

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, June 23, 2015

TIME: 6:30 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. Review and discuss a presentation on the proposed scope of the Sidewalk Repair and Replacement Project Phase I, and take action as necessary to direct staff. (Rigo Calzoncin, Public Works Director / Melissa Peña, Project Director)
2. Review and discuss a presentation on activities of the Rosenberg Main Street Program, and take action as necessary to direct staff. (Dan Kelleher, Main Street Manager)
3. Review and discuss Street Sweeping Services, and take action as necessary to direct staff. (William Benton, Councilor, At Large Position One)
4. Review and discuss FY2016 Budget priorities, and take action as necessary to direct staff. (Joyce Vasut, Executive Director of Administrative Services)
5. Review and discuss FY2016 Capital Improvement Program, and take action as necessary to direct staff. (Joyce Vasut, Executive Director of Administrative Services)
6. Review and discuss the ad valorem tax rate for Tax Year 2016, and take action as necessary to direct staff. (Joyce Vasut, Executive Director of Administrative Services)
7. Adjournment.

[EXECUTION PAGE TO FOLLOW]

DATED AND POSTED this the _____ day of _____ 2015, at _____m.,

by _____.

Attest:
Anne Stark, Assistant City Secretary

Approved for Posting:
Robert Gracia, City Manager

Approved:
Cynthia McConathy, 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

June 23, 2015

ITEM #	ITEM TITLE
1	Sidewalk Repair and Replacement Project Phase I Discussion

ITEM/MOTION

Review and discuss a presentation on the proposed scope of the Sidewalk Repair and Replacement Project Phase I, and take action as necessary to direct staff.

FINANCIAL SUMMARY	ELECTION DISTRICT
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Annualized Dollars:

- One-time
- Recurring
- N/A

Budgeted:

- Yes No N/A

Source of Funds:

422-0000-550-7035 (CP1315)
CO 2013 Bond Fund

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

SUPPORTING DOCUMENTS:

1. Resolution No. R-1812 – 07-01-14
2. City Council Meeting Minute Excerpt – 07-01-14

MUD #: N/A

APPROVALS

Submitted by:


Rigo Calzoncin
Public Works Director


Melissa Peña
Project Director

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 has prepared a presentation on the proposed scope of the Sidewalk Repair and Replacement Project Phase I, prioritizing said repairs based on safety and overall pedestrian connectivity within the City, as established in the Pedestrian System Maintenance Program, adopted on July 01, 2014, by Resolution No. R-1812. The estimated construction cost for Phase I is \$317,000. Staff is seeking direction from City Council for any revisions to the proposed scope or authorization to proceed with Phase I.

RESOLUTION NO. R-1812

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROSENBERG, TEXAS, ESTABLISHING A PEDESTRIAN SYSTEM MAINTENANCE PROGRAM.

* * * * *

WHEREAS, the City of Rosenberg has budgeted for repairs to its existing pedestrian system; and,

WHEREAS, the City of Rosenberg wishes to prioritize said repairs based on safety and overall pedestrian connectivity within the City; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ROSENBERG:

Section 1. The City Council hereby establishes a Pedestrian System Maintenance Program (Program).

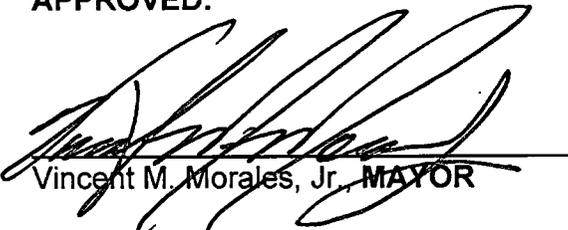
Section 2. A copy of such Program is attached hereto as Exhibit "A" and made a part hereof for all purposes.

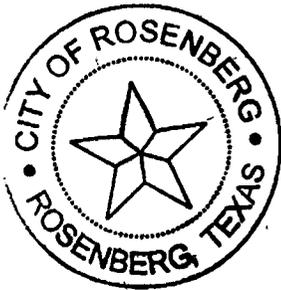
PASSED, APPROVED, AND RESOLVED this 15th day of July 2014.

ATTEST:


Linda Cernosek, CITY SECRETARY

APPROVED:


Vincent M. Morales, Jr., MAYOR



PEDESTRIAN SYSTEM MAINTENANCE PROGRAM

Program Goal

The objectives of the Pedestrian System Maintenance Program (PSMP) are to:

1. Protect the pedestrian from injury in City rights-of-way by identifying hazards and ensuring timely correction.
2. Protect citizens' investment in the pedestrian transportation system, which includes sidewalks, curbs, and ramps.
3. Manage the maintenance of trees and other vegetation in public spaces in a way that protects sidewalks, driveways, and curbs, when possible.

Sidewalk Eligibility

Only sidewalks within City rights-of-way or easements are qualified for repair and/or replacement by the City. Driveways and sidewalks within the width of a private driveway are not eligible for replacement by the City unless the sidewalk and/or driveway is damaged by adjacent public street reconstruction or other City projects. Sidewalks are the property owner's responsibility to repair if they have been damaged by the property owner's actions (e.g., driven on, broken to install irrigation systems). Citizens are asked to notify the City immediately if sidewalks are observed as damaged by anyone other than the City.

Sidewalk Inspection Procedures

All public sidewalks shall be inspected utilizing the following Pedestrian System Maintenance Program (PSMP) guidelines. Sidewalks that fall below the minimum condition rating established as part of the PSMP program will be placed on the action list for repair/replacement or removal.

PSMP Implementation

- Sidewalks will be inspected first and prioritized based on the following:
 - Relative age of the abutting area
 - Relative population density of abutting area
 - Inclusion in the City's existing Master Sidewalk Plan
- Request for service not directly in accordance with the above will be included as warranted.
- The PSMP provides for more focused inspections and action plans with a more cost effective process due to proximity of area requiring attention.

PSMP Evaluation Criteria

The following conditions shall be considered in establishing condition ratings for sidewalk segments:

- Horizontal Separation (generally 2 inches or more)
- Vertical Separation (generally 1 inch or more)
- Cross-slope generally exceeding 1 inch per foot
- Holes/gaps generally exceeding 3 inches as measured in any direction

Sidewalk Action Schedule: Replacement, Repair or Removal

Upon completion of a PSMP condition rating for an area, the City staff will establish an action schedule. This schedule is subject to modification based both on sidewalk conditions and the availability of resources; the sidewalk repair or replacement schedule will be:

- A. Apply repair funding for a fiscal year to the designated PSMP area for that year, though exceptions will be considered as warranted.
- B. Take into consideration and weigh the following factors:
 1. Public Safety
 2. History of prior accidents
 3. Sidewalk location and amount of pedestrian traffic
 4. Surrounding land uses
 5. The nature and severity of the condition needing attention
 6. Proximity of sidewalk identified as needing attention to other sidewalks also needing attention
 7. Availability of employees, equipment, and other resources for sidewalk attention

When sidewalk repairs and/or replacement are necessitated due to the impact of utility systems, the appropriate utility system owners will be notified that they are responsible for mitigation of the cause of damage prior to the repair and/or replacement of the sidewalk.

Repair methods to be utilized by the City vary and may include, but are not limited to:

1. Removal
2. "Ramping" with paving material at vertical separations
3. Sidewalk lifting
4. Replacement with approved surfacing materials (e.g., concrete, rubber sidewalks and trail surfacing where applicable) compliant with Texas Accessibility Standards (TAS) Guidelines

The action schedule will include replacement and/or repair of existing sidewalks. In cases of extreme hazard, prompt removal of identified sections will occur prior to further action.

Trees and Vegetation

When sidewalk repairs and/or replacement are necessitated due to the impact of trees or landscaping located on private property, the adjacent property owner will be notified that they are responsible for mitigation of the cause of damage prior to the repair and/or replacement of the sidewalk. Possible means to address damage due to trees and landscaping vary depending upon the specific situation and may include, but are not limited to:

1. Root pruning
2. Root barriers
3. Tree and vegetation removal

Advance Replacement Partnerships (ARP)

In instances where a neighborhood desires to replace a segment of sidewalk sooner than the established priority schedule, an Advance Replacement Partnership (ARP) program may be available in which a homeowners association or other group can contribute funding to advance the repair/replacement of sidewalks. Participation of the ARP is subject to the following conditions:

1. Non-encumbered sidewalk repair funds are available from the City within the fiscal year under consideration. ARP projects will be considered only after identified PSMP projects are completed for the year.
2. ARP projects submitted for consideration by the City shall be prioritized based upon the same factors used to establish the City repair/replacement schedule.
3. Entire blocks or service areas must be reconstructed, rather than spot repairs. If they are under consideration for partnership, the area must have an average condition rating below the minimal acceptable PSMP rating.
4. A minimum of 60% of affected property owners must agree in writing to participate in the ARP.
5. Affected property owners or a homeowners association or a property owners group must agree to pay 50% of the total construction cost, and the City will fund the remaining 50%.
6. Payment is due prior to start of construction based upon the construction estimate. If actual construction costs increase over the estimate, payment of additional funds due shall be made within thirty (30) days of the acceptance of construction by the City.
7. Nothing in the PSMP shall be construed as prohibiting individual property owners from voluntarily repairing or replacing adjacent sidewalks to City standards of their own accord. In this case, applicable building permit procedures will be followed.

Staff recommends approval of Ordinance No. 2014-28, establishing the aforementioned speed limit along Callender Street.

- D. **CONSIDERATION OF AND ACTION ON ORDINANCE NO. 2014-29, AN ORDINANCE AMENDING THE CODE OF ORDINANCES BY REPEALING THAT PORTION OF CHAPTER 28 ARTICLE II DIVISION 4 SECTION 28-72 REGULATING THE PRIMA FACIE SCHOOL ZONE SPEED LIMIT OF TWENTY (20) MILES PER HOUR ALONG STATE HIGHWAY 36 BETWEEN THE CENTERLINE OF AVENUE J TO THE CENTERLINE OF TEXAS STREET; MAKING CERTAIN FINDINGS; AUTHORIZING THE REMOVAL OF SCHOOL ZONE SPEED LIMIT SIGNS ALONG SUCH STREET; AND PROVIDING FOR AN EFFECTIVE DATE.**

Executive Summary: Several months ago, the Texas Department of Transportation (TxDOT) removed the school zone speed limit signs and flashing beacons from the portion of State Highway 36 located between the centerline of Avenue J and the centerline of Texas Street. At the time of removal, TxDOT recommended the City wait a period of time before repealing the school zone speed limit designation to ensure no unforeseen issues resulted from removal of the signs that would warrant the need to reinstall them. Since the time of removal, no issues or concerns have been brought to the City's attention. E-mail correspondence from both TxDOT and LCISD confirming they have no objections was included in the packet. Therefore, Ordinance No. 2014-29 has been prepared to repeal the school zone speed limit from the Code of Ordinances.

