

NOTICE OF CITY COUNCIL WORKSHOP MEETING

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS, WILL MEET IN A WORKSHOP SESSION OPEN TO THE PUBLIC AS FOLLOWS:

DATE: Tuesday, July 22, 2014

TIME: 6:00 p.m.

PLACE: Rosenberg City Hall
City Hall Council Chamber
2110 4th Street
Rosenberg, Texas 77471

PURPOSE: City Council Workshop Meeting, agenda as follows:

During a City Council Workshop, the City Council does not take final action on the agenda items and any consideration of final action will be scheduled at a Regular or Special City Council Meeting. Public comments are welcomed at Regular or Special City Council Meetings. No public comments will be received at a Workshop Meeting.

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 551, of the Texas Government Code.

Call to order: City Hall Council Chamber

AGENDA

1. Hear and discuss citizen's request for variance to the City's "Mobile Home" Ordinance, and take action as necessary to direct staff. (Tanner)
2. Hear presentation regarding FY2015 Budget, and take action as necessary to direct staff. (Gracia/Vasut)
3. Review and discuss Fiscal Year 2014-2015 Budget for the Rosenberg Development Corporation, and take action as necessary to direct staff. (Vasut)
4. Review and discuss projected FY2015 Revenues, and take action as necessary to direct staff. (Vasut)
5. Review and discuss Rosenberg's current property tax rate, the projected effective tax rate and the proposed tax rate for Fiscal Year 2015, and take action as necessary to direct staff. (Vasut)
6. Review and discuss Rosenberg's current debt and the Debt Service Fund for Fiscal Year 2015, and take action as necessary to direct staff. (Vasut)
7. Adjournment.

[EXECUTION PAGE TO FOLLOW]

DATED AND POSTED this the _____ day of _____ 2014, at _____m.,

by _____.

Attest:
Christine Krahn, Acting City Secretary

Approved for Posting:
Robert Gracia, City Manager

Approved:
Vincent M. Morales, Jr., Mayor

Reasonable accommodation for the disabled attending this meeting will be available; persons with disabilities in need of special assistance at the meeting should contact the City Secretary at (832) 595-3340.



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
1	“Mobile Home” Ordinance Variance Procedure Discussion
ITEM/MOTION	
Hear and discuss citizen’s request for variance to the City’s “Mobile Home” Ordinance, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds: N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

SUPPORTING DOCUMENTS:

MUD #: N/A

1. Cedillo Correspondence – 07-09-14
2. Code of Ordinances Excerpt – Chapter 17. Manufactured Housing, Mobile Homes, and Travel Trailers and Parks

APPROVALS

Submitted by:

Travis Tanner

Travis Tanner, AICP
Executive Director of
Community Development

Reviewed by:

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

Approved for Submittal to City Council:

Robert Gracia

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This Agenda item has been requested by Mr. Paul Cedillo, Jr., who desires to address City Council regarding the addition of a variance procedure to the City’s “Mobile Home” Ordinance.



THE GUADALUPANA LAW FIRM

2319 Avenue H • Rosenberg, Texas 77471 • 281/341-6356 Office



July 9, 2014

CITY OF ROSENBERG
Attn.: CITY MANAGER, ROBERT GRACIA
P.O. Box 32
Rosenberg, TX. 77471

**Re: REQUEST TO PRESENT TO CITY COUNCIL
PROPOSAL FOR AMENDING ORDINANCE
FOR MOBILE HOME**

Dear Mr. Gracia,

I represent a person who wants to place and/or keep a Mobile Home on his property. To date, I have found out the Mobile Home Ordinance does not have a "Variance" allowing a citizen to, at least, petition the city for this purpose.

I would like to present my views to the City Council on a "why a variance is necessary" and see if they will try to change the Ordinance.

Feel free to contact me at (281)341-6356 if you have any questions or concerns.

Thank you,

PAUL CEDILLO, JR.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE I. IN GENERAL

Chapter 17 MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS ¹¹

ARTICLE I. - IN GENERAL

ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND RECREATIONAL VEHICLES

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

ARTICLE IV. - MOBILE HOME/MANUFACTURED HOME SUBDIVISIONS

ARTICLE V. - SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

ARTICLE VI. - TRAVEL TRAILERS AND RECREATIONAL VEHICLES

ARTICLE I. IN GENERAL

Sec. 17-1. Definitions.

Sec. 17-2. Director of public works' authority.

Sec. 17-3. Notices and orders.

Sec. 17-4. Compliance.

Sec. 17-5. General penalty; continuing violations; abatement.

Secs. 17-6—17-25. Reserved.

Sec. 17-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Accessory structure shall mean any structural addition to a mobile home/manufactured house including, without limitation, awnings, cabanas, decks, Florida rooms, porches, ramadas, storage cabinets and similar appurtenant structures.

Alterations shall mean the replacement, addition, modification, or removal of any equipment or its installation in a new manufactured home after sale by a manufacturer to a retailer but prior to sale and installation by a retailer to a purchaser. It does not include the repair or replacement of a component or appliance requiring "plug-in" to an electrical receptacle, which appliance was not provided with the mobile/manufactured home by the manufacturer.

Camping trailer shall mean a portable unit mounted on wheels and constructed of collapsible partial side walls which fold for towing by another vehicle and unfold to provide temporary living quarters for recreational, camping or trailer use.

HUD-code manufactured home shall mean a structure constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one (1) or more sections, which in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or when erected on-site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems.

Manufactured housing or manufactured home shall mean a HUD-code manufactured home or a mobile home and collectively means and refers to both.

Mobile home shall mean a structure that was constructed before June 15, 1976, transportable in one (1) or more sections which, in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or when erected on-site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein.

Mobile home lot or manufactured home lot shall mean a plot of ground within a mobile/manufactured home park designed for the accommodation of one (1) mobile home or one (1) manufactured home.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE I. IN GENERAL

Mobile home park or manufactured home park shall mean a contiguous development of land which has been planned and improved for the placement of mobile/manufactured homes approved by the city in accordance with all applicable codes, ordinances, laws, rules and regulations.

Mobile home stand or manufactured house stand shall mean the space within the lot on which a mobile/manufactured home is to be located.

Mobile home subdivision or manufactured home subdivision shall mean a duly recorded subdivision which has been planned and approved for mobile/manufactured homes approved by the city in accordance with all applicable codes, ordinances, laws, rules and regulations.

Motor home shall mean a vehicular unit designed to provide temporary living quarters for recreational, camping or travel use built on or permanently attached to a self-propelled motor vehicle chassis or on a chassis cab or van which is an integral part of the completed vehicle and shall be understood to mean a recreational vehicle as that term is used herein.

Recreational vehicle shall mean a unit which contains facilities for either sleeping or temporary living quarters, or both, and which has its own motive power or is designed to be mounted on or towed by another motor vehicle. The term recreational vehicle shall include but not be limited to a motor home, truck camper, travel trailer and camping trailer; provided, however a recreational vehicle shall not include a boat, a mobile home or a manufactured home.

Recreational vehicle park shall mean a contiguous development of land which has been planned and improved for the placement of recreational vehicles approved by the city in accordance with applicable codes, ordinances, laws, rules and regulations.

Sales lot shall mean any premises used by a retailer for showing manufactured homes to potential customers or any tract of land used for showing recreational vehicles to potential customers excepting premises used and owned by an individual showing a recreational vehicle.

Skirt shall mean concealment from view of the under carriage on all sides of a mobile home and/or manufactured home. Skirting must be accomplished with metal, vinyl or other material approved by the city.

Solid fence shall mean any fence constructed of masonry, metal, or wood or any combination of such materials and may be screened with Venetian blinds, plantings or other appropriate materials to obscure visibility. The term solid fence as used herein may include a fence that is constructed with masonry, metal or materials made out of wood or wood derivatives and in good repair without flaws, defects or any conditions impairing or limiting the utility of the fence.

Storage lot shall mean any part or portion of an undivided or divided land, lot(s), area, development or subdivision which is dedicated or designed as a mobile home or manufactured housing storage area and which is used to park or store mobile homes or manufactured housing for later sale, repair or renovation at other locations. If a lot or area is in multiple use unrelated to mobile homes or manufactured housing and a portion thereof is used for storage or the keeping of manufactured housing or mobile homes, where the same are stored, such lot shall be deemed a storage lot and regulated under the terms and provisions of this chapter relating to storage lots.

Travel trailer shall mean a vehicular, portable structure on a permanent chassis, designed by the manufacturer to be towed by another vehicle and used as a temporary dwelling, and which meets the definition of "temporary living quarters" or "permanent living quarters" as applicable to its use.

- (1) *Temporary living quarters.* A travel trailer intended to be used for recreational, camping or travel use and of such size and weight so as not to require a special highway movement permit and which complies with the standards of NFPA 501-C, or ANSI standards for the construction of travel trailers which were in effect at the time the travel trailer was constructed.
- (2) *Permanent living quarters.* A travel trailer which may be occupied indefinitely (without limit as to the length of time it is occupied) which:
 - a. In the traveling mode does not require a special highway permit;
 - b. Is less than eight (8) feet in width;
 - c. Is less than forty (40) feet in length exclusive of pulling or tow equipment;
 - d. Has a minimum floor area of one hundred twenty (120) square feet;
 - e. When placed on location, has all the amenities, facilities and capabilities of a mobile home; and

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE I. IN GENERAL

- f. Complies with standards of NFPA 501-C, current edition, or the ANSI standards for the construction of travel trailers which were in effect at the time the travel trailer was constructed.
- g. A travel trailer shall not be considered a manufactured house, i.e. a HUD-code home, and may not be located or placed in a mobile home or manufactured home subdivision.

