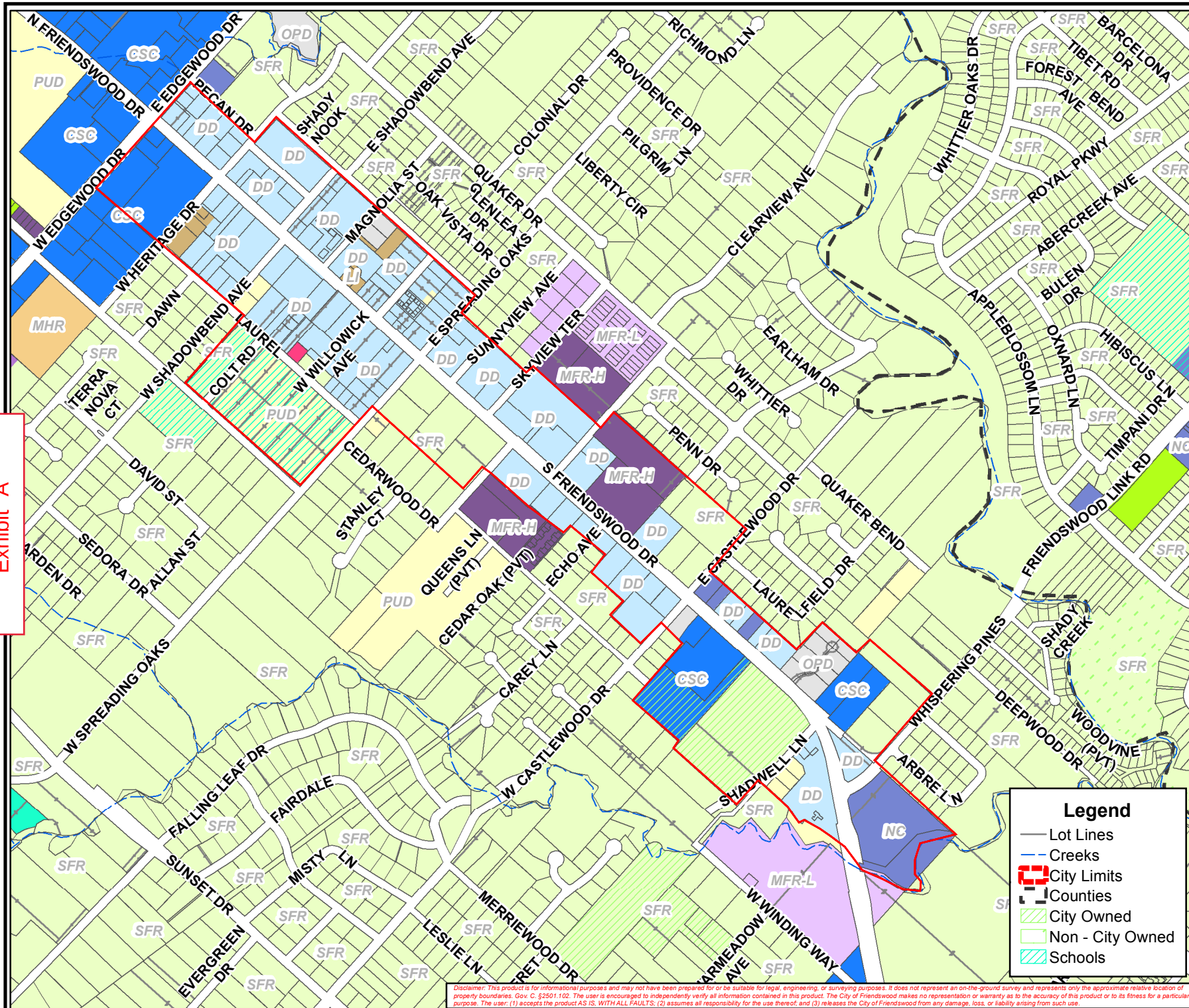
PASSED, APPROVED, AND ADOPTED on second and final reading this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

Exhibit "A"



City of Friendswood
910 South Friendswood Drive
Friendswood, Texas 77546
(281) 996-3200
www.ci.friendswood.tx.us



1" = 936'

Downtown District Map

Figure 1

Amended 2019

Legend

- Lot Lines
- Creeks
- City Limits
- Counties
- City Owned
- Non - City Owned
- Schools

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Gov. C. §2501.102. The user is encouraged to independently verify all information contained in this product. The City of Friendswood makes no representation or warranty as to the accuracy of this product or to its fitness for a particular purpose. The user: (1) accepts the product AS IS, WITH ALL FAULTS; (2) assumes all responsibility for the use thereof; and (3) releases the City of Friendswood from any damage, loss, or liability arising from such use.

Memo

To: Mayor and City Council

From: Joe Matranga, Planning & Zoning Commission Chairman 

Date: May 23, 2019

Re: Proposed Amendments to Appendix C Zoning Ordinance
"Section 8. N. 1. Geographic limits" regarding proposed
amendments to the established boundary of the Downtown
District

At the Planning and Zoning Commission meeting held May 6, 2019, following the Joint Public Hearing, the City of Friendswood Planning and Zoning Commission voted 1-5 (Commissioner Matranga voted in favor; Commissioners Sasson, Banfield, Clark, Guenther and Lundquist opposed; Commissioner Perry was absent) to approve the subject amendments to the Zoning Ordinance as shown below and on the attached Exhibit A; therefore the motion failed and the recommendation is negative.

Primary reasons in favor:

- Developing property under one zoning district would be more beneficial to the landowner
- Not an administrative burden to the City

Primary reasons opposed:

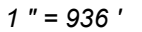
- Not in favor of changing the rules for one landowner when other equivalent development options are available
- Boundary has been in place since 2008 with no material issues to-date

Appendix C, Zoning
Section 8.N.1.

N. *Downtown District supplemental requirements.* These supplemental requirements shall apply only to new developments within the Downtown District or where a

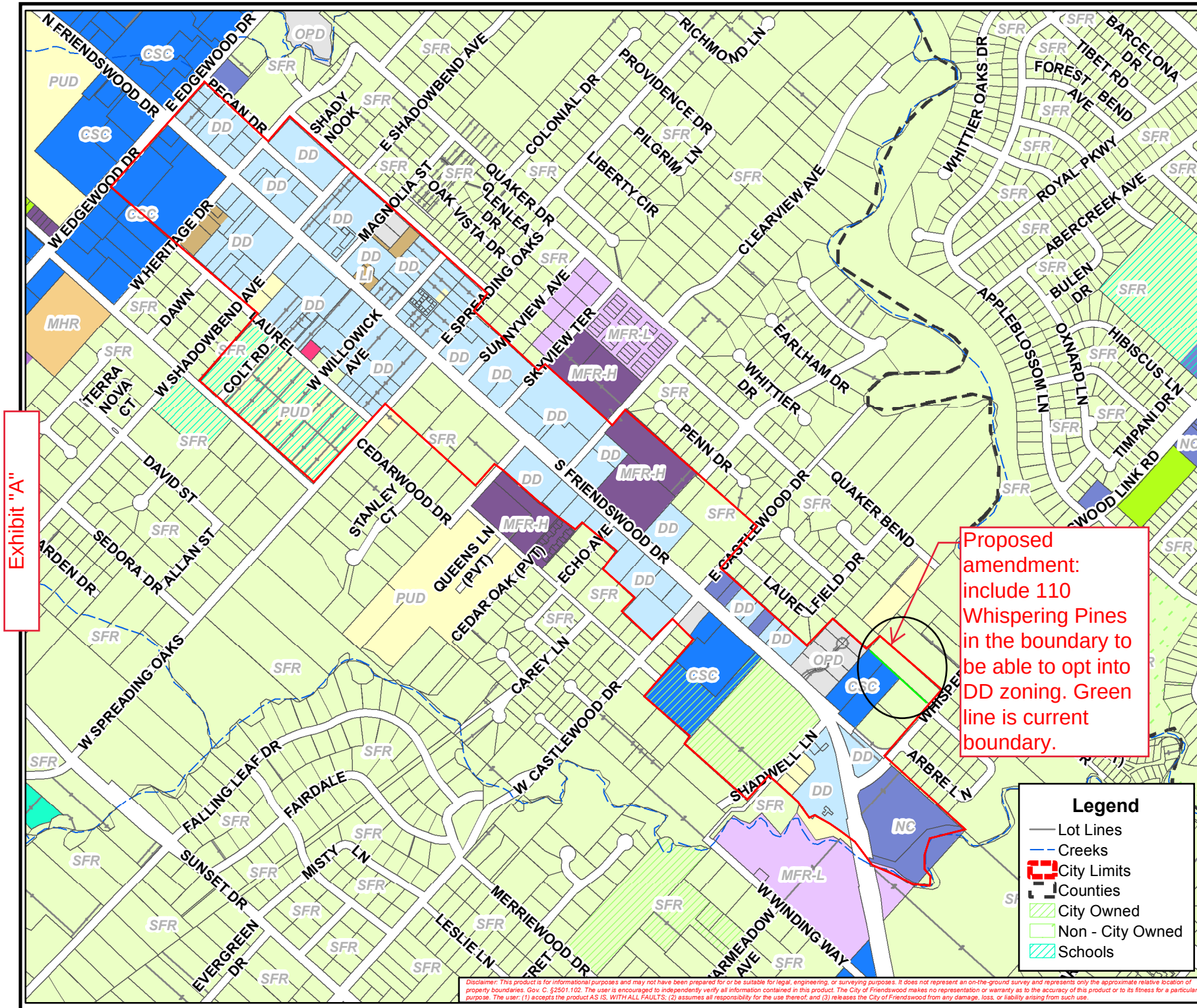
structure in the district has lost its nonconformity. A new development shall be defined as any new project built on a raw or otherwise vacant tract or tracts of land, not associated with an existing structure. A structure shall be deemed to have lost its nonconformity as determined by Zoning Ordinance sSection 6.D.

1. *Geographic limits.* The geographic limits of the Downtown District are as shown on the Downtown District map (Figure 1). All properties within these geographic limits may rezone to Downtown District (DD)zone. Those properties outside the geographic limits may not rezone to ~~the~~ Downtown District (DD) zone.



Downtown District Map

Figure 1





FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 22, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Proposed amendments to Appendix C Zoning Ordinance "Section 8. F. Off-street parking and loading regulations" to relocate DD related language to "Section 8.N.3. Parking" and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections

Originating Department: Community Development

City Attorney Review: Yes

Proceeding: 2nd reading of Ordinance

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Due to various requests from owners and developers regarding current zoning requirements of the Downtown District, the Planning and Zoning Commission was tasked with reviewing the Downtown District to determine any proposed amendments. A Downtown District Subcommittee studied these items and provided detailed information to the remainder of the Commission.

Review Item: reduce distance requirement from FM 518 for on-street, head-in parking from 400 feet

The recommendation is to reduce the 400ft distance requirement to 75 feet, which is consistent with the spacing requirements for a driveway from a major thoroughfare per the standards in the Design Criteria Manual.

Additionally, staff drafted some changes in relocating language for clarity and duplicating parking requirements that pertain to the Downtown District to the section of the Zoning Ordinance that includes the supplemental requirements for the DD zoning district.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The intent of the review of the DD zoning regulations was to alleviate any recurring development hurdles and to look at the District as a whole to determine if any other changes were necessary. It is the intent of the Downtown District to create a thriving, pedestrian friendly area and attract a variety of retail and restaurant uses for the community to enjoy, while maintaining consistency with the values of the community.

RECOMMENDATIONS

The Planning and Zoning Commission voted unanimously in favor (6 to 0; Commissioner Perry was absent) of the proposed changes.

ATTACHMENTS

[Ordinance](#)

[PZ Recommendation Memo](#)

(Title: An ordinance amending Appendix C “Zoning,” “Section 8. F. Off-street parking and loading regulations” to relocate DD related language to “Section 8.N.3. Parking” and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections.)

ORDINANCE NO. T2019-17

AN ORDINANCE AMENDING APPENDIX C – “ZONING,” “SECTION 8. F. OFF-STREET PARKING AND LOADING REGULATIONS” AND “SECTION 8.G. OFF-STREET LOADING REGULATIONS” TO RELOCATE DOWNTOWN DISTRICT (DD) RELATED LANGUAGE TO “SECTION 8.N.3. PARKING” AND AMENDMENTS TO REDUCE THE HEAD IN PARKING DISTANCE REQUIREMENT FROM 400 FEET TO 75 FEET, INCLUDING MINOR GRAMMATICAL CORRECTIONS; PROVIDING A PENALTY FOR VIOLATION IN AN AMOUNT NOT TO EXCEED \$2000, OR AS OTHERWISE PROVIDED BY LAW; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Friendswood is continually reviewing the provisions of the City Code of Ordinances, specifically including Appendix C of the Friendswood City Code, (“Zoning”) relating to land use and other circumstances, and;

WHEREAS, the City Council wishes to relocate Downtown District (DD) parking and loading requirements to the Downtown District Supplemental Requirements section of the Zoning Ordinance; and

WHEREAS, the City Council wishes to reduce the head-in parking distance requirement from FM 518 from a distance of 400 feet to 75 feet;

WHEREAS, the Planning and Zoning Commission of the City of Friendswood has conducted a public hearing, received input from staff and has issued its final report recommending the amendments referenced hereafter; and

WHEREAS, the Planning and Zoning Commission and the City Council have conducted a joint public hearing in the time and manner required by law; and

WHEREAS, City Council has determined that all public notices have been posted and published, all required hearings on this matter have been held, and that this Ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, Section 8. F. Off-street parking and loading regulations” and “Section 8.G. Off-street loading regulations” are hereby amended to read as follows:

Gray highlighted text = relocated

Appendix C, Zoning

Section 8.

F. *Off-street parking and loading regulations.* It is the intent of this section to ensure that adequate off-street parking **and loading** is provided with the construction, alteration, remodeling or change of use of any building or change of use of land. Specific guidelines regarding recommended off-street parking spaces and parking lot geometrics shall comply with the requirements of the current **Design Criteria Manual**.

a. Approval by the **Planning and Zoning Commission** shall be required of parking area layouts and design of all off-street parking, including shared parking areas, with the recommendation by the city engineer. The city engineer shall render to the **Planning and Zoning Commission** his recommendation regarding the usability of the proposed parking spaces, and the adequacy of vehicular circulation patterns.

~~b. **Downtown district parking. To promote pedestrian friendly environments, shared parking and shared parking access is encouraged. Head-in parking may be allowed in the DD with the approval of the commission, upon recommendation of the city**~~

~~engineer, in areas at least 400 feet from FM 518 and/or FM 2351. No on-street parking shall be allowed on FM 518 or on FM 2351 within the DD. Parking spaces and parking lot geometries shall comply with the requirements of the current design criteria.~~

~~b1.~~ The owner and the occupier of any property upon which a business is located shall provide loading and unloading areas of sufficient number and facility to accommodate on such business premises all vehicles that will be reasonably expected to simultaneously deliver or receive materials or merchandise, and of sufficient size to accommodate all types of vehicles that will be reasonably expected to engage in such loading or unloading activities.

~~c2.~~ Any person desiring a building permit for the construction, alteration, or change of use of the land or any business building or structure shall submit a plot plan to the building official designating the number, dimensions and locations of all loading areas and all proposed avenues of ingress and egress to the property from adjacent public thoroughfares. The building official shall not issue such permit if it is determined that the proposed loading and unloading facilities will present a direct or indirect hazard to vehicular or pedestrian traffic.

G. ~~Reserved. Off-street loading regulations. The intent of this section is to ensure that an adequate off-street loading area is provided with the construction, alteration, or change of use of any business building or structure, or with any change in land use.~~

~~1.~~ The owner and the occupier of any property upon which a business is located shall provide loading and unloading areas of sufficient number and facility to accommodate on such business premises all vehicles that will be reasonably expected to simultaneously deliver or receive materials or merchandise, and of sufficient size to accommodate all types of vehicles that will be reasonably expected to engage in such loading or unloading activities.

~~2.~~ Any person desiring a building permit for the construction, alteration, or change of use of the land or any business building or structure shall submit a plot plan to the building official designating the number, dimensions and locations of all loading areas and all proposed avenues of ingress and egress to the property from adjacent public

~~thoroughfares. The building official shall not issue such permit if it is determined that the proposed loading and unloading facilities will present a direct or indirect hazard to vehicular or pedestrian traffic.~~

Section 3. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 8.N.3. Parking” is hereby amended to read as follows:

Section 8.N.

3. *Parking.*

To promote pedestrian friendly environments, shared parking and shared parking access is encouraged. Parking spaces and parking lot geometrics shall comply with the requirements of the current Design Criteria Manual.

- a. Off-site parking shall be allowed if within one block of the development. For purposes of this subsection, one block shall constitute no less than 300 linear feet and no more than 1,200 linear feet.
- b. Shared parking areas shall be allowed.
- c. Shared access agreements shall be required between adjacent developments.
- d. ~~On-street parking shall be in accordance with subsection F.I.C., shown previously in this ordinance.~~ **On street, head-in parking may be allowed in the Downtown District (DD) with the approval of the Planning and Zoning Commission, upon recommendation of the city engineer, in areas at least 400 feet from FM 518 and/or FM 2351. No on street parking shall be allowed on FM 518 or on FM 2351 within the DD.**
- e. Development plans shall indicate how freight and goods will be delivered.
- f. Development plans shall show the design and layout for all parking. Documentation shall be provided to verify authority for all shared or off-site parking.
- g. All such required documentation shall be presented before a development plan is approved.

Section 4. That this Ordinance is hereby incorporated and made a part of the Friendswood City Code of Ordinances. Violation of this Ordinance is subject to the penalty provisions contained in such Code under Section 1-14 “General penalty for violations of Code; continuing violations”, and as otherwise provided by law. Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 5. That all ordinances or parts of ordinances in conflict or inconsistent with this Ordinance are hereby expressly repealed.

Section 6. That in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 7. That the City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on first reading this 6th day of May, 2019.

PASSED, APPROVED, AND ADOPTED on second and final reading this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

Memo

To: Mayor and City Council

From: Joe Matranga, Planning & Zoning Commission Chairman

Date: May 23, 2019

Re: Proposed Amendments to Appendix C Zoning Ordinance
"Section 8. F. Off-street parking and loading regulations" to
relocate DD related language to "Section 8.N.3. Parking" and
amendments to reduce the head in parking distance
requirement from 400 feet to 75 feet, including minor
grammatical corrections



At the Planning and Zoning Commission meeting held May 6, 2019, following the Joint Public Hearing, the City of Friendswood Planning and Zoning Commission voted unanimously 6-0 (Commissioner Perry was absent) to approve the above referenced amendments to the Zoning Ordinance as shown below.

Legend for changes

~~Gray Highlight and strikethrough~~ – language relocated

Gray Highlight – language copied

Green Text – new location of relocated or copied text

Section 8. - Supplementary district regulations.

...

F. *Off-street parking and loading regulations.* It is the intent of this section to ensure that adequate off-street parking ~~and loading~~ is provided with the construction, alteration, remodeling or change of use of any building or change of use of land. Specific guidelines regarding recommended off-street parking spaces and parking lot geometrics shall comply with the requirements of the current ~~D~~design ~~Criteria Manual~~.

a. Approval by the ~~Planning and Zoning C~~ommission shall be required of parking area layouts and design of all off-street parking, including shared parking areas, with the recommendation by the city engineer. The city engineer shall render to the ~~Planning and Zoning C~~ommission his recommendation regarding the usability of the proposed parking spaces, and the adequacy of vehicular circulation patterns.

~~b. Downtown district parking. To promote pedestrian friendly environments, shared parking and shared parking access is encouraged. Head-in parking may be allowed in the DD with the approval of the commission, upon recommendation of the city engineer, in areas at least 400 feet from FM 518 and/or FM 2351. No on-street parking shall be allowed on FM 518 or on FM 2351 within the DD. Parking spaces and parking lot geometrics shall comply with the requirements of the current design criteria.~~

~~b1. The owner and the occupier of any property upon which a business is located shall provide loading and unloading areas of sufficient number and facility to accommodate on such business premises all vehicles that will be reasonably expected to simultaneously deliver or receive materials or merchandise, and of sufficient size to accommodate all types of vehicles that will be reasonably expected to engage in such loading or unloading activities.~~

~~c2. Any person desiring a building permit for the construction, alteration, or change of use of the land or any business building or structure shall submit a plot plan to the building official designating the number, dimensions and locations of all loading areas and all proposed avenues of ingress and egress to the property from adjacent public thoroughfares. The building official shall not issue such permit if it is determined that the proposed loading and unloading facilities will present a direct or indirect hazard to vehicular or pedestrian traffic.~~

G. ~~Reserved. Off-street loading regulations. The intent of this section is to ensure that an adequate off-street loading area is provided with the construction, alteration, or change of use of any business building or structure, or with any change in land use.~~

~~1. The owner and the occupier of any property upon which a business is located shall provide loading and unloading areas of sufficient number and facility to accommodate on such business premises all vehicles that will be reasonably expected to simultaneously deliver or receive materials or merchandise, and of sufficient size to accommodate all types of vehicles that will be reasonably expected to engage in such loading or unloading activities.~~

~~2. Any person desiring a building permit for the construction, alteration, or change of use of the land or any business building or structure shall submit a plot plan to the building official designating the number, dimensions and locations of all loading areas and all proposed avenues of ingress and egress to the property from adjacent public thoroughfares. The building official shall not issue such permit if it is determined that the proposed loading and unloading facilities will present a direct or indirect hazard to vehicular or pedestrian traffic.~~

3. *Parking.*

To promote pedestrian friendly environments, shared parking and shared parking access is encouraged. Parking spaces and parking lot geometrics shall comply with the requirements of the current Design Criteria Manual.

- a. Off-site parking shall be allowed if within one block of the development. For purposes of this subsection, one block shall constitute no less than 300 linear feet and no more than 1,200 linear feet.
- b. Shared parking areas shall be allowed.
- c. Shared access agreements shall be required between adjacent developments.
- d. ~~On-street parking shall be in accordance with subsection F.I.C, shown previously in this appendix.~~ On street, head-in parking may be allowed in the DD with the approval of the Planning and Zoning Commission, upon recommendation of the city engineer, in areas at least 75400 feet from FM 518 and/or FM 2351. No on street parking shall be allowed on FM 518 or on FM 2351 within the DD.
- e. Development plans shall indicate how freight and goods will be delivered.
- f. Development plans shall show the design and layout for all parking. Documentation shall be provided to verify authority for all shared or off-site parking.
- g. All such required documentation shall be presented before a development plan is approved.



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 22, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Proposed amendments to Appendix C Zoning Ordinance "Section 7.I." and "Section 8.N.4." to allow cement fiber board installed as lap siding in the Downtown District (DD); "Section 8.N.4." to change the fenestration requirements in the Downtown District (DD), and "Section 8.N.4." to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections

Originating Department: Community Development

City Attorney Review: Yes

Proceeding: 2nd reading of ordinance

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Due to various requests from owners and developers regarding current zoning requirements of the Downtown District, the Planning and Zoning Commission was tasked with reviewing the Downtown District to determine any proposed amendments. A Downtown District Subcommittee studied these items and provided detailed information to the remainder of the Commission. For reference, the original "Downtown District Review and Recommendations Linked Document" is provided in the back up materials. Some of the recommendations may have changed.

Review Item: to allow cement fiberboard in DD, reduce the fenestration requirements, and institute some of the aesthetic criteria from the Community Overlay District into the Downtown District

The recommendation is to allow cement fiber board installed as lap siding only, reduce the fenestration requirement of the interior sides of the first floors, and add the following requirements to DD that already exist in the COD: require underground service laterals, require earth tone colors, prohibit garage bay doors from fronting FM 518 in certain situations, required screening materials to match the main structure and add a reference to the dumpster screening requirements.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The intent of the review of the DD zoning regulations was to alleviate any recurring development hurdles and to look at the District as a whole to determine if any other changes were necessary. It is the intent of the Downtown District to create a thriving, pedestrian friendly area and attract a variety of retail and restaurant uses for the community to enjoy, while maintaining consistency with the values of the community.