Staff recommends approval of Ordinance No. 2014-29, repealing the school zone speed limit on State Highway 36 between the centerline of Avenue J to the centerline of Texas Street.

- E. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. R-1811, A RESOLUTION ACCEPTING THE FILING OF A PETITION BY LAND OWNER FOR ANNEXATION.**

Executive Summary: City staff has received a request for the voluntary annexation of an existing one-acre tract of land. The property is located on the south side of State Highway 36 West, between Huntington and Moore Bar Roads. It was part of the Union Pacific Tracts, which were annexed by the City in September of 2012. A number of the tracts had agricultural use tax exemptions and were therefore offered Non-Annexation Development Agreements (Agreement(s)) in accordance with state law. The owners of the subject property, Bob and Antonia Gonzales, entered into one of said Agreements with the City of Rosenberg. Namely, the Agreement provided immunity from City taxes. However, it did stipulate that if the property was developed for purposes other than agriculture, the development would constitute a petition by the owner for voluntary annexation of the property for full purposes by the City. Additionally, the owner has expressed an interest in developing a residence on this tract and has therefore requested that it be annexed by the City for full purposes. The remaining 7.3 acres would remain under the Agreement, as it would continue to be used for agricultural purposes, and only the one-acre tract would be subject to City taxes. This approach is directly in accordance with the language in the Agreement.

In previous instances, staff has been directed to move forward per the terms of the Agreements. Resolution No. R-1811 is being presented as a petition for annexation to be accepted by City Council. Per the City Charter and state law, once the petition is accepted by City Council via the Resolution, it must be acted on no sooner than five (5) days nor later than thirty (30) days. Should City Council approve the request for voluntary annexation, staff will prepare an Ordinance for annexation of the property for placement on a future City Council Agenda within that timeframe.

- F. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. R-1812, A RESOLUTION ESTABLISHING A PEDESTRIAN SYSTEM MAINTENANCE PROGRAM.**

Executive Summary: This Agenda item was first discussed at the May 27, 2014 City Council Workshop Meeting. There were no recommended changes to the policy; however, specific sidewalks were discussed and it was suggested that existing sidewalk inventory maps that had previously been presented to City Council be reviewed by City staff. The 2012 sidewalk inventory maps have been reviewed by staff and are attached for reference. An excerpt from the 2010 Transit and Pedestrian Study is also attached as it contains a more comprehensive, but less detailed, sidewalk inventory map. These maps will be taken into consideration as staff implements the policy.

As discussed on May 27, the City has budgeted \$250,000 for the repair of existing sidewalks. Staff believes a policy should be developed and adopted by City Council for spending the funds and repairing sidewalks. This would result in areas and specific sidewalks being prioritized based on necessity, safety, and circulation, among other things.

The Pedestrian System Maintenance Program (PSMP) Guidelines were drafted following research of other cities' policies and needs within the City. Following is a summary of the draft PSMP Guidelines:

Goals of the Program:

- Protect pedestrians from injury in City rights-of-way
- Protect the City's investment in sidewalks and the pedestrian system
- Manage landscaping in a way that protects sidewalks

Geographic Area Prioritization Criteria – Geographic areas shall be prioritized based on the following:

- Inclusion in the City's Master Sidewalk Plan (Resolution No. R-896)
- Population density of abutting area
- Relative age of abutting area

Specific Sidewalk Evaluation Criteria:

- Horizontal separation
- Vertical separation
- "Cross sloping"
- Holes or gaps in sidewalk

Action Schedule – Action shall be taken by the City to replace, repair, or remove sidewalks based on the following:

- Safety issues (e.g., prior accidents)
- Location and surrounding land uses
- Severity of condition, proximity to other sidewalks needing repair, availability of resources, etc.

Options available to the City for taking action:

- Sidewalk removal
- "Ramping" or "lifting" of sidewalks
- Sidewalk Replacement

Additionally, the proposed PSMP Guidelines aim to address issues associated with landscaping on private property and its effects on the pedestrian system. When sidewalks are damaged due to landscaping, prior to the City investing in any repairs, the property owner may be required to remove the landscaping, install root barriers, etc.

Finally, the draft PSMP Guidelines provide for "Advanced Replacement Partnerships" in which a homeowners association (HOA), for example, could request sidewalk repairs provided said repairs meet the above program criteria, 60 percent (60%) of abutting property owners agree in writing, and the entity or group requesting the repairs shares in 50 percent (50%) of the overall cost.

Staff recommends approval of Resolution No. R-1812, establishing a Pedestrian System Maintenance Program.

Action: Councilor McConathy made a motion, seconded by Councilor Euton to approve the Consent Agenda. The motion carried by a unanimous vote.

REGULAR AGENDA

2. **CONSIDERATION OF AND ACTION ON RESOLUTION NO. R-1813, A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE, FOR AND ON BEHALF OF THE CITY, A CONSENT FOR ACCESS TO PROPERTY AGREEMENT FOR THE INSTALLATION OF A MONITORING WELL AT THE PROPERTY GENERALLY LOCATED AT THE CORNER OF AVENUE H AND LOUISE STREET.**

Executive Summary: The City has received a request to allow the installation and maintenance of a groundwater monitoring well on the City-owned property located near the southwestern corner of Louise Street and Avenue H. The monitoring well is required in order to assess an apparent leak from an underground fuel tank located at the Eagle Mart, address 3001 Avenue H. At the completion of the



CITY COUNCIL COMMUNICATION

June 23, 2015

ITEM #	ITEM TITLE
2	Rosenberg Main Street Program Discussion
ITEM/MOTION	
Review and discuss a presentation on activities of the Rosenberg Main Street Program, 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. Draft Physical Improvement Grant Program Rules
2. Draft Façade Improvement Matching Grant Program Guidelines

APPROVALS		
Submitted by:	Reviewed by:	Approved for Submittal to City Council:
<i>Dan Kelleher/rl</i>	<input type="checkbox"/> Exec. Dir. of Administrative Services <input type="checkbox"/> Asst. City Manager of Public Services <input type="checkbox"/> City Attorney <input type="checkbox"/> City Engineer <input type="checkbox"/> (Other)	
Dan Kelleher Main Street Manager		Robert Gracia City Manager

EXECUTIVE SUMMARY
<p>This item has been added to provide City Council with an overview of the activities of the Rosenberg Main Street Program. Attached for City Council's review are draft rules and guidelines for two (2) proposed grant programs the Main Street Advisory Board is considering for visual improvements made to properties within the Main Street District. These grant programs are in the initial planning phase and are being presented for informational purposes at this time.</p> <p>Should the Main Street Advisory Board choose to move forward with implementation of these programs, they would be placed on a future City Council Agenda for consideration.</p>

Rosenberg Main Street District
Physical Improvement Grant Program
For Public and Private Projects That Do Not Involve Building Restorations

Draft of 5-28-15

Program Guidelines and Application Procedures

6/8/12

Program Goal

The goal of the Physical Improvement Grant Program (Program) is to help provide financial assistance for merchants, property owners, public agencies, non-profit organizations, and others who plan to make physical improvements such as installation of landscaping, street fixtures, public art, sidewalks, hardscape improvements or any other improvements to the physical appearance of any public space or visible-to-the-public privately-owned space within the Rosenberg Main Street District.

Program Selection Criteria

Applications must meet the following criteria to be eligible for assistance under this Program:

- The proposed project must involve some sort of beautification or physical improvements such as the installation of landscaping, street fixtures, public art, sidewalks, hardscape improvements or any other improvements to the physical appearance of any public space or visible-to-the-public privately-owned space within the Rosenberg Main Street District.
- The proposed project must comply with the City of Rosenberg Code of Ordinances and with state and federal law.
- Work on the proposed project must not have commenced prior to the approval of the funding for the project by the Rosenberg City Council.

Program Policies

1. Grants provided under this Program shall be provided on a "matching grant" basis, and these grants may provide up to, but shall not exceed, 70% of the total project cost. The Main Street Advisory Board shall thus have the flexibility to propose, and the Rosenberg City Council shall have the flexibility to approve, matching grants through this Program in the amount of 0% to 70% of the total project cost based such factors as the nature and importance of the project, the amount of Program funds available for such grants at the time of the application, or other factors as are deemed relevant by the Main Street Advisory Board and/or the City Council.
2. The Program provides a matching grant to give funding support for the physical improvement(s) described in the grant application. After any grant application is approved by City Council, the Main Street Program staff will prepare a Grant Agreement that shall include, at a minimum, provisions that state that the Program will provide the grant funds as approved, and that the applicant will install the physical improvements as described in the grant application. The Agreement will also state that any improvements installed with grant funding support must, to the best of the

applicant's ability, be kept in the location described in the grant application and be maintained for three (3) years in a manner acceptable to the Main Street Program. If the approved physical improvements involve landscaping, then the Main Street Program also may require a landscape maintenance bond or other assurances as a condition of grant approval.

3. The maximum grant amount shall be \$10,000. However, the grant limit of \$10,000 may be exceeded if so recommended by the Main Street Advisory Board and approved by the City Council. Such approvals will only be granted if the proposed project is determined to have a particularly significant positive effect on the visual appearance downtown Main Street District.
4. Grants shall be made on a reimbursement basis. Grant recipients will be required to do the following before receiving their grant:
 - A. Complete the improvements that have been approved for funding
 - B. Pay for these improvements
 - C. Submit evidence to the Main Street Program staff that the improvements have, in fact, been installed or completed and paid for by the applicant
 - D. Comply with any other conditions or stipulations described in the grant agreement

Grant Application Analysis and Evaluation

In order to evaluate the applicant's request, the applicant will submit the following:

1. A completed program application including a description of the proposed improvements, a detailed outline of the proposed project costs, and a site plan of the property showing the location of the improvements.
2. Main Street Program staff may also require applications to be accompanied by a drawing or rendering showing the proposed improvements. Free design assistance, including the preparation of such drawings or renderings, will be made available on a funds/available - services/available basis. Applicants may request said design services at the Rosenberg Main Street office (see Free Design Assistance below).

Free Design Assistance

The Rosenberg Main Street office will retain a professional designer, or a team of designers, to assist applicants with the preparation of drawings or renderings of their proposed projects when such drawings or renderings are required. These professional services will be provided at no charge to the applicants. These professional designers may be architects, engineers, landscape architects, or other designers with appropriate professional skills to assist in the subject project, a design team may also be assembled from among the Rosenberg City staff.

The first step for the applicant will be to meet with the Rosenberg Main Street staff who will, depending on funding availability, schedule an appointment for the applicant with one or more design specialists. The applicant and the design specialist(s) may meet and discuss the applicant's proposal. It is possible that the design specialist(s) may suggest improvements that are different from the applicant's original proposal. If the applicant and the design specialist are able to identify a design for the proposed improvements upon which they both agree, then the design specialist will prepare a drawing or rendering of the proposed improvements

and will provide that drawing or rendering, at no cost to the applicant, to be attached as a supplement to the application.