Sec. 17-2. Director of public works' authority.

Except as otherwise specified in this chapter, the director of public works shall be the permit and license issuance officer for all permits and licenses required pursuant to this chapter. He/she shall prescribe forms therefor including all information reasonably and necessarily required for his/her enforcement of the provisions of this chapter. He/she shall also have authority to establish reasonable and necessary administrative rules and regulations relating to the performance of his/her duties under this chapter such as the place where license and permit applications will be received and the times when inspections will be made.

Sec. 17-3. Notices and orders.

The director of public works shall issue all necessary notices or orders to remove or abate illegal or unsafe conditions and to ensure compliance with all the requirements of this chapter for the safety, health and general welfare of the public.

Sec. 17-4. Compliance.

When any person shall have been notified by a written notice by the city that any condition may exist or conduct by him/her as owner, agent, or in any other capacity, is in violation of the provisions of this chapter, it shall be his/her duty to abate the violation within the time specified in the written notice. Such time shall not exceed ten (10) days. In the event legitimate circumstances exist preventing compliance within the specified ten-day period, the director of public works may extend the compliance time for a period as may be reasonably determined. Additionally, when warranted, the director of public works may provide for immediate compliance when a serious threat to life or substantial damage to property may exist.

Sec. 17-5. General penalty; continuing violations; abatement.

- (a) *Penalty.* Any person who shall violate any of the provisions of this chapter shall, upon conviction, be fined not more than the maximum amount as shall be from time to time provided and/or allowed under the laws of the State of Texas, and each day's violation shall constitute a separate violation.
- (b) *Abatement.* In addition to the penalties herein above provided, any condition caused or permitted to exist in violation of any of the provisions of this chapter or any ordinance shall be deemed a public nuisance and may be abated by the city as provided by law.

Secs. 17-6—17-25. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND RECREATIONAL VEHICLES

DIVISION 1. GENERALLY

ARTICLE II. REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND RECREATIONAL VEHICLES

DIVISION 1. - GENERALLY

DIVISION 2. - MANUFACTURED HOUSING COMPLIANCE

DIVISION 3. - RECREATIONAL VEHICLES DIVISION 1. GENERALLY

Sec. 17-26. Definitions.

Sec. 17-27. Authorized locations for mobile homes and manufactured housing.

Sec. 17-28. Placement standards and skirting requirements.

Sec. 17-29. Upkeep, smoke detectors; requirements applicable to all travel trailers, recreational vehicles, mobile homes and manufactured housing subject to regulation under this chapter.

Sec. 17-30. Restricted uses.

Secs. 17-31—17-45. Reserved.

Sec. 17-26. Definitions.

Except as otherwise specifically provided, the term "mobile home" as used in this chapter shall mean and include the term mobile home and manufactured housing.

Sec. 17-27. Authorized locations for mobile homes and manufactured housing.

- (a) Placement of a mobile home for use or occupancy as a residential dwelling, constructed prior to June 15, 1976, shall be prohibited within the corporate limits of the city unless otherwise permitted under the terms and provisions of this chapter. Said prohibition will be prospective and shall not apply to a mobile home previously legally permitted and used or occupied as a residential dwelling within the city. Permits for such use and occupancy shall be granted by the city for replacement of a mobile home constructed prior to June 15, 1976 within the corporate limits with a HUD-code manufactured home, provided the placement of such replacement manufactured home is not otherwise prohibited herein and can meet the setback and distance requirements.
- (b) Except as permitted in (a) above and subject to lawful compliance with this Code, a mobile home or manufactured home may be placed, or permitted to remain within the city, if and only if, it is situated:
 - (1) In a mobile/manufactured home park licensed pursuant to Article III of this chapter;
 - (2) In a duly platted and recorded mobile home or manufactured home subdivision, meeting all requirements of Article IV of this chapter;
 - (3) In an approved mobile/manufactured home sales lot, or approved storage lot;
 - (4) Upon a site that such mobile home or manufactured home has continuously occupied since the effective date hereof, provided that such occupancy was lawful on that date, and further provided, that the continued occupancy thereof does not pose a significant danger to the health or safety of persons within the mobile home or manufactured home or to others;
 - (5) Upon a site that such mobile home or manufactured home has occupied prior to annexation of the site by the city, provided that such mobile home or manufactured home has continuously occupied the site since the date the site was annexed, and further provided, that the continued occupancy thereof does not pose a significant danger to the health or safety of persons within the mobile home or manufactured home or to others;

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND RECREATIONAL VEHICLES

DIVISION 1. GENERALLY

- (6) The exemption for existing mobile home or manufactured home shall apply to the mobile home or manufactured home being occupied at the time of adoption of this chapter as defined in subsection (4) above, or to the mobile home or manufactured home being occupied at the time of annexation as defined in subsection (5) above, and shall include any replacement mobile home or manufactured home for such site provided such replacement is made within ninety (90) days of the date the mobile home or manufactured home being replaced has been removed, damaged or destroyed, if the placement of such replacement mobile home or manufactured home can meet the setback and distance requirements and does not pose a significant danger to the health or safety of persons within the mobile home or manufactured home or to others.
- (c) It shall be unlawful for any person to park or place a mobile home or manufactured home at any location not authorized by this chapter, or to permit or suffer any mobile home or manufactured home to remain within the city in any location not authorized pursuant to this chapter.

(Ord. No. 2001-06, 2-6-01)

Sec. 17-28. Placement standards and skirting requirements.

- (a) Placement of mobile homes/manufactured homes and within mobile/manufactured home parks shall be as set forth in Article III of this chapter. Each park shall maintain a separated, marked area for mobile homes/manufactured homes if recreational vehicles or travel trailers are permitted within the park. If recreational vehicles or travel trailers are to be located within the park, they shall be located in a separate designated area and shall meet the requirements of this chapter.
- (b) Mobile homes/manufactured homes placed outside of mobile/manufactured home parks shall conform to all applicable provisions of this Code relating to mobile homes and manufactured homes used for occupancy.

In addition, all mobile homes and manufactured homes shall have skirts within thirty (30) days after being placed within the city except as otherwise provided herein.

Sec. 17-29. Upkeep, smoke detectors; requirements applicable to all travel trailers, recreational vehicles, mobile homes and manufactured housing subject to regulation under this chapter.

- (a) All mobile homes/manufactured homes and recreational vehicles both existing and new shall have fully operational smoke detectors and they shall be maintained in a safe and operating condition. All devices or safeguards required by this Code or by standards adopted by this Code, or by any other law affecting a mobile home, manufactured home, travel trailer, camping trailer or recreational vehicle, shall be maintained in good working order.
- (b) No persons shall occupy a mobile home, manufactured home or recreational vehicle, regardless of the age of the unit, unless there are installed therein fully operational smoke detectors which shall be maintained so that they are in good working order in accordance with the manufacturer's standards at all times.

Sec. 17-30. Restricted uses.

Mobile homes, manufactured homes and recreational vehicles shall only be permitted for residential use or occupancy unless another use is specifically approved as an amendment to this Code.

Secs. 17-31—17-45. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS
ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND
RECREATIONAL VEHICLES

DIVISION 2. MANUFACTURED HOUSING COMPLIANCE

DIVISION 2. MANUFACTURED HOUSING COMPLIANCE

Sec. 17-46. Finalized placement permit required for occupancy.

Sec. 17-47. Application.

Sec. 17-48. Finalization of placement permit.

Sec. 17-49. Utility disconnection.

Sec. 17-50. Placement inspection and fees.

Secs. 17-51—17-55. Reserved.

Sec. 17-46. Finalized placement permit required for occupancy.

- (a) It shall be unlawful for any person to use or occupy in whole or in part, make use of any utility service, or to furnish utility to any manufactured home which has been placed within the city until and unless a placement permit therefor has been issued by the city.
- (b) It shall be unlawful for any person to allow another person to use or occupy in whole or in part, make use of any utility service, or to furnish utility to any manufactured home which has been placed within the city on premises belonging to such person or over which such person has control over, until and unless a placement permit therefor has been issued by the city.

Sec. 17-47. Application.

Any person desiring to place a manufactured home shall make application therefor upon such forms as may be prescribed by the director of public works setting forth:

- (1) A description of the manufactured home by dimensions, manufacturer and serial or identification number.
- (2) The name and address of the person having title to the manufactured home.
- (3) The date of manufacture of the manufactured home.
- (4) Whether the manufactured home has affixed to it a seal, label, or decal certifying its compliance with standards adopted under the laws of the State of Texas and in full accordance with all applicable law or a seal or label or decal issued by another state certifying its compliance with standards promulgated for manufactured homes by the United States Department of Housing and Urban Development.
- (5) If the manufactured home has affixed to it a seal, label or decal as described in item (a)(4), above, the applicant shall certify whether or not there have been any alterations to the manufactured home since the seal, label or decal was affixed.
- (6) The proposed location of the manufactured home by legal description, plot plan, diagram or other means which is adequate to advise the director of public works of the exact placement and its relationship to property lines and other structures.
- (7) The license number of the manufactured home park operator if the manufactured home is to be placed in a manufactured home park.
- (8) The county clerk's recording information for the plat thereof if the manufactured home is to be placed in a manufactured home subdivision.
- (9) Any information deemed necessary by the director of public works to determine compliance with any applicable regulations pertaining to flood-prone areas.
- (10) The utilities to be provided to the manufactured home and the source and availability thereof.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND RECREATIONAL VEHICLES

DIVISION 2. MANUFACTURED HOUSING COMPLIANCE

- (11) Any additional information the director of public works finds will aid in the enforcement of this chapter or other laws applicable to manufactured homes.