RECOMMENDATIONS

The Planning and Zoning Commission voted unanimously in favor (6 to 0; Commissioner Perry was absent) of the proposed changes.

ATTACHMENTS

[Ordinance](#)

[PZ Recommendation Memo](#)

(Title: An ordinance amending Appendix C “Zoning,” “Section 7.I.” and “Section 8.N.4.” to allow cement fiber board installed as lap siding in the Downtown District (DD); “Section 8.N.4.” to change the fenestration requirements in the Downtown District (DD), and “Section 8.N.4.” to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections.)

ORDINANCE NO. T2019-18

AN ORDINANCE AMENDING APPENDIX C – “ZONING,” “SECTION 7.I.” AND “SECTION 8.N.4.” TO ALLOW CEMENT FIBER BOARD INSTALLED AS LAP SIDING IN THE DOWNTOWN DISTRICT (DD); “SECTION 8.N.4.” TO CHANGE THE FENESTRATION REQUIREMENTS IN THE DOWNTOWN DISTRICT (DD), AND “SECTION 8.N.4.” TO RESTATE THAT SERVICE LATERALS MUST BE INSTALLED UNDERGROUND, PROHIBIT GARAGE BAY DOORS FROM FRONTING FM 518 IN CERTAIN SITUATIONS, LIMIT EXTERIOR BUILDING COLORS TO EARTH TONE COLORS, REQUIRE THAT SCREENING MATERIALS MATCH THE MAIN STRUCTURE AND ADD A REFERENCE TO DUMPSTER SCREENING REQUIREMENTS, INCLUDING MINOR GRAMMATICAL CORRECTIONS; PROVIDING A PENALTY FOR VIOLATION IN AN AMOUNT NOT TO EXCEED \$2000, OR AS OTHERWISE PROVIDED BY LAW; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Friendswood is continually reviewing the provisions of the City Code of Ordinances, specifically including Appendix C of the Friendswood City Code, (“Zoning”) relating to land use and other circumstances, and;

WHEREAS, the City Council wishes to allow cement fiber board installed as lap siding in the Downtown District (DD) zoning district; and

WHEREAS, the City Council wishes to change the fenestration requirements in the Downtown District (DD) zoning district; and

WHEREAS, the City Council wishes to restate that electrical service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screen requirements; and

WHEREAS, the Planning and Zoning Commission of the City of Friendswood has conducted a public hearing, received input from staff and has issued its final report recommending the amendments referenced hereafter; and

WHEREAS, the Planning and Zoning Commission and the City Council have conducted a joint public hearing in the time and manner required by law; and

WHEREAS, City Council has determined that all public notices have been posted and published, all required hearings on this matter have been held, and that this Ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 7.I. Downtown District (DD), general purpose and description” is hereby amended to read as follows:

Section 7. - Schedule of district regulations.

I. *Downtown District (DD), general purpose and description.* The DD, downtown district, is designed to accommodate and promote the city's original business and downtown areas. It is intended to achieve a balance of retail, commercial, office, and residential and public activities. Development within the DD should be pedestrian friendly with an emphasis on shared parking and shared access between developments. Development within the DD requires the approval of a development site plan by the **P**lanning and **Z**oning **C**ommission.

1. Area and height regulations. Structures within the DD are intended to be between one to four stories. The maximum height allowed is 70 feet as measured in accordance with the method prescribed in section 20. Additional regulations are set forth under subsection Q.2 of this section, regulation matrix.
 - a. No residential use shall be allowed on the first floor.
2. See section 8 for supplementary district regulations.
3. Permitted uses. Uses permitted in the DD are set forth in subsection P of this section, permitted use table.
4. Buildings in the DD shall have exterior cladding of brick, masonry, stone, stucco, ~~or~~ glass, **or lap sided cement fiberboard. Sheet Fiber cement fiberboards/siding** are prohibited, except as trim for eaves and overhangs. The Planning and Zoning Commission may approve alternative exterior facade materials.

Section 3. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 8.N.Downtown District supplemental requirements” is hereby amended to read as follows:

Section 8.N. *Downtown District supplemental requirements.*

...

4. *Architectural standards.*

a. Buildings in the DD shall have exterior cladding of brick, masonry, stone, stucco, ~~or~~ glass, **or lap sided cement fiberboard. Sheet Fiber cement fiberboards/siding** are prohibited, except as trim for eaves and overhangs. The Planning and Zoning Commission may approve alternative exterior facade materials.

b. Exterior facades, including the roof, shall be limited to earth tone colors. Color samples shall be submitted as part of the commercial site plan. Earth tone colors depict the colors in nature; they include flat and muted shades of brown, green, blue, orange, and some reds and tans.

cb. Fenestration shall mean the openings in a wall, such as doors and windows, to include faux windows whether transparent or not. Such windows may be inoperative but must be framed as a

window and otherwise appear to be a window. Painted openings would not be counted in fenestration calculations. Fenestration along front or other facades visible to the public shall be as follows:

- (1) Walls visible to the public shall have windows and or doors (i.e., no blank walls allowed).
- (2) Not less than 40 percent fenestration shall be provided for all ground floor primary facades (front or side) that face a public right-of-way.
- (3) Not less than 25 percent fenestration shall be provided for **all upper floor facades.** ~~(upper floors and those not facing a public right-of-way).~~

de. Awnings and canopies are allowed upon approval of the **P**lanning and **Z**oning **C**ommission.

ed. Fenestration calculations.

- (1) Area of **ground floor** primary wall ~~(front or side)~~-facing ROW x 40 percent = minimum fenestration.
- (2) Area of upper floor ~~or floor not facing ROW~~ x 25 percent = minimum fenestration.

f. Garage bays or other similar large openings designed for automotive or industrial work, or designed for vehicles to drive into, shall not front FM 518 or FM 2351 within the Downtown District boundary. This prohibition shall not include drive-thrus such as are typically found at banks for fast-food establishments. In the event that this requirement overlaps at an intersection, the architectural requirement regarding garage bays shall apply only to the frontage on one street as designated on the site plan.

5. *Screening.*

a. Mechanical equipment, such as roof top equipment, compressors, refrigeration units and trash enclosures, **outside storage**, and other nonpublic service areas that are visible from a public area, shall be screened to a height sufficient to completely screen the use from view at ground level. The term "view at ground level" shall mean the view from public walkways situated in the adjoining rights-of-way or from vehicular traffic in the first two traffic lanes in the bordering street or streets.

b. The design of walls and other structures located on the same site, including those used to screen outdoor storage areas, dumpsters, vehicles, etc. shall be constructed of the same materials as the building on the lot. Cyclone fences are prohibited. Under limited circumstances, the Planning and Zoning Commission may approve a vinyl coated cyclone fence.

c. See Section 8.L. for additional dumpster screening requirements.

6. *Sidewalks.*

a. Each development along FM 2351 and FM 518 shall provide a minimum 15-foot-wide parkway adjacent to the street right-of-way. The 15-foot parkway must contain an unobstructed brick-paved sidewalk, as described in Appendix E of the **Design Criteria Manual**, at least eight feet wide and a seven-foot wide landscape area.

b. Each development along all other streets within the downtown district shall provide a concrete sidewalk built in accordance with city standard specifications and shall be a minimum of six feet in width. Concrete sidewalks shall be built within the street right-of-way and adjacent to the right-of-way lines.

c. If sidewalks cannot be placed wholly within the right-of-way and must be placed on private property, easements of the appropriate width shall be required.

....

9. Utilities

All permanent utilities serving the property shall be located underground, at the owner's expense.

Section 4. That this Ordinance is hereby incorporated and made a part of the Friendswood City Code of Ordinances. Violation of this Ordinance is subject to the penalty provisions contained in such Code under Section 1-14 "General penalty for violations of Code; continuing violations", and as otherwise provided by law. Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and,

upon conviction thereof, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 5. That all ordinances or parts of ordinances in conflict or inconsistent with this Ordinance are hereby expressly repealed.

Section 6. That in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 7. That the City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on first reading this 6th day of May, 2019.

PASSED, APPROVED, AND ADOPTED on second and final reading this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

Memo

To: Mayor and City Council

From: Joe Matranga, Planning & Zoning Commission Chairman

Date: May 23, 2019

Re: Proposed Amendments to Appendix C Zoning Ordinance "Section 7.I." and "Section 8.N.4." to allow cement fiber board installed as lap siding in the Downtown District (DD); "Section 8.N.4." to change the fenestration requirements in the Downtown District (DD), and "Section 8.N.4." to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections



At the Planning and Zoning Commission meeting held May 6, 2019, following the Joint Public Hearing, the City of Friendswood Planning and Zoning Commission voted unanimously 6-0 (Commissioner Perry was absent) to approve the above referenced amendments to the Zoning Ordinance as shown below.

Allow cement fiber board, installed as lap siding, in Downtown District (DD)

Section 7. - Schedule of district regulations.

- I. *Downtown District (DD), general purpose and description.* The DD, downtown district, is designed to accommodate and promote the city's original business and downtown areas. It is intended to achieve a balance of retail, commercial, office, and residential and public activities. Development within the DD should be pedestrian friendly with an emphasis on shared parking and shared access between developments. Development within the DD requires the approval of a development site plan by the Planning and Zoning Commission.
 1. Area and height regulations. Structures within the DD are intended to be between one to four stories. The maximum height allowed is 70 feet as measured in accordance with the method prescribed in section 20. Additional regulations are set forth under subsection Q.2 of this section, regulation matrix.
 - a. No residential use shall be allowed on the first floor.
 2. See section 8 for supplementary district regulations.
 3. Permitted uses. Uses permitted in the DD are set forth in subsection P of this section, permitted use table.
 4. Buildings in the DD shall have exterior cladding of brick, masonry, stone, stucco, or glass, or lap sided cement fiberboard. Sheet Fiber cement fiberboards/siding are prohibited, except as trim for eaves and overhangs. The Planning and Zoning Commission may approve alternative exterior facade materials.

Allow cement fiber board, installed as lap siding, in Downtown District (DD), add requirement for earth tone colors, change fenestration requirements, prohibit garage bay doors from fronting FM 518 in certain situations, amend screening requirements

4. *Architectural standards.*
 - a. Buildings in the DD shall have exterior cladding of brick, masonry, stone, stucco, or glass, or lap sided cement fiberboard. Sheet Fiber cement fiberboards/siding are prohibited, except as trim for eaves and overhangs. The Planning and Zoning Commission may approve alternative exterior facade materials.
 - b. Exterior facades, including the roof, shall be limited to earth tone colors. Color samples shall be submitted as part of the commercial site plan. Earth tone colors depict the colors in nature; they include flat and muted shades of brown, green, blue, orange, and some reds and tans.

~~cb.~~ Fenestration shall mean the openings in a wall, such as doors and windows, to include faux windows whether transparent or not. Such windows may be inoperative but must be framed as a window and otherwise appear to be a window. Painted openings would not be counted in fenestration calculations. Fenestration along front or other facades visible to the public shall be as follows:

- (1) Walls visible to the public shall have windows and or doors (i.e., no blank walls allowed).
- (2) Not less than 40 percent fenestration shall be provided for all ground floor primary facades (front or side) that face a public right-of-way.
- (3) Not less than 25 percent fenestration shall be provided for all upper floor facades ~~(upper floors and those not facing a public right-of-way).~~

~~dc.~~ Awnings and canopies are allowed upon approval of the ~~p~~Planning and ~~Z~~oning ~~c~~Commission.

~~ed.~~ Fenestration calculations.

- (1) Area of ground floor primary wall ~~(front or side)~~ facing ROW x 40 percent = minimum fenestration.
- (2) Area of upper floor ~~or floor not facing ROW~~ x 25 percent = minimum fenestration.

~~f.~~ Garage bays or other similar large openings designed for automotive or industrial work, or designed for vehicles to drive into, shall not front FM 518 or FM 2351 within the Downtown District boundary. This prohibition shall not include drive-thrus such as are typically found at banks for fast-food establishments. In the event that this requirement overlaps at an intersection, the architectural requirement regarding garage bays shall apply only to the frontage on one street as designated on the site plan.

5. Screening.

~~a.~~ Mechanical equipment, such as roof top equipment, compressors, refrigeration units and trash enclosures, outside storage, and other nonpublic service areas that are visible from a public area, shall be screened to a height sufficient to completely screen the use from view at ground level. The term "view at ground level" shall mean the view from public walkways situated in the adjoining rights-of-way or from vehicular traffic in the first two traffic lanes in the bordering street or streets.

~~b.~~ The design of walls and other structures located on the same site, including those used to screen outdoor storage areas, dumpsters, vehicles, etc. shall be constructed of the same materials as the building on the lot. Cyclone fences are prohibited. Under limited circumstances, the Planning and Zoning Commission may approve a vinyl coated cyclone fence.

~~c.~~ See Section 8.L. for additional dumpster screening requirements.



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 22, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Proposed amendments to Appendix C Zoning Ordinance "Section 8.N.8. Adjacent property, buffer maintenance and installation" duplicating requirements for buffering from "Section I.2. Perimeter landscaping and screening;" and amendments to "Section 8.N.3. Parking" duplicating requirements for parking from "Section I.2.c. Off-street parking landscaping;" and relocating language PUD modification from "Section 8.H. Modification of standards proposed within a PUD" to "Section 7.J. PUD, planned unit development, general purpose and description," including minor grammatical corrections

Originating Department: Community Development

City Attorney Review: Yes

Proceeding: 2nd reading of ordinance

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required:

Amount Budgeted:

Appropriation Required:

Source of Funds:

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Due to various requests from owners and developers regarding current zoning requirements of the Downtown District, the Planning and Zoning Commission was tasked with reviewing the Downtown District to determine any proposed amendments. A Downtown District Subcommittee studied these items and provided detailed information to the remainder of the Commission. For reference, the original "Downtown District Review and Recommendations Linked Document" is provided in the back up materials. Some of the recommendations may have changed.

Review Item: staff clean up items - duplicating existing landscape, buffer and parking requirements to the DD section of the Zoning Ordinance and relocating PUD modification requirements to the PUD section of the Zoning Ordinance.

The recommendation is mainly staff clean up/recommendations. Relocating the landscape, buffer and parking requirements that apply to the DD to the section of the ordinance that contains the majority of the DD development regulations will make the ordinance easier to read for developers.

Also, the PUD language was relocated in the Zoning Ordinance a few years ago, but the modification steps were not relocated.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The intent of the review of the DD zoning regulations was to alleviate any recurring development hurdles and to look at the District as a whole to determine if any other changes were necessary. It is the intent of the Downtown District to create a thriving, pedestrian friendly area and attract a variety of retail and restaurant uses for the community to enjoy, while maintaining consistency with the values of the community.

RECOMMENDATIONS

The Planning and Zoning Commission voted unanimously in favor (6 to 0; Commissioner Perry was absent) of the proposed changes.

ATTACHMENTS

[Ordinance](#)

[PZ Recommendation Memo](#)

(Title: An ordinance amending Appendix C “Zoning,” “Section 8.N.8. Adjacent property, buffer maintenance and installation” duplicating requirements for buffering from “Section I.2. Perimeter landscaping and screening;” and amendments to “Section 8.N.3. Parking” duplicating requirements for parking from “Section I.2.c. Off-street parking landscaping;” and relocating language PUD modification from “Section 8.H. Modification of standards proposed within a PUD” to “Section 7.J. PUD, planned unit development, general purpose and description,” including minor grammatical corrections.)

ORDINANCE NO. T2019-19

**AN ORDINANCE AMENDING APPENDIX C – “ZONING,”
“SECTION 8.N.8. ADJACENT PROPERTY, BUFFER
MAINTENANCE AND INSTALLATION” DUPLICATING
REQUIREMENTS FOR BUFFERING FROM “SECTION I.2.
PERIMETER LANDSCAPING AND SCREENING;” AND
AMENDMENTS TO “SECTION 8.N.3. PARKING” DUPLICATING
REQUIREMENTS FOR PARKING FROM “SECTION I.2.C. OFF-
STREET PARKING LANDSCAPING;” AND RELOCATING
LANGUAGE PUD MODIFICATION FROM “SECTION 8.H.
MODIFICATION OF STANDARDS PROPOSED WITHIN A PUD”
TO “SECTION 7.J. PUD, PLANNED UNIT DEVELOPMENT,
GENERAL PURPOSE AND DESCRIPTION,” INCLUDING MINOR
GRAMMATICAL CORRECTIONS; PROVIDING A PENALTY
FOR VIOLATION IN AN AMOUNT NOT TO EXCEED \$2000, OR
AS OTHERWISE PROVIDED BY LAW; REPEALING ALL
ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR
IN CONFLICT HERewith; AND PROVIDING FOR
SEVERABILITY.**

* * * * *

WHEREAS, the City Council of the City of Friendswood is continually reviewing the provisions of the City Code of Ordinances, specifically including Appendix C of the Friendswood City Code, (“Zoning”) relating to land use and other circumstances, and;

WHEREAS, Zoning Ordinance Section I. contains landscaping requirements for various zoning districts, and City Council wishes to duplicate requirements for buffering and parking that apply to the Downtown District (DD) to Section 8, which includes the supplemental regulations for the Downtown District (DD); and

WHEREAS, City Council wishes to relocate language regarding the modifications process for a Planned Unit Development (PUD) to the correct location within the Zoning Ordinance; and

WHEREAS, the Planning and Zoning Commission of the City of Friendswood has conducted a public hearing, received input from staff and has issued its final report recommending the amendments referenced hereafter; and

WHEREAS, the Planning and Zoning Commission and the City Council have conducted a joint public hearing in the time and manner required by law; and

WHEREAS, City Council has determined that all public notices have been posted and published, all required hearings on this matter have been held, and that this Ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 8.N.Downtown District supplemental requirements.” is hereby amended to read as follows:

...

7. *Parkways and landscaping.*

a. The 15-foot parkway required along FM 2351 and FM 518, which runs parallel and adjacent to each street's back of curb, includes a seven-foot landscape area. This area shall be reserved for amenities, such as street furniture, lighting and landscaping, and may include grass, brick pavers or other decorative material as approved by the **P**lanning and **Z**oning **C**ommission.

(1) Trees shall be provided every 25 linear feet. Trees used in the 15-foot parkway shall be Class 2 or Class 3 trees from the city's qualified tree list, and other landscaping material such as bushes and/or groundcover may be used. The tree and landscaping material shall

be maintained in living condition. One-half of the trees shall have a minimum caliper of four inches and one-half shall have a minimum caliper of two inches. Existing qualified trees may be counted toward fulfillment of this requirement provided that the size, species, and guaranteed duration shall meet the criteria of the landscaping section of this appendix. (Clustering of trees shall be permitted; provided, however, clustering shall not reduce the number of required trees, and trees shall not be clustered so as to lessen the survival rate of other trees.)

(2) Amenities shall be provided in accordance with the design criteria manual, Exhibit E, Downtown District Amenities. A minimum of two lights and two benches are required within the 15-foot parkway of each development. All provided amenities shall be permanently maintained by the property owner, including the brick-paved sidewalks.

b. Developments along all other streets within the downtown district shall have a minimum ten-foot landscaped buffer located on private property and not less than one tree, whether existing or planted, shall be planted and maintained for each 25 lineal feet or portion thereof. Each such tree shall be not less than eight feet in height immediately upon planting and shall have a caliper of not less than two inches measured 18 inches above the natural ground level.

c. Alternate sidewalk, landscape and amenity designs specific to the site or the function of the development within the downtown district may be considered by the Planning and Zoning Commission if it determines that the proposed alternative sidewalk is not narrower than six feet and provides, respectively:

- (i) Equal or better pedestrian access to and along the development property;
- (ii) Equal or enhanced landscape beautification for the development; or
- (iii) Equal or better design amenities than otherwise required herein.

d. See Section 8.I. for additional information on maintenance and preservation of trees.

8. Adjacent property, buffer maintenance and installation.

a. When a commercial use is established on a lot or premises located adjacent to any residential zoning district, a ten-foot in width landscaped open space buffer strip shall be

installed and maintained by the owner, developer or operator of the commercial property between it and the adjacent protected property.

b. In addition, an eight-foot-high opaque fence or wall shall be erected and maintained along the common property line. Graduated fences may be allowed by the Planning and Zoning Commission, when the safety and general welfare of the public would be better protected by such design. The fence or wall shall be constructed of wood, masonry, or decorative concrete, or any combination thereof. Metal may be used only as a concealed structural element. Alternatively, some types of vegetation may be allowed for such screening, provided plantings are evergreen and dense enough to provide an opaque or substantially opaque screen. Any combination of fencing, earthen berms, and vegetation may be used to comply with the eight-foot screening requirement, with Planning and Zoning Commission approval.

c. The provisions of this subsection may not apply where the uses are separated by a driveway, easement, drainage ditch, canal, or similar features determined to provide adequate buffering to those listed herein which are a minimum width of 30 feet. The Planning and Zoning Commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses. When a residentially zoned property is rezoned to commercial, an existing fence may, if requested by the staff, the Planning and Zoning Commission, or the applicant, be removed, in whole or in part, to allow joint or shared access to parking and driving areas. Documentation may be required detailing a joint use agreement between or among property owners.

d. Conversely, when a single family use is established on property adjacent to any commercial, industrial or multiple-family zoning district, an eight-foot high opaque fence or wall shall be erected and maintained along the property line. The ten-foot buffer strip shall not in this instance be required.

Section 3. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 8.N.3.Parking” is hereby amended to read as follows:

Appendix C, Zoning

3. *Parking*

...

h. Parking lots shall be considered small if they contain spaces for 20 or less cars. Small parking lots shall have "open" landscaped areas that are equal to not less than ten percent of the parking area and drives in the parking area. The required area may be used as islands or perimeter landscaping or in any combination. A minimum of one Class 1 or Class 2 tree from the qualified tree list shall be planted and maintained for each 250 square feet or portion thereof of landscaped open space area.

Parking lots with more than 20 parking spaces shall have open landscaped areas equal to ten percent of the parking area and drives in the parking area. Fifty percent of the required landscaped area shall be used as islands. Perimeter landscaping shall have at least one such tree for each 40 lineal feet or fraction thereof. Each island shall have one such tree planted and maintained thereon.

i. All planted islands shall have curbs of sufficient height and width to contain the planted island.

j. Planted islands are to integrate groundcovers and small shrubs while minimizing the use of medium to tall shrubs; and shall not obstruct visibility of pedestrians and vehicles.

k. Off-street parking areas that are adjacent to residentially zoned property shall have opaque fences or walls, eight feet in height above ground level, which shall be erected and maintained along the property line to provide visual screening.

l. All trees required in this subsection 2.c shall have a caliper of not less than two inches, measured 18 inches above the natural ground level.

m. If paving around a tree is required on private property, use porous pavements such as cast-in place, monolithic turf, and concrete combinations over specimen roots to allow water and air exchange.

n. All plants shall receive proper irrigation to encourage deep root growth and survivability.

Section 4. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 8.H. Modification of standards proposed within a PUD” is hereby amended to read as follows:

Section 8. Supplementary district regulations.

H. Reserved. Modification of standards proposed within a PUD.

~~1.—Following adoption of a PUD ordinance pursuant to this section, all subsequent plans prepared for the development or any portion of the property within a PUD must substantially conform to the approved plan in accordance with the standards of the PUD ordinance, this section, and all other applicable ordinances of the city.~~

~~2.—The city recognizes that market conditions may alter the development of a large PUD and hereby provides that alterations in the land area or square footage, as appropriate, covered by a category of use, may be varied by not more than 25 percent. In no case shall such variations change traffic or circulation patterns, substantially alter the number or arrangement of buildings, increase the height of buildings, lessen the amount or effectiveness of open space or landscaped buffers, or result in a greater impact on adjacent properties or neighborhoods. Percentage changes specified herein shall be the maximum change allowed; multiple changes exceeding those percentages shall not be approved administratively, but shall require the owner to submit an application for an amendment to the district standards.~~

Section 5. That the City of Friendswood Code of Ordinances, Appendix C, “Zoning”, “Section 7.I.J. PUD, planned unit development, general purpose and description” is hereby amended to read as follows:

J. PUD, planned unit development, general purpose and description.

(1) General.