If there are not sufficient funds available to provide the applicant with the above described free design assistance, or if the nature of the proposed project leads the Main Street Program staff to determine that the preparation of a design rendering is unnecessary, then the Main Street Program reserves the right to accept and approve any application without an attached drawing/rendering, or to require that the applicant hire a design professional at his or her own expense to prepare and submit a design drawing or rendering of the proposed project.

The Main Street Program shall reserve the right to reject any application without cause.

Administration

The Rosenberg Main Street staff will administer the Program and will screen design proposals and make recommendations to the Main Street Advisory Board. The Main Street Advisory Board will, in turn, make its recommendations to the Rosenberg City Council, who will make the final decision on the approval of any grant application. In the event that the Rosenberg City Council approves an application with conditions, then the Rosenberg Main Street staff will work with the applicant to assure that the grant will not be issued unless and until the specified conditions are met.

Local Preference

The Rosenberg Main Street Program encourages and urges recipients of grants under this Program to utilize the services of local contractors, material and equipment suppliers, and service providers whenever possible. However, the final decision regarding what contractor(s) or worker(s) to hire on any project will be made by the applicant.

Period of Compliance

Recipients of Program funds must complete their work within six (6) months of the date when the Grant Agreement is signed. Failure to complete the work within this time period may result in the revocation of the grant approval. Applicants may request an extension to this deadline if extenuating circumstances have caused delay, and the Rosenberg Main Street Director shall, at his or her sole discretion, determine if such an extension will be granted.

Approval and Amendments

Both the initial establishment of these Program rules and provisions, and any future amendments to the Main Street Physical Improvement Grant Program, shall be authorized only by the approval of the Rosenberg City Council.

Rosenberg Main Street District Façade Improvement Matching Grant Program Guidelines

Draft of 5-28-15

INTRODUCTION:

The architectural quality of downtown Rosenberg is important to the entire community. Proper improvements to the exterior appearances of individual buildings will help enhance the authentic image of our historic downtown district. Therefore, it is important that an organized and coordinated approach to exterior improvements be followed.

The Rosenberg Main Street Program has developed a Façade Improvement Matching Grant Program (Program) to provide assistance to property owners in the restoration of their buildings in historic downtown Rosenberg. This Program is available to property owners and tenants within the boundaries of Rosenberg's Main Street District (see Appendix B - Map of the Rosenberg Main Street District). This document outlines the scope, guidelines, and administrative procedures of this Program. By following the procedures outlined herein, applicants may apply for matching grants that will provide them with an added incentive to restore their buildings, thus enhancing and improving the downtown district and making it a more appealing place to live, work, play, shop, and invest.

PURPOSE:

The purpose of the Façade Grant Program is to provide economic incentives to:

1. Renovate and restore building façades in downtown Rosenberg.
2. Undertake well designed projects that will preserve the original architectural integrity of buildings and thus preserve the historic authenticity of the downtown district
3. Bring the buildings in downtown Rosenberg into a fit and sound state of repair and maintenance, and keep them there.

ELIGIBILITY:

Owners or tenants of buildings located within the area shown on the attached map are eligible to apply for a façade grant. If any grant application is submitted by a tenant, then it must be approved and signed by the property owner in order to be a valid application.

This Program is intended to provide an incentive to undertake building restorations; accordingly, a project will be deemed ineligible for funding if the work begins before the application is reviewed and/or approved.

To be eligible to receive funding through this Program, a project must involve the preservation of a historic building. For the purpose of this Program, the City of Rosenberg defines "historic building" as either:

1. a building that is over fifty (50) years old, or
2. a building that meets the Department of Interior definition of a historic property:
"a district, site, building, structure or object significant in American history, architecture, engineering, archeology or culture at the national, State, or local level".

In conjunction with the award of any grant under this Program, the Rosenberg City Council must issue a finding of fact that, in the opinion of the City Council, the proposed project meets the definition shown above.

Eligible Types of Work

Projects eligible for façade grants are limited to the following types of work:

- Safe cleaning of brick or wall surfaces
- Masonry repair
- Painting (brick-work may only be painted if the brick surface has previously been painted)
- Repair, reconstruction, and/or replacement of original architectural details
- Replacement of non-historic doors and/or windows
- Removal of siding and exterior false façades
- Rehabilitation or compatible reconstruction of a store front
- Installation or removal of signage
- Installation or removal of awnings
- Repair, installation or re-installation of roofs
- Repairs associated with restoring or maintaining the structural stability of the building

Non-Eligible Types of Work

Façade grants will not be issued for the following types projects. Please note that this list is not intended to be all inclusive and the Rosenberg Main Street Advisory Board and Rosenberg City Council will evaluate the merit of each project on an individual basis:

- Routine maintenance work

- Interior rehabilitation, except when such interior rehabilitation is needed in order to restore or maintain the structural stability of the building
- Installation of a façade or covering of a building made out of any type of aluminum, vinyl, stone, stucco, or other inappropriate materials that interfere with the historic integrity of the building
- Sandblasting of exterior bricks unless such work is expressly authorized
- Removal of historic features
- Installation or removal of landscaping, unless the installation or removal of such landscape fixtures or plantings are necessary in order to complement the original building design.

Assignment of a Grant

After a Façade Grant is awarded, the grant recipient may assign it to a new property owner or business owner if that assignee agrees in writing to abide by the terms under which the grant was awarded.

FUNDING:

The Façade Grant Program is made possible through the Rosenberg Main Street Program. Projects are eligible for a grant reimbursement for up to 50% of the project cost. Grantees will receive grant funds only after the following three (3) conditions are met:

- The Grantee must submit evidence that the subject work has been completed;
- The Main Street Manager must inspect the subject work and certify that the work has been completed; and,
- The Grantee must submit evidence that his or her contractor's invoice(s) for the subject work has been paid by the Grantee.

The Rosenberg Main Street Program reserves the right to recommend, and the Rosenberg City Council reserves the right to approve, the award of a grant subject to conditions, or to award a grant that provides a different percentage of matching funding to different elements of the project. For example, should the City Council chose to do so, it could award a 50% matching grant for repair of the doors and windows on a building, but only a 10% matching grant for repair of the roof on the building. Thus the level of matching grant funding for any project element is solely within the discretion of the City Council and they may flexible in the manner that they award any grant.

GUIDELINES:

Applications will be reviewed in accordance with the following guidelines. Successful applicants are responsible for ensuring that projects are constructed in accordance with information provided on the application as reflected in these guidelines:

1. The Secretary of the Interior's Standards for Rehabilitation (see Appendix A) must be adhered to in all proposed projects.
2. Renovations must conform to the zoning and building codes required by the City of Rosenberg and the State of Texas.
3. All work must be completed in a good quality workmanlike manner.
4. Plans for rehabilitation of structures must respect the architectural integrity of the entire building and the neighboring streetscape.
5. The quality of building materials varies widely, and grant recipients must use the highest quality facing materials possible. Materials that are compatible in quality, texture, finish, and dimension to those that were used originally on the building, or originally in the project area, are encouraged.
6. The Rosenberg Main Street Program will not be a party in negotiations between the applicant and contractors employed by the applicant. The applicant agrees to hold the Rosenberg Main Street Program harmless of any defects in workmanship, liability, damages, or other costs related to this project.

CRITERIA FOR APPLICATION REVIEW:

All eligible exterior renovation proposals will be considered for funding, but top priority will be given to projects that would make a highly visible contribution to the enhancement of downtown Rosenberg. Applications will be evaluated based on compliance with the guidelines outlined above and the merits of the proposed project in relation to other applications under consideration by the Rosenberg Main Street Advisory Board. Also, these matching grants will be awarded for eligible projects on a funds-available basis. The Main Street Advisory Board will not be under any obligation to award any grant. and the Main Street Advisory Board and the Rosenberg City Council reserve the right to reject any application for any reason, with or without cause.

Design assistance for applicants is available through Rosenberg's Main Street Program and through the Texas Main Street Program. To the extent that free design assistance is offered to the applicant, the applicant is required to utilize such assistance by requesting and receiving a design report, and attaching that design report to his or her application.

- The applicant for any matching grant is encouraged, but not required, to incorporate these design recommendations into his or her application.
- The Main Street Advisory Board is encouraged, but not required, to incorporate these design recommendations into its recommendations to City Council regarding the award of any grant.
- The Rosenberg City Council is encouraged, but not required, to incorporate these design recommendations into its final decisions regarding the award of any grant.
- Applications that receive design assistance from the Rosenberg Main Street Program and/or the Texas Main Street Program (TMSP) will not necessarily be approved.

The Rosenberg Main Street Program contact information is provided below:

Dan Kelleher, Manager
 Rosenberg Main Street Program
 1923 Avenue G
 Rosenberg, Texas 77471
danielk@ci.rosenberg.tx.us - (832) 535-0718

APPLICATION PROCEDURE:

Following is the procedure for the review of applications and disbursement of grant funds:

1. The applicant meets with Rosenberg Main Street Program staff to discuss the proposed grant application and to request design assistance from the Texas Main Street Program (TMSP) design staff. This support may include the preparation of sketches or renderings showing/describing the proposed restoration work (note that such sketches or renderings may be required to be attached to the grant application; see below).
2. Rosenberg Main Street Program staff will assist the applicant in the preparation of the **Request for Design Assistance Form**. If the subject work is minimal, for example, the repair of a door or window, then the Main Street Manager may, in his or her sole discretion, waive the requirement of requesting a full design review from the TMSP.
3. The applicant completes the **Façade Grant Application Form**. Main Street Program staff will assist in filling out the application if requested. If the applicant is not the property owner, then the applicant must have the application signed by the property owner. The applicant then submits the following to the Rosenberg Main Street Program Office:

- a. The Façade Grant application form
 - b. Any design report that has been received from the Texas Main Street Program (TMSP)
 - c. Any other relevant design plans
 - d. Any available sketches showing the proposed work
 - e. Photos
 - f. Detailed written description of the proposed renovations
 - g. An outline of the estimated project cost
 - h. An estimated date for beginning of the project and for completion of the project
4. When a Façade Grant Application Form is completed, it will be placed on the agenda for the next Rosenberg Main Street Advisory Board meeting. The project applicant will be notified when the application will be considered by the Main Street Advisory Board. The Main Street Advisory Board will not make the final approval decision, but will make a recommendation of approval to the Rosenberg City Council.
 5. The Rosenberg City Council will review the proposed project at a regularly scheduled meeting and decide whether to approve, approve with conditions, or deny the Façade Grant application.
 6. The applicant will be notified of the City Council's decision. If the application is approved, the Main Street Program staff will prepare a Grant Agreement that outlines the obligations of both the grant recipient and the Main Street Program with respect to the grant award. It is this Agreement that conditionally obligates the Main Street Program to pay out the grant.
 7. Projects must be completed within six (6) months from the date the Agreement is signed by both parties. Failure to complete the project within six (6) month deadline without an approved extension could result in loss of funding.
 8. Applicants who cannot complete the required work within six (6) months may request an extension.