The application shall be signed by the owner of the manufactured home or his/her agent, and if the manufactured home is placed outside a manufactured home park, the owner of the land on which the manufactured home is to be located.

Sec. 17-48. Finalization of placement permit.

A placement permit may be issued by the director of public works and occupancy of the manufactured home shall be authorized when:

- (1) The applicant has obtained all applicable permits and inspections under this Code and the city building codes.
- (2) The director of public works has found that the manufactured home and its placement meet all applicable requirements of the city's ordinances and all state laws which may be enforced by the city.

Sec. 17-49. Utility disconnection.

- (a) When any utility service to a manufactured home is disconnected it shall be the duty of the utility company to disconnect, lock, seal or otherwise prevent the unauthorized connection or reconnection of such utility service. In the event that the service is provided on a submetering or other basis whereby the utility company's billing is not made directly to the manufactured home resident, then such duty shall rest upon the person contracting for service with the utility company.
- (b) A manufactured home which has not been replaced but which has had any utility service disconnected thereto may be reconnected to such utility service, provided that:
 - (1) A placement permit has been previously issued and finalized for such manufactured home at the site on which it is located; and
 - (2) A permit has been obtained for reconnection for any electrical utilities and the director of public works has found, upon inspection, that the exterior wiring service on the manufactured home is in such condition that it may be safely connected to the electrical utilities service. A fee shall be paid for reconnection in such amount as shall be from time to time recommended by the city manager and approved by the city council.

Sec. 17-50. Placement inspection and fees.

- (a) Each manufactured home placed or replaced within the city for the first time shall be inspected by the director of public works to determine that its placement is in accordance with the provisions of this chapter. A fee for such placement inspection is hereby established and shall be collected in the amount as shall be from time to time recommended by the city manager and approved by the city council. In consideration of such fee the applicant shall be entitled to the original inspection of the placement of the manufactured home and one (1) reinspection for deficiencies, if required. A fee shall be paid for the second and each subsequent reinspection due to deficiencies concerning the manufactured home or its placement in such amount as shall be from time to time recommended by the city manager and approved by the city council.
- (b) Each manufactured home moved from one (1) location in the city to another, for which a manufactured home placement permit has already been issued, shall be subject to a transfer fee in such amount as shall be from time to time recommended by the city manager and approved by the city council for manufactured home placement inspection.

Secs. 17-51—17-55. Reserved.

PART II - CODE OF ORDINANCES
Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS
ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND
RECREATIONAL VEHICLES

DIVISION 3. RECREATIONAL VEHICLES

DIVISION 3. RECREATIONAL VEHICLES

Sec. 17-56. Recreational vehicle placement.

Sec. 17-57. Recreational vehicles outside parks.

Sec. 17-58. Camping trailers.

Sec. 17-59. Motor homes, truck campers, and travel trailers.

Secs. 17-60—17-65. Reserved.

Sec. 17-56. Recreational vehicle placement.

- (a) It shall be unlawful for any person to place, use or occupy a recreational vehicle within the city unless such placement, use or occupancy is specifically authorized by this chapter. Further, it shall be unlawful for any person to permit, allow or suffer the placement, use or occupancy of a recreational vehicle on any property under his/her ownership or control unless such placement, use or occupancy is specifically authorized by this chapter.
- (b) Any computation of time under the provisions of this division shall commence from the date that the recreational vehicle is placed.

Sec. 17-57. Recreational vehicles outside parks.

- (a) A recreational vehicle may be parked or stored outside a recreational vehicle park so long as no one occupies it for use, no utilities, temporary or permanent, are connected to the recreational vehicle and the vehicle is not parked on or extending over public property unless parked on a public street in full compliance with any applicable parking ordinances and applicable state law.
- (b) An occupied recreational vehicle may be parked or temporarily placed on property in private ownership for a period not to exceed seven (7) days in any consecutive six-month period.

Sec. 17-58. Camping trailers.

- (a) A camping trailer may be placed in a recreational vehicle park licensed by the city as such, for a period not to exceed thirty (30) days in any consecutive six-month period and may be used for sleeping and living purposes during the time it is so placed in a park.
- (b) No camping trailer may be placed or used within a mobile or manufactured home park.

Sec. 17-59. Motor homes, truck campers, and travel trailers.

- (a) A recreational vehicle or a travel trailer may be placed in a recreational vehicle park for a period of time not to exceed six (6) months within any consecutive twelve-month period, and may be used for sleeping and living purposes during the time that it is so placed in the park if:
 - (1) It is self-contained.
 - (2) It has at least one hundred twenty (120) square feet of floor space.
 - (3) The park in which it is placed is licensed by the city as a recreational vehicle park or a manufactured home park if special arrangements and appropriate separations have been made in the park for recreational vehicles as provided for by this chapter.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE II. - REQUIREMENTS CONCERNING MOBILE HOMES, MANUFACTURED HOMES AND
RECREATIONAL VEHICLES

DIVISION 3. RECREATIONAL VEHICLES

- (b) A travel trailer which is not self-contained may be placed in a recreational vehicle park for a period of time not to exceed thirty (30) days within any consecutive twelve-month period and may be used for sleeping and living purposes during the time it is placed in the park if:
 - (1) The park in which it is placed is licensed by the city as a recreational vehicle park, and the park meets the requirements of this chapter.
 - (2) It is placed on a lot in the park which was shown on the park's application and approved for use of the specific type of recreational vehicle being placed thereon.
- (c) A travel trailer may be placed in a recreational vehicle park and may be used for sleeping and living purposes while it is placed in such park, without limitation as to the period of time it is so located and used if:
 - (1) It is placed in a park which is licensed by the city as a recreational vehicle park.
 - (2) It is placed on a lot in a park which is shown on the park's application and approved by the city for use by travel trailers connected to public utilities.
 - (3) It is connected to the park's (or to a public) water supply, sewer system and electric system, and to such a gas system if the travel trailer is designed for natural gas and has any gas appliances.
 - (4) It is tied down and in a manner reasonable and necessary to secure the travel trailer.

Secs. 17-60—17-65. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 1. GENERALLY

ARTICLE III. MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 1. - GENERALLY

DIVISION 2. - PLATTING AND DEVELOPMENT

DIVISION 3. - LICENSE

DIVISION 4. - INSPECTION

DIVISION 5. - MOBILE HOME PARK STANDARDS DIVISION 1. GENERALLY

Sec. 17-66. Mobile home parks/manufactured housing in general.

Sec. 17-67. Location.

Secs. 17-68—17-75. Reserved.

Sec. 17-66. Mobile home parks/manufactured housing in general.

A mobile/manufactured home park may have provisions for both manufactured housing and recreational vehicles; however, appropriate separations and divisions must be maintained. Specifically marked areas shall be observed as otherwise provided herein and in no case shall a mobile/manufactured home park have areas where manufactured housing and recreational vehicles are combined or located jointly without separations and dividers as required by this chapter.

Sec. 17-67. Location.

In addition to the requirements contained herein, the nearest property line of a mobile/manufactured home park must be at least two hundred (200) feet from any permanent building located outside the park, unless separated therefrom by a solid fence at least six (6) feet in height, then the separation shall be twenty-five (25) feet.

Secs. 17-68—17-75. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 2. PLATTING AND DEVELOPMENT

DIVISION 2. PLATTING AND DEVELOPMENT

Sec. 17-76. Mobile/manufactured home park plat.

Sec. 17-77. Building or development permit required.

Sec. 17-78. Application contents; fee.

Sec. 17-79. Review and approval process.

Secs. 17-80—17-85. Reserved.

Sec. 17-76. Mobile/manufactured home park plat.

- (a) Any person developing a mobile/manufactured home park shall become familiar with the requirements of this chapter and policy of the comprehensive master plan as prepared by the planning and zoning commission of the city.
- (b) Whenever any mobile/manufactured home park is proposed and before any building or development permit for the erection of any structure shall be granted by the building official and/or director of public works as hereinafter provided, the person desiring to develop such park shall present to the planning and zoning commission, for consideration, a properly prepared plat in accordance with requirements established in Chapter 25, Subdivisions, of this Code with the exception of the filing requirements established by the county clerk's office. A fee shall from time to time be established by the city manager with the approval of the city council for any application filed hereunder.
- (c) All proposed mobile/manufactured home park plats within the city or its extraterritorial jurisdiction shall be submitted to the planning and zoning commission for consideration. The planning and zoning commission has the power and authority to recommend approval of said plats to the council.

Sec. 17-77. Building or development permit required.

It shall be unlawful for any person to construct, alter or extend any mobile/manufactured home park within the city without first having obtained a permit therefor from the director of public works.

Sec. 17-78. Application contents; fee.