(a) This district allows for greater flexibility in the design and coordination of a single use or mixed uses than in other districts because a specific ordinance is written for every PUD. A PUD is a unique zoning classification, and shall be granted only when the **P**lanning and **Z**oning **C**ommission and city council determine that the applicant has submitted a complete application containing sufficient detail. An applicant is not entitled

to a PUD as a matter of right. The city reserves the right to establish conditions as determined appropriate.

(b) In no case shall a PUD be used for the sole purpose of circumventing the intent of city ordinances or plans. Unless standards for elements of site design are specifically described in a rezoning ordinance for a PUD, all design and development standards shall apply to all land development within a PUD district. The development must be planned as an integral unit and must protect nearby landowners from adverse impact with appropriate buffering and landscaping. A site plan is required for all PUDs.

(c) The general purposes of all PUD districts are several-fold:

1. To encourage unified design and development of tracts of land incorporating a variety of uses, including, but not limited to, residential, commercial, office, and institutional;
2. To accommodate innovation in development by modifying the city's land use and development regulations;
3. To provide for and protect the public health, safety and general welfare of the city by assuring quality development in accordance with the city's comprehensive plan and other related goals;
4. To minimize the negative impact of developments, especially those related to drainage, environment, traffic, and a public services and related facilities;
5. To protect and enhance the aesthetic and visual qualities of development;
6. To provide development of sites in a suitable fashion when such development is restricted by such factors as site location and shape;
7. To promote economic development in accordance with the city's plans for such.

(2) *Application.*

(a) Application and approval process. A development review committee meeting with staff is required prior to application for a PUD. Following the DRC meeting, the applicant will submit all required documents described below to city staff for comments and corrections prior to scheduling the public hearing.

(b) Each PUD application shall be accompanied by payment for the processing fee as established in section 14. Advertisement and public hearings shall be held by the

Planning and Zoning Commission and City Council in accordance with the notification procedure set forth for a rezoning application. Following the public hearing, the Planning and Zoning Commission shall forward the plan with its recommendation to the city council for consideration. The Planning and Zoning Commission and/or City Council may require additional information throughout the process.

(c) An applicant may choose one of two ways to seek PUD approval:

1. Submit all items listed below with the application and the required processing fee for rezoning. This option would allow the site plan to be approved as a part of the zone change and prevent the applicant from a second submittal after rezoning to obtain site plan approval.

- (a) Data describing all processes and activities involved with the proposed use;
- (b) Boundaries of the area covered by the site plan;
- (c) The location of each existing and proposed building and structure in the area covered by the site plan and the number of stories, height, roofline, gross floor area and location of building entrances and exits;
- (d) The location of existing drainage ways, and significant natural features;
- (e) Proposed landscaping and screening buffers;
- (f) The location and dimensions of all curb cuts, public and private streets, parking and loading areas, pedestrian walks, lighting facilities and outside trash storage facilities;
- (g) The location, height and type of each wall, fence, and all other types of screening;
- (h) The location, height and size of all proposed signs;
- (i) Utility and drainage plans;
- (j) Regulation matrix designating what zoning district the development will follow;
- (k) Data describing any variation from the typical development requirements; or

2. Submit a conceptual plan with the application and the required processing fee for rezoning. This option will require the applicant to apply for site plan approval at a later date if the zone change to PUD is approved. At the time of site plan approval all information contained in the conceptual plan shall be certified by an engineer and/or surveyor. The conceptual plan shall provide the following information:

- (a) General land use and density plan;
- (b) Identify proposed general uses, densities, major open spaces, circulation and access features;
- (c) Statement indicating proposed phasing of development and the projected timing of each;
- (d) Data describing all processes and activities involved with the proposed use;
- (e) Regulation matrix designating what zoning district the development will follow;
- (f) Data describing any variation from the typical development requirements.

(3) Modification of standards proposed within a PUD.

(a) Following adoption of a PUD ordinance pursuant to this section, all subsequent plans prepared for the development or any portion of the property within a PUD must substantially conform to the approved plan in accordance with the standards of the PUD ordinance, this section, and all other applicable ordinances of the city.

(b) The city recognizes that market conditions may alter the development of a large PUD and hereby provides that alterations in the land area or square footage, as appropriate, covered by a category of use, may be varied by not more than 25 percent. In no case shall such variations change traffic or circulation patterns, substantially alter the number or arrangement of buildings, increase the height of buildings, lessen the amount or effectiveness of open space or landscaped buffers, or result in a greater impact on adjacent properties or neighborhoods. Percentage changes specified herein shall be the maximum change allowed; multiple changes exceeding those percentages shall not be approved administratively, but shall

require the owner to submit an application for an amendment to the district standards.

Section 6. That this Ordinance is hereby incorporated and made a part of the Friendswood City Code of Ordinances. Violation of this Ordinance is subject to the penalty provisions contained in such Code under Section 1-14 “General penalty for violations of Code; continuing violations”, and as otherwise provided by law. Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 7. That all ordinances or parts of ordinances in conflict or inconsistent with this Ordinance are hereby expressly repealed.

Section 8. That in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 9. That the City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on first reading this 6th day of May, 2019.

PASSED, APPROVED, AND ADOPTED on second and final reading this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

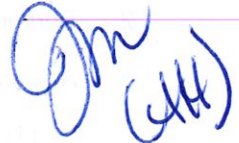
Memo

To: Mayor and City Council

From: Joe Matranga, Planning & Zoning Commission Chairman

Date: May 23, 2019

Re: Proposed Amendments to Appendix C Zoning Ordinance
"Section 8.N.8. Adjacent property, buffer maintenance and installation" duplicating requirements for buffering from
"Section I.2. Perimeter landscaping and screening;" and
amendments to "Section 8.N.3. Parking" duplicating
requirements for parking from "Section I.2.c. Off-street
parking landscaping;" and relocating language PUD
modification from "Section 8.H. Modification of standards
proposed within a PUD" to "Section 7.J. PUD, planned unit
development, general purpose and description," including
minor grammatical corrections



At the Planning and Zoning Commission meeting held May 6, 2019, following the Joint Public Hearing, the City of Friendswood Planning and Zoning Commission voted unanimously 6-0 (Commissioner Perry was absent) to approve the above referenced amendments to the Zoning Ordinance as shown below.

Legend for changes:

~~Gray Highlight and strikethrough~~ – language relocated

Gray Highlight – language copied

Green Text – new location of relocated or copied text

Duplicate landscaping and screening requirements for DD, Downtown District, to the DD Section of the Zoning Ordinance

Zoning Ordinance

Section 8. Supplementary District Regulations

I. *Landscaping and screening requirements.*

1. *Purpose.* The provisions of this subsection I for the installation and maintenance of landscaping and screening are intended to protect the character and stability of residential, commercial, institutional and industrial areas, to conserve the value of land and buildings of surrounding properties and neighborhoods, and to enhance the aesthetic and visual image of the community. In furtherance thereof, trees utilized to comply with the requirements of this subsection I shall be of a type contained in the list of qualified trees approved from time to time by the city council and contained in the city's design criteria manual ("Qualified Tree List").

2. *Perimeter landscaping and screening.*

a. *Adjacent property, buffer maintenance and installation.*

(1) When a commercial (CSC, LNC, NC, OP, DD, PUD, A-1) or industrial (LI, I, BP) use is established on a lot or premises located adjacent to any residential zoning district, or when any multiple-family dwelling use is established on a lot or premises adjacent to any property located in a single-family residential zoning district, or when an industrial use is established on a lot or premises adjacent to any property located in a commercial zoning district, a ten-foot in width landscaped open space buffer strip shall be installed and maintained by the owner, developer or operator of the multiple-family dwelling, commercial or industrial property between it and the adjacent protected property.

(2) In addition, an eight-foot-high opaque fence or wall shall be erected and maintained along the common property line. Graduated fences may be allowed by the commission, when the safety and general welfare of the public would be better protected by such design. The fence or wall shall be constructed of wood, masonry, or decorative concrete, or any combination thereof. Metal may be used only as a concealed structural element. Alternatively, some types of vegetation may be allowed for such screening, provided plantings are evergreen and dense enough to provide an opaque or substantially opaque screen. Any combination of fencing, earthen berms, and vegetation may be used to comply with the eight-foot screening requirement.

(3) The provisions of this subsection may not apply where the uses are separated by a driveway, easement, drainage ditch, canal, or similar features determined to provide adequate buffering to those listed herein which are a minimum width of 30 feet. The commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses. When a residentially zoned property is rezoned to commercial, an existing fence may, if requested by the staff, the commission, or the applicant, be removed, in whole or in part, to allow joint or shared access to parking and driving areas. Documentation may be required detailing a joint use agreement between or among property owners.

Conversely, when a single-family use is established on property adjacent to any commercial, industrial, or multiple-family zoning district, an eight-foot high opaque fence or wall shall be erected and maintained along the property line. The ten-foot buffer strip shall not in this instance be required.

Zoning Ordinance

Section 8. N. *Downtown district supplemental requirements*

...

7. *Parkways and landscaping.*

a. The 15-foot parkway required along FM 2351 and FM 518, which runs parallel and adjacent to each street's back of curb, includes a seven-foot landscape area. This area shall be reserved for amenities, such as street furniture, lighting and landscaping, and may include grass, brick pavers or other decorative material as approved by the Planning and Zoning Commission.

(1) Trees shall be provided every 25 linear feet. Trees used in the 15-foot parkway shall be Class 2 or Class 3 trees from the city's qualified tree list, and other landscaping material such as bushes and/or groundcover may be used. The tree and landscaping material shall be maintained in living condition. One-half of the trees shall have a minimum caliper of four inches and one-half shall have a minimum caliper of two inches. Existing qualified trees may be counted toward fulfillment of this requirement provided that the size, species, and guaranteed duration shall meet the criteria of the landscaping section of this appendix. (Clustering of trees shall be permitted; provided, however, clustering shall not reduce the number of required trees, and trees shall not be clustered so as to lessen the survival rate of other trees.)

(2) Amenities shall be provided in accordance with the design criteria manual, Exhibit E, Downtown District Amenities. A minimum of two lights and two benches are required within the 15-foot parkway of each development. All provided amenities shall be permanently maintained by the property owner, including the brick-paved sidewalks.

b. Developments along all other streets within the downtown district shall have a minimum ten-foot landscaped buffer located on private property and not less than one tree, whether existing or planted, shall be planted and maintained for each 25 lineal feet or portion thereof. Each such tree shall be not less than eight feet in height immediately upon planting and shall have a caliper of not less than two inches measured 18 inches above the natural ground level.

c. Alternate sidewalk, landscape and amenity designs specific to the site or the function of the development within the downtown district may be considered by the Planning and Zoning Commission if it determines that the proposed alternative sidewalk is not narrower than six feet and provides, respectively:

- (i) Equal or better pedestrian access to and along the development property;
- (ii) Equal or enhanced landscape beautification for the development; or
- (iii) Equal or better design amenities than otherwise required herein.

d. See Section 8.I. for additional information on maintenance and preservation of trees.

8. *Adjacent property, buffer maintenance and installation.*

a. When a commercial use is established on a lot or premises located adjacent to any residential zoning district, a ten-foot in width landscaped open space buffer strip shall be installed and maintained by the owner, developer or operator of the commercial property between it and the adjacent protected property.

b. In addition, an eight-foot-high opaque fence or wall shall be erected and maintained along the common property line. Graduated fences may be allowed by the Planning and Zoning Commission, when the safety and general welfare of the public would be better protected by such design. The fence or wall shall be constructed of wood, masonry, or decorative concrete, or any combination thereof. Metal may be used only as a concealed structural element. Alternatively, some types of vegetation may be allowed for such screening, provided plantings are evergreen and dense enough to provide an opaque or substantially opaque screen. Any combination of fencing, earthen berms, and vegetation may be used

to comply with the eight-foot screening requirement, with Planning and Zoning Commission approval.

- c. The provisions of this subsection may not apply where the uses are separated by a driveway, easement, drainage ditch, canal, or similar features determined to provide adequate buffering to those listed herein which are a minimum width of 30 feet. The Planning and Zoning Commission shall determine the required screening after giving due consideration to the intensity of the commercial use, the zoning classification, and adjacent land uses. When a residentially zoned property is rezoned to commercial, an existing fence may, if requested by the staff, the Planning and Zoning Commission, or the applicant, be removed, in whole or in part, to allow joint or shared access to parking and driving areas. Documentation may be required detailing a joint use agreement between or among property owners.
- d. Conversely, when a single family use is established on property adjacent to any commercial, industrial or multiple-family zoning district, an eight-foot high opaque fence or wall shall be erected and maintained along the property line. The ten-foot buffer strip shall not in this instance be required.

Move Modification Process for PUD to PUD section of Zoning Ordinance

H. Reserved.

Modification of standards proposed within a PUD.

1. — Following adoption of a PUD ordinance pursuant to this section, all subsequent plans prepared for the development or any portion of the property within a PUD must substantially conform to the approved plan in accordance with the standards of the PUD ordinance, this section, and all other applicable ordinances of the city.

2. — The city recognizes that market conditions may alter the development of a large PUD and hereby provides that alterations in the land area or square footage, as appropriate, covered by a category of use, may be varied by not more than 25 percent. In no case shall such variations change traffic or circulation patterns, substantially alter the number or arrangement of buildings, increase the height of buildings, lessen the amount or effectiveness of open space or landscaped buffers, or result in a greater impact on adjacent properties or neighborhoods. Percentage changes specified herein shall be the maximum change allowed; multiple changes exceeding those percentages shall not be approved administratively, but shall require the owner to submit an application for an amendment to the district standards.

Section 7. - Schedule of district regulations.

J. *PUD, planned unit development, general purpose and description.*

(1) *General.*

- (a) This district allows for greater flexibility in the design and coordination of a single use or mixed uses than in other districts because a specific ordinance is written for every PUD. A PUD is a unique zoning classification, and shall be granted only when the **p**lanning and **Z**oning **C**ommission and city council

determine that the applicant has submitted a complete application containing sufficient detail. An applicant is not entitled to a PUD as a matter of right. The city reserves the right to establish conditions as determined appropriate.

- (b) In no case shall a PUD be used for the sole purpose of circumventing the intent of city ordinances or plans. Unless standards for elements of site design are specifically described in a rezoning ordinance for a PUD, all design and development standards shall apply to all land development within a PUD district. The development must be planned as an integral unit and must protect nearby landowners from adverse impact with appropriate buffering and landscaping. A site plan is required for all PUDs.

- (c) The general purposes of all PUD districts are several-fold:

1. To encourage unified design and development of tracts of land incorporating a variety of uses, including, but not limited to, residential, commercial, office, and institutional;
2. To accommodate innovation in development by modifying the city's land use and development regulations;
3. To provide for and protect the public health, safety and general welfare of the city by assuring quality development in accordance with the city's comprehensive plan and other related goals;
4. To minimize the negative impact of developments, especially those related to drainage, environment, traffic, and a public services and related facilities;
5. To protect and enhance the aesthetic and visual qualities of development;
6. To provide development of sites in a suitable fashion when such development is restricted by such factors as site location and shape;
7. To promote economic development in accordance with the city's plans for such.

(2) *Application.*

- (a) Application and approval process. A development review committee meeting with staff is required prior to application for a PUD. Following the DRC meeting, the applicant will submit all required documents described below to city staff for comments and corrections prior to scheduling the public hearing.

- (b) Each PUD application shall be accompanied by payment for the processing fee as established in section 14. Advertisement and public hearings shall be held by the ~~p~~P~~l~~anning and ~~Z~~zoning ~~C~~commission and city council in accordance with the notification procedure set forth for a rezoning application. Following the public hearing, the ~~P~~p~~l~~anning and ~~Z~~zoning ~~C~~commission shall forward the plan with its recommendation to the city council for consideration. The ~~p~~P~~l~~anning and ~~Z~~zoning ~~C~~commission and/or city council may require additional information throughout the process.

- (c) An applicant may choose one of two ways to seek PUD approval:

1. Submit all items listed below with the application and the required processing fee for rezoning. This option would allow the site plan to be approved as a part of the zone change and prevent the applicant from a second submittal after rezoning to obtain site plan approval.

- (a) Data describing all processes and activities involved with the proposed use;

- (b) Boundaries of the area covered by the site plan;

- (c) The location of each existing and proposed building and structure in the area covered by the site plan and the number of stories, height, roofline, gross floor area and location of building entrances and exits;
 - (d) The location of existing drainage ways, and significant natural features;
 - (e) Proposed landscaping and screening buffers;
 - (f) The location and dimensions of all curb cuts, public and private streets, parking and loading areas, pedestrian walks, lighting facilities and outside trash storage facilities;
 - (g) The location, height and type of each wall, fence, and all other types of screening;
 - (h) The location, height and size of all proposed signs;
 - (i) Utility and drainage plans;
 - (j) Regulation matrix designating what zoning district the development will follow;
 - (k) Data describing any variation from the typical development requirements; or
2. Submit a conceptual plan with the application and the required processing fee for rezoning. This option will require the applicant to apply for site plan approval at a later date if the zone change to PUD is approved. At the time of site plan approval all information contained in the conceptual plan shall be certified by an engineer and/or surveyor. The conceptual plan shall provide the following information:
- (a) General land use and density plan;
 - (b) Identify proposed general uses, densities, major open spaces, circulation and access features;
 - (c) Statement indicating proposed phasing of development and the projected timing of each;
 - (d) Data describing all processes and activities involved with the proposed use;
 - (e) Regulation matrix designating what zoning district the development will follow;
 - (f) Data describing any variation from the typical development requirements.

(3) Modification of standards proposed within a PUD.

- (a) Following adoption of a PUD ordinance pursuant to this section, all subsequent plans prepared for the development or any portion of the property within a PUD must substantially conform to the approved plan in accordance with the standards of the PUD ordinance, this section, and all other applicable ordinances of the city.
- (b) The city recognizes that market conditions may alter the development of a large PUD and hereby provides that alterations in the land area or square footage, as appropriate, covered by a category of use, may be varied by not more than 25 percent. In no case shall such variations change traffic or circulation patterns, substantially alter the number or arrangement of buildings, increase the height of buildings, lessen the amount or effectiveness of open space or landscaped buffers, or result in a greater impact on adjacent properties or

neighborhoods. Percentage changes specified herein shall be the maximum change allowed; multiple changes exceeding those percentages shall not be approved administratively, but shall require the owner to submit an application for an amendment to the district standards.



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 22, 2019

Dept. Clearances: Steven Rhea

Prepared by: Aubrey Harbin

Subject: Proposed amendments to Appendix A Sign Ordinance "Section 9 Prohibited Signs" to prohibit LED storefront lights in the Downtown District boundary

Originating Department: Community Development

City Attorney Review: Yes

Proceeding: 2nd reading of ordinance

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required:

Amount Budgeted:

Appropriation Required:

Source of Funds:

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

Due to various requests from owners and developers regarding current zoning requirements of the Downtown District, the Planning and Zoning Commission was tasked with reviewing the Downtown District to determine any proposed amendments. A Downtown District Subcommittee studied these items and provided detailed information to the remainder of the Commission. For reference, the original "Downtown District Review and Recommendations Linked Document" is provided in the back up materials. Some of the recommendations may have changed.

Review Item: prohibit LED storefront lights

The recommendation is to prohibit LED and similar storefront lights within the Downtown District boundary, regardless of zoning. Also, included in the ordinance is to require any existing lighting that violates this requirement to be removed within 90 days of the adoption of the ordinance.

NOTE: Second reading of the ordinance includes a minor staff correction...the word "no" does not need to be included since this is being added to the list of Prohibited Signs.

m. In the Downtown District Boundary, ~~no~~-miniature, mini, Christmas, rope string lights, exposed LED storefront lights or other similar lighting in or framing windows (interior or exterior), including attached to the window frames with the exception of holiday lighting from November 15 to January 15.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

The intent of the review of the DD zoning regulations was to alleviate any recurring development hurdles and to look at the District as a whole to determine if any other changes were necessary. It is the intent of the Downtown District to create a thriving, pedestrian friendly area and attract a variety of retail and restaurant uses for the community to enjoy, while maintaining consistency with the values of the community.

RECOMMENDATIONS

The Planning and Zoning Commission voted unanimously in favor (6 to 0; Commissioner Perry was absent) of the proposed changes.

ATTACHMENTS

[Ordinance](#)

[PZ Recommendation Memo](#)

(Title: An ordinance amending Appendix A, Signs, “Section 9. Prohibited Signs” to prohibit LED and similar storefront lights in the Downtown District boundary.)

ORDINANCE NO. T2019-20

AN ORDINANCE AMENDING APPENDIX A, SIGNS, “SECTION 9. PROHIBITED SIGNS” TO PROHIBIT LED STOREFRONT LIGHTS IN THE DOWNTOWN DISTRICT BOUNDARY; PROVIDING A PENALTY FOR VIOLATION IN AN AMOUNT NOT TO EXCEED \$2000, OR AS OTHERWISE PROVIDED BY LAW; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Friendswood is continually reviewing the provisions of the City Code of Ordinances, specifically including Appendix A of the Friendswood City Code, (“Signs”) regulating the placement of signs and advertisement throughout the City, and;

WHEREAS, City Council wished to maintain a higher level of quality and design for storefronts and streetscapes in the Downtown District boundary; and

WHEREAS, the City Council wishes to prohibit storefront lighting in the Downtown District boundary; and

WHEREAS, City Council wishes to require any existing lighting that violates this requirement to be removed within 90 days of the adoption of this Ordinance; and

WHEREAS, the Planning and Zoning Commission of the City of Friendswood has conducted a public hearing, received input from staff and has issued its final report recommending the amendments referenced hereafter; and

WHEREAS, the Planning and Zoning Commission and the City Council have conducted a joint public hearing in the time and manner required by law; and

WHEREAS, City Council has determined that all public notices have been posted and published, all required hearings on this matter have been held, and that this Ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. That the City of Friendswood Code of Ordinances, Appendix A “Signs” Section 9. Prohibited Signs” is hereby amended to read as follows:

Sec. 9. - Prohibited signs.

Signs of the following nature are expressly prohibited unless specifically authorized by this appendix:

- a. Billboards, including, but not limited to, new off-premises CEVMSs. Exception: existing billboards may be converted to CEVMSs, provided that they meet the requirements in Section 26.f.
- b. Signs that contain statements, words, or pictures of an obscene, indecent, or immoral character as will offend public morals or decency.
- c. Obsolete signs.
- d. Animated signs.
- e. Signs that contain or have attached thereto banners, posters, pennants, ribbons, streamers, strings of light bulbs, spinners, flash tags or other similar devices.
- f. Signs attached to exposed amenities, such as benches or trash containers.
- g. Any stereopticon or motion picture machine used in conjunction with or attached to any sign in such a manner as to permit the images projected therefrom to be visible from any public street or sidewalk.
- h. Snipe signs.

- i. Signs placed on the side or rear of any building or property when such sign faces upon a contiguous residential area.
- j. Signs placed on private property without the consent of the owner of the property.
- k. Flashing signs.
- l. Ground signs, except monument signs.

m. In the Downtown District Boundary, miniature, mini, Christmas, rope string lights, exposed LED storefront lights or other similar lighting in or framing windows (interior or exterior), including attached to the window frames with the exception of holiday lighting from November 15 to January 15.