Applicants who require an extension should submit a written request to the Rosenberg Main Street Program office providing a compelling reason(s) why they were unable to complete the work within the contracted period. The Main Street Manager shall, in his or her sole discretion, determine if such an extension to the work completion

deadline is warranted, and he or she shall notify the applicant of that decision.

9. The applicant is responsible for ensuring that the project is completed in accordance with the approved application and the terms of the Grant Agreement. Any deviations from the approved application or the terms of the Grant Agreement must be approved by the Rosenberg Main Street Manager prior to commencing work.
10. After any part of the project is certified to be completed by the Rosenberg Main Street Manager, and after the applicant has provided copies of paid invoices or other evidence that the contractor has been paid for the subject work, the Rosenberg Main Street Program will release grant funds to reimburse the applicant for the approved portion of grantee's costs of making the improvements as provided under the terms of the Grant Agreement.

Questions regarding the Façade Grant Program should be directed to the program administrator:

Dan Kelleher, Manager
Rosenberg Main Street Program
1923 Avenue G
Rosenberg, Texas 77471
danielk@ci.rosenberg.tx.us - (832) 535-0718

APPROVAL & AMENDMENTS

Both the initial establishment of the Façade Improvement Grant Program rules, and future amendments to these rules, shall be authorized only by the approval of the Rosenberg City Council.

APPENDIX A

Excerpt From the Secretary of the Interior's Standards for Rehabilitation

The 1992 version of the Secretary of the Interior's Standards for Rehabilitation reads as follows:

1. The property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
6. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
7. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
8. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
9. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
10. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

APPENDIX B
Map of the Rosenberg Main Street District

[Map to be Attached]

DRAFT



CITY COUNCIL COMMUNICATION

June 23, 2015

ITEM #	ITEM TITLE
3	Street Sweeping Discussion
ITEM/MOTION	
Review and discuss Street Sweeping Services, 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

MUD #: N/A

SUPPORTING DOCUMENTS:

1. None

APPROVALS

Submitted by:

William Benton/ks

William Benton
Councilor, At Large Position
One

Reviewed by:

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

**Approved for Submittal
to City Council:**

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This item has been included to allow City Council an opportunity to discuss street sweeping services and to direct staff as necessary.



CITY COUNCIL COMMUNICATION

June 23, 2015

ITEM #	ITEM TITLE
4	FY2016 Budget Priorities Discussion
ITEM/MOTION	
Review and discuss the proposed FY2016 Budget Priorities, 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. FY2016 Budget Requests

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

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

Approved for Submittal to City Council:

Robert Gracia
City Manager

EXECUTIVE SUMMARY

As part of the FY2016 Budget process, each department was asked to submit their needs, not including operational expenses, for FY2016. The needs were submitted as a capital request (over \$100,000), a supplemental request (under \$100,000), or a personnel request. The majority of the items requested were identified during the strategic planning process.

Once the requests were compiled, City management (Department Directors) met and prioritized the requests. A listing of requests, as prioritized by management, has been included for your review along with each individual request form, as submitted by the department.

This item has been placed on the Workshop Agenda to provide City Council the opportunity to review the listing as prioritized by staff. Staff will be available to answer any questions.

The prioritized listing will be presented to City Council for consideration at a future regular City Council Meeting in the form of a Resolution. Once approval is received, City staff will determine the number of items that can be funded and included in the FY2016 Proposed Budget.

**CITY OF ROSENBERG, TEXAS
2015-16 BUDGET**

FY2016 BUDGET REQUESTS

	<u>One-Time</u>	<u>Recurring</u>
1 Fleet Service Technician part-time to full time - Fleet	\$ -	P
2 Capital Project Manager	-	P
3 Planning - reinstate second position (Including equipment)	2,500	P
4 Shop Heater - Fleet	7,752	-
5 Replace Firewall - Technology	22,000	10,000
6 Assistant Human Resources Director - HR (Including equipment)	4,000	P
7 Increase Life & AD&D Insurance to \$25000 per full-time employee - HR		16,000
8 Additional Police Officer (including equipment & vehicle)	65,868	P
9 Contract Inspector converted from Light Equipment Operator (Vehicle)	21,500	P
10 Rescue Equipment - Fire	91,000	-
11 ERP (Enterprise Resource Planning) - Technology	550,000	63,000
12 Battalion Chief of Prevention Division (including equipment & vehicle)- Fire	59,500	P
13 Vision Insurance for full-time employees - HR		23,000
14 Additional Traffic Officer (including equipment & vehicle)	65,868	P
15 Body Camera Units - Police	33,168	-
16 Three (3) Fire Fighters to add one to each shift	22,500	P
17 Enterprise Technology Administrator - Technology Department		P
18 Brick Fence Repair - Police	28,400	-
19 Crime Analyst (including equipment)	2,219	P
20 Ticket Writers - Technology	25,000	-
21 Additional CID Detective (including equipment & vehicle)	42,219	P
22 ECCS (Phone System) - Technology	270,000	-
23 Additional Police Officer (including equipment)	7,917	P
24 Officer Self Aid Buddy Kits - Police	6,097	-
25 EESS (Enterprise Event Scheduling Software) - Technology	15,000	2.5%
26 ESM (Enterprise Storage Management) and Virtualization - Technology	300,000	-
27 Additional Traffic Officer (including equipment & vehicle)	65,868	P
28 Reallocate Funds for Business Assistance Grant - Economic Development	100,000	
29 City Website Update/Upgrade - Information Services (IS)	40,000	10,000
30 Records Clerk converted from Part-time Secretary - City Secretary		P
31 SWAT Team Member Gear - Police	13,349	-
32 Rescue Truck - Fire	490,000	10,000
33 Public Communications Portal & Citizen Request Management - IS	8,800	8,800
34 Master Plan Update including Zone 8 Park -Parks	20,000	

** "P" is for personnel costs dependant on Classification and Total Compensation Study **

35	Crime Prevention Officer (including equipment & vehicle)	56,719	P
36	<i>Roaming Profiles - Technology</i>	48,200	7,500
37	<i>HR Application & Onboarding - Technology</i>	13,000	7,152
38	<i>Fleet Software (Maintenance and GPS)- Technology</i>	9,000	19,000
39	Project Manager - Technology Department	-	P
40	<i>Digital Blueprint Scanner - Technology</i>	6,700	6,700
41	<i>Rugged Wide Remote Surveillance Trailer - Police</i>	111,199	980
42	<i>Streets & Fleet Parking Lot</i>	70,000	
43	Enterprise Technology Administrator - Technology Department	-	P
44	<i>Replacement of (10) Fire Toughbooks - Technology</i>	36,000	
45	<i>Enterprise Training Software - Technology</i>	20,000	20,000
46	<i>FSA (Facilities Security & Access Controls) - Technology</i>	140,000	-
47	<i>Chain Link Privacy Fence Repair - Police</i>	8,200	-
48	<i>Civic Center AV Upgrades - Technology</i>	14,000	-
49	<i>EDMS (Document Management) - Technology</i>	98,000	23,000
50	<i>Organizational Wireless Backbone - Technology</i>	120,000	-
51	<i>City Hall Multimedia Meeting Room Upgrades - Technology</i>	22,000	-
52	<i>WiFi Seabourne Creek Park - Technology</i>	8,000	-
53	<i>Street Sweeper</i>	224,000	104,000

** "P" is for personnel costs dependant on Classification and Total Compensation Study **

**City of Rosenberg
FY2016 Budget Request Form**

Title: Service Technician

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Currently, we employ a part-time Assistant Service Technician that I need to reclass to full time in order to meet current service demands. A full time Service Technician is responsible for the light repairs and general preventative maintenance. This allows the Mechanic I & IIs to focus more on the heavier and more complex repairs.

Fund/Dept: 5025

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ P

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Recurring personnel costs such as wages, insurance, etc.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Capital Project Manager

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Additional personnel position of a Capital Project Manager. This position is needed to assist and enhance management of the annual Capital Improvement Plan (CIP) projects. The FY15 CIP has 31 projects and the current staffing levels are not sufficient to maintain complete oversight over project schedules, resulting in delayed construction completion dates. The amount of staff time needed to review construction plans during the various phases, review contracts, manage the bidding process, review pay applications and monitor warranties after project completion, is currently unavailable. In addition, other departments within the City regularly request assistance with reviewing project plans, specifications or contracts which also takes time to complete.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P

Supplies _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Personnel position & benefits would reoccur annually

**City of Rosenberg
FY2016 Budget Request Form**

Title: Reinstatement of Second Planning Position

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This request is to reinstate the previous, second Planning position that was eliminated during the recession. The amount of growth the Planning Department is responsible for managing is greater than it was before the recession when there were two (2) positions. This issue is addressed extensively in the Department's Strategic Plan. A survey was conducted, and other cities in Texas with a similar population to Rosenberg have an average of four (4) planning positions whereas we have only one (1) position that deals directly with Planning issues, which is the Director of Community Development. The position is also critical to succession planning and accomplishing our customer service goals and objectives (e.g., responding to customers within 24 hours).

The main difference between this year and last year, when this budget request was originally submitted, is that there is now space available at the City Hall Annex for the position. The Public Works Director position has relocated to a different facility (Streets Dept.).

Fund/Dept: Planning

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 2,500

Re-occurring Costs:

Personnel Services \$ P

Supplies 2,500

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

N/A

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

N/A

**City of Rosenberg
FY2016 Budget Request Form**

Title: Fleet Shop Heater

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The building heater needs to be replaced due to the current heater no longer being operable or serviceable. Fleet has had to purchase small space heaters to try and keep the work area warm during the cold months, but these are inefficient and ineffective due to the size of the bay.

Fund/Dept: 5025

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 7752.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Electricity

**City of Rosenberg
FY2016 Budget Request Form**

Title: Replacement Firewall

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The city currently uses an outdated Cisco ASA firewall to protect its enterprise network and should update this appliance.

Risk Factors – With growing cyber attacks especially those that single out cities and the government, the city should keep its core perimeter security updated with the latest in technology and improve its ability to block threats in real-time with low latency and reliability. As electronic transactions of credit cards and electronic checks increase, it is important that the protection of this data also increases.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 22,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 10,000.00

Total Re-occurring costs \$ 10,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Assistant Human Resources Director

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With the continuing growth in our community, along with the increase in the number of City employees, the Human Resources Department has seen a significant increase in the areas of recruiting and training.

The City funded 261 full-time positions, and 45 part-time positions or 8.62 full-time equivalents in FY14-15.

In 2010, the City eliminated the Assistant Human Resources Director position.

The Assistant Human Resources Director would be responsible for providing administrative support for Human Resources Department operations and functions in the areas of city-wide training and recruiting. The Assistant Human Resources Director will assist the Director with managing the following areas: employee relations, recruitment and selection, and training and development.