- (a) All applications for mobile/manufactured home park building or development permits shall be submitted to the director of public works with the required fee in such amount as shall be from time to time established by the city manager and approved by the city council and shall contain the following:
 - (1) The name and address of the applicant;
 - (2) The street address and legal description of the land on which the mobile/manufactured home park development is to be or is located;
 - (3) Complete engineering plans and specifications of the proposed development showing, but not limited to the following:
 - a. The area and dimensions of the tract of land;
 - b. The number, location, and size of all mobile homes and manufactured home lots;
 - c. The required drawing shall show:
 - 1. The location of any areas designated for mobile or manufactured homes.
 - 2. The location of any areas designated for recreational vehicles which shall be separated from lots or areas set aside for mobile/manufactured homes by a separation area of at least fifty (50) feet and in a clearly demarcated area.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 2. PLATTING AND DEVELOPMENT

3. The dimensions and location of all lots.
- d. The location and width of roadways and walkways and vehicle parking;
- e. The location of water and sewer lines and riser pipes;
- f. The location and details of fire hydrants;
- g. The location of standpipes if a standpipe system is to be installed;
- h. Plans and specifications of the required mobile/manufactured home park office and all buildings constructed within the mobile/manufactured home park;
- i. The location and details of all electrical and gas systems; and
- j. Site drainage plan.
- k. Any additional information the director of public works determines will aid in the enforcement of this chapter.
- l. The director of public works may require that all or any portion of the plans and specifications be certified by a professional engineer registered in Texas.

Sec. 17-79. Review and approval process.

The director of public works shall review the application for a permit and may grant a permit if it is found that the application is in accord with the provisions of this Code and other applicable law, and that the issuance of the permit will not adversely affect the health, safety and well-being of the residents, citizens and inhabitants of the city.

Secs. 17-80—17-85. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 3. LICENSE

DIVISION 3. LICENSE

Sec. 17-86. Park operators license required.

Sec. 17-87. Notice of disposition and transfer.

Sec. 17-88. Application for license.

Sec. 17-89. Issuance of mobile/manufactured home park license.

Sec. 17-90. Correction of violations.

Sec. 17-91. Revocation and expiration of license.

Sec. 17-92. Posting.

Sec. 17-93. Fees.

Secs. 17-94—17-100. Reserved.

Sec. 17-86. Park operators license required.

It shall be unlawful for any person to operate any mobile/manufactured home park within the limits of the city unless he/she holds a valid license issued annually by the director of public works in the name of such person for the specific mobile/manufactured home park. All applications for licenses shall be made to the director of public works, who shall issue a license upon compliance by the applicant with provisions of this chapter.

Sec. 17-87. Notice of disposition and transfer.

Every person holding a license shall give notice in writing to the director of public works within thirty (30) days after having sold, transferred, assigned, given away, or disposed of any interest in, or control of any mobile/manufactured home park. Such notice shall include the name and address of the person succeeding to the ownership, or control of, such mobile/manufactured home park. Upon application in writing for transfer of license and payment of all appropriate fees as herein established, the license shall be transferred if the mobile/manufactured home park is in compliance with all applicable provisions of this Code. The transferee shall be entitled to operate the park for a period of thirty (30) days and shall apply for and obtain a new permit to operate. If the transferee shall fail to do so within the required thirty-day period, all rights and privileges shall be forfeited. If such license terminates upon the aforesaid basis, the occupants of the mobile/manufactured home park shall be given a thirty-day notice to remove their mobile/manufactured homes from the premises and failure to do so within such period of time shall constitute a misdemeanor.

Sec. 17-88. Application for license.

- (a) Applications for original licenses shall be in writing, signed by the applicant and shall contain: the name and address of the applicant, the location and legal description of the mobile/manufactured home park, plans and specifications of the park as required in this Code, and any information that may be required by the director of public works so that the city can determine whether the park meets all applicable laws and ordinances. Such application shall be accompanied by the payment of all applicable annual license fees.
- (b) The city shall inspect each park annually prior to expiration of the license. A copy of the inspection report and notice of renewal will be furnished to each license holder to ensure compliance with applicable code prior to renewal. The expiration date of licenses are September 30th of each year. While the city will endeavor to send notice for renewal prior to expiration of the subject license, the ultimate responsibility for timely renewal in full compliance with the Code is solely that of the license holder. Applications for annual renewal of licenses shall be made in writing by the holders of the license, shall be accompanied by payment of the annual license fee and shall contain any change in the information submitted since the original license was issued or the latest renewal was granted.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 3. LICENSE

Sec. 17-89. Issuance of mobile/manufactured home park license.

The director of public works shall not issue any license for the operation of a mobile/manufactured home park unless application has been made therefor pursuant to this chapter and the requirements as may be from time to time imposed herein. No license shall be issued until all applicable fees have been paid, and the park is found to meet all requirements of this chapter and other applicable laws and ordinances. The issuance of a license shall not constitute evidence that the park does meet the requirements of this chapter or other applicable laws and ordinances.

Sec. 17-90. Correction of violations.

Whenever, upon inspection of any mobile/manufactured home park, the director of public works finds that conditions or circumstances exist which are in violation of this chapter, or there exists conditions that are or may tend to be injurious to the health, safety and well-being of the city, the director of public works shall give notice in writing to the person to whom the license was issued that unless such conditions or practices are corrected within a reasonable period of time specified in the notice, the license shall be subject to revocation.

Sec. 17-91. Revocation and expiration of license.

- (a) Any license issued hereunder may be revoked for violation of any of the terms or provisions of this Code or other applicable state or federal law. In the event a complaint shall be filed with the director of public works alleging circumstances, conditions, or raising questions as to the ability of the permit holder to satisfactorily perform under the terms and provisions of the Code, the director of public works may conduct a hearing for the purposes of inquiring into the facts and allegations relating to such permit, license or ability to perform thereunder. The director of public works shall provide the license holder with ten (10) days notice prior to convening any hearing and, upon the completion of a hearing, shall announce any decision reached in writing to all parties in interest. Any person aggrieved by any decision so rendered may appeal in writing by letter to the city manager within ten (10) days from the date of the decision of the director of public works. The city manager may make such inquiries and investigations that may be appropriate and shall render a final decision thereon.
- (b) After a mobile/manufactured home operator's license has expired, or if a mobile/manufactured home operator's license has been revoked, notice shall be given by the city to the occupants of the subject park to vacate the premises within a period of thirty (30) days and remove their mobile homes or manufactured homes therefrom. Failure of any such occupant to comply therewith shall constitute a misdemeanor. In the event legitimate circumstances exist preventing compliance within the specified thirty-day period, the director of public works may extend the compliance time for a period as may be reasonably determined. Additionally, when warranted, the director of public works may provide for immediate compliance when a serious threat to life or substantial damage to property may exist.
- (c) Nothing contained in this section shall be construed to prevent the city from ordering the immediate evacuation or closure of any mobile/manufactured home park to the extent permitted by law in the event of imminent or extreme hazard to human life or property.
- (d) No license once revoked shall be at any time reinstated, renewed or reissued until such time as the former permit holder has fully complied with all of the terms and provisions of the Code for a new permit holder.

Sec. 17-92. Posting.

The license certificate issued under this article shall be conspicuously posted in the office of or on the premises of the mobile/manufactured home park at all times.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 3. LICENSE

Sec. 17-93. Fees.

The annual fee for each mobile/manufactured home park shall be fifty dollars (\$50.00) and an additional fee of fifteen dollars (\$15.00) for each mobile/manufactured home stand or in such other amount as may be from time to time recommended by the city manager and approved by the city council. This fee entitles the licensed park to the initial inspection for license renewal and follow-up inspection, if necessary. If additional inspections are required for noncompliance, a fee of one hundred dollars (\$100.00) for each additional inspection shall be charged. Failure to pay these additional fees will be considered justification to deny the mobile home park license.

Secs. 17-94—17-100. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 4. INSPECTION

DIVISION 4. INSPECTION

Sec. 17-101. Maintenance.

Sec. 17-102. Office building.

Sec. 17-103. Inspection of mobile/manufactured home parks.

Sec. 17-104. Inspection and entry.

Sec. 17-105—17-110. Reserved.

Sec. 17-101. Maintenance.

Every person owning or operating a mobile/manufactured home park shall maintain such park, and any facilities, fixtures, and permanent equipment in connection therewith, in a clean and sanitary condition free from litter and high weeds, shall maintain all equipment present or used in a state of good repair and in compliance with all applicable laws.

Sec. 17-102. Office building.

- (a) *Parks with more than fifty (50) lots.* Each mobile/manufactured home park with more than fifty (50) lots shall be provided with a building to be known as the office with a sign thereon, in which shall be kept copies of all records pertaining to the management and supervision of the park, as well as all rules and regulations of the park. Such records, rules and regulations are required to be maintained and shall be made available for inspection to the director of public works or any other representative identified in section 17-103.
- (b) *Parks with fifty (50) lots or less.* Mobile/manufactured home parks with fifty (50) lots or less shall be required to permanently post in a prominent place at or near the entrance to the mobile/manufactured home park a placard or notice containing the name and address of a person authorized to respond to notification for inspection by the director of public works on a twenty-four-hour basis. Additionally, such parks will make available to the director of public works or any other representative identified in section 17-103, upon his/her request, all records pertaining to the management and supervision of the park.
- (c) *Nonconforming parks.* Nonconforming mobile/manufactured home parks existing on the effective date hereof will be required to comply with subsection (b) above, regardless of the number of lots therein.