Section 3. That this Ordinance is hereby incorporated and made a part of the Friendswood City Code of Ordinances. Violation of this Ordinance is subject to the penalty provisions contained in such Code under Section 1-14 “General penalty for violations of Code; continuing violations”, and as otherwise provided by law. Any person who shall willfully, intentionally, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 4. That all ordinances or parts of ordinances in conflict or inconsistent with this Ordinance are hereby expressly repealed.

Section 5. That in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares

that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 6. That the City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

Section 7. That any existing lighting that violates this Ordinance shall be removed within 90 days of the adoption of the ordinance.

PASSED AND APPROVED on first reading this 6th day of May, 2019.

PASSED, APPROVED, AND ADOPTED on second and final reading this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

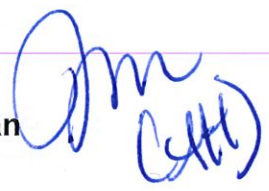
Memo

To: Mayor and City Council

From: Joe Matranga, Planning & Zoning Commission Chairman

Date: May 23, 2019

Re: Proposed Amendments to Appendix A Sign Ordinance
"Section 9 Prohibited Signs" to prohibit LED storefront lights
in the Downtown District boundary



At the Planning and Zoning Commission meeting held May 6, 2019, following the Joint Public Hearing, the City of Friendswood Planning and Zoning Commission voted unanimously 6-0 (Commissioner Perry was absent) to approve the above referenced amendments to the Zoning Ordinance as shown below.

Appendix A – SIGNS

Sec. 9. - Prohibited signs.

Signs of the following nature are expressly prohibited unless specifically authorized by this appendix:

- a. Billboards, including, but not limited to, new off-premises CEVMSs. Exception: existing billboards may be converted to CEVMSs, provided that they meet the requirements in section 26.f.
- b. Signs that contain statements, words, or pictures of an obscene, indecent, or immoral character as will offend public morals or decency.
- c. Obsolete signs.
- d. Animated signs.
- e. Signs that contain or have attached thereto banners, posters, pennants, ribbons, streamers, strings of light bulbs, spinners, flash tags or other similar devices.

- f. Signs attached to exposed amenities, such as benches or trash containers.
- g. Any stereopticon or motion picture machine used in conjunction with or attached to any sign in such a manner as to permit the images projected therefrom to be visible from any public street or sidewalk.
- h. Snipe signs.
- i. Signs placed on the side or rear of any building or property when such sign faces upon a contiguous residential area.
- j. Signs placed on private property without the consent of the owner of the property.
- k. Flashing signs.
- l. Ground signs, except monument signs.
- m. In the Downtown District Boundary, miniature, mini, Christmas, rope string lights, exposed LED storefront lights or other similar lighting in or framing windows (interior or exterior), including attached to the window frames, with the exception of holiday lighting from November 15 to January 15.



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: 06/03/2019

Date Submitted: 05/24/2019

Dept. Clearances: KRH

Prepared by: Jennifer Walker

Subject: FY 2018-19 Budget Amendment VIII

Originating Department: Administrative Services City Attorney Review: ☒

Proceeding: Ordinances

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: \$669,073

Amount Budgeted: \$2,715

Appropriation Required: \$666,358 Source of Funds: Unassigned General Fund Balance,
General Fund Operating Budget, WS Debt Service Fund.

FINANCE APPROVAL: *krh*

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

By its nature, our budget is an estimate of the revenues and expenditures needed to accomplish the City Council and Staff goals for the year. Throughout the year events occur that require adjustments to the budget. These adjustments may be needed for various reasons, such as the recognition of extraordinary revenues or expenditures, new projects that are authorized by Council or providing funding for expenditures resulting from extraordinary events like natural disasters. As the need arises, items for budget appropriations are accumulated and then submitted for approval at the City Council meeting each month. The budget adjustments covered by this ordinance comprise the eighth set for fiscal year 2018-19.

We have attempted to provide as much explanation of the adjustments as possible through two sets of exhibits. Exhibit A provides a narrative explanation of each budget amendment. Exhibit B provides the detail of each accounting transaction.

Ordinance and exhibits are reviewed and approved by the City Attorney prior to inclusion on a City Council meeting agenda.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Approval of this budget amendment will allow for timely procurement of program supplies and limit delays in the progress of capital improvement projects.

RECOMMENDATIONS

Recommend approval of the ordinance and exhibits covering Budget Amendment VIII 2018-19.

ATTACHMENTS

[Ordinance](#)
[Exhibit A](#)
[Exhibit B](#)

(Title: An Ordinance adopting Budget Amendment VIII to the Original General Budget of the City for Fiscal Year 2018-2019 to provide for supplemental appropriation and/or transfer of certain funds.)

ORDINANCE NO. T2019-23

AN ORDINANCE AMENDING CITY OF FRIENDSWOOD, TEXAS, ORDINANCE NO. 2018-28, PASSED AND APPROVED OCTOBER 1, 2018, SAME BEING AN ORDINANCE APPROVING AND ADOPTING THE CITY'S GENERAL BUDGET FOR FISCAL YEAR 2018-2019 BY APPROVING "BUDGET AMENDMENT VIII" TO THE "ORIGINAL GENERAL BUDGET OF THE CITY OF FRIENDSWOOD, TEXAS, FOR THE FISCAL YEAR 2018-2019"; PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER MATTERS RELATED TO THE SUBJECT.

* * * * *

WHEREAS, by Ordinance No. 2018-28, the City Council of the City of Friendswood, Texas, adopted its "Original General Budget for Fiscal Year 2018-2019"; and

WHEREAS, the City Council has determined that revenues and/or reserves are available for supplemental appropriation, and/or that the transfer of certain funds interdepartmentally is economically feasible and in the best interest of prudent budgeting and for municipal purposes; and

WHEREAS, Section 8.04 of The City Charter provides for amendments after adoption of the budget; and

WHEREAS, the City Council desires to amend said Original General Budget to reflect such supplemental appropriation and/or transfer in the fiscal year 2018-2019;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The “Original General Budget of the City of Friendswood, Texas, for the Fiscal Year 2018-2019,” is hereby amended for municipal purposes as shown on “Budget Amendment VIII” to the “Original Budget of the City of Friendswood, Texas, for the Fiscal year 2018-2019” attached hereto. Said Budget Amendment VIII shall be attached to and made a part of such Original General Budget by the City Secretary and shall be filed as required by state law, a true and correct copy of which is attached hereto as Exhibits “A” and “B” and made a part hereof for all purposes.

Section 3. In the event any clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED AND APPROVED this 3rd day of June, 2019.

Mike Foreman
Mayor

ATTEST:

Melinda Welsh, TRMC
City Secretary

**City of Friendswood
Budget Amendment Summary
Fiscal Year 2018 – 2019
Budget Amendment VIII
June 3, 2019**

1. **Texas Municipal League Membership Dues, \$2,715.** Transfer funds to cover the Texas Municipal League annual membership dues for City Council. Funds will be transferred from the City Secretary's Office operating budget to the Mayor and Council's operation budget.
2. **Management Connection, \$8,850.** Appropriate funds for contract services. Funds will be used for the Council retreat to be held on June 29, 2019. The funding source will be unassigned General Fund balance.
3. **2018 Water & Sewer Revenue Bonds Interest Payments, \$611,492.** Appropriate funds for interest payments on the 2018 Water & Sewer Revenue Bonds. The interest payments were not included in the FY 2019 adopted budget because the bonds were not issued until December of 2018. The funding sources will be retained earnings Water and Sewer Debt Service Fund.
4. **Library Donations, \$389.** Appropriate donations to the Library department. The funds will be appropriated to the Library community events account to be used in fiscal year 2019.
5. **Fire Marshal Additional Vehicle, \$45,633.** Appropriate funds for the Fire Marshal department to purchase a new vehicle and equipment. A new vehicle is needed for the newly created Deputy Fire Marshal II position. Funds will be appropriated from unassigned general fund balance for the new vehicle (FM11) and associated equipment.

City of Friendswood
6/3/2019
2018-19 Budget Amendment VIII - Exhibit B

BA Number	Account Number	Project No.	Description	Amount
1	001-0203-419.7411		Transfer funds to the Mayor & Council operating budget from the City Secretary's Office operating budget for TML Annual Membership Dues	(2,000)
1	001-0203-419.7400		Transfer funds to the Mayor & Council operating budget from the City Secretary's Office operating budget for TML Annual Membership Dues	(715)
1	001-0101-411.7510		Funds transferred from the City Secretary's Office operating budget to the Mayor & Council operating budget for TML Annual Membership Dues	772
1	001-0101-411.7119		Funds transferred from the City Secretary's Office operating budget to the Mayor & Council operating budget for TML Annual Membership Dues	1,943
2	001-0000-30500		Appropriate unassigned General Fund balance to the City Manager's office for contract services related to Council's June Retreat	(8,850)
2	001-0301-413.7801		Funds appropriated to the City Manager's office from unassigned General Fund balance for contract services related to Council's June Retreat	8,850
3	490-0000-30100		Appropriate Retained Earnings WS Debt Service Fund to the interest expenditure account for the 2019 interest payments	(611,492)
3	490-8101-473.9355		Funds appropriate from Retained Earnings WS Debt Service Fund to the interest expenditure account for the 2019 interest payments	611,492
4	001-0000-38600	DNMLIBREV	Appropriate donations to the Library Department's community events account	(389)
4	001-6310-459.7910	DNMLIBEXP	Funds appropriated for donations to the Library Department's community events account	389
5	001-0000-30500		Appropriate unassigned General Fund balance for the purchase of a new vehicle (FM11) for the Fire Marshal Office	(37,000)
5	001-0000-30500		Appropriate unassigned General Fund balance for the purchase of equipment needed for the new vehicle (FM11) for the Fire Marshal Office	(8,633)
5	001-9002-491.9130		Transfer funds to the Vehicle Replacement Plan for the purchase of a new vehicle (FM11) and equipment for the Fire Marshal Office	45,633
5	301-0000-39120		Funds transferred from the unassigned General Fund balance for the purchase of a new vehicle (FM11) and equipment for the Fire Marshal Office	(45,633)
5	301-0501-422.8300	FM11	Reimburse the Vehicle Replacement Plan for the purchased of a new vehicle (FM11) for the Fire Marshal Office	37,000
5	301-0501-422.8300	FM11	Reimburse the Vehicle Replacement Plan for the purchase of equipment for the new vehicle (FM11) for the Fire Marshal Office	8,633



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 2019

Date Submitted: May 2, 2019

Dept. Clearances: RBW

Prepared by: Lisa Price

Subject: Disposal of Police Vehicles

Originating Department: Police

City Attorney Review: NA

Proceeding: Consent

Degree of importance: Critical ☐ Significant ☐ Elective ☒

Expenditure Required: N/A

Amount Budgeted: N/A

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL: *krh*

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

The police department has one decommissioned police vehicle (P275) that it presents for disposal. The department will dispose of the vehicle through services provided by Houston Auto Auction. The vehicle has been in service since 2011 and currently has over 100,000 miles. Costs associated with keeping the vehicle suitable for service are high, making the most cost effective solution to auction the vehicle. P275 was replaced in 2017. The vehicle will be decommissioned per the standards set by Local Government Code, Section 272.006 Sale or Transfer of Law Enforcement Vehicle, which includes the removal of any equipment or insignia that could mislead a reasonable person to believe that the vehicle is a law enforcement motor vehicle.

P275 2012 Chev Tahoe

The police department has one decommissioned animal control vehicle (AC6) that it presents for disposal. The department will dispose of the vehicle through services provided by Houston Auto Auction. The vehicle has been in service since 2010 and currently has over 100,000 miles. Costs associated with keeping the vehicle suitable for service are high, making the most cost effective solution to auction the vehicle. AC6 was replaced during the current fiscal year. The vehicle will be decommissioned per the standards set by Local Government Code, Section 272.006 Sale or Transfer of Law Enforcement Vehicle, which includes the removal of any equipment or insignia that could mislead a reasonable person to believe that the vehicle is a law enforcement motor vehicle.

AC6 2011 Ford F250

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Proceeds from the sale of this vehicle will be deposited into the Vehicle Replacement Fund (VRF).

RECOMMENDATIONS

Staff recommends Mayor and Council consent to disposal of this asset in the manner described above.

ATTACHMENTS

None



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 6, 2019

Dept. Clearances: Rene' Ibarra

Prepared by: George L. Cherepes

Originating Department: PW

Subject: Sterling Creek Section 3B – Request to authorize acceptance of Paving and Utilities improvements and initiate the One-Year Maintenance period

Proceeding: Consent Agenda

City Attorney Review: N/A

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted: N/A

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

In accordance with the City of Friendswood's Final Acceptance Process for City Infrastructure, City Staff has confirmed that the required infrastructure to serve Sterling Creek 3B has been executed in accordance with approved plans. The designated contractor (David Wight Construction Company, LTD.), and the developer (Hill-Hubbard Development), has fulfilled all necessary obligations required for proposed acceptance.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Acceptance of the improvements will provide immediate access for construction of new housing in Sterling Creek Section 3B.

RECOMMENDATIONS

Staff recommends that City Council formally authorize acceptance of Sterling Creek 3B, and begin the required one-year maintenance period with the designated contractor (David Wight Construction Company, LTD.).

ATTACHMENTS

[Engineers Letter](#)

[One-Year Maintenance Bond](#)

[Notice of Final Completion](#)



May 8, 2019

Rene Ibarra, CFM
Public Works Director
City of Friendswood, Texas
(281) 996-3380
ribarra@ci.friendswood.tx.us

Re. Sterling Creek Section 3-B

On behalf of *H & H Development*, we request acceptance of the water, sanitary sewer, storm sewer, and paving facilities by the City of Friendswood for the above referenced project at the next available Council meeting.

We also request commencement of the one-year (warranty) acceptance period of the facilities; and, at the end of such time, acceptance of same into the City's maintenance system.

If you have any questions or require additional information, please do not hesitate to call.

Thank you for your attention to this request.

Respectfully,

Scott R. Sheridan

Scott R. Sheridan, P.E., R.P.L.S., CFM

MERCHANTS
BONDING COMPANY™

Merchants Bonding Company (Mutual) P.O. Box 14498, Des Moines, Iowa 50306-3498
Phone: (800) 678-8171 Fax: (515) 243-3854

MAINTENANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. TXC 610638

That DWC Management, LLC, David Wight Construction Company, Ltd.
of Alvin, Texas
as Principal, and the Merchants Bonding Company (Mutual) as Surety are
held and firmly bound unto the City of Friendswood, Texas
in the penal sum of
Four Hundred Forty-Two Thousand Nine Hundred Five and 50/100*** (\$442,905.50***)
DOLLARS, lawful money of the United States of America, for the payment of which, well and truly to be
made, the Principal and Surety bind themselves, their and each of their heirs, executors, administrators,
successors and assigns, jointly and severally, firmly by these presents.

Signed and delivered this 25th day of April, 2019.
WHEREAS, the Principal entered into a certain contract, dated the 12th day of July,
2018, with the Hill-Hubbard Development
to furnish all the material and labor necessary for the construction of
Water, Sanitary Sewer, Storm Sewer, and Paving
Sterling Creek, Section 3, Phase 2

in conformity with certain specifications; and

WHEREAS, a further condition of said contract is that the Principal should furnish a bond of indemnity,
guaranteeing to remedy any defects in workmanship or materials that may develop in said work within a
period of One years from the date of acceptance of the work under said contract; and

WHEREAS, the above work has been completed and accepted and if not accepted will be automatically
accepted upon the filing of this maintenance bond; and

WHEREAS, the Merchants Bonding Company (Mutual) for valuable
consideration, has agreed to join with said Principal in such bond or guarantee, indemnifying said
City of Friendswood, Texas as aforesaid;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal does
and shall, at the Principal's own cost and expense, remedy any and all defects that may develop in said
work, within the period of One years from the date of acceptance of the work under said contract, by
reason of bad workmanship or poor material used in the construction of said work, and shall keep all
work in continuous good repair during said period, and shall in all other respects, comply with all the
terms and conditions of said contract with respect to maintenance and repair of said work, then this
obligation to be null and void; otherwise to be and remain in full force and virtue in law.

It is agreed that while the Principal shall be and remain liable for failure to adhere to the specifications
which form the basis for the work, the Surety, inasmuch as the original work was not bonded, shall be
obligated only to assure the maintenance of the work in the condition in which it existed at the time the
work was accepted. Any obligation beyond this shall be that of only the Principal.

DWC Management, LLC
David Wight Construction Company, Ltd.
Principal

By [Signature]

Approved _____

By _____

Merchants Bonding Company (Mutual)

By [Signature]

Mark Smith, Attorney-in-Fact

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,
A A Shotwell; Betty A Bush; Charmaine Wallace; Chase Wortham; Donna Weinle; G C Blystone Jr; Joseph C Blackshear Jr; Mark Smith

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 4th day of March, 2019.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

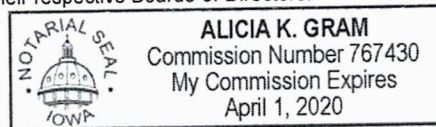
By

Larry Taylor
President

STATE OF IOWA

COUNTY OF DALLAS ss.

On this 4th day of March, 2019, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 25th day of April, 2019.



William Warner Jr.
Secretary

CERTIFICATE OF FINAL COMPLETION

STATE OF TEXAS

COUNTY OF _____

I, the undersigned, David Wight, President, David Wight Construction Co., LTD.,

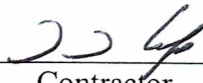
under its contract dated July 12, 2018, with _____

Hill-Hubbard Development for the construction of Water, Sanitary Sewer, Storm

Sewer and Paving to serve Sterling Creek, Section 3, Phase 2
do hereby certify under oath that all just claims and

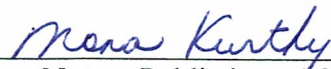
bills within the knowledge of affiant for labor, materials, equipment and damages under

this contract have been paid in full by the contractor.


Contractor

Subscribed and sworn to before me, the undersigned authority, this 25
day of April, 20 20.




Notary Public in and for

County, Texas

My commission expires 5-18, 20 22.



City of Friendswood
Department of Public Works
15355 Blackhawk Boulevard
Friendswood, Texas 77546-2801

DOCUMENT 00795

Notice of Final Completion

PROJECT NAME: Sterling Creek Section 3B
PROJECT NUMBER: SD17-002

1.1 DATE OF FINAL COMPLETION

On 4/23/2019 the Department of Public Works received notification that the Contractor, David Wight Construction Company, LLC, wished to declare the Work on the above referenced project being complete and all the Work being acceptable to the City.

A site visit was carried out on May 2, 2019 by the City to ascertain the compliance of the Work with the Contract for Substantial Completion. During that site visit, a punch list of incomplete or non-conforming work was identified and agreed to by the City and the Contractor.

1.2 PUNCH LIST

Contractor certified in Document 00790 – Contractor's Certification of Final Completion that all Punch List items were completed or corrected.

The Project Manager scheduled a review of punch list items on May 6, 2019 and the project is now considered to be complete since those items on the punch list have been corrected or otherwise brought into compliance with the Contract and that such correction has been demonstrated to the City.

Failure by the City to identify incomplete work items or requirements of the Contract prior to issuance of this Certificate shall not relieve the Contractor of the responsibility to comply with all provisions of the Contract.

1.3 ONE-YEAR MAINTENANCE PERIOD

With the issuance of this Notice, the project is considered and accepted as Final and that the Contractor's warranty period of one (1) year began on the date of Final

00795-1

Completion, or as stated in the contract if different, and shall remain in effect until June 3, 2020. The Contractor shall provide the City with a One-Year Maintenance Bond in the amount of \$442,905.50 to secure this warranty. All corrective activities conducted by the Contractor, his forces, subcontractors, and suppliers under the One-Year Maintenance period, shall comply with the City's operational schedule and shall in no way interfere with, impinge, or prevent the City's use of the project or benefit from its service. Any corrective actions that may require temporary shut down of any part or component of the project shall be reported in writing, scheduled, and approved by the City's operational staff at least twenty-four (24) hours prior to conducting that work.

At the end of the One-Year Maintenance Period, it is incumbent on the Contractor to contact the City to schedule a One-Year Maintenance walk-through. At that time, a list of deficient items shall be given to the Contractor who shall remedy the items in an expeditious manner. The One-Year Maintenance Bond shall be written so as to remain in effect until completion of all items and a Certificate of One-Year Maintenance Acceptance is issued to the Contractor and to the bonding company.

Contractor shall contact the City's operations staff at 281-996-3380 for scheduling any corrective or warranty work on the project. The Department of Public Works retains administrative control of the project and all questions regarding approval of corrective work or payment for that work shall be directed to 281 996-3293.

1.4 ACCEPTANCE OF THE WORK

Based on inspection and to the best of our knowledge, information and belief, the Work has been completed in accordance with the terms and conditions of the Contract and we recommend acceptance of the Work by City Council.

**CITY OF FRIENDSWOOD
TECHNICAL SPECIFICATIONS**

**NOTICE OF
FINAL COMPLETION**

1.5 RECOMMENDATION BY STAFF



George L. Cherepes, CFM
Projects Coordinator
City of Friendswood

5/2/15
Date



René Ibarra, CFM
Director of Public Works
City of Friendswood

5/21/19
Date



Morad Kabiri, PE, AICP
City Manager
City of Friendswood

5/21/19
Date

1.6 ACCEPTANCE OF PROJECT

Notice was given to the City Council of the recommendation by City Staff to accept Sterling Creek Section 3B as final and complete. The City Council on June 3, 2019 voted to accept the Work; the Project is hereby deemed final and complete; and authorizes the Mayor to sign this Notice of Final Completion as acceptance of the above listed Project.

Mike Foreman
Mayor
City of Friendswood

DATE

ATTEST:

Melinda Welsh
City Secretary
City of Friendswood

DATE

END OF DOCUMENT



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 21, 2019

Dept. Clearances: Rene' Ibarra

Prepared by: George L. Cherepes

Originating Department: PW

Subject: Greenbriar Sidewalk – Request to authorize acceptance of the new sidewalk and initiate the One-Year Maintenance Period

Proceeding: Consent Agenda

City Attorney Review: N/A

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted: N/A

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL:

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

A need was identified within the direct vicinity of the Friendswood High School to provide sidewalk installation / access for pedestrian use. As an added safety measure, and to delineate pedestrian / vehicular traffic, a serrated curb with delineators was also proposed. The serration of the curbs was executed to account for needed storm sewer roadway sheet flow. The contractor of record has completed all needed substantial completion punch list items in an effort to attain final completion of the project.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

A sidewalk along Greenbriar Drive from Falling Leaf to Wilderness Trails will improve connectivity and safety for Friendswood High School and the surrounding neighborhoods.

RECOMMENDATIONS

Staff recommends that City Council formally authorize acceptance of the Greenbriar Sidewalk project, and begin the required one-year maintenance period with the designated contractor (Teamwork Construction).

ATTACHMENTS

[Notice of Final Walkthrough](#)

[One-Year Maintenance Bond with Teamwork Construction](#)



City of Friendswood

Department of Public Works

**15355 Blackhawk Boulevard
Friendswood, Texas 77546-2801**

DOCUMENT 00795

Notice of Final Completion

PROJECT NAME: Greenbriar Sidewalk
PROJECT NUMBER: CSW2019
BID NUMBER: 2018-21

1.1 DATE OF FINAL COMPLETION

On 3/25/2019 the Department of Public Works received notification that the Contractor, Teamwork Construction, wished to declare the Work on the above referenced project being complete and all the Work being acceptable to the City.

A site visit was carried out on 4/4/2019 by the City to ascertain the compliance of the Work with the Contract for Substantial Completion. During that site visit, a punch list of incomplete or non-conforming work was identified and agreed to by the City and the Contractor.