Changes/Improvements to Current Operations:
Improved service to the citizens of Rosenberg and City employees by focusing on the recruitment of new employees and the training of current employees.

Consequences of Not Funding This Request:
There is the potential for insufficient services to our citizens and employees due to an ever increasing workload in this department of two staff members - Human Resources Director and Administrative Assistant.

Fund/Dept: Human Resources

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 4,000.00

Re-occurring Costs:

Personnel Services \$ P

Supplies 250.00

Maintenance & Contractual Services 1,000.00

Total Re-occurring costs \$

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Position/Equipment:

Vehicle Allowance: \$2,400.00
Office Furniture: \$2,000.00
Computer: \$1,500.00
Telephone: \$500.00
Office Supplies - \$250.00
Education & Training - \$1,000.00

**City of Rosenberg
FY2016 Budget Request Form**

Title: Life & AD&D Insurance

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Request for the City to offer an increase in coverage for Life & Accidental Death & Dismemberment (AD&D) insurance for full-time employees from a \$10,000 policy to a \$25,000 policy. Life & AD&D insurance can be the foundation for a family's financial protection. The increase would allow families to not be burdened with the financial costs related to the burial and funeral expenses.

Currently, the City offers \$10,000 Life & AD&D insurance for full-time employees. The current cost is \$3.40 per month per employee.

Gallagher Benefits Services, Inc. Consultant recommended the additional cost for the benefit would be estimated at \$5.10 per month per employee, \$16,000 annually for full-time employees.

The total cost of the Life & AD&D Insurance benefit would be \$8.50 per month per employee, estimated at \$26,500.00.

Fund/Dept: All City Departments

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ 16,000.00

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ 16,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

If the additional Life & AD&D Insurance will be added as an additional benefit, then all City departments would be affected as part of the personnel expenses.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Additional Police Officer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

In order to meet the demand of the calls for service and to provide the citizens with optimal response, the Police Department will need to add officers on an annual basis. Due to the calls for service volume well above the average per officer, additional officers would help alleviate the burdens placed on each officer, allowing for more quality service and quicker response times. With the addition of an officer, the following equipment would need to be purchased to provide the officer with the necessary tools to perform the tasks:

- Badge - \$120
- Portable Radio with charger - \$3,100
- Flashlight - \$125
- Uniforms - \$375
- Traffic Vest - \$45
- Duty Belt and Attachments - \$150
- Holster - \$130
- Uniform Pins - \$20
- Rain Coat - \$210
- Cold Weather Jacket - \$130
- OC Spray - \$10
- OC Spray Holder - \$27
- Patrol Rifle - \$800
- Ballistic Vest - \$700
- Taser and Holster - \$1,025
- iPod \$200

- Equipment for and officer Total - \$7,167

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 7,167

Re-occurring Costs:

Personnel Services \$ P

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Re-occurring costs of yearly evaluations and possible increased health insurance rates. Along with supply cost, replacement of ammunition, taser cartridges, OC spray, etc...

**City of Rosenberg
FY2016 Budget Request Form**

Title: Police Package Tahoe Patrol Unit

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With the addition of adding a new police officer to the patrol division, a new black patrol unit will also need to be added for each additional traffic officer.

Police Package Tahoe 100k/5yr warranty
\$37,707.33 (Note: at least a 2% increase to pricing throughout a year of purchase on a Police Package Tahoe.)

Additional Equipment:

- Police Radio - \$3,100
- Police Radar - \$1,918.90
- Coban Computer - \$9,900
- Stream Light Flashlight and Kit - \$109
- Ticketwriter Device and Printer - \$2,737.66
- Pana Mount for Printer - \$20
- Gun Rack - \$365
- Traffic Cones - \$40
- WiFi Modem - \$853
- Decals - \$1200

Total amount of fund for new patrol unit is \$57,950.89

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 57,950.89

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services Fuel

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Maintenance and fuel to patrol unit. Due to the fluctuation of oil and gas, prices to a true cost of operating expenses can not be determined.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Contract Inspector

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Under the direction of the Public Works Director the Contract Inspector will assure that the City's ROW are kept maintained. This position will look after the Tree Trimming Contract, Sidewalk Replacement Contract, Sidewalk Raising Contractor, Street Raising Contractor, Street Sweeping Contract, Mowing Contracts, and ROW Permit Contractors. He will insure that the City's Design Standards are followed. As the City continues to grow we need key personal to keep up with all the different contractors working in the City. This was defined in the Public Works Strategic Plan. The goal is to reclassify an existing light equipment operator to this position.

Truck and Lights \$20,000

Computer \$1500

Uniforms \$600

Cell Phone \$600

Reclassification

Fund/Dept: 101-5022-

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 21,500.00

Re-occurring Costs:

Personnel Services \$ P

Supplies \$ 1,200

Maintenance & Contractual Services \$ 2,000

Total Re-occurring costs \$ 9,700

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Rescue Equipment

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

We are requesting funds to replace the department's aging rescue equipment. This equipment is vital to our organizations role in rescuing citizens trapped in vehicles, machinery or in situations where ropes are needed to perform the rescue. Replacing this equipment will allow the department to update current equipment. Items to be replaced and/or updated:

- Hydraulic Rescue Tools- \$ 58,000
- Air Bag Rescue Equipment \$ 16,000
- Rope Rescue Equipment \$9,000
- Rapid Intervention Rescue Equipment \$8,000.00

Fund/Dept: 3100

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 91,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

N/A

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

N/A

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Resource Planning Software Replacement

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The current ERP is very limited in its functionality, lacks the required reporting, and does not integrate with third party services. Since this software touches most city departments, it decreases productivity and collaboration across the board. This request also includes a Permitting/Code compliance application.

Risk Factors – The city loses data that is not recorded in the ERP on a daily basis. The city is unable to research trends and cost saving measures because of its lack of function. The current software will not allow other 3rd party software to integrate with its application specific database. Time sheets, purchase request, budgeting and other critical city functions are being done manually because of the current software deficiencies costing the city in lost productivity.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 550,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** 63,000.00

Total Re-occurring costs \$ 63,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Replace Springbrook with a much more stable and widely used software that provides better support for users, reporting, API's and will function with the latest technology devices. The cost would be a one-time fee of \$550,000 with a \$62,947.00 reoccurring yearly fee. First Year Cost Total - \$550,000.00, Yearly reoccurring cost total - \$63,000.00

The city is currently under an existing agreement with Springbrook and they have provided a buyout of \$210,000.00(to transition to a year-to-year contract). It has not been determined what cost if any would be associated with the early termination of this contract.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Battalion Chief Prevention Division

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With the increased growth of the city, the prevention division of the Fire Department has been greatly impacted. The Fire Marshal's office strives to meet the needs of the community, especially with the inspection and construction of buildings that is a product of this growth. Meeting the needs of contractors has been challenging with limited staff. The addition of the Battalion Chief Prevention Division will increase the productivity of the prevention division in meeting our customer needs by providing more timely inspections, plan reviews, construction meetings, fire investigations, public education programs, and fire prevention programs. The Battalion Chief of the Prevention Division will allow the division of labor within the department which will improve the operation of the department on a daily basis.

The Battalion Chief will require a vehicle to conduct the daily business associated with his position.

This position will require the purchase of PPE and uniforms

Fund/Dept: 3300

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 59,500.00

Re-occurring Costs:

Personnel Services \$ P

Supplies _____

Maintenance & Contractual Services 11,550.00

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

N/A

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

The impact on operation cost will include:

- Annual Fuel Cost- \$7,500.00
- Annual Vehicle Repair \$1,500
- Annual Certification Fees \$ 100.00
- Annual Air Time Cost- \$850.00
- Annual Training Cost- \$1,000
- Annual uniform allowance-\$600.00

**City of Rosenberg
FY2016 Budget Request Form**

Title: Vision Insurance

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Request for the City to offer Vision Insurance for full-time employees.

Currently, the City offers a discount vision plan through the current health insurance carrier that provides a predefined discount, such as a percentage off covered services; however, vision insurance could make routine eye care more affordable by providing access to a fixed dollar amount of services for a premium including a co-pay, and a fixed dollar amount toward a pair of frames and/or contacts.

Gallagher Benefits Services, Inc. Consultant recommended the cost for the benefit would be estimated at \$7.50 per month per employee, totaling \$23,000 annually for all full-time employees.

Recommendation:
Offer Employee Only Vision Insurance to full-time employees with the option to the employee to add dependent coverage paid at 100% by the employee.

Fund/Dept: All City Departments

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ 23,000.00

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ 23,000.00

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
If the Vision Insurance will be added as an additional benefit, then all City departments would be affected as part of the personnel expenses.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Additional Traffic Officer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

In order to meet the demand of the calls for service and to provide the citizens with optimal response, the Police Department will need to add officers on an annual basis. Due to the calls for service volume well above the average per officer, additional officers would help alleviate the burdens placed on each officer, allowing for more quality service and quicker response times. With the addition of an officer, the following equipment would need to be purchased to provide the officer with the necessary tools to perform the tasks:

- Badge - \$120
- Portable Radio with charger - \$3,100
- Flashlight - \$125
- Uniforms - \$375
- Traffic Vest - \$45
- Duty Belt and Attachments - \$150
- Holster - \$130
- Uniform Pins - \$20
- Rain Coat - \$210
- Cold Weather Jacket - \$130
- OC Spray - \$10
- OC Spray Holder - \$27
- Patrol Rifle - \$800
- Ballistic Vest - \$700
- Taser and Holster - \$1,025
- iPod \$200

- Equipment for and officer Total - \$7,167

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 7,167

Re-occurring Costs:

Personnel Services \$ P

Supplies \$ 750

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Re-occurring costs of yearly evaluations and possible increased health insurance rates. Along with supply cost, replacement of ammunition, taser cartridges, OC spray, etc...

**City of Rosenberg
FY2016 Budget Request Form**

Title: Police Package Tahoe Patrol Unit (Traffic Unit)

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With the addition of adding a new traffic officer to the patrol division, a new black patrol unit will also need to be added for each additional traffic officer.

Police Package Tahoe 100k/5yr warranty
\$37,707.33 (Note: at least a 2% increase to pricing throughout a year of purchase on a Police Package Tahoe.)