Sec. 17-103. Inspection of mobile/manufactured home parks.

The city's director of public works, health officer, chief of police, fire marshal and their respective authorized deputies, officers, inspectors and other representatives are hereby authorized and directed to make such inspections as are necessary or desirable to determine satisfactory compliance with this chapter and all other applicable ordinances and laws.

Sec. 17-104. Inspection and entry.

The director of public works or any officer of the city who shall be authorized and directed to perform inspections of manufactured home parks and/or manufactured homes or mobile homes, shall be granted immediate access upon notice of intent to perform inspection and request to enter. In the event said officer shall be denied access or impeded in obtaining access, the city shall have the power to commence such action as shall be necessary to secure revocation of the permit or authority previously issued for the mobile/manufactured home park including a permit to operate a mobile/manufactured home park. Such failure to grant access without just and necessary cause shall be grounds for termination of the permit and authority to operate a mobile/manufactured home park as well as any other authority issued hereunder.

Sec. 17-105—17-110. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 5. MOBILE HOME PARK STANDARDS

DIVISION 5. MOBILE HOME PARK STANDARDS

Sec. 17-111. Location.

Sec. 17-112. Use for nonresidential purposes prohibited.

Sec. 17-113. Additional requirements for a mobile/manufactured home park.

Sec. 17-114. Duties of owner generally.

Sec. 17-115. Water, sanitary sewer, electrical and gas supply.

Sec. 17-116. Fuel regulation.

Sec. 17-117. Specific regulations applicable to recreational vehicles in licensed parks.

Sec. 17-118. Additional construction.

Sec. 17-119. Tiedown and foundation blocking standards.

Sec. 17-120 Community maintenance standards; responsibilities of the licensee or agent.

Sec. 17-121. Responsibility of the resident.

Sec. 17-122. Insect and rodent control.

Sec. 17-123. Special provisions applicable to existing nonconforming parks.

Secs. 17-124—17-125. Reserved.

Sec. 17-111. Location.

A mobile/manufactured home park may be located upon any property in the city provided:

- (1) The site is a contiguous development of land comprised of a minimum of fifteen (15) acres;
- (2) The applicant shall certify under oath as a part of the application that a reasonable inquiry has been made and that as a result of such inquiry there are no valid and applicable deed restrictions or other land use restrictions which prohibit the development or use of the site as a mobile/manufactured home park;
- (3) Soil conditions, ground water level, drainage and topography do not constitute hazards to health, safety or welfare;
- (4) The site is not to be exposed to objectionable smoke, dust, noise, odors, or other adverse influences;
- (5) The use of the site, as proposed, is not in any flood hazard area preventing use of the site for a mobile/manufactured home park;
- (6) The location of this site and the intended use of the site is in compliance with all other requirements of the Code of Ordinances; and
- (7) The site development plans provide for adequate infrastructure improvements for a manufactured home park.

Sec. 17-112. Use for nonresidential purposes prohibited.

No part of any park shall be used for nonresidential purposes, except such uses that are required for the direct servicing and well-being of park residents and for the management and maintenance of the park and the required park office.

Sec. 17-113. Additional requirements for a mobile/manufactured home park.

The mobile/manufactured home park shall conform to the following requirements:

- (1) The mobile/manufactured home park shall be located on a well-drained site, properly graded to insure rapid drainage and freedom from stagnant pools of water.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 5. MOBILE HOME PARK STANDARDS

- (2) Each mobile/manufactured home lot shall:
 - a. Consist of a minimum of six thousand (6,000) square feet; and
 - b. Be at least fifty (50) feet wide at the front stand.
- (3) A mobile home or manufactured home shall be placed on each lot stand so that:
 - a. There shall be a minimum clearance of twenty-five (25) feet from front of lot line.
 - b. There shall be at least twenty-one (21) feet side clearance between each mobile home or manufactured home.
 - c. End-to-end clearance shall be not less than ten (10) feet.
 - d. There shall be at least ten (10) feet clearance between mobile or manufactured homes and any building within the park or from any property line bounding the park, except storage buildings.
- (4) All mobile home lots or manufactured home lots shall abut upon a street or driveway and meet the following requirements:
 - a. Entrance and collector streets shall be at least twenty-eight (28) feet wide.
 - b. All other streets or driveways shall be at least twenty-four (24) feet wide.
 - c. All streets or driveways shall be well marked in daytime and lighted at night and shall meet the following requirements:
 - d. The minimum quality of all public streets and driveways which are to be dedicated shall be six (6) inches of concrete and constructed in accordance with the most current edition of the Design Standards for the construction of city streets.
 - e. All streets previously existing in a mobile home/manufactured housing subdivision shall be improved and altered to meet the requirements as herein set out upon any application for a permit to change, enlarge or modify the existing configuration of the mobile home/manufactured housing subdivision.
 - f. If at any time the director of public works shall determine that previously existing streets or drives have become so deteriorated or damaged as to constitute an actual or potential hazard to the residents, citizens and inhabitants of the city, the director of public works may declare the existing streets and park to be unsafe and prohibit their use until such existing streets, drives and parks shall be brought into compliance with this Code.
- (5) For each mobile or manufactured home lot there shall be two (2) off-street parking spaces provided.
- (6) For each mobile or manufactured home lot there shall be provided a storage building of a minimum of one hundred fifty (150) cubic feet.
- (7) All public and private utilities shall be installed underground.

Sec. 17-114. Duties of owner generally.

- (a) It shall be the duty of the owner, his/her agent, representative or manager to prescribe rules and regulations for the management of the park and to make adequate provisions for the enforcement of the rules and regulations. Copies of all such rules and regulations shall be furnished to the city secretary. In addition, thereto, it shall be the duty of the owner, his/her agent, representative or manager to comply strictly with the following:
 - (1) Provide for regular inspection of all public and private utilities.
 - (2) Provide for the collection and removal of garbage and other waste material.
 - (3) Prohibit the placing or storage of unsightly material or vehicles of any kind.
 - (4) All sewer traps not in use shall be capped.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 5. MOBILE HOME PARK STANDARDS

- (5) Provide and maintain safe and sanitary public and private utility connections to each mobile or manufactured home lot.
 - (6) Maintain a neat, clean, sanitary and safe park.
 - (7) Insure that each mobile home or manufactured home is so placed on the stand in such a manner that the full length of the frame can be firmly blocked to the concrete footings or concrete runners.
 - (8) Each mobile home or manufactured home stand shall be assigned a number and this number shall be displayed on the street side of the mobile home or manufactured home.
 - (9) Provide or demand that all mobile homes and/or manufactured homes have skirts within thirty (30) days after being placed.
 - (10) Fully comply with all of the requirements of the Code of Ordinances of the City of Rosenberg, other applicable laws and the orders of the director of public works issued to enforce this Code.
- (b) The licensee shall notify the health officer immediately of any suspected communicable or contagious disease within the licensed park.

Sec. 17-115. Water, sanitary sewer, electrical and gas supply.

All mobile homes or manufactured homes are to be properly connected to an approved water, sanitary sewer, gas and electrical system, which terminate within the mobile or manufactured home stand.

Sec. 17-116. Fuel regulation.

Bottled gas shall not be used at licensed parks by recreational vehicle owners unless the containers are properly connected by copper or other suitable metal tubing. Bottled gas cylinders shall be securely fastened in place. No cylinders containing bottled gas shall be located in a recreational vehicle or within five (5) feet of a door thereof. State and local regulations applicable to the handling of bottled gas and fuel oil must be followed. The maximum number of gallons of bottled gas per recreational vehicle shall be no more than one (1) five-gallon and one (1) fifteen-gallon container. The maximum amount of fuel oil per recreational vehicle shall not be more than fifty-five (55) gallons.

Sec. 17-117. Specific regulations applicable to recreational vehicles in licensed parks.

For all recreational vehicles the licensee shall maintain or ensure that an agent maintains a register showing:

- (1) The names of persons staying or residing in the park specifically designating the recreational vehicle lot on which they are staying or residing.
- (2) The serial number, make, model and description of each recreational vehicle parked within the park at a place designated and segregated for recreational vehicles.
- (3) The date each recreational vehicle is placed in the park and the date it is removed from the park.

Sec. 17-118. Additional construction.

It shall be unlawful for any person operating a mobile/manufactured home park or occupying a mobile home or manufactured home to construct or permit to be constructed any additional structure, building or shelter in connection with or attached to a mobile home or manufactured home without first obtaining a building permit issued under the applicable provisions of this Code.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 5. MOBILE HOME PARK STANDARDS

Sec. 17-119. Tiedown and foundation blocking standards.