1.2 PUNCH LIST

Contractor certified in Document 00790 – Contractor's Certification of Final Completion that all Punch List items were completed or corrected.

The Project Manager scheduled a review of punch list items on 4/4/2019 and the project is now considered to be complete since those items on the punch list have been corrected or otherwise brought into compliance with the Contract and that such correction has been demonstrated to the City.

Failure by the City to identify incomplete work items or requirements of the Contract prior to issuance of this Certificate shall not relieve the Contractor of the responsibility to comply with all provisions of the Contract.

1.3 ONE-YEAR MAINTENANCE PERIOD

With the issuance of this Notice, the project is considered and accepted as Final and that the Contractor's warranty period of one (1) year began on the date of Final Completion, or as stated in the contract if different, and shall remain in effect until 6/3/2020. The Contractor shall provide the City with a One-Year Maintenance Bond in the amount of \$161,190.25 to secure this warranty. All corrective activities conducted by the Contractor, his forces, subcontractors, and suppliers under the One-Year Maintenance period, shall comply with the City's operational schedule and shall in no way interfere with, impinge, or prevent the City's use of the project or benefit from its service. Any corrective actions that may require temporary shut down of any part or component of the project shall be reported in writing, scheduled, and approved by the City's operational staff at least twenty-four (24) hours prior to conducting that work.

At the end of the One-Year Maintenance Period, it is incumbent on the Contractor to contact the City to schedule a One-Year Maintenance walk-through. At that time, a list of deficient items shall be given to the Contractor who shall remedy the items in an expeditious manner. The One-Year Maintenance Bond shall be written so as to remain in effect until completion of all items and a Certificate of One-Year Maintenance Acceptance is issued to the Contractor and to the bonding company.

Contractor shall contact the City's operations staff at 281-996-3380 for scheduling any corrective or warranty work on the project. The Department of Public Works retains administrative control of the project and all questions regarding approval of corrective work or payment for that work shall be directed to 281 996-3293.

1.4 ACCEPTANCE OF THE WORK

Based on inspection and to the best of our knowledge, information and belief, the Work has been completed in accordance with the terms and conditions of the Contract and we recommend acceptance of the Work by City Council.

**CITY OF FRIENDSWOOD
TECHNICAL SPECIFICATIONS**

**NOTICE OF
FINAL COMPLETION**

1.5 RECOMMENDATION BY STAFF



George L. Cherepes, CFM
Projects Coordinator
City of Friendswood

5/21/19

Date



René Ibarra, CFM
Director of Public Works
City of Friendswood

5/21/19

Date



Morad Kabiri, PE, AICP
City Manager
City of Friendswood

5/21/19

Date

1.6 ACCEPTANCE OF PROJECT

Notice was given to the City Council of the recommendation by City Staff to accept Greenbriar Sidewalks as final and complete. The City Council on June 3, 2019 voted to accept the Work; the Project is hereby deemed final and complete; and authorizes the Mayor to sign this Notice of Final Completion as acceptance of the above listed Project.

Mike Foreman
Mayor
City of Friendswood

DATE

ATTEST:

Melinda Welsh
City Secretary
City of Friendswood

DATE

END OF DOCUMENT

MAINTENANCE BOND**Bond No. 4424121**KNOW ALL BY THESE PRESENTS, That we, Teamwork Construction Services, Inc.9715 Market Street Houston, TX 77029as Principal, and SureTec Insurance Company,a corporation organized under the laws of the State of Texas and duly authorized to do business inthe State of Texas, as Surety, are held and firmly bound unto City of Friendswoodas Oblige, in the penal sum of One Hundred Sixty One Thousand One Hundred Ninety Dollars & Twenty Five Cents((\$161,190.25--))

to which payment well and truly to be made we do bind ourselves, our and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal entered into a Contract with the

D.S. Silverglen North, LLCCity of Friendswooddated 6/3/19for Greenbriar Sidewalk

WHEREAS, said Contract has been completed, and was approved on

day of _____, _____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the Principal shall guarantee that the work will be free of any defective materials or workmanship which became apparent during the period of One (1) year(s) following completion of the Contract then this obligation shall be void, otherwise to remain in full force and effect, provided however, any additional warranty or guarantee whether expressed or implied is extended by the Principal or Manufacturer only, and the Surety assumes no liability for such a guarantee.

Signed an sealed this 3rd day of June, 2019.Teamwork Construction Services, Inc.

(Seal)

John A. Cunningham, Vice-President

(Seal)

(Seal)

SureTec Insurance CompanyBy: Cheryl R. ColsonCheryl R. Colson, Attorney-in-Fact

SureTec Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Maxine Elaine Lewis, Rosalyn D. Hassell, Scott D. Chapman,

Kevin McQuain, Jeanne M. Buchan, Cheryl R. Colson, Timothy J. Maley, Bryan Lewis

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for, providing the bond penalty does not exceed

Five Million and 00/100 Dollars (\$5,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the CEO, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its CEO, and its corporate seal to be hereto affixed this 20th day of July, A.D. 2018.

SURETEC INSURANCE COMPANY

By:

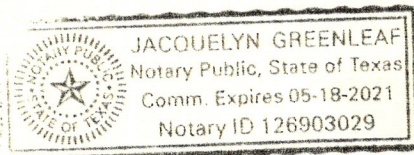
John Knox Jr., CEO

State of Texas
County of Harris

SS:



On this 20th day of July, A.D. 2018 before me personally came John Knox Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is CEO of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



[Signature]

Jacquelyn Greenleaf, Notary Public
My commission expires May 18, 2021

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 3rd day of June, 2019, A.D.

[Signature]
M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.
For verification of the authority of this power you may call (713) 812-0800 any business day between 8:30 am and 5:00 pm CST.

SureTec Insurance Company
THIS BOND RIDER CONTAINS IMPORTANT COVERAGE INFORMATION
Statutory Complaint Notice/Filing of Claims

To obtain information or make a complaint: You may call the Surety's toll free telephone number for information or to make a complaint or file a claim at: 1-866-732-0099. You may also write to the Surety at:

SureTec Insurance Company
9737 Great Hills Trail, Suite 320
Austin, Tx 78759

You may contact the Texas Department of Insurance to obtain information on companies, coverage, rights or complaints at 1-800-252-3439. You may write the Texas Department of Insurance at:

PO Box 149104
Austin, TX 78714-9104
Fax#: 512-490-1007
Web: <http://www.tdi.state.tx.us>
Email: ConsumerProtection@tdi.texas.gov

PREMIUM OR CLAIM DISPUTES: Should you have a dispute concerning your premium or about a claim, you should contact the Surety first. If the dispute is not resolved, you may contact the Texas Department of Insurance.



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 17, 2019

Dept. Clearances: B. Mansfield

Prepared by: D. Murphree

Subject: Renewal Agreement with Hill Sand for Debris Disposal Services

Originating Department: FMO

City Attorney Review: mkf

Proceeding: Consent

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

FINANCE APPROVAL: *krh*

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

The contract with Hill Sand Company provides the City with a local debris disposal site for woody and construction type debris. The proximity of Dixie Farm Landfill eliminates the need for temporary reduction sites, reducing cost, public health concerns and increasing clean up time. This agreement will be utilized for debris removal following a severe weather event or other non-declared disaster.

Hill Sand is used as the primary debris disposal facility by the City's debris removal contractor following a declared disaster.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

This contract provides a location for final disposal of storm and other debris as needed.

RECOMMENDATIONS

Recommendation is for Council to approve the renewal agreement with the Hill Sand Company and authorize the Mayor to sign.

ATTACHMENTS

[Hill Sand Company Agreement](#)
[Attachment A - Rates](#)
[Form 1295](#)

DEBRIS DISPOSAL AGREEMENT

This Agreement is entered into this 3rd day of **June, 2019** between the City of Friendswood, a Texas municipal corporation (the "City") and HILL SAND Company Inc. ("HILL SAND"), a corporation formed and existing pursuant to the laws of the State of Texas, and provides as follows:

1. HILL SAND agrees to assist in the cleanup of damage within the City resulting from a Hurricane or other disaster, upon request by the City's Fire Marshal, the City Manager, or their designee. HILL SAND shall not have the right to begin work without prior express written authorization from appropriate City personnel.
2. If the authorized City personnel have notified HILL SAND that assistance in debris removal is necessary, HILL SAND will report, immediately after the storm or other disaster has subsided, to the Public Safety Building located at 1600 Whitaker Dr., Friendswood, Texas, and will coordinate its work activities with the City through the Friendswood Office of Emergency Management.
3. HILL SAND shall provide the City with such proof of insurance for equipment and workforce, including liability and workers' compensation insurance, as the City deems necessary, prior to performing any work on behalf of the City. HILL SAND shall, during the term of the Agreement, procure, keep in effect, and maintain the following insurance policies, naming the City as an "additional insured": general liability insurance policy in the amount of \$1,000,000 (one million dollars).
4. HILL SAND and the City agree to the rates as set forth in Attachment A of this Agreement. HILL SAND shall supply an accounting of all services performed to the Friendswood Office of Emergency Management within 7 days of providing said services. The daily accounting shall include all work and services performed and the locations serviced during that period. The City shall have the authority to determine whether the expenditures for said procurements are necessary to preserve and protect the public health or safety of City residents.
5. HILL SAND agrees to perform the work hereunder in accordance with generally accepted industry standards and shall use that degree of care and skill necessary to comply with all applicable state, federal, and local laws, ordinances, rules, and regulations relating to the work to be performed hereunder. HILL SAND represents that it has the resources and ability to perform the work required under this Agreement.
6. HILL SAND shall and does hereby agree to indemnify and hold harmless the City, its officers, agents, employees, and insurers from any and all damage, loss, or liability of any kind whatsoever, by reason of death or injury to property or persons, to the extent caused by the act or omission of HILL SAND, its officers, agents, employees, invites or other persons under its control and authority, and HILL SAND will, at its cost and expense, defend, pay on behalf of, and protect the City and its officers, agents, employees, and insurers against any and all such claims, demands, damages, costs, expenses, attorney fees, and expert witness fees whatsoever associated therewith. The City specifically reserves any claim that it may have to sovereign, qualified, or official immunity as a defense to any action arising in conjunction with this Agreement.

7. The parties agree that the relationship of HILL SAND to the City hereunder shall be that of an independent contractor. Except as otherwise provided for herein, the City shall have no authority to direct the day-to-day activities of any of HILL SAND's officers, contractors, or agents, shall have no authority over HILL SAND's personnel decisions, or the conduct of the programs contracted for. Moreover, the City shall have no obligation to supply any tools, equipment, or materials used in connection with HILL SAND's work.
8. The City may terminate this Agreement at any time by giving forty-eight (48) hours written notice. Upon receipt of such notice, HILL SAND shall discontinue all services in connection with the performance of this Agreement and shall proceed to immediately cancel all existing orders and contracts for work to be performed under this Agreement.
9. This Agreement shall be subject to and construed in accordance with the laws of the State of Texas, the laws of the federal government of the United States of America and all rules and regulations of any regulatory body or officer having jurisdiction hereover. This Agreement may be performed in Harris County, Texas, or Galveston County, Texas, and venue for any litigation brought under this Agreement shall be brought in the courts of Galveston County.
10. All notices and communications under this Agreement shall be deemed duly given if mailed by certified mail, return receipt requested, to HILL SAND at the following address:

HILL SAND COMPANY, INC.
P.O. Box 184
Friendswood, Texas 77549
Contact Person: Trey Hill
Phone: 281-482-1213

All notices and communications under this Agreement shall be deemed duly given if mailed by certified mail, return receipt requested, to the City at the following address:

City Manager
City of Friendswood
910 S. Friendswood Drive
Friendswood, TX 77546
Phone: 281-996-3200

11. The City and HILL SAND bind themselves and their successors, administrators, and assigns to this Agreement in respect to all covenants of this Agreement. Neither the City nor HILL SAND shall assign, sublet or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto.
12. All work performed by HILL SAND, its agents, contractors or employees, hereunder shall be performed to the satisfaction of the City's Emergency Management Coordinator (EMC).. The EMC shall decide any and all questions which may arise as to the quality or acceptability of the work performed by HILL SAND and the decision of the EMC in such cases shall be final and binding on both parties. However, nothing contained herein shall be construed to authorize the EMC to alter, vary or amend this Agreement.

13. In the event any clause, phrase, provision, sentence, or part of the Agreement or the application of the same to a person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Agreement as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional.
14. In the event of any ambiguity in any of the terms of this Agreement, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.
15. This instrument contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any modification of this instrument shall be of no force and effect except by a subsequent modification in writing signed by all parties hereto. This Agreement shall bind and be for the sole and exclusive benefit of the respective parties and their legal successors. Each party represents and warrants for itself that the individual executing this Agreement on its behalf has full power and authority to do so, and this Agreement constitutes the legal, valid, and binding Agreement of each such party.
16. This is a non-exclusive agreement; nothing in this agreement precludes the City from employing additional assistance in cleanup of the City.
17. This Agreement shall be valid for a period of three (3) consecutive years after the above date, unless terminated as otherwise provided in this Agreement. This Agreement may be reviewed on an annual basis, at which time amended unit costs referred as Attachment A - Rates may be submitted by the Contractor to the City.

EXECUTED effective as of the _____ day of _____, 2019.

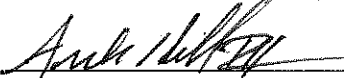
CITY OF FRIENDSWOOD

By: _____
Mike Foreman
Mayor

ATTEST:

By: _____
Melinda Welsh, TMRC
City Secretary

HILL SAND COMPANY, INC.

By: 
Arden Hill, III (Trey)
President

ATTEST:

By: 
Anita Griffon

ATTACHMENT A

RATES

City Trucks or subcontractors bringing Type IV waste to our landfill \$11.00/yd

Trench burning of green waste, if approval is received from the State and
local Fire Marshal's Office \$8.50/yd

Grinding and processing of green waste \$11.50/yd

HILL SAND Waste Roll-Off Containers provided throughout the City at various locations:

Set-Up Fee for any size container (one time fee, per box, per location).....\$125.00/each

Roll-off box rental fee (any size box) starting the day after delivery..... \$3.00/day

20 yd container - trucking and disposal fee\$325.00/each

30yd container - trucking and disposal fee\$400.00/each

40yd container - trucking and disposal fee\$475.00/each

12yard HILL SAND dump trucks and operators\$80.00/hr

Disposal fee for debris to landfill in HILL SAND dump trucks..... \$11.00/yd

Diesel fuel - HILL SAND shall provide diesel fuel for City use in the event that it is unavailable through normal city sources. This fuel shall be metered and billed to the City at current market rate replacement cost.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2019-493416

Date Filed:
05/20/2019

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Hill Sand Company, Inc.
Friendswood, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Friendswood

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

20190603A
Waste disposal

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Hill, Trey	Friendswood, TX United States	X	
	Griffon, Anita	Friendswood, TX United States	X	

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is Anita Griffon, and my date of birth is 6/13/60.

My address is 315 Sunset Drive, Friendswood TX, 77546, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Galveston County, State of Texas, on the 20th day of May, 2019.
(month) (year)

Anita Griffon

Signature of authorized agent of contracting business entity
(Declarant)



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: June 3, 2019

Date Submitted: May 6, 2019

Dept. Clearances:

Prepared by: Rhonda Boskas

Subject: OPEB Actuarial Valuation Agreement

Originating Department: Administrative Services City Attorney Review: mkf

Proceeding: Consent Agenda

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: \$8,380

Amount Budgeted: \$6,025

Appropriation Required: \$0

Source of Funds: Administrative
Services Operating Budget

FINANCE APPROVAL: *krh*

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 75 (Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions [OPEB]). This statement establishes standards for recognizing and measuring OPEB liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. This Statement also identifies the methods and assumptions that are required to be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. Note disclosure and required supplementary information about defined benefit OPEB also are addressed. OPEB does not include pensions, but it does include postemployment healthcare, life insurance and other benefits.

To measure the City's liability requires an actuarial evaluation. There are many companies and firms performing such valuations. The North Texas Council of Governments (NCTCOG) issued a Request for Proposal and has retained the services of Gabriel Roeder Smith and Company (GRS). In 2018, we renewed an Interlocal Agreement for Cooperative Purchasing for Actuarial Share Services and signed a Master Agreement with GRS. Staff considers this agreement a good value to the City

For financial reporting purposes, an actuarial valuation is required at least biennially for OPEB plans with a total membership greater than 200. In the off year when a full valuation is not performed the City will receive a "roll-forward" report which provides an updated liability, updated assets, a liability reconciliation from the prior measurement date, new deferred outflows/inflows, new OPEB expense, and new sensitivity disclosures. The current report will be prepared as of December 31, 2018 for fiscal year 2019 and a roll-forward valuation report will be prepared for fiscal year 2020. The cost

of the contract will be split between the two fiscal years as follows: \$5,866 is related to FY19 and \$2,514 is related to FY20.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Noncompliance can result in a qualified auditor's opinion. The goal of the statement is to improve financial reporting through the recognition of potential demands on future cash flow.

RECOMMENDATIONS

Staff recommends we engage the services of Gabriel Roeder Smith & Company (GRS) and authorize the Mayor to execute the Engagement letter.

ATTACHMENTS

[Engagement Letter for Gabriel Roeder Smith and Company](#)



April 25, 2019

Ms. Rhonda Boskas
Deputy Director of Administrative Services
City of Friendswood
910 S. Friendswood Drive
Friendswood, TX 77546

Re: Engagement Letter for December 31, 2018 OPEB Valuation and GASB 75 Valuation Reports for fiscal years ending 2019 and 2020

Dear Ms. Boskas,

You have requested a pricing quote for a GASB 75 actuarial valuation under the Shared Services arrangement provided by Gabriel, Roeder, Smith & Co (GRS) and North Central Texas Council of Governments (NCTCOG).

Based on the information you provided, the cost of services for City of Friendswood is \$8,380. This price is based on receiving data in the standard GRS format and using the following assumptions:

Pricing Category	Pricing Parameters	Fee
Annual or Biennial	Biennial	
Number of Participants	200 - 499	\$10,425
Claims Analysis Required	No	\$0
Health Plans	1. City of Friendswood Health Plan	\$0
Retirement Plans	1. TMRS	\$0
Implicit Subsidy Only Discount	Eligible	-\$2,045
Plan Change Not Previously Valued	No	N/A
OPEB Trust or Equivalent Arrangement	No	N/A
Single Discount Rate Test	No	\$0
Plan Only Reporting Package	No	\$0
Cost Sharing Schedules for Primary Government and Component Units	No	\$0
Calculation of an Actuarially Determined Contribution	No	\$0
Total		\$8,380

Basic Services

- Actuarial valuation of employer OPEB in compliance with the requirements of GASB Statements No. 74 and No. 75. The valuation report will include, but is not limited to, the following:
 - > The updated Total OPEB Liability, based on the appropriate discount rate for the reporting period.
 - > A reconciliation of the Total OPEB Liability, which shows, among other items, the impact of benefit changes, assumption changes, and demographic gains/losses separately.
 - > The OPEB expense and supplementary information required by GASB 75.
 - > The characteristics of covered active members, retirees, and beneficiaries and other information required for the note disclosures.
 - > A statement of outflows and inflows arising from the current reporting period.
 - > A statement of outflows and inflows to be recognized in future OPEB expense.
 - > A sensitivity analysis providing the Total OPEB Liability based on a 1% higher and 1% lower discount rate.
 - > A sensitivity analysis providing the Total OPEB Liability based on a 1% higher and 1% lower health care trend assumption.

Billing Schedule

GRS pricing assumes 30% paid upon acceptance by the government of the engagement, 40% upon delivery of the draft full valuation, and 30% upon delivery in the second year of the rolled forward report.

The Master Agreement allows for automatic fee increases based on changes in the Consumer Price Index (CPI), starting in January of 2019. As a result, the 2019 fees are 2.20% higher than those in the original fee schedule that's shown in our Master Agreement. However, the fees provided in this engagement letter will not change based on the annual updates to the overall pricing schedule. Any CPI related increases will only apply to the next valuation cycle.

Ms. Rhonda Bloskas
April 25, 2019
Page 3

Basic Options Study

It is anticipated that City of Friendswood may want to consider options for mitigating its OPEB liability. Basic Options studies would include alternative discount rates, alternative healthcare trend rates, benefit capitations, and changes in retiree cost sharing. The cost for a basic Options study will be \$1,330 per study.

Fees for plan redesign studies that are not considered basic will be communicated after the specifics of the proposed plan changes are discussed.

Additional Services

Fees for additional consulting services not included under Basic Services or included in the fixed fee Options studies will be priced separately upon request and will be based on the following hourly rates:

<i>GRS Resource Classification</i>	<i>Hourly Rates</i>
Lead Actuary	\$335
Actuarial Staff	\$220
Support Staff	\$190

A copy of this engagement letter will be made a part of the master agreement between City of Friendswood and GRS.

CITY OF FRIENDSWOOD, TX

GABRIEL, ROEDER, SMITH & COMPANY

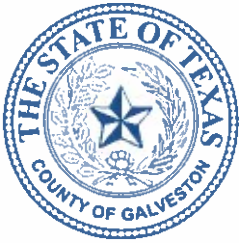


Mehdi Riaz, Consultant

Date

4/25/2019

Date



Cheryl E. Johnson, PCC
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us



May 6, 2019

The Governmental Entities of the Galveston County Tax Assessor/Collector's Office:

I, Cheryl E. Johnson, Tax Assessor and Collector of the County of Galveston do solemnly swear that this statement of collections made by me and the disposition thereof during the month of April, 2019 is true and correct.

Under my hand and seal this 6th day of May, 2019.