Additional Equipment:

- Police Radio - \$3,100
- Police Radar - \$1,918.90
- Coban Computer - \$9,900
- Stream Light Flashlight and Kit - \$109
- Ticketwriter Device and Printer - \$2,737.66
- Pana Mount for Printer - \$20
- Gun Rack - \$365
- Traffic Cones - \$40
- WiFi Modem - \$853
- Decals - \$1200

Total amount of fund for new patrol unit is \$57,950.89

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 57,950.89

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services Fuel

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Maintenance and fuel to patrol unit. Due to the fluctuation of oil and gas, prices to a true cost of operating expenses can not be determined.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Body Camera Units

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Body cameras are being implemented across the nation to assist in protecting officers and agencies against frivolous and often times, totally fictional claims of officer misconduct. Studies have shown that officer use of force complaints have declined for some agencies after the implementation of body cameras. The implementation of body cameras are beneficial to the officer, city, and the public for which we all serve. The body camera will be a valuable tool which ensures the efforts by the city and police department to be as transparent as possible. The Coban cameras have a range that officers often travel out of during the course of an investigation. The body cameras will allow an officer to pick up recording where Coban may lose signal. They will allow the officer to collect and record valuable information out of range of units. Coban collects visual images captured from the camera in the direction it is left when an officer exits the vehicle.

The request would be for 70 body cameras with 5 charging stations with a 1 year warranty and computer storage for DATA files

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 33,168.30

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

n/a

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

n/a

**City of Rosenberg
FY2016 Budget Request Form**

Title: Three (3) Fire Fighter Positions

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

In our strategic plan, the fire department identified the need to increase staffing to achieve a goal of 1.33 firefighters for each needed fire position and to increase personnel strategically to meet the growth of the community and the department. This growth was also to allow the department to grow and to meet national recommendations for firefighter staffing. This year, we are continuing the department's growth by adding three (3) additional positions.

These three (3) positions are being added to work towards our goal of 1.33 firefighters per assigned position.

These personnel will require uniforms and PPE.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 22,500

Re-occurring Costs:

Personnel Services \$ P

Supplies \$ 3,000

Maintenance &
Contractual Services \$ 425

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

There will be no increase in revenues by funding this position, however, manpower is an area evaluated by ISO and will assist in improving our ISO rating for manpower requirements.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Re-occurring expenses will be salaries and benefits, \$50 per person uniform allowance and \$85 per firefighter annual certification fees.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Technology Administrator

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Under general direction of the Director of Technology the Enterprise Administrator analyzes, evaluates, and modifies existing or proposed databases, systems, interfaces, related devices, system controls and system access. Works with users to define system requirements, ensures timely and efficient manufacturer's software release installation; implements technological solutions; may perform project management; and may design, encode, test and debug programs and/or user-defined modifications.

Responsible for providing network technical expertise as well as understanding the implications across the organization. Enforces security, and safety; plans, directs, and coordinates the design, installation, and connectivity of the network infrastructure to ensure the stable operation of the organization's infrastructure. Develops, configures, maintains, supports, and optimizes all new and existing network hardware, network and operating software, and communication links.

Implements and manages ITIL service methodology that relate to areas of responsibilities.

Fund/Dept: Technology Department

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ P _____

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

The Enterprise Administrator will monitor system wide applications and infrastructure to minimize security and compliance liability to the city and control cost for long term expense reductions across all departments.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Mobile phone
Mileage reimbursement
Equipment/supplies - workstation, phone, etc.
Desk/workspace
Systems licenses

**City of Rosenberg
FY2016 Budget Request Form**

Title: Police Department Outer Perimeter Brick Fence Repairs

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Sections of the outer perimeter brick fence has structural damage near the north gate and east gate that is in need of renovations. These area of concerns the brick and mortar has come loose exposing holes in the brick with a noticeable foundation problem. The foundation of the brick fence is not only a concern to the image of the police department but a safety concern due to the brick fence being unstable.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 28,400.34

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

n/a

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

n/a

**City of Rosenberg
FY2016 Budget Request Form**

Title: Crime Analyst

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Criminal Investigations Department has moved from merely investigating crimes to more of a predictive policing approach. This means studying criminal patterns in an effort to predict crime place and day that a crime might occur. We continue to implement online intelligence websites focusing on retrieving data, but the issue is with increasing caseloads, this requires a single person dedicated to interpreting, organizing, and managing crime data. The addition of a crime analyst designated to organize and study the data alongside the detectives in order to identify criminals and possible targets will increase the effectiveness of crime detection. It will support the department in its efforts to be more proactive versus reactive. The analyst's duties would include using computer programs, such as BAIR Analytics combined with statistical data to map possible criminal activities. The analyst would then create visual presentations such as spreadsheets, maps and graphs in Compstat. The analyst would help maintain the data on a daily basis which is needed to identify when criminal patterns arise. The analyst would be a catalyst between patrol and CID by sharing intel between the divisions and incorporating it into the database. The data generated by the analyst, patrol and CID will help create operation plans targeting the crimes within the City.

With this addition, the division will need a desk and a chair. The cost of the desk is \$2,080 and chair is \$139.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P

Supplies 2,219

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Ticket Writers

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Ticket writers are starting to fail because they have not been replaced in six years. Most of the ticket writers have now been put on a vehicle replacement schedule and are now being replaced as patrol cars are replaced, however there are nine writers that are used outside of patrol cars and those units are in need of replacement because they are at the end of their life and are starting to fail.

Risk Factors – The officers use the ticket writers on a daily basis and the failure of these devices could keep an officer from completing his job duties.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 25,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Criminal Investigations Division Detective

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Rosenberg Police Department is responsible for the registration of sex offenders in all part of the city limits. There were approximately 61 sex offenders registered with the police department in 2011. Since 2011, the population of sex offenders in the City averages about 60 offenders annually. The average non-compliant rate is 11%. In order to provide minimum supervision for the large amount of sex offenders within the City, three detectives have been assigned to monitor and manage this population. This adds an additional burden to these detectives because they still must maintain their daily caseload. This causes problems with the effectiveness with monitoring this population needs constant monitoring and managing to insure public safety from recidivism. The detective assigned to this position will register sex offenders, actively monitor to ensure compliance with registration requirements, and investigate sex offender related cases. This position will include partnering with ICAC (Internet Crimes Against Children) to be certified as cybercrimes detective and engage in peer-to-peer online surveillance. The detective will provide education training to the community regarding sex offender detection and awareness. This will enhance our ability to detect violation, which will result in filing of criminal charges and the apprehension of violators. This proactive approach will ensure that the community becomes a safer environment by identifying and apprehending non-compliant offenders. Activities in the program include: home and site visits to validate information provided by the offender during registration, written communications as necessary to monitor compliance; site visits to monitor areas known to be frequented by sex offenders (parks and other public gathering areas) filing criminal charges, apprehension in cases of non-compliance; networking with other agencies including the Board of Pardons and Parole, Community Supervision and Corrections, law enforcement agencies and other agencies to ensure compliance with the terms of parole and/or probation; and share legally authorized information to community groups, schools and law enforcement personnel to increase compliance. Forming partnerships with other agencies and a task force will help with enforcement and preventions. ICAC membership offers a network which detects online solicitors and other online predators.

The CID is expanding to include another detective. With this addition, the division will need a desk and a chair. The cost of the desk is \$2,080 and chair is \$139.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P

Supplies 2,219

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Criminal Investigations Division (CID) - Detective Vehicle

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Criminal Investigations Division is expanding to include another detective. With the addition of the new detective, another vehicle is needed. The cost of a new CID vehicle is \$40,000

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 40,000

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Phone System

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The city currently leases its phone system from Mitel. This contract will be ending in 2016. Replacing this outdated phone system with a complete ECS would allow the City to be more productive with its communications and collaboration. Since the city would own this system, there would be saving and the total cost of ownership would be less than if the city leased a system similar to the current system.

Risk Factors – Since the city uses a phone system for its everyday business, it is important that we keep this system operational and up to date. With the lease contract ending with MITEL, the city needs to invest in a replacement system. It is recommended that the system be purchased rather than leased to save in long term expenses.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 270,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Additional Police Officer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

In order to meet the demand of the calls for service and to provide the citizens with optimal response, the Police Department will need to add officers on an annual basis. Due to the calls for service volume well above the average per officer, additional officers would help alleviate the burdens placed on each officer, allowing for more quality service and quicker response times. With the addition of an officer, the following equipment would need to be purchased to provide the officer with the necessary tools to perform the tasks:

- Badge - \$120
- Portable Radio with charger - \$3,100
- Flashlight - \$125
- Uniforms - \$375
- Traffic Vest - \$45
- Duty Belt and Attachments - \$150
- Holster - \$130
- Uniform Pins - \$20
- Rain Coat - \$210
- Cold Weather Jacket - \$130
- OC Spray - \$10
- OC Spray Holder - \$27
- Patrol Rifle - \$800
- Ballistic Vest - \$700
- Taser and Holster - \$1,025
- iPod \$200

- Equipment for and officer Total - \$7,167

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 7,167

Re-occurring Costs:

Personnel Services \$ P

Supplies \$ 750

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Re-occurring costs of yearly evaluations and possible increased health insurance rates. Along with supply cost, replacement of ammunition, taser cartridges, OC spray, etc...

**City of Rosenberg
FY2016 Budget Request Form**

Title: Officer Self Aid Buddy Kits/Active Shooter

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The patrol division is typically the first "first responder" and at times the only responder on a scene until the scene is secured. There are a number of traumatic injuries to officers, citizens and suspects which can be life threatening with an average of a two minute window. Part of being a patrol officer it to preserve life. As of now, patrol officers do not have any equipment issued to assist them in basic care to themselves and others. By issuing patrol officers Self Aid Buddy Kits, not only will officers be able to provide basic life saving care, it will also reduce the liability through the priority of life which requires officers to provide first-aid to 1st hostages, 2nd civilians, 3rd police officers, and 4th, suspects.

The proposed kits are considered Basic Kit, which provides basic life saving equipment such as bandaging products, personal protective equipment (PPE) and Hemorrhage Control Devices (Tourniquets).

With the issuing of these kits, a mandatory instructional class should be in place to ensure every officer is competent on the equipment.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 6,097

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Re-occurring expenses would only include the individual items used for each kit. The entire kit will NOT have to be replaced.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Event Scheduling Software

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Class Software is used by the city to schedule rooms in the Civic Center and is used by parks to schedule its facilities. It will no longer be support in 2017.

Risk Factors – The current software will only run on Windows XP machines and will no longer be supported by the vendor in 2017.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 15,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
There will be an ongoing transaction fee of 2.5% per transaction.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Storage Management

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Problem - The ESM is the foundation for all data throughout the city including future virtualization and enhancements to video surveillance and Disaster Recovery. The ESM would consist of a primary controller and a backup controller so that data could be kept off-site for security and emergency management. The ESM would eliminate the need for multiple servers and eliminate a large portion of the maintenance in the data center and lower the overall operational cost. The EMS also creates a smaller carbon footprint for the city and moves all data into one location making reporting from several systems possible for a better decision process. It would also allow for more flexibility, security and improve business continuity.