- (a) The installation of manufactured housing shall comply with the standards and requirements of the Texas Manufactured Housing Code.
- (b) All manufactured housing must have adequate tiedowns pursuant to Vernon's Ann. Civ. St. Art. 5221f or as may be subsequently amended and as provided for thereafter.
- (c) Manufactured housing shall be placed on piers and footings meeting the following requirements:
 - (1) Piers and footings shall be installed directly under the main frame or chassis of the mobile home or manufactured home. They shall be located under both frame rails. Piers shall be spaced so that the center of no pier is farther than ten (10) feet from the center of the next one.
 - (2) All footings shall be of solid concrete-type construction, at least sixteen (16) inches in length, sixteen (16) inches in width, and four (4) inches in height. All grass and organic material shall be removed from beneath the footing, and the pier footing shall be placed on stable soil.
 - (3) Piers shall be constructed of standard eight-inch by eight-inch solid concrete type construction blocks. Treated wood blocks and shims used for leveling shall be no more than four (4) inches in overall thickness per pier, and blocks shall be at least seven and one-fourth (7¼) inches wide and fifteen (15) inches thick.
 - (4) Piers similar to those described above such as adjustable screw anchor columns may be used if they are attached to both the frame rail and to a concrete pad at least four (4) inches thick.
 - (5) The following may be substituted for footings as described in subsection (2) above:
 - a. Two (2) runners each thirty-six (36) inches wide and as long as a mobile home or manufactured home to be harbored upon such stand.
 - b. Runners to be four (4) inches thick reinforced concrete with four (4) Number 4 bars over the full length of the runner and tied twelve (12) inches on center with Number 4 bar.
 - c. Reinforcing steel shall be supported on chairs no less than every three (3) feet.

Sec. 17-120 Community maintenance standards; responsibilities of the licensee or agent.

- (a) The person to whom a license for a mobile/manufactured home park is issued shall provide adequate supervision to maintain the park in compliance with this chapter and to keep its facilities and equipment in good repair and in clean sanitary condition.
- (b) The licensee or his/her agent shall notify the community residents of all applicable provisions of this chapter and inform them of their duties and responsibilities under this chapter.
- (c) The licensee or his/her agent shall supervise the placement of each mobile home or manufactured home on its mobile/manufactured home stand which includes securing its stability and installing all utility connections. Where permits are required, the licensee or his/her agent shall refuse to allow connections unless all requirements of this Code have been met and all applicable permit fees have been paid.

Sec. 17-121. Responsibility of the resident.

- (a) The resident shall at all times comply with all applicable requirements of this Code and shall maintain his/her mobile/manufactured home site, its facilities and equipment in good repair and in clean sanitary condition.
- (b) The resident shall be responsible for proper placement of their mobile home or manufactured home on its mobile/manufactured home stand and proper installation of all utility connections in accordance with the instructions of the management. The resident shall obtain all city licenses and permits where required.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE III. - MOBILE HOME, MANUFACTURED HOUSING AND RECREATIONAL VEHICLE PARKS

DIVISION 5. MOBILE HOME PARK STANDARDS

Sec. 17-122. Insect and rodent control.

- (a) Grounds, premises, buildings and structures shall be maintained free from insect and rodent harborage and infestation.
- (b) The park and area where the mobile home or manufactured home is placed shall be maintained free of accumulations of debris which may provide rodent harborage or breeding places for flies, mosquitoes and other pests.
- (c) Storage areas shall be so maintained as to prevent rodent harborage; lumber, pipe, and other building material shall be stored at least one (1) foot above the ground.
- (d) The growth of brush, weeds and grass shall be controlled to prevent harborage of ticks, chiggers and other noxious insects. Open areas shall be maintained free of heavy undergrowth of any description.

Sec. 17-123. Special provisions applicable to existing nonconforming parks.

- (a) A mobile/manufactured home park constructed prior to the effective date hereof, or prior to the annexation of land on which the mobile/manufactured home park is located, may continue to be used as a mobile/manufactured home park although not constructed in accordance with the provisions of this chapter if:
 - (1) The mobile/manufactured home park meets all other requirements of law which were applicable at the time of its construction as a mobile/manufactured home park; and
 - (2) The mobile/manufactured home park contains no conditions which constitute a threat to the health and safety of its residents or the public in general.
 - (3) The mobile/manufactured home park meets all other applicable requirements of law and is not deemed by the officer appointed by the city manager to be a hazard to the health, safety and well-being of the citizens, residents and inhabitants the city.
- (b) Any additions, alterations and repairs to existing nonconforming parks are required to meet the requirements of this chapter unless otherwise directed by the director of public works.
- (c) Notwithstanding the provisions of subsection (a) above, a mobile/manufactured home park that was constructed before the effective date hereof, or before annexation by the city, may not be enlarged so as to expand the number of stands therein unless the enlargement is constructed in full compliance with the then current requirements of this Code.

Secs. 17-124—17-125. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE IV. MOBILE HOME/MANUFACTURED HOME SUBDIVISIONS

ARTICLE IV. MOBILE HOME/MANUFACTURED HOME SUBDIVISIONS

Sec. 17-126. Plat approval.

Secs. 17-127—17-129. Reserved.

Sec. 17-126. Plat approval.

Mobile/manufactured home subdivision plats will be considered and approved for recordation in the same manner and subject to the same provisions of this Code as are applicable to plats for other residential subdivisions, provided that no such mobile/manufactured home subdivision plat will be approved by the city unless the following additional requirements are complied with:

- (1) It shall contain a minimum of ten (10) acres of land and not less than fifty (50) lots; and
- (2) It shall be restricted by deed restrictions to manufactured housing used as places of permanent residency. Deed restrictions shall also provide that manufactured homes within the subdivision shall be single-family ownership only and that the same cannot be rented or leased for temporary residency by the owner(s) of the unit. The term temporary residency as used herein shall be understood to mean periods of six (6) months or less.
- (3) No lot in a permitted subdivision shall be rented or leased for occupancy by transient owners of manufactured homes.

Secs. 17-127—17-129. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE V. SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

ARTICLE V. SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

Sec. 17-130. Applicability.

Sec. 17-131. Residence prohibited.

Sec. 17-132. When connection to electricity permitted.

Sec. 17-133. Authorization.

Sec. 17-134. Sales office permitted.

Sec. 17-135. Display units exempt.

Sec. 17-136. Dealer's responsibility.

Sec. 17-137. Surfacing required.

Sec. 17-138 Density and perimeter buffering applicable to sales and storage lots.

Sec. 17-139. Fencing.

Sec. 17-140. Site drawings; permit required; period of implementation.

Sec. 17-141. Special provisions applicable to existing nonconforming lots.

Sec. 17-142. Additional requirements.

Secs. 17-143—17-150. Reserved.

Sec. 17-130. Applicability.

This article shall be applicable to all mobile homes, manufactured housing, recreational vehicles, camping trailers and all other kinds of travel trailers or truck-mounted apparatus generally used and intended for recreational purposes. The term "recreational vehicle" when used in this article shall mean a recreational vehicle, camping trailer or a travel trailer, or any truck-mounted apparatus generally used and intended for recreational purposes.

Sec. 17-131. Residence prohibited.

No mobile home or manufactured home shall be permitted to be occupied for residential use on a sales lot.

Sec. 17-132. When connection to electricity permitted.

A mobile home, manufactured home or a recreational vehicle located on a sales lot for display purposes may only be connected to electricity if:

- (1) It has been placed on a lot designated for the sale of mobile homes, manufactured homes or recreational vehicles connected to electricity pursuant to a plan submitted to and approved by the director of public works.
- (2) The sales lot has a valid authorization for connection of mobile homes, manufactured homes or recreational vehicles, to electricity and maintains such authorization at all times the mobile home, manufactured home or recreational vehicle is connected to electricity.
- (3) The connection to the mobile home, manufactured home or recreational vehicle is in compliance with all applicable laws and ordinances.
- (4) All electrical wiring in the mobile home, manufactured home or recreational vehicle meets the requirements of the National Electrical Code that was in effect at the time the mobile home, manufactured home or recreational vehicle was manufactured.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE V. SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

Sec. 17-133. Authorization.

To obtain authorization for connection of mobile homes, manufactured homes or recreational vehicles located in a sales lot, to utilities, the operator of the sales lot shall make application therefor on a form furnished by the city for such purpose. The operator of the sales lot shall pay a fee in the amount as shall be from time to time set by the city manager and approved by the city council.

Sec. 17-134. Sales office permitted.

The operator of a mobile/manufactured home sales lot may apply for a placement permit for one (1) mobile home or manufactured home thereon to be connected to utilities for use as an office and for demonstration purposes. In the case of a recreational vehicle sales lot, the operator may apply for a placement permit for one (1) recreational vehicle thereon to be connected to utilities for use as an office and for demonstration purposes.

Sec. 17-135. Display units exempt.

A mobile home or manufactured home which is situated upon a sales lot and is not connected to any utilities other than electricity and is not being used for any purpose other than display for sale is exempt from the requirements of this chapter.

Sec. 17-136. Dealer's responsibility.

Any person operating a manufactured housing sales lot or a recreational vehicle sales lot must comply with all applicable provisions of this Code and shall obtain from the city a sales lot permit. A sales lot permit shall be issued if the applicant complies with all provisions of this Code and after inspection and approval by the director of public works. The director of public works shall determine whether the operation of such sales lot can occur without affecting the health, safety and well-being of the community and whether there is adequate ingress and egress to permit the movement of vehicles and persons entering such lot.

Sec. 17-137. Surfacing required.

- (a) All portions of lots or tracts of land used for egress or ingress in the operation of a mobile/manufactured home sales lot or storage lot shall be constructed and maintained in accordance with the standards as herein set out. Acceptable surface materials and specifications:

Concrete paving:

- (1) Subgrade — Minimum six-inch lime stabilized subgrade.
 - (2) Surface — Minimum six-inch concrete paving with No. 4 bar c-c, each way.
 - (3) Concrete — Five and one-half-sack mix, three thousand five hundred (3,500) psi twenty-eight-day compressive strength.
- (b) At least one hundred twenty-five (125) feet of depth with a minimum width of forty-four (44) feet used as ingress and egress into the mobile/manufactured home sales lot or storage lot shall be constructed and maintained as herein required.