Cheryl E. Johnson, PCC
Galveston County Tax Assessor/Collector

cc: Randall Rice, County Auditor
Linebarger, Goggan, Blair, & Simpson
Perdue, Brandon, Fielder, Collins, & Mott
Assessment & Collection Partners:

City of Bayou Vista
City of Clear Lake Shores (delinquent)
City of Dickinson
City of Friendswood
City of Galveston
City of Hitchcock
City of Jamaica Beach
City of Kemah
City La Marque
City of League City
City of Santa Fe
City of Texas City
City of Tiki Island
Dickinson Independent School District
Galveston Independent School District
High Island Independent School District
Hitchcock Independent School District
College of the Mainland

Galveston Community College
GC Drainage District No. 1
GC Drainage District No. 2
GC Emergency Services Dist. No. 1
GC Emergency Services Dist. No. 2
GC Fresh Water Supply Dist. No. 6
Bacliff MUD
Bayview MUD
Galveston County MUD No. 12
Galveston County MUD No. 13
San Leon MUD
Tara Glen MUD
GC Navigation District No. 1
WCID No. 1
WCID No. 12
WCID No. 19
Westwood Management District

05/02/2019 09:32:54 3217250
 TC298-D SELECTION: DEPOSIT
 RECEIPT DATE: ALL
 LOCATION: ALL

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 04/01/2019 THRU 04/30/2019
 JURISDICTION: 0337 FRIENDWD CITY

PAGE: 34
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2018	M & O	.437173	127,995.14	.00	8,211.73	.00	136,206.87	393.08	.00	.00	136,599.95
	I & S	.095218	27,877.97	.00	1,788.58	.00	29,666.55	.00	.00	.00	29,666.55
	TOTAL	.532391	155,873.11	.00	10,000.31	.00	165,873.42	393.08	.00	.00	166,266.50
2017	M & O	.432349	2,967.02	.00	817.17	.00	3,784.19	693.35	.00	.00	4,477.54
	I & S	.095000	651.94	.00	179.56	.00	831.50	.00	.00	.00	831.50
	TOTAL	.527349	3,618.96	.00	996.73	.00	4,615.69	693.35	.00	.00	5,309.04
2016	M & O	.462000	3,525.48	.00	1,257.76	.00	4,783.24	137.45	.00	.00	4,920.69
	I & S	.084000	640.99	.00	228.69	.00	869.68	.00	.00	.00	869.68
	TOTAL	.546000	4,166.47	.00	1,486.45	.00	5,652.92	137.45	.00	.00	5,790.37
2015	M & O	.497200	19.64	.00	9.76	.00	29.40	6.61	.00	.00	36.01
	I & S	.071500	2.82	.00	1.40	.00	4.22	.00	.00	.00	4.22
	TOTAL	.568700	22.46	.00	11.16	.00	33.62	6.61	.00	.00	40.23
2014	M & O	.530300	86.20	.00	52.64	.00	138.84	29.38	.00	.00	168.22
	I & S	.061100	9.93	.00	6.07	.00	16.00	.00	.00	.00	16.00
	TOTAL	.591400	96.13	.00	58.71	.00	154.84	29.38	.00	.00	184.22
2013	M & O	.530300	2.83	.00	1.70	.00	4.53	.89	.00	.00	5.42
	I & S	.061100	.33	.00	.20	.00	.53	.00	.00	.00	.53
	TOTAL	.591400	3.16	.00	1.90	.00	5.06	.89	.00	.00	5.95
2012	M & O	.530700	.53	.00	.00	.00	.53	.00	.00	.00	.53
	I & S	.066300	.07	.00	.00	.00	.07	.00	.00	.00	.07
	TOTAL	.597000	.60	.00	.00	.00	.60	.00	.00	.00	.60
ALL	M & O		134,596.84	.00	10,350.76	.00	144,947.60	1,260.76	.00	.00	146,208.36
ALL	I & S		29,184.05	.00	2,204.50	.00	31,388.55	.00	.00	.00	31,388.55
ALL	TOTAL		163,780.89	.00	12,555.26	.00	176,336.15	1,260.76	.00	.00	177,596.91
DLQ	M & O		6,601.70	.00	2,139.03	.00	8,740.73	867.68	.00	.00	9,608.41
DLQ	I & S		1,306.08	.00	415.92	.00	1,722.00	.00	.00	.00	1,722.00
DLQ	TOTAL		7,907.78	.00	2,554.95	.00	10,462.73	867.68	.00	.00	11,330.41
CURR	M & O		127,995.14	.00	8,211.73	.00	136,206.87	393.08	.00	.00	136,599.95
CURR	I & S		27,877.97	.00	1,788.58	.00	29,666.55	.00	.00	.00	29,666.55
CURR	TOTAL		155,873.11	.00	10,000.31	.00	165,873.42	393.08	.00	.00	166,266.50

05/02/2019 09:30:45
TC298-M SELECTION: DEPOSIT

3217250

TAX COLLECTION SYSTEM
DEPOSIT DISTRIBUTION
REVERSALS DETAIL SCHEDULE
FROM: 04/01/2019 THRU 04/30/2019
JURISDICTION: 337 FRIENDWD CITY

PAGE: 37
INCLUDES AG ROLLBACK

YEAR DEPOSIT	ACCOUNT NUMBER	EFF YR/MO	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	ATTORNEY CAUSE /REV	REFUND AMOUNT	PAYMENT AMOUNT CAT
2016 RF190417	1000430000005	201701	0.00	0.00	0.00	0.00 HK30	285.29-	285.29-RF
2016 RF190417	1000430000005	201701	285.29-	0.00	0.00	0.00 HK30	285.29	0.00 RF
	2016 TOTAL		285.29-	0.00	0.00	0.00	0.00	285.29-
2017 RF190417	1000430000005	201801	277.47-	0.00	0.00	0.00 HK19	277.47	0.00 RF
2017 RF190417	1000430000005	201801	0.00	0.00	0.00	0.00 HK19	277.47-	277.47-RF
	2017 TOTAL		277.47-	0.00	0.00	0.00	0.00	277.47-
2018 RF190417	1000430000005	201901	284.43-	0.00	0.00	0.00 HK08	284.43	0.00 RF
2018 RF190417	1000430000005	201901	0.00	0.00	0.00	0.00 HK08	284.43-	284.43-RF
2018 RF190417	1055750000030	201901	0.00	0.00	0.00	0.00 HK08	153.80-	153.80-RF
2018 RF190417	1055750000030	201901	153.80-	0.00	0.00	0.00 HK08	153.80	0.00 RF
2018 864042319CHC	1055770000062	201904	560.15-	0.00	61.62-	0.00 CERT	0.00	621.77-TR
2018 RF190417	1098320000027	201812	766.36-	0.00	0.00	0.00 HK08	766.36	0.00 RF
2018 RF190417	1098320000027	201812	0.00	0.00	0.00	0.00 HK08	766.36-	766.36-RF
2018 786041219T	168087	201901	795.13-	0.00	0.00	0.00 CERT	0.00	795.13-TR
2018 786042419T	168320	201901	632.18-	0.00	0.00	0.00 CERT	0.00	632.18-TR
2018 786042419T	168454	201812	183.15-	0.00	0.00	0.00 CERT	0.00	183.15-TR
2018 786041219T	184237	201901	1,079.26-	0.00	0.00	0.00 CERT	0.00	1,079.26-TR
2018 88604152019T	184327	201904	1,010.75-	0.00	111.18-	0.00 CERT	0.00	1,121.93-TR
2018 88604152019T	184327	201801	1,121.93-	0.00	0.00	0.00 CERT	0.00	1,121.93-TR
2018 786042419T	202025	201903	1,104.49-	0.00	99.40-	0.00 CERT	0.00	1,203.89-TR
2018 864042919CHC	219055	201904	1,075.54-	0.00	118.31-	0.00 CERT	0.00	1,193.85-TR
2018 88604262019T	310428	201802	108.31-	0.00	7.58-	0.00 CERT	0.00	115.89-TR
2018 786041219T	370409	201812	70.44-	0.00	0.00	0.00 18S2	0.00	70.44-TR
	2018 TOTAL		8,945.92-	0.00	398.09-	0.00	0.00	9,344.01-
	TOTAL REVERSALS		9,508.68-	0.00	398.09-	0.00	0.00	9,906.77-

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TC168

3217254

TAX COLLECTION SYSTEM
TAX COLLECTOR MONTHLY REPORT
FROM 08/01/2018 TO 04/30/2019

INCLUDES AG ROLLBACK

PAGE: 21

FISCAL START: 08/01/2018 END: 07/31/2019 JURISDICTION: 0337 FRIENDWD CITY

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	3,292,414,186	163,513,400	3,455,927,586	00.532391	17,978,504.56	15,864
	-----	-----	-----	-----	-----	-----

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
	-----	-----	-----	-----	-----	-----	-----	-----
2018	17,123,229.32	855,275.24	855,275.24	17,376,593.26	17,376,593.26	601,911.30	96.65	7.99-
2017	166,852.29	10,910.28-	10,910.28-	103,812.59	103,812.59	52,129.42	66.57	0.00
2016	44,211.77	393.75	393.75	20,028.34	20,028.34	24,577.18	44.90	0.00
2015	21,670.94	4,023.38	4,023.38	6,750.58	6,750.58	18,943.74	26.27	0.00
2014	22,349.21	2,336.34	2,336.34	5,501.35	5,501.35	19,184.20	22.29	0.00
2013	17,333.06	1,146.66	1,146.66	3,706.55	3,706.55	14,773.17	20.06	0.00
2012	13,775.53	.00	0.00	1,280.45	1,280.45	12,495.08	9.30	0.00
2011	13,156.57	.00	0.00	1,280.70	1,280.70	11,875.87	9.73	0.00
2010	12,173.22	.00	0.00	1,133.39	1,133.39	11,039.83	9.31	0.00
2009	13,941.29	.00	0.00	1,332.17	1,332.17	12,609.12	9.56	0.00
2008	10,617.22	.00	0.00	1,389.01	1,389.01	9,228.21	13.08	0.00
2007	3,846.68	.00	0.00	1,236.68	1,236.68	2,610.00	32.15	0.00
2006	3,780.84	.00	0.00	987.61	987.61	2,793.23	26.12	0.00
2005	2,416.01	.00	0.00	987.61	987.61	1,428.40	40.88	0.00
2004	650.49	.00	0.00	0.00	0.00	650.49		0.00
2003	647.12	.00	0.00	0.00	0.00	647.12		0.00
2002	924.85	.00	0.00	0.00	0.00	924.85		0.00
2001	941.66	.00	0.00	0.00	0.00	941.66		0.00
2000	996.69	.00	0.00	0.00	0.00	996.69		0.00
1999	481.49	.00	0.00	0.00	0.00	481.49		0.00
1998	551.21	.00	0.00	0.00	0.00	551.21		0.00
1997	0.00	.00	0.00	0.00	0.00	0.00		0.00
****	17,474,547.46	852,265.09	852,265.09	17,526,020.29	17,526,020.29	800,792.26		7.99-

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TC160

ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2018
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 221
INCLUDES AG ROLLBACK

	CERTIFIED ROLL	ROLL AS OF 08/01/2018	SUPPLEMENTALS THIS PERIOD	ADJUSTMENTS THIS PERIOD	NET CHANGE THIS PERIOD	ROLL AS OF 04/30/2019
LAND VALUE	4,207,374,518	3,589,474,109	72,135,734	231,285-	71,904,449	3,661,378,558
AG EXCLUSION	23,842,910	23,842,910	1,069,544	1,990-	1,067,554	24,910,464
IMPROVEMENTS	617,900,409	617,900,409	180,728,498	1,773,876-	178,954,622	796,855,031
APPRAISED VALUE	4,207,374,518	4,207,374,518	252,864,232	2,005,161-	250,859,071	4,458,233,589
EXEMPTIONS	891,117,422	891,117,422	80,193,492	6,084,625	87,345,671	978,463,093
TAXABLE VALUE	3,292,414,186	3,292,414,186	171,601,196	8,087,796-	163,513,400	3,455,927,586
LEVY	17,123,229.32	17,123,229.32	1,144,184.43	288,909.19-	855,275.24	17,978,504.56
UNCOLLECTIBLE	.00	7.99	.00	.00	.00	7.99
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	10,001	10,001	482	29	31	10,032
OVER 65	2,897	2,897	143	35	39	2,936
DISABLED	0	0	2	3	3	3
VETERAN	204	204	16	4-	5-	199
TOTAL EXEMPT	0	0	0	0	0	0

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ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2017
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 222
INCLUDES AG ROLLBACK

	CERTIFIED ROLL -----	ROLL AS OF 08/01/2018 -----	SUPPLEMENTALS THIS PERIOD -----	ADJUSTMENTS THIS PERIOD -----	NET CHANGE THIS PERIOD -----	ROLL AS OF 04/30/2019 -----
LAND VALUE	4,271,816,787	3,655,904,976	2,176,969	186,620-	1,990,349	3,657,895,325
AG EXCLUSION	18,989,755	18,989,755	0	1,380-	1,380-	18,988,375
IMPROVEMENTS	615,911,811	615,911,811	254,920	879,958-	625,038-	615,286,773
APPRAISED VALUE	4,271,816,787	4,271,816,787	2,431,889	1,066,578-	1,365,311	4,273,182,098
EXEMPTIONS	988,826,434	988,826,434	2,364,469	1,245,565	3,608,654	992,435,088
TAXABLE VALUE	3,264,000,598	3,264,000,598	67,420	2,310,763-	2,243,343-	3,261,757,255
LEVY	166,852.29	166,852.29	362.12	11,272.40-	10,910.28-	155,942.01
UNCOLLECTIBLE	.00	.00	.00	.00	.00	.00
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	10,005	10,005	0	7	7	10,012
OVER 65	2,854	2,854	0	15	15	2,869
DISABLED	0	0	0	2	2	2
VETERAN	207	207	0	0	0	207
TOTAL EXEMPT	647	647	0	0	0	647

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ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2016
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 223
INCLUDES AG ROLLBACK

	CERTIFIED ROLL -----	ROLL AS OF 08/01/2018 -----	SUPPLEMENTALS THIS PERIOD -----	ADJUSTMENTS THIS PERIOD -----	NET CHANGE THIS PERIOD -----	ROLL AS OF 04/30/2019 -----
LAND VALUE	3,999,127,118	3,429,239,107	1,872,769	730-	1,872,039	3,431,111,146
AG EXCLUSION	13,436,213	13,436,213	0	1,360-	1,360-	13,434,853
IMPROVEMENTS	569,888,011	569,888,011	10,504	107,018-	96,514-	569,791,497
APPRAISED VALUE	3,999,127,118	3,999,127,118	1,883,273	107,748-	1,775,525	4,000,902,643
EXEMPTIONS	968,850,710	968,850,710	1,872,769	34,006-	1,837,403	970,688,113
TAXABLE VALUE	3,016,840,195	3,016,840,195	10,504	72,382-	61,878-	3,016,778,317
LEVY	44,211.77	44,211.77	57.35	336.40	393.75	44,605.52
UNCOLLECTIBLE	.00	.00	.00	.00	.00	.00
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	9,913	9,913	0	6-	6-	9,907
OVER 65	2,721	2,721	0	6	6	2,727
DISABLED	0	0	0	1	1	1
VETERAN	242	242	0	0	0	242
TOTAL EXEMPT	642	642	0	0	0	642

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TC160

ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2015
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 224
INCLUDES AG ROLLBACK

	CERTIFIED ROLL -----	ROLL AS OF 08/01/2016 -----	SUPPLEMENTALS THIS PERIOD -----	ADJUSTMENTS THIS PERIOD -----	NET CHANGE THIS PERIOD -----	ROLL AS OF 04/30/2019 -----
LAND VALUE	3,624,772,568	3,125,559,710	1,872,729	730-	1,871,999	3,127,431,709
AG EXCLUSION	17,997,504	17,997,504	0	1,340-	1,340-	17,996,164
IMPROVEMENTS	499,212,858	499,212,858	0	0	0	499,212,858
APPRAISED VALUE	3,624,772,568	3,624,772,568	1,872,729	730-	1,871,999	3,626,644,567
EXEMPTIONS	906,250,004	906,250,004	1,872,729	586,325-	1,285,064	907,535,068
TAXABLE VALUE	2,700,525,060	2,700,525,060	0	586,935	586,935	2,701,111,995
LEVY	21,670.94	21,670.94	.00	4,023.38	4,023.38	25,694.32
UNCOLLECTIBLE	.00	.00	.00	.00	.00	.00
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	9,425	9,425	0	11-	11-	9,414
OVER 65	2,517	2,517	0	3-	3-	2,514
DISABLED	170	170	0	0	0	170
VETERAN	231	231	0	0	0	231
TOTAL EXEMPT	632	632	0	0	0	632

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ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2014
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 225
INCLUDES AG ROLLBACK

	CERTIFIED ROLL -----	ROLL AS OF 08/01/2018 -----	SUPPLEMENTALS THIS PERIOD -----	ADJUSTMENTS THIS PERIOD -----	NET CHANGE THIS PERIOD -----	ROLL AS OF 04/30/2019 -----
LAND VALUE	3,220,611,338	2,761,917,896	1,872,729	730-	1,871,999	2,763,789,895
AG EXCLUSION	22,656,763	22,656,763	0	1,320-	1,320-	22,655,443
IMPROVEMENTS	458,693,442	458,693,442	0	0	0	458,693,442
APPRAISED VALUE	3,220,611,338	3,220,611,338	1,872,729	730-	1,871,999	3,222,483,337
EXEMPTIONS	739,118,459	739,118,459	1,872,729	316,766-	1,554,643	740,673,102
TAXABLE VALUE	2,458,836,116	2,458,836,116	0	317,356	317,356	2,459,153,472
LEVY	22,349.21	22,349.21	.00	2,336.34	2,336.34	24,685.55
UNCOLLECTIBLE	.00	.00	.00	.00	.00	.00
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	9,648	9,648	0	11-	11-	9,637
OVER 65	2,524	2,524	0	2-	2-	2,522
DISABLED	176	176	0	0	0	176
VETERAN	220	220	0	0	0	220
TOTAL EXEMPT	624	624	0	0	0	624

05/02/2019 10:19:0
TC160

ALL PROPERTY

TAX COLLECTION SYSTEM
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS
FOR TAX YEAR: 2013
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 226
INCLUDES AG ROLLBACK

	CERTIFIED ROLL	ROLL AS OF 08/01/2018	SUPPLEMENTALS THIS PERIOD	ADJUSTMENTS THIS PERIOD	NET CHANGE THIS PERIOD	ROLL AS OF 04/30/2019
	-----	-----	-----	-----	-----	-----
LAND VALUE	3,137,530,828	3,137,530,828	0	0	0	3,137,530,828
AG EXCLUSION	23,290,819	23,290,819	0	0	0	23,290,819
IMPROVEMENTS	0	0	0	0	0	0
APPRAISED VALUE	3,137,530,828	3,137,530,828	0	0	0	3,137,530,828
EXEMPTIONS	704,624,861	704,624,861	0	112,517-	112,517-	704,512,344
TAXABLE VALUE	2,409,615,148	2,409,615,148	0	112,517	112,517	2,409,727,665
LEVY	17,333.06	17,333.06	.00	1,146.66	1,146.66	18,479.72
UNCOLLECTIBLE	.00	.00	.00	.00	.00	.00
RECEIVABLE					.00	
EXEMPTION COUNTS:						
HOMESTEADS	9,611	9,611	0	4-	4-	9,607
OVER 65	2,398	2,398	0	1-	1-	2,397
DISABLED	183	183	0	0	0	183
VETERAN	215	215	0	0	0	215
TOTAL EXEMPT	618	618	0	0	0	618

Summary of Jurisdiction Remittances Processed

Report run on: May 2, 2019 11:47 AM

For Remitted Deposit Dates 04/01/2019 thru 04/30/2019 as of 05/02/2019

Version 1.50

Tax Unit		M & O Total	I & S Total	TIF Levy	TIF Interest	Fee Total	Total
337 FRIENDWD CITY							
ACH 48354	Print Date:04/04/2019						
	Current	17,720.11	3,859.54	0.00	0.00	0.00	21,579.65
	Delq	337.04	74.05	0.00	0.00	0.00	411.09
Last Deposit Date	04/01/2019	\$18,057.15	\$3,933.59	\$0.00	\$0.00	\$0.00	\$21,990.74
ACH 48394	Print Date:04/04/2019						
	Current	11,774.11	2,564.47	0.00	0.00	0.00	14,338.58
	Delq	36.32	7.98	0.00	0.00	0.00	44.30
Last Deposit Date	04/02/2019	\$11,810.43	\$2,572.45	\$0.00	\$0.00	\$0.00	\$14,382.88
ACH 48435	Print Date:04/08/2019						
	Current	13,354.57	2,908.67	0.00	0.00	0.00	16,263.24
	Delq	1,145.92	248.74	0.00	0.00	0.00	1,394.66
Last Deposit Date	04/03/2019	\$14,500.49	\$3,157.41	\$0.00	\$0.00	\$0.00	\$17,657.90
ACH 48475	Print Date:04/08/2019						
	Current	21,831.51	4,755.01	0.00	0.00	0.00	26,586.52
	Delq	404.99	75.56	0.00	0.00	0.00	480.55
Last Deposit Date	04/04/2019	\$22,236.50	\$4,830.57	\$0.00	\$0.00	\$0.00	\$27,067.07
ACH 48514	Print Date:04/08/2019						
	Current	4,839.02	1,053.98	0.00	0.00	0.00	5,893.00
	Delq	420.71	86.14	0.00	0.00	0.00	506.85
Last Deposit Date	04/05/2019	\$5,259.73	\$1,140.12	\$0.00	\$0.00	\$0.00	\$6,399.85
ACH 48552	Print Date:04/10/2019						
	Current	3,050.68	664.46	0.00	0.00	0.00	3,715.14
	Delq						
Last Deposit Date	04/08/2019	\$3,050.68	\$664.46	\$0.00	\$0.00	\$0.00	\$3,715.14
ACH 48592	Print Date:04/10/2019						
	Current	6,445.65	1,403.89	0.00	0.00	0.00	7,849.54
	Delq	18.78	2.17	0.00	0.00	0.00	20.95
Last Deposit Date	04/09/2019	\$6,464.43	\$1,406.06	\$0.00	\$0.00	\$0.00	\$7,870.49
ACH 48628	Print Date:04/11/2019						
	Current	1,205.79	262.62	0.00	0.00	0.00	1,468.41
	Delq						
Last Deposit Date	04/10/2019	\$1,205.79	\$262.62	\$0.00	\$0.00	\$0.00	\$1,468.41
ACH 48665	Print Date:04/12/2019						
	Current	6,079.70	1,324.21	0.00	0.00	0.00	7,403.91
	Delq	207.69	45.64	0.00	0.00	0.00	253.33
Last Deposit Date	04/11/2019	\$6,287.39	\$1,369.85	\$0.00	\$0.00	\$0.00	\$7,657.24
ACH 48702	Print Date:04/15/2019						
	Current	1,017.43	221.60	0.00	0.00	0.00	1,239.03
	Delq	83.29	14.47	0.00	0.00	0.00	97.76
Last Deposit Date	04/12/2019	\$1,100.72	\$236.07	\$0.00	\$0.00	\$0.00	\$1,336.79
ACH 48737	Print Date:04/16/2019						
	Current	2,533.57	551.82	0.00	0.00	0.00	3,085.39
	Delq	213.84	46.99	0.00	0.00	0.00	260.83
Last Deposit Date	04/15/2019	\$2,747.41	\$598.81	\$0.00	\$0.00	\$0.00	\$3,346.22

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Summary of Jurisdiction Remittances Processed

Report run on: May 2, 2019 11:47 AM

For Remitted Deposit Dates 04/01/2019 thru 04/30/2019 as of 05/02/2019

Version 1.50

Tax Unit		M & O Total	I & S Total	TIF Levy	TIF Interest	Fee Total	Total
337 FRIENDWD CITY							
ACH 48777	Print Date:04/18/2019						
	Current	4,340.92	945.46	0.00	0.00	0.00	5,286.38
	Delq	178.73	39.01	0.00	0.00	0.00	217.74
Last Deposit Date	04/16/2019	\$4,519.65	\$984.47	\$0.00	\$0.00	\$0.00	\$5,504.12
ACH 48818	Print Date:04/18/2019						
	Current	2,990.80	651.39	0.00	0.00	0.00	3,642.19
	Delq	(465.89)	(93.44)	0.00	0.00	0.00	(559.33)
Last Deposit Date	04/17/2019	\$2,524.91	\$557.95	\$0.00	\$0.00	\$0.00	\$3,082.86
ACH 48852	Print Date:04/22/2019						
	Current	5,768.49	1,256.40	0.00	0.00	0.00	7,024.89
	Delq	179.25	33.19	0.00	0.00	0.00	212.44
Last Deposit Date	04/18/2019	\$5,947.74	\$1,289.59	\$0.00	\$0.00	\$0.00	\$7,237.33
ACH 48888	Print Date:04/23/2019						
	Current	2,971.68	647.25	0.00	0.00	0.00	3,618.93
Last Deposit Date	04/22/2019	\$2,971.68	\$647.25	\$0.00	\$0.00	\$0.00	\$3,618.93
ACH 48925	Print Date:04/25/2019						
	Current	4,569.84	995.33	0.00	0.00	0.00	5,565.17
	Delq	262.38	57.66	0.00	0.00	0.00	320.04
Last Deposit Date	04/23/2019	\$4,832.22	\$1,052.99	\$0.00	\$0.00	\$0.00	\$5,885.21
ACH 48962	Print Date:04/25/2019						
	Current	10,137.25	2,207.97	0.00	0.00	0.00	12,345.22
	Delq	22.18	4.88	0.00	0.00	0.00	27.06
Last Deposit Date	04/24/2019	\$10,159.43	\$2,212.85	\$0.00	\$0.00	\$0.00	\$12,372.28
ACH 48998	Print Date:04/26/2019						
	Current	2,572.47	560.30	0.00	0.00	0.00	3,132.77
	Delq	48.53	8.82	0.00	0.00	0.00	57.35
Last Deposit Date	04/25/2019	\$2,621.00	\$569.12	\$0.00	\$0.00	\$0.00	\$3,190.12
ACH 49031	Print Date:04/29/2019						
	Current	860.78	187.48	0.00	0.00	0.00	1,048.26
	Delq	591.43	119.43	0.00	0.00	0.00	710.86
Last Deposit Date	04/26/2019	\$1,452.21	\$306.91	\$0.00	\$0.00	\$0.00	\$1,759.12
ACH 49071	Print Date:05/01/2019						
	Current	5,518.31	1,201.93	0.00	0.00	0.00	6,720.24
	Delq	831.24	182.65	0.00	0.00	0.00	1,013.89
Last Deposit Date	04/29/2019	\$6,349.55	\$1,384.58	\$0.00	\$0.00	\$0.00	\$7,734.13
ACH 49109	Print Date:05/02/2019						
	Current	6,624.19	1,442.77	0.00	0.00	0.00	8,066.96
	Delq	4,224.30	768.06	0.00	0.00	0.00	4,992.36
Last Deposit Date	04/30/2019	\$10,848.49	\$2,210.83	\$0.00	\$0.00	\$0.00	\$13,059.32
Total:		\$144,947.60	\$31,388.55	\$0.00	\$0.00	\$0.00	\$176,336.15



FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: 06/03/19

Date Submitted: 05/21/19

Dept. Clearances: Melinda Welsh

Prepared by: Heather Van Dine

Subject: Approve Council Meeting Minutes

Originating Department: City Secretary

Proceeding: Consent Agenda

Degree of importance: Critical ☐ Significant ☒ Elective ☐

Expenditure Required: N/A

Amount Budgeted: N/A

Appropriation Required: N/A

Source of Funds: N/A

FINANCE APPROVAL: N/A

MK

Morad Kabiri
City Manager

SUMMARY / ORIGINATING CAUSE

The Council Meeting minutes of May 06, 2019, and May 13, 2019, are submitted for Council's review and consideration.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Approval of the Council Meeting minutes provides a historical document of actions taken by City Council as provided for in the Local Government Code and in the City Charter.