Risk Factors- The city data storage servers do not have a sufficient backup process and the city's loss of critical data is an unnecessary risk. Further, recovering data from total loss would be a very slow process including reloading each server. There is currently no off site backup and backups are not done in real time and are reliant on an aging tape system. The city is also running out of space on these servers. This long term ESM solution includes a platform that would allow the cities to house data for many years to come in a single secure place with a quick recovery time from total loss. The ESM would also be the foundational hardware that all current and new systems would be built upon creating a stable and sensible enterprise systems environment.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 300,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Additional Traffic Officer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

In order to meet the demand of the calls for service and to provide the citizens with optimal response, the Police Department will need to add officers on an annual basis. Due to the calls for service volume well above the average per officer, additional officers would help alleviate the burdens placed on each officer, allowing for more quality service and quicker response times. With the addition of an officer, the following equipment would need to be purchased to provide the officer with the necessary tools to perform the tasks:

- Badge - \$120
- Portable Radio with charger - \$3,100
- Flashlight - \$125
- Uniforms - \$375
- Traffic Vest - \$45
- Duty Belt and Attachments - \$150
- Holster - \$130
- Uniform Pins - \$20
- Rain Coat - \$210
- Cold Weather Jacket - \$130
- OC Spray - \$10
- OC Spray Holder - \$27
- Patrol Rifle - \$800
- Ballistic Vest - \$700
- Taser and Holster - \$1,025
- iPod \$200

- Equipment for and officer Total - \$7,167

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 7,167

Re-occurring Costs:

Personnel Services \$ P

Supplies \$ 750

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Re-occurring costs of yearly evaluations and possible increased health insurance rates. Along with supply cost, replacement of ammunition, taser cartridges, OC spray, etc...

**City of Rosenberg
FY2016 Budget Request Form**

Title: Police Package Tahoe Patrol Unit (Traffic Unit)

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With the addition of adding a new traffic officer to the patrol division, a new black patrol unit will also need to be added for each additional traffic officer.

Police Package Tahoe 100k/5yr warranty
\$37,707.33 (Note: at least a 2% increase to pricing throughout a year of purchase on a Police Package Tahoe.)

Additional Equipment:

- Police Radio - \$3,100
- Police Radar - \$1,918.90
- Coban Computer - \$9,900
- Stream Light Flashlight and Kit - \$109
- Ticketwriter Device and Printer - \$2,737.66
- Pana Mount for Printer - \$20
- Gun Rack - \$365
- Traffic Cones - \$40
- WiFi Modem - \$853
- Decals - \$1200

Total amount of fund for new patrol unit is \$57,950.89

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 57,950.89

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services Fuel _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Maintenance and fuel to patrol unit. Due to the fluctuation of oil and gas, prices to a true cost of operating expenses can not be determined.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Reallocate Funds for Business Assistance Grant

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The request is to reallocate funds for the Business Assistance Grant. The recommendation is for \$100,000 of funding (50,000 from the General Fund and 50,000 from the HOT Fund).

The Business Assistance Grant is a 50/50 matching grant of up to \$10,000 for exterior improvements to Rosenberg businesses.

Fund/Dept: General/HOT Funds

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 100,000

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Physical Improvements to buildings should result in higher assessed values on the buildings.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Website upgrade/update

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Update/upgrade City website

upgraded features/design; workflow management and approval cycles; social media integration; citizen/business portals; etc.

Fund/Dept: Communications - Misc. Funds

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ \$40,000

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services \$10,000

Total Re-occurring costs \$ \$10,000

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

slightly higher than current software maintenance; continual updates and ongoing upgrades at certain intervals included in maintenance fees

**City of Rosenberg
FY2016 Budget Request Form**

Title: Full Time Records Clerk

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Requesting to make the part time Secretary 1 position a full time position. With the increase in Texas Public Information Requests (TPIA) requests, we need a full time person to track and assist in filling the TPIA's, as well as other duties of Records Management.

This position would have the present job duties for the part time position with the additional duties of filling all Open Records Requests.

Fund/Dept: 101-1300-510-1010

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Not applicable.

**City of Rosenberg
FY2016 Budget Request Form**

Title: SWAT Team Member Gear

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The expansion of the Rosenberg SWAT Team to include two new positions. These two new positions expand the team from 10 members to 12 members. The two additional team members will function as designated Marksman/Observers. Currently, the Marksman is a collateral position with the primary function of acting as a regular team member. Also, there is no current Observer on the team. The additional two team members will not require the need for additional police personnel. These two positions would be selected from within the department from currently employed police officers.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 13,348.98

Re-occurring Costs:

Personnel Services \$ _____

Supplies \$ _____

**Maintenance &
Contractual Services** _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Re-occurring costs of yearly evaluations and possible increased health insurance rates. Along with supply cost, replacement of ammunition, taser cartridges, OC spray, etc...

**City of Rosenberg
FY2016 Budget Request Form**

Title: Rescue Truck

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This request is for the purchase of a rescue truck. The rescue truck will carry technical equipment utilized in motor vehicle accidents, search and rescue, high-angle rope rescue, rescue from entrapments, heavy lifting capabilities, elevator rescues, and industrial accidents. In conjunction with our technical rescue team this apparatus can also provide shoring from collapses, shoring and rigging, confined space rescue, and trench rescue. Currently, these activities are spread across our current apparatus and our capabilities are limited. The purchase of this truck will increase the departments capabilities in the management of these incidents. One of the primary capabilities of this truck and personnel is to provide a crew that is utilized as a rapid intervention team on the scene of a structure fire. State law requires that we provide for this team on all structure fires. This addition of this unit will allow us to have a dedicated team with the necessary tools to implement the rapid rescue in the event of our firefighters becoming trapped or entangled in a structure that is on fire. This apparatus will also respond to medical emergencies assisting in responses for the ladder truck.

Fund/Dept: 3100

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 490,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** 10,000.00

Total Re-occurring costs \$ 10,000.00

Impact on Revenues:

(Describe additional revenues, if any)

There is no direct impact on revenues.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

There will be an impact of the vehicle maintenance for tires and preventive maintenance in our operating budget. We project the impact to be approximately \$6,000.00 annually. There will be an estimated increase in fuel of \$4,000.00

**City of Rosenberg
FY2016 Budget Request Form**

Title: Public communications portal and citizen request management (Public Stuff)

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Update/upgrade customer relation management (CRM) software from Request Partner to more flexible interface allowing for real-time interaction and customization/integration with other City systems

Fund/Dept: Communications - Misc. Funds

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ \$8,800

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services \$8,800

Total Re-occurring costs \$ \$8,800

Impact on Revenues:

(Describe additional revenues, if any)

upgraded features; improved efficiency and data analysis/insights in real time

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

roll over remaining funds from Agenda Software implementation project FY 15; slightly higher than current software maintenance

**City of Rosenberg
FY2016 Budget Request Form**

Title: Master Plan Update including Zone 8 Park

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The last Parks Specific Master Plan was completed in 2007.

Plans are recommended for updates every 5 years per TPWD Grant Guidelines.

The next update should include a plan for the 20 acres of Parkland in Zone 8.

The next plan should also use all means necessary to receive resident feedback, including surveys by mail, e-mail and social media.

Fund/Dept: 1953 / Parks

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 20,000

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Will provide a comprehensive planning document and allow the city to compete for grants through TPWD.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Crime Prevention Officer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

A community liaison officer can work closely with the public and create partnerships to address crime issues or other concerns such as quality of life problems within the City. This officer would primarily be responsible for community events and social media outlets, in order to meet our mission of policing with the community. A designated liaison would work in conjunction with the crime prevention officers to identify common goals and areas of interest as partnerships are forged with residents and businesses. This liaison would function as a representative of the department when meeting the public and addressing needs, and well as share public information passed through the department related to community and criminal activity. This liaison will also be responsible for meeting the growing needs of the online community which can involve sending out tweets, responding to citizens online, developing a monthly newsletters, sending press releases, or managing city website. It also involves developing graphics or videos that promote the department's community interaction and services.

The Criminal Investigation Division is expanding to include another crime prevention officer. With the addition of the new crime prevention officer, the division will need a new desk at \$2,080 and chair at \$139.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P

Supplies \$2,219

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Crime Prevention Officer Vehicle

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Criminal Investigations Division is expanding to include another crime prevention officer. With that addition, an additional vehicle is needed. Since the crime prevention officer is frequently utilized to assist the patrol division, this vehicle will need many of the same features as a patrol unit.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 54,500

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services Fuel

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)
Maintenance and fuel to patrol unit. Due to the fluctuation of oil and gas, prices to a true cost of operating expenses can not be determined.

**City of Rosenberg
FY2016 Budget Request Form**

Title: Roaming Profiles

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The city does not currently have software that allows users to log into any machine throughout the city and load their profile. The roaming profile software would allow documents, desktop, printers and network drives to follow employee wherever they log into the network and on any city device and would be especially beneficial in the Emergency Operations Center.

Risk Factors – Profiles are kept locally by users on their office computers and this inconvenience can become tragedy in time of the EOC activation. Critical staff should be prepared to operate out of the Emergency Operations Center given little notice and with roaming profile software, this would accomplish that need.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 48,200.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

**Maintenance &
Contractual Services** 7500.00

Total Re-occurring costs \$ 7500.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: HR Application and Onboarding

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The City is strongly committed to identifying, attracting, hiring and retaining top talent, but as with all businesses, success begins with the quality of applicants. To compete in today's employment race, we must be effective at identifying desirable applicants and once identified, we must focus on recruiting those applicants. Current trends tell us that technology is defining the market and changing the way we are doing business, and in the area of applicant tracking and recruiting, today's technology has redefined the process altogether. Because of this, the weight we give to technology in human resources is perhaps the most important decision the city must make

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 13,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 7152.00

Total Re-occurring costs \$ 7152.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Fleet Tracking Software

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

With Fleet tracking software, the city would have a 360 degree view of its vehicles. With an easy-to-use dashboard, information can easily be pulled on an individual vehicle or the entire fleet. Fleet managers can pull up the mapping data in their choice of street map, satellite or hybrid view. Managers can also receive alerts if the system detects a per-determined violation, a problem with the vehicle's engine, speed or performance.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 9,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 19,000.00

Total Re-occurring costs \$ 19,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Project Manager

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Under general direction of the Director of Technology the Project Manager plans, initiates, and manages information technology (IT) projects.

Serves as liaison between business and technical aspects of projects. Manages project vendors and client relationships and work products. Plans project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

Implements and manages ITIL service methodology that relate to areas of responsibilities.