(Ord. No. 2001-35, § 1, 9-18-01)

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE V. SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

Sec. 17-138 Density and perimeter buffering applicable to sales and storage lots.

- (a) All mobile homes or manufactured homes within a sales or storage lot shall maintain a minimum eight-foot surface and aerial separation between any other mobile home, manufactured house or other building(s) on all sides and in all directions. This regulation and provision shall be deemed the minimum requirement and shall not be deemed superseded by any other setback requirements that may otherwise be required in this Code or by other law providing for a lesser setback.
- (b) No mobile home or manufactured house shall at any time be placed closer than eight (8) feet to any abutting property line for any area of land used for mobile home or manufactured home sales or storage. The required eight (8) feet perimeter shall be deemed a perimeter buffer and shall be the minimum setback and shall not be deemed superseded by any other setback requirements that may be otherwise required in this Code or by other law providing for a lesser setback. The required open space shall be free of storage or other materials and shall at all times be maintained as open space and shall be mowed as needed or paved with an appropriate impervious surface.

(Ord. No. 2002-10, § 2, 3-19-02)

Sec. 17-139. Fencing.

All sales lots shall be fenced on three (3) sides unless fronting on a public roadway by an opaque or "closed type" solid fence of a height of not less than six (6) feet. All storage lots shall be fenced on four (4) sides by an opaque or "closed type" solid fence in accordance with height requirements as stated above. All fencing materials shall be approved by the director of public works prior to construction.

(Ord. No. 2002-10, § 2, 3-19-02)

Sec. 17-140. Site drawings; permit required; period of implementation.

Prior to constructing any facilities or improvements or using any lots or land for a mobile home or manufactured home sales or storage lot, the owner or occupant thereof shall submit an application and site drawing as hereinafter required.

- (1) All mobile home and/or manufactured housing sales and/or storage lots shall submit site drawings and such information as may be required in an application to the director of public works in accordance with the city's building code, and all other laws and ordinances that have been properly adopted showing the location of all proposed or existing buildings and structures, access ways, parking lots, internal roads and other improvements, on the site or lot, including the location(s) or areas designated for mobile homes or manufactured homes which are to be placed on the site for sale, parts sales, repairs, office use or storage. Such drawing shall also show the location of all electrical disconnect boxes, as well as water and gas disconnections. Each plan shall specify the location of all fire hydrants or other devices used for internal fire control or suppression.
- (2) Upon review of such application and information submitted, including plans and drawings, and upon finding the same comply with the requirements of this Code and other applicable law, the director of public works may issue a mobile home/manufactured home certification of compliance. Issuance of a permit shall only certify that the required site plans have been reviewed and it shall not be understood by anyone that the city has found and determined that the proposed plan is in conformity with this Code or any other law or regulation. The director of public works may withhold the issuance of a required permit if it is found that the proposed development is not in accordance with this Code, law, regulation or that the existence of the proposed use of the lot or land will likely constitute an actual impact to the health, safety and well-being of the city.
- (3) The city may inspect at any time all mobile/manufactured home sales and/or storage lots to assure compliance with all applicable provisions required herein and make any necessary revisions to the site drawings to reflect changes.

(Ord. No. 2002-10, § 2, 3-19-02)

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE V. SALES AND STORAGE LOTS—MANUFACTURED HOUSING, TRAVEL TRAILERS AND RECREATIONAL VEHICLES

Sec. 17-141. Special provisions applicable to existing nonconforming lots.

- (a) A mobile/manufactured home sales and/or storage lot constructed prior to the effective date hereof, or prior to the annexation of the land on which the mobile/manufactured home sales and/or storage lot is located, may continue to be used as a mobile/manufactured home sales and/or storage lot although not constructed in accordance with the provisions of this article if:
 - (1) The mobile/manufactured home sales and/or storage lot meets all other requirements of law which were applicable at the time of its construction as a mobile/manufactured sales and/or storage lot; and
 - (2) The mobile/manufactured home sales and/or storage lot in the opinion of the director of public works does not contain conditions which constitute a threat to the health and safety of its residents or the public in general.
- (b) Any substantial additions, alterations and repairs to existing nonconforming mobile/manufactured home sales and/or storage lots are not permitted unless a permit has been obtained under applicable provisions of this Code.

Sec. 17-142. Additional requirements.

Mobile/manufactured home sales and/or storage lots and all operations thereon shall at all times comply with all applicable provisions in the Code, as well as any other state or Federal laws, rules or regulations which may be applicable. The director of public works shall be authorized to issue emergency orders at any time for the preservation of the health, safety and well-being of the city. Such orders may include removal or relocation of any mobile home or manufactured house upon the lots. The failure of any person to comply with such orders shall be a violation of this Code and may be punished as herein provided.

Secs. 17-143—17-150. Reserved.

PART II - CODE OF ORDINANCES

Chapter 17 - MANUFACTURED HOUSING, MOBILE HOMES AND TRAVEL TRAILERS AND PARKS

ARTICLE VI. TRAVEL TRAILERS AND RECREATIONAL VEHICLES

ARTICLE VI. TRAVEL TRAILERS AND RECREATIONAL VEHICLES

Sec. 17-151. General requirements.

Sec. 17-151. General requirements.

No travel trailer or recreational vehicle shall at any time be located in any park permitted for manufactured homes or mobile homes. Mobile homes and manufactured housing may be permitted in the same park as travel trailers and recreational vehicles but only in a separated and clearly marked area or location. Any area set aside for travel trailers and recreational vehicles shall be clearly marked and delineated and shall be removed from areas of the park designated for manufactured housing and mobile homes by at least fifty (50) feet as shall be measured from the closest point of the area designated for manufactured housing to the closest point of the area designated and set aside for travel trailers and recreational vehicles.

(Ord. No. 2001-35, § 1, 9-18-01)



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
2	FY2015 Budget Presentation and Discussion
ITEM/MOTION	
Hear presentation regarding FY2015 Budget, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds: N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

SUPPORTING DOCUMENTS:

MUD #: N/A

1. Proposed Budget document to be provided at the City Council Meeting

APPROVALS

Submitted by:

Robert Gracia
City Manager

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

Approved for Submittal to City Council:

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This Agenda item allows the City Manager to submit the FY2015 Proposed Budget to the City Council. The Executive Director or Administrative Services will present the highlights of the FY2015 Proposed Budget. City Council will be given the opportunity to review and discuss the Proposed Budget during the presentations prepared for the current workshop, the Budget Workshop scheduled for August 9, 2014, and as an Agenda item after the two (2) public hearings to be held on August 19, 2014, and on August 26, 2014.



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
3	Rosenberg Development Corporation FY2015 Budget Discussion
ITEM/MOTION	
Review and discuss Fiscal Year 2014-2015 Budget for the Rosenberg Development Corporation, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds: N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

SUPPORTING DOCUMENTS:

MUD #: N/A

1. FY2015 RDC Budget – Please refer to FY2015 Proposed Budget, “Component Unit” tab

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal
to City Council:**

Robert Gracia
City Manager

EXECUTIVE SUMMARY

Staff will present an overview of the Rosenberg Development Corporation (RDC) FY2015 Budget and FY2015 Projects Budget. This Agenda item will allow City Council an opportunity to discuss the proposed RDC FY2015 Budget and FY2015 Project Budget.



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
4	FY2015 Projected Revenue Discussion
ITEM/MOTION	
Review and discuss projected FY2015 Revenues, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

One-time
 Recurring
 N/A

Budgeted:

Yes No N/A

Source of Funds: N/A

District 1
 District 2
 District 3
 District 4
 City-wide
 N/A

SUPPORTING DOCUMENTS:

MUD #: N/A

1. 2014-2015 Budget - Department and Fund Matrix

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

Exec. Dir. of Administrative Services
 Asst. City Manager of Public Services
 City Attorney
 City Engineer
 (Other)

**Approved for Submittal
to City Council:**

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This item allows City Council the opportunity to discuss the proposed FY2015 revenues. Prior to discussion, staff will provide a presentation regarding the proposed revenues for FY2015.