RECOMMENDATIONS

City Secretary recommends that Council approve the Council meeting minutes as presented.

ATTACHMENTS

[05-06-19 Minutes](#)

[05-13-19 Minutes](#)

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STATE OF TEXAS)
CITY OF FRIENDSWOOD)
COUNTIES OF GALVESTON/HARRIS)
MAY 06, 2019)

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD CITY COUNCIL THAT WAS HELD ON MONDAY, **MAY 06, 2019**, AT 5:30 PM AT FRIENDSWOOD CITY HALL COUNCIL CHAMBERS, 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING PRESENT CONSTITUTING A QUORUM:

MAYOR
MAYOR PRO-TEM
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
CITY ATTORNEY
CITY MANAGER
CITY SECRETARY

MIKE FOREMAN
JOHN SCOTT
STEVE ROCKEY
SALLY BRANSON
TRISH HANKS
ROBERT J. GRIFFON
CARL GUSTAFSON
MARY KAY FISCHER
MORAD KABIRI
MELINDA WELSH

REGULAR SESSION

Mayor Foreman called the meeting to order.

The invocation was given by Pastor Mike Cervantes with New Hope Church.

Boy Scouts Michael Coleman and Lee Meyer with Boy Scout Pack 452 led the Pledge of Allegiance to the United States and to the State of Texas.

COMMUNICATIONS FROM THE PUBLIC

Gail Lovely, Friendswood resident, addressed Council and stated she would like to encourage Council to add the recommended Clear Creek flooding Staff position, long-term, constancy of purpose is important, suggested to add a board related to drainage, drainage projects will take a long time, and the public could follow the board through agendas and minutes.

Brent Erenwert, Friendswood resident, addressed Council and stated he would like to thank a few people including his family for standing by him throughout the election process, thanked all the voters who supported him and the ones that did not. Low voter turnout continues to be seen and he believes it is important to keep trying to increase voter turnout as the city's population grows. He thanked Galveston County for conducting the city's election, and Council for approving the contract, was a great idea. He further stated he is truly honored to have accomplished a seat on City Council, a special accomplishment as a 30-year resident of the City of Friendswood and growing up here, excited to bring charisma, vision, and a business skill set to the city as Council prepares for the future. He hopes to provide the highest level of service to Friendswood's citizens at the greatest value as the city's mission statement says.

Deirdre Brown, Friendswood resident, addressed Council and stated she has been a harsh critic of several councilmembers in the past, including Councilmember Gustafson. Post Hurricane Harvey, Councilmember Gustafson was one of the few that questioned drainage issues and kept the issue alive, and appreciates Councilmembers Hanks and Griffon for their help on the floodplain map. Ms. Brown stated she agrees with Ms. Lovely that a permanent committee or subcommittee should be created and led by citizens working with a Council liaison. She thanked Councilmember Gustafson and his family for their service to the city. She further stated that she found the past election to be one of the worst in the history of the City of Friendswood, believes the city will be sorry to find qualified candidates in the future if families will get attacked, and leadership should denounce such attacks. It was challenging for her to decide who to vote

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for, thanked Councilmember Gustafson on behalf of the community and apologized to him and his family. Encourages everyone to be mindful of when you attack someone it can be hurtful, speak out against attacks when you see them, and thank those who give their time and serve the community.

WORK SESSION

Mayor Foreman opened the discussion regarding Drainage Subcommittee recommendations. City Manager Morad Kabiri presented a PowerPoint presentation regarding recommendations from the Drainage Subcommittee. At the April Council meeting, the Drainage Subcommittee gave a presentation related to the subcommittee's activities over the prior nine months, quite a bit of information conveyed to Council, placed this agenda item on the agenda to allow Council another opportunity to review the recommendations, and allow Council to offer input and ask questions. There were eleven recommendations found by the Drainage Subcommittee ranging from things as simple as evaluations of future opportunities and issues that may exist to concrete actions that the subcommittee would like Council to address in the immediate future. Recommendation No. 1 is that Council needs to clearly state, through a resolution, that the work of the subcommittee generates a cause for action to mitigate rainstorm flood events. There is a resolution later on the agenda for Council to consider, outlines that Council believes flooding is an issue of concern and the findings of the subcommittee warrant a call for action. Recommendation No. 2 is related to work the city did in conjunction with Rice University Professor Doctor Phil Bedient and his team. Dr. Bedient was hired by the city to do a drainage model of the entire Clear Creek Watershed with focus on the City of Friendswood in order to get a better understanding of how rainfall throughout the watershed impacts the city. Recommendation No. 2 is that Council accepts that there are a number of mitigation projects that involve the main stem of Clear Creek that need to be pursued to completion to significantly reduce flooding in the City of Friendswood. With the assistance of Dr. Bedient and his team, a number of projects were modeled and stimulated, moving forward a project can be approached for the city to get the best return on the investment. A number of the findings determined that terracing helped improve not the width of Clear Creek but the width of Clear Creek above the ordinary high water mark during major storm events and would greatly enhance flood mitigation within the City of Friendswood. Moving forward, the city will have to do further engineering and scoping to understand the full benefits of these improvements, and the project modeling is only conceptual. The biggest thing from this recommendation is that the city needs to be working and focused on projects that impact the main stem of Clear Creek and not focus as much on other tributaries that come into the main stem. Recommendation No. 3 is to propose a bond proposition to voters of approximately \$32 Million worth of drainage projects over the next 15 years. The \$32 Million would be the city's share of the work, all projects would involve the main stem of Clear Creek, seed money the city would need to put forward to find partnership opportunities with other agencies, estimation of the costs of projects and grant opportunities, estimated total costs of projects with the best benefit for the City of Friendswood is \$173 Million, would greatly reduce flooding in Friendswood, but would not fix everything.

Discussion took place between Mayor, Council, and Staff regarding Recommendation No. 3 to propose a bond proposition of \$32 Million worth of drainage projects, would have to be for projects within Friendswood, have to also weigh other demands that exist in the city with facilities and transportation, consider impact to taxpayers, costs associated with projects increase over time, and an example was given of the Blackhawk Boulevard project. The ballot language would be fairly broad, will have flexibility in the bond language, \$32 Million worth of projects along Clear Creek drainage system within the City of Friendswood to tackle flood mitigation projects, as future grant opportunities present themselves in future years the city does not want to be hamstrung to the projects it can pursue, and intent is to issue the debt as projects and partnership opportunities come up. The project that will have the biggest benefit to the City of Friendswood is terracing.

City Manager Morad Kabiri continued with the Drainage Subcommittee recommendation presentation. Recommendation No. 4 is to hire a long-term Clear Creek Watershed Drainage Coordinator to create a long-term strategy and constancy of purpose. The city has historically operated with one Professional Engineer (PE) on staff dedicated to engineering activities. Daily demands on the organization as well as the impact of Hurricane Harvey necessitates the need for two Professional Engineers. A dedicated person is needed to oversee drainage needs of the community. Recommendation No. 5 is that the city should review and change its current permitting criteria regarding drainage to reflect the realities of the types of

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storms that occur here. Since Hurricane Harvey, the city has adopted the latest and greatest Flood Insurance Rate Maps, and National Oceanic and Atmospheric Administration (NOAA) established new rainfall intensity curves for properties that are currently in the floodplain. Recommendation No. 6 is for the city to acquire properties along Clear Creek to meet the demand for drainage projects along the main stem of Clear Creek. Staff has identified a number of properties that still need to be acquired, and the intent is to pursue buyouts through annual programs that exist in areas where there are no homes or structures. Recommendation No. 7 is the city should be proactive in regards to the management of the flow of water down Clear Creek. The city should take the leadership role in organizing municipalities along Clear Creek to create a common purpose in fixing the creek. With additional engineering help, greater regional participation/coordination activities will take place with neighboring agencies. The Flood Vulnerability Study by Dr. Bedient can be taken on the road to share with the United States Army Corps of Engineers, Harris County Flood Control District, City of Pearland, City of League City, Galveston Consolidated Drainage District, and other neighboring agencies. Recommendation No. 8 is to evaluate various efforts to restructure watershed management currently being contemplated at the county and state levels. There have been proposals to create additional layers of government and additional layers of taxes to have an authority to oversee development within the watershed and to be the regulatory agency. Recommendation No. 9 is to focus on the future and do not seek redress for changes that have occurred to Clear Creek in years' past. Recommendation No. 10 is that localized areas in Friendswood impacted by smaller storms than that of Hurricane Harvey should be addressed by the city separate and apart from the mitigation projects proposed on Clear Creek. Recommendation No. 11 is to increase monitoring resources and technology along Clear Creek and its tributaries to improve response capabilities.

Discussion took place between Mayor, Council, and Staff regarding that the proposed \$32 Million bond projects are identified as terracing, bridge elevations, and buyouts. Other projects mentioned or other recommendations are not part of the \$32 Million proposed bond projects. Projects outside the proposed projects and items improving localized drainage issues will be tackled with partnership opportunities, available grants, or the city's operating budget within the Public Works Department. The Drainage Coordinator position is estimated to cost \$200,000, includes salary and benefits, plus dollars to pursue additional study efforts to keep drainage model moving forward. All current budget funds have been spent for Dr. Bedient's survey, any future studies would need to be authorized by Council for additional funds.

With concurrence of Council, Mayor Foreman moved to Agenda Item 8, Special Recognition and Acknowledgements.

SPECIAL RECOGNITION AND ACKNOWLEDGEMENTS

Deer Park Library Director Rebecca Pool, representing the Texas Municipal Library Directors Association, presented the Achievement of Library Excellence Award for 2018 to Library Director Matt Riley. Ms. Pool stated the Friendswood Public Library was in the top 10% of libraries in the state of Texas. Mr. Riley introduced library Staff members and Library Board members who were present at the meeting.

With concurrence of Council, Mayor Foreman moved to Agenda Item 6, Closed Executive Sessions.

CLOSED EXECUTIVE SESSION

Mayor Foreman asked if anyone would like to speak regarding Executive Session. No one spoke.

Council convened into Executive Session in accordance with Texas Government Code, pursuant to Section 551.072 – Deliberations about Real Property – to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governing body in negotiations with a third party with possible discussion and action related thereto in open session.(park land), and Section 551.074 – Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee with possible discussion and action related thereto in open session (Evaluation of the City Manager).

RECONVENE INTO OPEN SESSION

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Council reconvened into Open Session with action taken later in the meeting regarding Section 551.074 – Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee with possible discussion and action related thereto in open session (Evaluation of the City Manager).

With concurrence of Council, Mayor Foreman moved to Agenda Item 9, Joint Public Hearings.

JOINT PUBLIC HEARINGS

Mayor Foreman and Planning and Zoning Commission Chair Joe Matranga called a Joint Public Hearing to order to receive comments from the public both oral and written, regarding amending the City of Friendswood Code of Ordinances, Appendix C, Zoning Ordinance “Section 8.N.1. Geographic limits” regarding proposed amendments to the established boundary of the Downtown District.

Community Development Director/City Planner Aubrey Harbin explained that recently the Planning and Zoning Commission workshopped these changes with Council, changes are to the Downtown District, and broke changes into five different categories or ordinances. This request is to amend the Downtown District boundary to include property located at 110 Whispering Pines, original Downtown District boundary was established in 2007, and the boundary was amended shortly thereafter in 2008 to expand the Downtown District to the creek. Other regulations that use the Downtown District boundary as a reference include the Neighborhood Empowerment Zone, and sales tax election for the 4B funds managed by Friendswood Downtown Economic Development Corporation. This request would expand the Downtown District boundary to include the one additional property.

Planning and Zoning Commission Chair Matranga asked if anyone would like to speak in favor or in opposition of the request. No one spoke.

Planning and Zoning Commission Chair Matranga adjourned the Planning and Zoning Commission’s portion of the Joint Public Hearing. Mayor Foreman left Council’s portion of the Joint Public Hearing open.

Mayor Foreman and Planning and Zoning Commission Chair Joe Matranga called a Joint Public Hearing to order to receive comments from the public both oral and written, regarding amending the City of Friendswood Code of Ordinances, Appendix C, Zoning Ordinance “Section 8. F. Off-street parking and loading regulations” to relocate Downtown District (DD) related language to “Section 8.N.3. Parking” and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections.

Community Development Director/City Planner Aubrey Harbin explained that the current head in parking requirement in the Downtown District is at least 400 feet from FM 518, and the Planning and Zoning Commission’s recommendation is to reduce the distance requirement to 75 feet, consistent with spacing requirements for a driveway from a major thoroughfare per the Design Criteria Manual. Staff drafted changes in language for clarity and duplicate parking requirements that pertain to the Zoning Ordinance that includes Downtown District regulations.

Planning and Zoning Commission Chair Matranga asked if anyone would like to speak in favor or in opposition of the request. No one spoke.

Planning and Zoning Commission Chair Matranga adjourned the Planning and Zoning Commission’s portion of the Joint Public Hearing. Mayor Foreman left Council’s portion of the Joint Public Hearing open.

Mayor Foreman and Planning and Zoning Commission Chair Joe Matranga called a Joint Public Hearing to order to receive comments from the public both oral and written, regarding amending the City of Friendswood Code of Ordinances, Appendix C, Zoning Ordinance “Section 7.I.” and “Section 8.N.4.” to allow cement fiber board installed as lap siding in the Downtown District (DD); “Section 8.N.4.” to change the fenestration requirements in the Downtown District (DD), and “Section 8.N.4.” to restate that service

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laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections.

Community Development Director/City Planner Aubrey Harbin explained the proposed change is to allow cement fiberboard in the Downtown District to reduce fenestration requirements and to institute some aesthetic criteria from the Community Overlay District into the Downtown District. The recommendation is also to allow cement fiber board but installed only as lap siding, reduce the fenestration requirement on interiors sides of first floors, and add requirements to the Downtown District that already exist in the Community Overlay District, such as requiring underground service laterals, earth-tone colors, prohibiting garage bay doors from fronting FM 518 in certain situations, requiring screening materials to match the main structure, and to add a reference to the dumpster screen requirements recently added.

Planning and Zoning Commission Chair Matranga asked if anyone would like to speak in favor or in opposition of the request. No one spoke.

Planning and Zoning Commission Chair Matranga adjourned the Planning and Zoning Commission's portion of the Joint Public Hearing. Mayor Foreman left Council's portion of the Joint Public Hearing open.

Mayor Foreman and Planning and Zoning Commission Chair Joe Matranga called a Joint Public Hearing to order to receive comments from the public both oral and written, regarding amending the City of Friendswood Code of Ordinances, Appendix C, Zoning Ordinance "Section 8.N.8. Adjacent property, buffer maintenance and installation" duplicating requirements for buffering from "Section I.2. Perimeter landscaping and screening;" and amendments to "Section 8.N.3. Parking" duplicating requirements for parking from "Section I.2.c. Off-street parking landscaping;" and relocating language Planned Unit Development (PUD) modification from "Section 8.H. Modification of standards proposed within a PUD" to "Section 7.J. PUD, Planned Unit Development, general purpose and description," including minor grammatical corrections.

Community Development Director/City Planner Aubrey Harbin explained the proposed change is to relocate landscape buffer and parking requirements that apply to the Downtown District to the correct section of the Zoning Ordinance, and relocate the Planned Unit Development modification procedures to the correct section of the Zoning Ordinance.

Planning and Zoning Commission Chair Matranga asked if anyone would like to speak in favor or in opposition of the request. No one spoke.

Planning and Zoning Commission Chair Matranga adjourned the Planning and Zoning Commission's portion of the Joint Public Hearing. Mayor Foreman left Council's portion of the Joint Public Hearing open.

Mayor Foreman and Planning and Zoning Commission Chair Joe Matranga called a Joint Public Hearing to order to receive comments from the public both oral and written, regarding amending the City of Friendswood Code of Ordinances, Appendix A, Sign Ordinance "Section 9 Prohibited Signs" to prohibit LED storefront lights in Downtown District.

Community Development Director/City Planner Aubrey Harbin explained the proposed change would prohibit LED signs within the Downtown District boundary, and any existing lighting that violates the proposed requirement be removed within 90 days of the adoption of the ordinance.

Planning and Zoning Commission Chair Matranga asked if anyone would like to speak in favor or in opposition of the request. No one spoke.

Planning and Zoning Commission Chair Matranga adjourned the Planning and Zoning Commission's portion of the Joint Public Hearing. Mayor Foreman left Council's portion of the Joint Public Hearing open.

COMMUNICATIONS FROM THE PUBLIC

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John Cole, Friendswood resident, addressed Council and read from the city's 2017-2018 budget and discussed salaries and read them aloud, city currently has 228 full-time employees, read holidays and benefits provided, compared to debt and suggested debt could be paid off in five years if workforce was reduced by half.

Rudy Gonzales, Friendswood resident, addressed Council and stated city administration is well paid, in January commented on road conditions on Rustic Lane from FM 2351 to city limits, called two or three people at the city about road conditions, even sent the Mayor a letter, taxpayer money is to maintain the city's roadways, and currently the roadways are not being maintained to the city limit. Provided pictures for Council to demonstrate the condition of the roadways in Brazoria County, over the past 20 years Brazoria County has done well maintaining their roadways, and the no right turn at FM 2351 on Sunset Boulevard has been modified. Christmas lights celebrate a religious event, and should not be displayed on city owned facilities.

Deirdre Brown, Friendswood resident, addressed Council and stated she believes there needs to be better communications and teamwork with Harris County in regards to drainage. The city should reach out to Harris County elected officials, particularly Harris County Judge Hidalgo and Harris County Commissioner Ellis, there is a disconnect at the city level, suggested the Mayor reach out and provide a tour of the City of Friendswood, and there is definitely interest in this area.

Janis Lowe, Friendswood resident, addressed Council and stated she believes there is a need for Code Enforcement to strengthen the city's sign ordinance, needs teeth in the language, should be addressed at the next Council retreat, there are 183 days before a candidate can place a sign for the upcoming primaries, she would be happy to help, gave a rundown of the current sign ordinance, budget allocates for 500 sign cases, become proactive instead of reactive, and take fines more strenuously.

CITY MANAGER'S REPORT

City Manager Morad Kabiri reported that this year's Spring Sparkle was a huge success. There was great attendance with 502 cars and trucks coming through the gates. Waste Connections reported to have hauled away almost 32.98 tons of compacted waste and 35.01 tons of roll-off waste. CompuCycle collected 6,530 pounds of electronics. Simple Recycling collected 392 pounds of textiles. Shred-It Document Shredding destroyed several pounds of paper. The garage sale brought in \$300 with all proceeds from the garage sale benefiting city facilities and parks. Bay Area Wildlife Rehab picked up animal habitat items that were donated to benefit the injured wild animals that make their home in Friendswood's green space. Sponsors for the event included the City of Friendswood, Waste Connections, Clear the Air, JSC Credit Union, and Sonic.

The City Manager reported that on May 27, 2019, a Memorial Day ceremony will be held at the Veteran's Memorial adjacent to Friendswood City Hall. The ceremony will feature patriotic songs and music, a tribute to the flags, and a special guest speaker. All local veterans are invited to attend and come together for a group photo at the close of the ceremony. For additional information, call the City of Friendswood Parks and Recreation Department.

The City Manager reported that this year's Mitch & Artha Wright Concerts in the Park Series will take place on Friday nights during the months of May and June. Concerts will take place at Stevenson Park in the Gazebo. All concerts will begin at 7:00 PM and end at approximately 9:00 PM. Attendees can look forward to Pop, Rock, Funk, Latin, Blues, and Zydeco music. Bring your blankets, lawn chairs, refreshments, dinner or snacks and be ready to sit back and enjoy an evening of fun and family entertainment brought to you by the City of Friendswood's Parks and Recreation Department. There will be give-a-ways and "door" prizes, and vendors will be selling kettle corn, hot dogs, and snow cones as well. If anyone is interested in being a sponsor or providing a door prize, please contact the City of Friendswood Parks and Recreation Department.

The City Manager reported that each year the Texas Division of Emergency Management, National

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Weather Service and officials from local jurisdictions join together to recognize Hurricane Preparedness Week. This year May 5, 2019, through May 11, 2019, has been designated as Hurricane Preparedness Week in Texas. This is an excellent time to remind residents to be prepared for hurricane season, which begins June 1, 2019. It is important to encourage the general public to make plans for what they will do before and after a storm, double-check their emergency supply kits, register functional needs in the State's 211 State of Texas Emergency Assistance Registry (STEAR) database, and plan for their pets. The Friendswood Office of Emergency Management (OEM) has sent out a city utility bill mailer to all residents of the city. The mailed contains helpful information for the public regarding methods to stay informed, evacuation routes, zip zones, and windstorm inspections. Additional hurricane preparedness materials will be made available at City Hall, the Friendswood Library, the Chamber of Commerce and the Senior Activities building. The OEM will host the annual citywide hurricane response meeting on May 16, 2019, with contractors, school districts, service providers, utilities, and other cities, along with our Mayor, Councilmembers and city Staff to discuss their particular hurricane preparedness plans for the coming season. Two public Hurricane Preparedness Meetings have been scheduled for the general public at the Friendswood Public Library. The first one is scheduled on May 30, 2019, and the second one is scheduled for June 6, 2019.

The City Manager reported that the Keep Friendswood Beautiful (KFB) Facebook Photo Contest is accepting entries between April 15, 2019 and May 13, 2019. Pictures can be uploaded to Facebook using the hashtag “#Friendswoodproud” and “Like” the Keep Friendswood Beautiful Facebook page, or email your photos to rec@friendswood.com. Photos will be judged on creativity, quality, composition, and how well the photo demonstrates the essence and beauty of Friendswood. Winners will be announced at the “School's Out for Summer” Concert in the Park” on June 1, 2019, at Stevenson Park.