**CITY OF ROSENBERG, TEXAS
2014-15 BUDGET**

DEPARTMENT AND FUND MATRIX

GENERAL FUND

General Government

101-1100 Mayor & Council
 101-1121 Council At-Large Position #1
 101-1122 Council At-Large Position #2
 101-1123 Council - District 1
 101-1124 Council - District 2
 101-1125 Council - District 3
 101-1126 Council - District 4
 101-1127 Council - Mayor
 101-1200 City Manager
 101-1210 Human Resources
 101-1211 Economic Development
 101-1300 City Secretary
 101-1400 Finance & Accounting
 101-1417 Municipal Court
 101-1500 City Attorney
 101-1600 City Prosecutor
 101-1800 General Government
 101-1840 Building Maintenance

Community Development

101-1900 Planning
 101-1921 Engineering
 101-1935 Code Enforcement
 101-1941 Health
 101-1950 Communications
 101-1953 Parks Maintenance & Recreation Programming
 101-1955 Special Events

Public Safety

101-3000 Police
 101-3032 Emergency Management
 101-3034 Animal Control
 101-3036 School Officers & Crossing Guards
 101-3100 Fire
 101-3133 Fire Marshal

Public Works

101-5022 Public Works
 101-5023 Street Lighting & Signals
 101-5025 Fleet Maintenance
 101-5026 Solid Waste

SPECIAL REVENUE FUNDS

212-1900 Hotel/Motel Fund
 213-1417 Municipal Court Technology Fund
 214-1900 Beautification Fund
 215-3000 Law Enforcement Fund
 216-1900 Community Development Block Grant Fund
 217-1800 Emergency Fund
 218-3000 Police Asset Forfeiture Fund

SPECIAL REVENUE FUNDS (Continued)

221-0000 Park Land Dedication Fund
 222-1417 Juvenile Case Manager
 223-1417 Child Safety Fund
 224-1417 Building Security Fund
 226-3100 MUD Fire Services Fund
 227-3000 Police Federal Forfeiture Fund
 228-1900 PEG Capital Fund
 229-3100 Fire Station No. 3 Construction Fund
 230-3100 Fire Station No. 3 Operating Fund
 410-0000 General Supplemental Fund

DEBT SERVICE FUND

301-0000 Debt Service Fund

CAPITAL PROJECT FUNDS

401-0000 Seabourne Creek Capacity Fund
 407-0000 Dry Creek Drainage/ Detention Fund
 415-0000 2007, 2009, 2010 & 2014 General Obligation Fund
 418-0000 2010A Certificates of Obligation Fund
 419-0000 2010B Certificates of Obligation Fund
 420-0000 2012 Certificates of Obligation Fund
 421-0000 2012A & 2013A Certificates of Obligation Fund
 422-0000 2013 Certificates of Obligation Fund
 423-0000 2014 Certificates of Obligation Fund
 430-0000 Bamore Rd County Mobility Project Fund
 431-0000 Spacek Rd County Mobility Project Fund
 432-0000 One Way Pairs County Mobility Project Fund
 433-0000 Bryan Rd County Mobility Project Fund
 434-0000 Airport Rd County Mobility Project Fund

ENTERPRISE FUNDS

501-0000
 509-0000 Spacek Rd Lift Station and Sewer Line Fund
 510-0000 Water Plant #6 Fund
 514-0000 Subsidence Fund
 515-0000 Water & Wastewater Supplemental Fund
 516-0000 Bryan/Spacek Rd Impact Fee Fund
 517-0000 Water Impact Fee Fund
 518-0000 Sewer Impact Fee Fund
 520-0000 GRP Water Projects
 523-0000 FM 2977 Water Improvements Fund (GRP)
 560-0000 Civic Center Fund

INTERNAL SERVICE FUNDS

601-0000 Insurance Fund
 602-0000 Fleet Replacement Fund
 603-0000 Technology Fund

COMPONENT UNIT FUNDS

219-0000 Rosenberg Development Corp. Fund
 225-0000 RDC Projects Fund



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
5	Tax Rate Discussion
ITEM/MOTION	
Review and discuss Rosenberg's current property tax rate, the projected effective tax rate and the proposed tax rate for Fiscal Year 2015, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds: N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

SUPPORTING DOCUMENTS:

MUD #: N/A

1. Assessment Roll Grand Totals Report – Tax Year 2014

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

Approved for Submittal to City Council:

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This Agenda item will provide City Council an opportunity to discuss the City's proposed 2014 tax rate for FY2015. Staff will provide an update on the tax rate information, including a timetable for calculating the effective tax rate and the rollback rate, as well as discussing dates for public hearings on the tax rate.

Assessment Roll Grand Totals Report

FT. BEND CENTRAL APPRAISAL DISTRICT

Tax Year: 2014 As of: Preliminary Table Generated: 6/1/2014 1:06:59 PM
 C17 - City of Rosenberg (ARB Approved Totals)

Number of Properties: 14431

Land Totals

Land - Homesite	(+)	\$189,159,477		
Land - Non Homesite	(+)	\$287,092,676		
Land - Ag Market	(+)	\$130,628,570		
Land - Timber Market	(+)	\$0		
Land - Exempt Ag/Timber Market	(+)	\$0		
Total Land Market Value	(=)	\$606,880,723	(+)	\$606,880,723

Improvement Totals

Improvements - Homesite	(+)	\$577,142,740		
Improvements - Non Homesite	(+)	\$520,809,963		
Total Improvements	(=)	\$1,097,952,703	(+)	\$1,097,952,703

Other Totals

Personal Property (1700)		\$276,416,378	(+)	\$276,416,378
Minerals (0)		\$0	(+)	\$0
Autos (258)		\$5,387,864	(+)	\$5,387,864
Total Market Value			(=)	\$1,986,637,668
Total Homestead Cap Adjustment (584)				(-) \$4,645,265
Total Exempt Property (1613)				(-) \$233,252,697

Productivity Totals

Total Productivity Market (Non Exempt)	(+)	\$130,628,570		
Ag Use (470)	(-)	\$1,567,850		
Timber Use (0)	(-)	\$0		
Total Productivity Loss	(=)	\$129,060,720		(-) \$129,060,720
Total Assessed				(=) \$1,619,678,986

Exemptions

(HS Assd 546,018,718)

(HS) Homestead Local (4966)	(+)	\$23,563,272		
(HS) Homestead State (4966)	(+)	\$0		
(O65) Over 65 Local (1417)	(+)	\$40,510,500		
(O65) Over 65 State (1417)	(+)	\$0		
(DP) Disabled Persons Local (171)	(+)	\$4,585,168		
(DP) Disabled Persons State (171)	(+)	\$0		
(DV) Disabled Vet (66)	(+)	\$661,334		
(DVX) Disabled Vet 100% (36)	(+)	\$5,463,540		
(PRO) Prorated Exempt Property (13)	(+)	\$153,741		
(AUTO) Lease Vehicles Ex (4)	(+)	\$75,550		
(FP) Freeport (6)	(+)	\$8,357,880		
(HB366) House Bill 366 (21)	(+)	\$5,360		
(AB) Abatement (6)	(+)	\$10,560,120		
Total Exemptions	(=)	\$93,936,465		(-) \$93,936,465
Net Taxable (Before Freeze)				(=) \$1,525,742,521

Assessment Roll Grand Totals Report

FT. BEND CENTRAL APPRAISAL DISTRICT

Tax Year: 2014 As of: Preliminary Table Generated: 6/1/2014 1:06:59 PM
 C17 - City of Rosenberg (Under ARB Review Totals)

Number of Properties: 933

Land Totals

Land - Homesite	(+)	\$16,857,623		
Land - Non Homesite	(+)	\$135,427,010		
Land - Ag Market	(+)	\$4,348,836		
Land - Timber Market	(+)	\$0		
Land - Exempt Ag/Timber Market	(+)	\$0		
Total Land Market Value	(=)	\$156,633,469	(+)	\$156,633,469

Improvement Totals

Improvements - Homesite	(+)	\$56,452,480		
Improvements - Non Homesite	(+)	\$191,122,475		
Total Improvements	(=)	\$247,574,955	(+)	\$247,574,955

Other Totals

Personal Property (23)		\$7,665,410	(+)	\$7,665,410
Minerals (0)		\$0	(+)	\$0
Autos (2)		\$70,705	(+)	\$70,705
Total Market Value			(=)	\$411,944,539
Total Homestead Cap Adjustment (129)				(-) \$1,667,673
Total Exempt Property (0)				(-) \$0

Productivity Totals

Total Productivity Market (Non Exempt)	(+)	\$4,348,836		
Ag Use (13)	(-)	\$73,163		
Timber Use (0)	(-)	\$0		
Total Productivity Loss	(=)	\$4,275,673	(-)	\$4,275,673
Total Assessed			(=)	\$406,001,193

Exemptions

(HS Assd 49,905,855)

(HS) Homestead Local (305)	(+)	\$1,497,127		
(HS) Homestead State (305)	(+)	\$0		
(O65) Over 65 Local (84)	(+)	\$2,505,000		
(O65) Over 65 State (84)	(+)	\$0		
(DP) Disabled Persons Local (10)	(+)	\$300,000		
(DP) Disabled Persons State (10)	(+)	\$0		
(DV) Disabled Vet (8)	(+)	\$99,500		
(CHD) Community Housing Development (1)	(+)	\$4,805,540		
Total Exemptions	(=)	\$9,207,167	(-)	\$9,207,167
Net Taxable (Before Freeze)			(=)	\$396,794,026



CITY COUNCIL COMMUNICATION

July 22, 2014

ITEM #	ITEM TITLE
6	Debt Service Discussion
ITEM/MOTION	
Review and discuss Rosenberg's current debt and the Debt Service Fund for Fiscal Year 2015, and take action as necessary to direct staff.	
FINANCIAL SUMMARY	ELECTION DISTRICT

Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds: N/A

- District 1
- District 2
- District 3
- District 4
- City-wide
- N/A

SUPPORTING DOCUMENTS:

- 1. None

MUD #: N/A

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

- Exec. Dir. of Administrative Services
- Asst. City Manager of Public Services
- City Attorney
- City Engineer
- (Other)

**Approved for Submittal
to City Council:**

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This Agenda item will provide City Council an opportunity to discuss the City's debt service obligations for the Debt Service Fund, Water/Wastewater Fund, the Civic Center Fund and the Rosenberg Development Corporation (RDC). Executive Director of Administrative Services, Joyce Vasut will provide an overview of the City's current debt and the projected impact of future debt.

ITEM 7

Adjournment.