The City Manager reported that Keep Texas Beautiful (KTB) recently recognized Keep Friendswood Beautiful (KFB) as a Gold Star Affiliate which is a designation granted to 85 affiliates of KTB, nearly 300 affiliates, Gold Star recognition is the highest recognition status for KTB membership.

The City Manager reported that Staff continues to work with Federal Emergency Management Agency (FEMA) representatives to finalize projects. Resolutions have not been reached with FEMA regarding the old Public Works and Parks facility on Deepwood Drive. Buyout and elevation applications through the Hazard Mitigation Grant Program and Texas Water Development Board are being reviewed by FEMA.

The City Manager reported that Police Officer Carlos Granillo has been recognized as the recipient of the Fifty Club Officer of the Year Award for his efforts as a police officer in the City of Friendswood. Mr. Kabiri congratulated Officer Granillo for the wonderful job he does serving the City of Friendswood.

With concurrence of Council, Mayor Foreman moved to Agenda Item 17A, Resolution R2019-12.

RESOLUTIONS

****Councilmember Scott moved to approve Resolution R2019-12** – A resolution of the City of Friendswood, Texas, suspending the May 10, 2019, effective date of CenterPoint Energy Houston Electric, LLC's requested rate change to permit the city time to study the request and to establish reasonable rates; approving continued cooperation with the Gulf Coast Coalition of Cities; hiring Lloyd Gosselink Attorneys and Consulting Services to negotiate with the company and direct any necessary litigation and appeals; requiring reimbursement of cities' rate case expenses; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

Seconded by Councilmember Griffon. The motion was approved unanimously.

With concurrence of Council, Mayor Foreman moved to Agenda Item 12, Communications from Committees and Special Reports.

COMMUNICATIONS FROM COMMITTEES AND SPECIAL REPORTS

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Fourth of July Steering Committee Vice Chair Barbara Blanchard presented the annual report and stated this year's parade is the 124th annual Fourth of July Celebration. The theme is "There is no place like home." The parade will begin at 10:00 AM. This year Allen Rasmussen, Senior Executive Vice President of HomeTown Bank will be honored as the Parade Grand Marshal. Mr. Rasmussen was chosen as the Parade Grand Marshal this year due to his overwhelming generosity in supporting all events in the City of Friendswood. There will be over 50 vendor booths, rides, games, food, live entertainment, fun for the entire family will take place, and daytime activities will conclude at approximately 3:30 PM. The evening program will take place at Centennial Park at 7:30 PM with "Molly Ringwald's" as the entertainment for the night. Fireworks will follow the evening entertainment, and there will be a shuttle service for the evening program from Friendswood United Methodist Church and Friendswood High School. Vice Chair Blanchard recognized all members of the Fourth of July Steering Committee, Council Liaison Trish Hanks, and Parks and Recreation Department staff members.

ACTION ITEMS

****Councilmember Griffon moved to approve the reappointment of Sawyer Blackburn to the West Ranch Management District Board with a term to expire June 01, 2023, and appointment of Meredith Levine to fill a vacancy with a term to expire June 01, 2023.**

Seconded by Councilmember Branson. The motion was approved unanimously.

****Councilmember Scott moved to approve membership to Bay Area Houston Economic Partnership (BAHEP).**

Seconded by Councilmember Rockey. The motion was approved unanimously.

****Councilmember Branson moved to approve the termination of a Joint Agreement with Galveston County Consolidated Drainage District (GCCDD) for Election Services.**

Seconded by Councilmember Hanks. The motion was approved unanimously.

****Councilmember Gustafson moved to approve implementation of the recommendations of the Drainage Subcommittee.**

Seconded by Councilmember Rockey. The motion was approved unanimously.

With concurrence of Council, Mayor Foreman moved to Agenda Item 17B, Resolution R2019-13.

RESOLUTIONS (continued)

****Councilmember Scott moved to approve Resolution **R2019-13** – A resolution of the City Council of the City of Friendswood, Texas, authorizing and approving the 2019 Urban Area Security Initiative (UASI) Grant Program application. (Combat Casualty Care Training for first responders)**

Seconded by Councilmember Griffon. The motion was approved unanimously.

****Councilmember Griffon moved to approve Resolution **R2019-14** – A resolution of the City Council of the City of Friendswood, Texas, affirming the Drainage Subcommittee's findings that Friendswood is subject to high intensity historic level of flooding events caused by Clear Creek being incapable of containing watershed rainwater within its current banks; necessitating a cause for action to pursue mitigation activities to better position the city for future flood events.**

Seconded by Councilmember Rockey. The motion was approved unanimously.

****Councilmember Branson moved to approve Resolution **R2019-15** – A resolution adopting Rules of Procedure for the Planning and Zoning Commission of the City of Friendswood, Texas, pursuant to authority contained in Section 2-3 of the Code of the City of Friendswood, Texas; and repealing Resolution No. R2010-09.**

Seconded by Councilmember Griffon. The motion was approved unanimously.

****Councilmember Rockey moved to approve Resolution **R2019-16** – A resolution of the City of Friendswood, Texas, Galveston/Harris counties, endorsing the reappointment of four (4) members and**

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appointment of one (1) new member to the Galveston County United Board of Health. Seconded by Councilmember Gustafson. The motion was approved unanimously.

ORDINANCES

****Councilmember Rockey** moved to approve the Second and Final reading of Ordinance No. **2019-11** – An ordinance amending the Code of Ordinances of the City of Friendswood, Texas, Appendix C – “Zoning,” by amending the zoning classification for a tract or parcel containing 115.998 acres of land along the future Friendswood Lakes Boulevard between West Ranch and Friendswood Lakes Subdivisions, Friendswood, Galveston County, Texas, to change from Single Family Residential (SFR) to Planned Unit Development (PUD) for a residential development, “Avalon at Friendswood”, consisting of the following tracts: 1) 87.774 acres, more or less, being a portion of a called 96.944 acres tract in the Mary Fabreau Survey, Abstract No. 69 in Galveston County, Friendswood, Texas, save and except a 9.170 acre portion of the same tract; and 2) 28.2240 acres of land, more or less, being a portion of a called 194.21 acre tract described as Tract “A” as conveyed to Yellowstone Hill Country Ranching, LLC, Friendswood, Galveston County, Texas; amending the zone classification from Single Family Residential (SFR) to Planned Unit Development (PUD) for a residential development, “Avalon at Friendswood”; providing for amendment of the Official Zoning Map; providing a penalty in an amount not to exceed \$2,000 for each day of violation of any provision hereof; and providing for severability.

Seconded by Councilmember Branson. The motion was approved 4-3 with Councilmembers Griffon, Scott, and Gustafson opposed.

****Councilmember Branson** moved to approve the Second and Final reading of Ordinance No. **2019-13** – An ordinance amending Appendix C – “Zoning,” section “Amendments” and Chapter 70 “Vacation of Street, Drainage, Utility or other Public Easement” to change from Joint Public Hearings to separate Public Hearings and to amend ordinance wording to be consistent with state law; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Rockey. The motion was approved unanimously.

****Councilmember Griffon** moved to approve the Second and Final reading of Ordinance No. **2019-14** – An ordinance approving the execution of a Developer Participation Agreement between the City of Friendswood (city) and Coastal Bend Property Development, LP (developer) and Ser Construction Partners, LLC, (contractor), for the purpose of making certain public improvements as authorized by law.

Seconded by Councilmember Gustafson. The motion was approved unanimously.

Community Development Director/City Planner Aubrey Harbin reported that the Planning and Zoning Commission’s vote for Agenda Item 18D, First reading of Ordinance No. T2019-16, An ordinance amending Appendix C – “Zoning,” Section 8.N.1., “Geographic limits,” to amend the established boundary of the Downtown District map **failed 1-5**.

****Councilmember Scott** moved to approve the First reading of Ordinance No. **T2019-16** – An ordinance amending Appendix C – “Zoning,” Section 8.N.1., “Geographic limits,” to amend the established boundary of the Downtown District map; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Branson. The motion was approved unanimously.

Community Development Director/City Planner Aubrey Harbin reported that the Planning and Zoning Commission’s vote for Agenda Item 18E, First reading of Ordinance No. T2019-17, An ordinance amending Appendix C – “Zoning,” “Section 8.F. Off-street parking and loading regulations” and “Section 8.G. Off-street loading regulations” to relocate Downtown District (DD) related language to “Section 8.N.3. Parking” and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections **was approved unanimously**.

****Councilmember Branson** moved to approve the First reading of Ordinance No. **T2019-17** – An ordinance

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amending Appendix C – “Zoning,” “Section 8.F. Off-street parking and loading regulations” and “Section 8.G. Off-street loading regulations” to relocate Downtown District (DD) related language to “Section 8.N.3. Parking” and amendments to reduce the head in parking distance requirement from 400 feet to 75 feet, including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Scott. The motion was approved unanimously.

Community Development Director/City Planner Aubrey Harbin reported that the Planning and Zoning Commission’s vote for Agenda Item 18F, First reading of Ordinance No. T2019-18, An ordinance amending Appendix C – “Zoning,” “Section 7.I.” and “Section 8.N.4.” to allow cement fiber board installed as lap siding in the Downtown District (DD); “Section 8.N.4.” to change the fenestration requirements in the Downtown District (DD), and “Section 8.N.4.” to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections **was approved unanimously**.

****Councilmember Branson** moved to approve the First reading of Ordinance No. **T2019-18** – An ordinance amending Appendix C – “Zoning,” “Section 7.I.” and “Section 8.N.4.” to allow cement fiber board installed as lap siding in the Downtown District (DD); “Section 8.N.4.” to change the fenestration requirements in the Downtown District (DD), and “Section 8.N.4.” to restate that service laterals must be installed underground, prohibit garage bay doors from fronting FM 518 in certain situations, limit exterior building colors to earth tone colors, require that screening materials match the main structure and add a reference to dumpster screening requirements, including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Rockey. The motion was approved unanimously.

Community Development Director/City Planner Aubrey Harbin reported that the Planning and Zoning Commission’s vote for Agenda Item 18G, First reading of Ordinance No. T2019-19, An ordinance amending Appendix C – “Zoning,” “Section 8.N.8. Adjacent property, buffer maintenance and installation” duplicating requirements for buffering from “Section I.2. Perimeter landscaping and screening;” and amendments to “Section 8.N.3. Parking” duplicating requirements for parking from “Section I.2.C. Off-street parking landscaping;” and relocating language PUD modification from “Section 8.H. Modification of standards proposed within a PUD” to “Section 7.J. PUD, Planned Unit Development, general purpose and description,” including minor grammatical corrections **was approved unanimously**.

****Councilmember Scott** moved to approve the First reading of Ordinance No. **T2019-19** – An ordinance amending Appendix C – “Zoning,” “Section 8.N.8. Adjacent property, buffer maintenance and installation” duplicating requirements for buffering from “Section I.2. Perimeter landscaping and screening;” and amendments to “Section 8.N.3. Parking” duplicating requirements for parking from “Section I.2.C. Off-street parking landscaping;” and relocating language PUD modification from “Section 8.H. Modification of standards proposed within a PUD” to “Section 7.J. PUD, Planned Unit Development, general purpose and description,” including minor grammatical corrections; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Branson. The motion was approved unanimously.

Community Development Director/City Planner Aubrey Harbin reported that the Planning and Zoning Commission’s vote for Agenda Item 18H, First reading of Ordinance No. T2019-20, An ordinance amending Appendix A, signs, “Section 9. Prohibited signs” to prohibit LED storefront lights in the Downtown District boundary **was approved unanimously**.

****Councilmember Branson** moved to approve the First reading of Ordinance No. **T2019-20** – An ordinance amending Appendix A, signs, “Section 9. Prohibited signs” to prohibit LED storefront lights in the Downtown District boundary; providing a penalty for violation in an amount not to exceed \$2,000, or as otherwise

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provided by law; repealing all ordinances or parts of ordinances inconsistent or in conflict herewith; and providing for severability.

Seconded by Councilmember Rockey. The motion was approved unanimously.

****Councilmember Scott** moved to approve the First and Final reading of Ordinance No. **2019-21** – An ordinance amending City of Friendswood, Texas, Ordinance No. 2018-28, passed and approved October 1, 2018, same being an ordinance approving and adopting the City's General Budget for Fiscal Year 2018-2019 by approving "Budget Amendment VII" to the "Original General Budget of the City of Friendswood, Texas, for the Fiscal Year 2018-2019"; providing for supplemental appropriation and/or transfer of certain funds; providing for severability; and providing other matters related to the subject.

Seconded by Councilmember Hanks. The motion was approved unanimously.

COMMUNICATIONS FROM THE MAYOR AND COUNCILMEMBERS

Councilmember Rockey stated he is concerned with the road that is going behind Starbucks on FM 528, asked Staff to look at the traffic situation and bring back recommendations to Council that will improve safety of the area. New paver sidewalks in front of City Hall and Stevenson Park are marked with utility graffiti, directed staff to see if the city can require a paint that comes off easier and speak with utility companies to figure out a solution. The library recently hosted the May the Forth celebration, was well attended, a lot of kids attended in Star Wars costume, had a great time, and it was a terrific event.

Councilmember Branson stated during the month of July the city will celebrate the 50th Anniversary of the Apollo 11 splashdown, will be a community-wide celebration, National Aeronautics and Space Administration (NASA) is pretty much what put the City of Friendswood on the map, would like as many people as possible to participate, will be a month-long celebration of NASA, and reach out to her if anyone is interested.

Councilmember Hanks complimented the Community and Economic Development Committee and the Fourth of July Steering Committee, Fourth of July event is a lot of work, a special tradition, and Economic Development Coordinator Karen Capps has organized facilities visits with local businesses. Bay Area Alliance for Youth and Families have been involved with Clear Creek schools for years, works with families and youth to make healthy choices regarding drugs and alcohol, cannot have a vibrant community and safe place if we do not raise our youth right, reported she is participating in their Dancing with the Stars event in September, go online and vote, and she is the only person representing the City of Friendswood.

Mayor Foreman congratulated City Manager Morad Kabiri on his first anniversary as City Manager, has stepped up and hit it out of the park, and has done a magnificent job.

Councilmember Griffon stated the Clear Creek Watershed Steering Committee is having a workshop immediately following the Galveston County Consolidated Drainage District meeting with the Texas General Land Office on May 14, 2019, and the public is welcome.

Councilmember Scott stated he would like to congratulate City Manager Morad Kabiri on his one-year anniversary, was on Council when the Assistant City Manager position was created in an effort to hold on to Mr. Kabiri, knew how valuable he would be to the community, and he is everything Council thought he would be and more. There will be a meeting on May 13, 2019, to canvass the election, is a lot for those that volunteer and put themselves out there and subject themselves to a campaign for zero pay, and for people badmouthing candidates try running for the position yourself, many people like to sit behind their computer and take cheap shots. Over the last six years, he has not seen eye to eye with Councilmember Gustafson, but that does not take away Councilmember Gustafson's contributions to the city and his desire to serve the community. He thanked Councilmember Gustafson for his service, and is looking forward to working with Brent Erenwert. It is a humbling experience to be able to serve the community and be elected by citizens.

Councilmember Gustafson stated it is no secret there was an election on Saturday and it did not work out too well for him, has enjoyed his six years on Council, thanked everyone he has served on Council with,

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thanked Staff, those that have not spent a lot of time with city staff do not realize the gem the city has in their Staff, have some of the most capable, well qualified people anywhere, would put them up against anyone, have been a tremendous help to him, dependable, reliable, accountable, and thanked those that supported him.

ACTION ITEMS (continued)

******Councilmember Gustafson moved to approve giving the City Manager a 5.5% salary increase. Seconded by Councilmember Griffon. The motion was approved unanimously.

CONSENT AGENDA

******Councilmember Scott moved to approve the Consent Agenda as presented: A. Authorizing the Mayor to call a regular meeting of the City Council on May 13, 2019, to canvass the May 4, 2019, election results. B. Approving an Interlocal Agreement regarding use of Friendswood Independent School District assets for City Events and Programs. C. Ratify the City Manager's signature approving a request by American Tower for equipment installation at 1606 Whitaker Drive (Public Safety Building). D. Approving the disposition and replacement of Emergency Medical Service (EMS) vehicle Ambulance 47. E. Authorizing the final acceptance of the Friendswood Lakes Boulevard paving and utilities improvements at the completion of the contractor's one year maintenance period. F. Authorizing acceptance of Industry Park waterline improvements into the contractor's one-year maintenance period. G. Approving an application for utilities outside of the city limits – 18625 County Road 548 (Baker Road), Pearland, Texas. H. Accepting the March 2019 Property Tax Report. I. Approving the Minutes of the April 01, 2019, Council Meeting. Seconded by Councilmember Branson. The motion was approved unanimously.

The meeting was adjourned at 8:25 PM.

Mayor Mike Foreman

Attest:

Melinda Welsh, TRMC
City Secretary

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STATE OF TEXAS)
CITY OF FRIENDSWOOD)
COUNTIES OF GALVESTON/HARRIS)
MAY 13, 2019)

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD CITY COUNCIL THAT WAS HELD ON MONDAY, **MAY 13, 2019**, AT 6:30 PM AT FRIENDSWOOD CITY HALL COUNCIL CHAMBERS, 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING PRESENT CONSTITUTING A QUORUM:

MAYOR
MAYOR PRO-TEM
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
COUNCILMEMBER
CITY ATTORNEY
CITY MANAGER
CITY SECRETARY

MIKE FOREMAN
JOHN SCOTT
STEVE ROCKEY
SALLY BRANSON
TRISH HANKS
ROBERT J. GRIFFON
CARL GUSTAFSON (left at 6:41 PM)
BRENT ERENWERT
MARY KAY FISCHER
MORAD KABIRI
MELINDA WELSH

REGULAR SESSION

Mayor Foreman called the meeting to order.

The invocation was given by Pastor Lynn Colby with Calvary Chapel Church.

Girl Scout Emily Hernandez and Katherine Lomoc with Girl Scout Troop 26222 led the Pledge of Allegiance to the United States and to the State of Texas.

COMMUNICATIONS FROM THE PUBLIC

Mayor Foreman asked if anyone would like to speak. No one spoke.

COMMENTS FROM INCOMING /OUTGOING COUNCLIMEMBERS

Candidate Brent Erenwert thanked everyone for coming to the meeting, thrilled to be speaking as a future Councilmember, winning the election ranks among one of the most significant achievements in his life, thanked current Councilmembers for their hard work and commitment to the community, and he is looking forward to working with them to serve the City of Friendswood. He will be honored to work with a diverse group of people and come together with a common goal of combining their individual expertise and talents to make the best decisions possible for the future of Friendswood. He loves and appreciates his parents, they instilled the best values in him, most importantly that everyone is equal in God's eyes, and you must treat everyone with respect whether friend or foe. He thanked his father for showing him the passion and drive that he can achieve anything no matter the odds, and his father is his hero. Is grateful to his mother for teaching him to be kind, thoughtful, and caring. He believes this past election proved that he has passion and cares for the City of Friendswood, promises not to let the citizens down, and will always give 110%. He thanked his wife Laura Erenwert, married for 16 years, love of his life, amazing mother to his two children, stood by his side during the campaign, sacrificed when necessary, and maintained normalcy in their home throughout the campaign. He thanked his children Jacqueline and Sophie Erenwert, sorry for the time he missed with them during the campaign, as they get older they will understand and appreciate the time he took as a devoted citizen for the community and their future, and is looking forward to getting back in the routine of their quality time together. He also thanked his supporters for believing in the new guy, and conversations he has had with many of them has given him insight and a wealth of information about the city. He thanked Councilmember Gustafson for his service

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to the community, public service can be tough, hopes Councilmember Gustafson will continue to be an asset to the city, he possesses a great deal of knowledge, and wishes him and his family the best. It is his hope and prayer that his presence on Council exhibits his commitment, strength, character, high energy, positive attitude, and innovative ideas. He stated he believes it is time for new ideas, vision, energy and change as the city moves into the future. To the voters that voted for him, it was an investment in the future of the City of Friendswood and he appreciates those that share his views and voted for him. Over the next three years, he hopes those that did not vote for him will see a change and find him appealing.

ORDINANCES

****Councilmember Rockey** moved to approved the First and Final reading of Ordinance No. **2019-22** – An ordinance of the City Council of the City of Friendswood, Texas, canvassing the returns of the May 04, 2019, City of Friendswood General Election for Council Positions No. 4 and No. 6. Seconded by Councilmember Scott. The motion was approved unanimously.

COUNCILMEMBER – POSITION NO. 4 (Term expires May 2022)

Robert J. Griffon..... 1,500 votes

COUNCILMEMBER – POSITION NO. 6 (Term expires May 2022)

Brent Erenwert..... 978 votes

Carl W. Gustafson..... 760 votes

PRESENTATION OF CERTIFICATE OF ELECTION

Mayor Foreman presented the Certificates of Election to newly elected Brent Erenwert and re-elected Robert J. Griffon.

Councilmember Gustafson left the meeting at this time.

OATH OF OFFICE

The Honorable Judge John Ellisor administered the Oath of Office to Robert J. Griffon for City Council Position No. 4.

The Honorable Judge John Ellisor administered the Oath of Office to Brent Erenwert for City Council Position No. 6.

COMMUNICATIONS FROM THE MAYOR AND COUNCILMEMBERS

Councilmember Rockey thanked former Councilmember Gustafson for his six years of service, was a tremendous councilmember, will miss his engineering approach, great job on the Drainage Subcommittee, does tremendous things within his family and for the city, elections are elections, but he will miss former Councilmember Gustafson. He welcomed Councilmember Erenwert aboard, will do a wonderful job, will now have four Friendswood High School graduates on Council, will be a good time and tremendous experience. He will miss Councilmember Gustafson, and intends to keep him as a friend for life.

Councilmember Branson thanked former Councilmember Gustafson for his service, always did a marvelous job, built great relationships beyond the city's borders, hopes he and his family will stay involved, and they are a wonderful assets to the City of Friendswood. She welcomed Councilmember Erenwert aboard, will be a great team with Staff and Council, and told Councilmember Erenwert to contact her if she can be of any assistance.

Councilmember Hanks thanked former Councilmember Gustafson for his service, appreciates his volunteerism, expertise and the knowledge he gained from serving the community for six years. She

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welcomed Councilmember Erenwert aboard, and stated she is always excited when young people want to be involved in public service.

Councilmember Griffon thanked former Councilmember Gustafson for his service, and he has been a wonderful asset on Council. He has only served on Council for one year, thanked former Councilmember Gustafson and Staff that have helped him get up to speed on how a municipality works. He thanked his colleagues on the dais, have been generous of their time and will be generous of their time with newly elected Councilmember Erenwert. He welcomed Councilmember Erenwert aboard, and thanked the citizens and his wife for supporting him.

Councilmember Scott stated he would like to reiterate the comments he made regarding former Councilmember Gustafson at the May Council meeting, it takes a special kind of person to volunteer and put themselves through a campaign, and he is thankful for the six years former Councilmember Gustafson spent serving the community. He welcomed Councilmember Erenwert aboard, it is amazing that guys are willing to put themselves out in front of the public for no money, thankful he is here to serve the community, appreciates the voters that recently voted, elections are important, and do not complain about an issue if you are not willing to get out and vote.

Councilmember Erenwert stated he wanted to reiterate that he is excited to work amongst this amazing group, hopefully will have an influence as they all work from different backgrounds toward a common goal, and thanked all the voters that supported him.

Mayor Foreman stated he agrees with comments made regarding former Councilmember Gustafson, was an outstanding councilmember, always had the city's best interests in mind, always put the citizens of Friendswood first, still has six more years of terms available, and could see him come back to Council in the future. He welcomed Councilmember Erenwert aboard and it will be fun working together. Council does have a Cross pen to present to former Councilmember Gustafson for his service to the city.

The meeting was adjourned at 6:53 PM.

Mayor Mike Foreman

Attest:

Melinda Welsh, TRMC
City Secretary