Project Management Professional (PMP) certification

Fund/Dept: Technology Department

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ _____ P _____

Supplies

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

The Project Manger will manage enterprise technology projects to ensure full, successful implementation, reduce overlap, streamline communications, minimize security and compliance liability to the City, and control costs for long term expense reductions across the organization.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Mobile phone
Mileage reimbursement
Equipment/supplies - workstation, phone, etc.
Desk/workspace
Systems licenses

**City of Rosenberg
FY2016 Budget Request Form**

Title: Blue Print Scanner

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Purchasing a wide format scanner would allow the city to scan blue prints would help reduce retention documents stored at the utilities warehouse and the annex building. It would also allow staff to utilize the blueprints to make future decisions and would allow for more open transparency if the blueprints were put on the website.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 6,700.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 6,700.00

Total Re-occurring costs \$ 6,700.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Rugged Wide Remote Surveillance Trailer

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The use of 2 Remote Video Surveillance (RVS) trailer will increase police presence, while providing live feedback for special operations and areas where criminal activity is known to be active. The RVS trailer is equipped with generator, battery array, solar panel, wireless modem, DVR and 2 Pan-tilt-zoom (PTV Camera) for both day and night operations. With wireless communications, the RVS trailer can be accessed from any cell phone or internet browser from anywhere with internet access and proper permissions. This would allow officers to review and patrol a much larger area than an officer in a patrol unit. The onboard digital video recorder unit will capture live video that could be used later in criminal prosecution.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 111,198.60

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance & Contractual Services 79.14 x 12

Total Re-occurring costs \$ 979.68

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

The operating expense would include a monthly data service plan at a rate of \$39.57 x 2 per month and a 5-year license fee of \$400 (once every 5 years).

**City of Rosenberg
FY2016 Budget Request Form**

Title: Streets and Fleet Parking Lot

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Streets and Fleet facility parking lots located at 220 Mulcahy are in need of an asphalt overlay. The current parking lot is made of limestone which when dry cause a dust cloud that comes into both buildings. Potholes are prevalent throughout the facility which hold water after rains and portray a substandard image of the City to the citizens and the employees. When it is wet the limestone is carried into the building on the tires of the vehicle and feet of our employees. This causes the city vehicles and buildings to always be dirty inside and out. The wet material is also a slip hazard when tracked onto the concrete floors. Paving the parking lot area is a proactive measure to help extend the life of the current facilities. Public Works Staff requests for the parking lot to be paved.

Fund/Dept: 101-5022-

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 70,000

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Technology Administrator

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Under general direction of the Director of Technology the Enterprise Administrator analyzes, evaluates, and modifies existing or proposed databases, systems, interfaces, related devices, system controls and system access. Works with users to define system requirements, ensures timely and efficient manufacturer's software release installation; implements technological solutions; may perform project management; and may design, encode, test and debug programs and/or user-defined modifications.

Responsible for providing network technical expertise as well as understanding the implications across the organization. Enforces security, and safety; plans, directs, and coordinates the design, installation, and connectivity of the network infrastructure to ensure the stable operation of the organization's infrastructure. Develops, configures, maintains, supports, and optimizes all new and existing network hardware, network and operating software, and communication links.

Implements and manages ITIL service methodology that relate to areas of responsibilities.

Fund/Dept: Technology Department

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ _____

Re-occurring Costs:

Personnel Services \$ P

Supplies _____

Maintenance & Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

The Enterprise Administrator will monitor system wide applications and infrastructure to minimize security and compliance liability to the city and control cost for long term expense reductions across all departments.

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

Mobile phone
Mileage reimbursement
Equipment/supplies - workstation, phone, etc.
Desk/workspace
Systems licenses

**City of Rosenberg
FY2016 Budget Request Form**

Title: Replacement of (10) Fire Department Tough Books

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This project includes replacing the aging Tough Books currently in use in the Fire Department vehicles. These machines are well passed their lifecycle and are running on Windows XP which is no longer supported by Microsoft.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 36,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Enterprise Training System

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This project is a subscription based service that allows for unlimited online courses from a variety of subjects including specific videos to learn about particle flow for Utilities to Human Resources, Customer Service, GIS, Project Management, Microsoft Office, Leadership, Communication, and Professional Development. Supervisors would be allowed access to the system to set their employees up on a training tracks. HR would have the tools to train all employees on things like sexual harassment in the work place. Managers would have the opportunity to train on working with difficult employees. The system would create and track training success across the city.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 20,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 20,000.00

Total Re-occurring costs \$ 20,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: FSAC(Facility Security and Access Controls)

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Upgrades at all city facilities installing cameras at all water and sewer plants, installing cameras on all entrance/exit doors on all city buildings and installing sensors in sensitive areas where unauthorized access could present a liability for the city. The system would include a better door access control and reporting functions. The system would also replace the jail intercom system (Key Scan) and allow dispatch alarms so that officers could be dispatched throughout in minimal time.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 140,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Chain Link Privacy Fence Repair

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

Sections of the outer perimeter privacy chain link fence slats are old and do not provide the proper privacy and protection to the police department.

Fund/Dept: _____

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 8,200

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Civic Center AV Upgrades

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This would include audio and video upgrades to the central meeting and multimedia room replacing an aging projector with a large flat screen television. The scope of the project would include closing in the existing space that has been removed for the projector. It would also include a sound system to replace the existing hanging microphones.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 14,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: EDMS (Enterprise Document Management System)

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This system would allow the city to protect all documentation within the city and provide for reporting on who and when systems were accessed, what was changed and the ability to revert back to the original version of the document. This system would also have a built in retention schedule so that documents are deleted when they have reached the end of their retention schedule. The system would bring together other systems throughout the city including the ERP and allow for open public records to be found with one search. The system also sets the foundation for a records policy to take the city to paperless.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 98,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services 23,000.00

Total Re-occurring costs \$ 23,000.00

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Organizational Wireless Backbone

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This project includes installing wireless access points on three water towers to allow a redundant backbone to the city's network. The system would also include a transport layer for the SCADA system and a video layer for security cameras throughout the city. They system could also be used in instances of when the city needs a large amount of bandwidth in a remote location.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 120,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: City Hall Multimedia Meeting Room Upgrades

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

This project would put smart boards in the staff meeting rooms. It would also include multimedia tools for collaboration and would set the framework for a more interactive environment for presentations and collaboration.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 22,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: WiFi Seaborne Creek Park

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The Texas Naturalist have request that the city provide a wireless INTERNET connection at Seaborne Creek to allow its visitors to scan QR codes and find out more information about the rare habitation living and migrating patterns through the park. The QR codes could also be expanded to the vegetation and historic features within the park. Lastly, the wireless system would also allow visitors to use the INTERNET while they visit the park whether is gaming for the kids or INTERNET radio for joggers.

Fund/Dept: Technology

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 8,000.00

Re-occurring Costs:

Personnel Services \$ _____

Supplies _____

Maintenance &
Contractual Services _____

Total Re-occurring costs \$ _____

Impact on Revenues:

(Describe additional revenues, if any)

Impact on Operating Expense:

(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)

**City of Rosenberg
FY2016 Budget Request Form**

Title: Street Sweeper

Type of Request: Personnel Capital (Over \$100,000) Supplemental

Describe the Request:

The City currently spends \$98,479 per year on sweeping the City streets through a City Bid Contract. By purchasing a street sweeper the City can sweep its own streets. The City will have to find a place to wash out sweeper and with a grit trap, hire a New Employee, and train them on the operation of the sweeper.

With the purchase of a sweeper the City will still have to keep the City's Sweeping contract to cover the months of November - February where we sweep the City Streets twice per month.

Sweeper \$219,000
Lights \$2,000
Radio \$3,000

Employee salary uniforms 500

Sweeping Contract \$28,000

Fund/Dept: 101-5022

Technology Related: Yes No

Included in Strategic Plan: Yes No

ESTIMATED COST OF REQUEST

One-time Costs:

Total Capital Costs \$ 224,000

Re-occurring Costs:

Personnel Services \$ P

Supplies 500

Maintenance & Contractual Services \$58,000

Total Re-occurring costs \$

Impact on Revenues:
(Describe additional revenues, if any)

Impact on Operating Expense:
(Provide a brief description of the re-occurring expenses noted above - maintenance, fuel, electricity, etc. - if any)



CITY COUNCIL COMMUNICATION

June 23, 2015

ITEM #	ITEM TITLE
5	FY2016 Capital Improvement Plan Discussion
ITEM/MOTION	
Review and discuss FY2016 Capital Improvement Program, 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 FY2016 CIP Program
2. Proposed FY2017-FY2020 CIP

APPROVALS

Submitted by:

Joyce Vasut
Executive Director of
Administrative Services

Reviewed by:

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

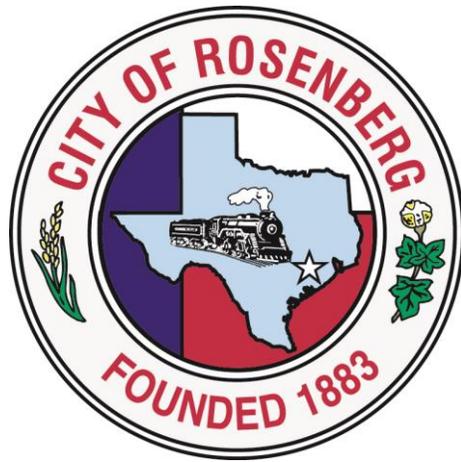
Approved for Submittal to City Council:

Robert Gracia
City Manager

EXECUTIVE SUMMARY

This Agenda item provides City Council the opportunity to review staff's recommendation for the FY2016 Capital Improvements Projects (CIP), as well as the FY2017 through FY2020 CIP.

The Executive Director of Administrative Services will provide a brief summary and the funding status of the proposed Projects. Discussions may be held regarding the Projects listed and recommendations made to finalize the FY2016 Capital Improvement Projects and the FY2017-FY2020 CIP to be considered by City Council at a future meeting.



CITY OF ROSENBERG

Proposed
FY2016 Capital
Improvements Projects

FY2016 CAPITAL IMPROVEMENT PROJECTS

GENERAL/STREETS AND DRAINAGE PROJECTS

1. Airport Avenue – Phase Two
2. **Avenue C Connector from 8th Street to River Road**
3. **Bamore Road Connector to I-69**
4. Bryan Road
5. Dry Creek Drainage Improvements
6. FM 2218 from I-69 to State Highway 36 (TxDOT)
7. **Old Richmond Road/Jennetta Street and Avenue F Drainage**
8. **Railroad Quiet Zones**
9. Sidewalks – Replace/Removal of Existing
10. Spacek Road Improvements – Phase Two
11. **State Highway 36 from I-69 to FM2218 (TxDOT)**
12. Traffic Signal at Reading Road and Town Center Boulevard
13. Traffic Signal for Reading Road at Spacek Road
14. US Highway 59/I-69 Expansion from FM 762 to **Beasley** (TxDOT)

WATER AND WASTEWATER PROJECTS

Alternate Water Projects (GRP):

15. **A Meyer Road/Benton Road/Rohan Road Waterline Extensions/Oversizing (GRP)**
16. **Chloramine Conversion System (GRP)**
17. FM 2977 Water Storage Tank (GRP)
18. **Water Plant No. 8 (GRP)**

Other Water and Wastewater Projects:

19. **North Side Water Improvements – Phase Three**
20. Spacek Road Sewer Lift Station
21. Spacek Road Sewer Line
22. Utility Adjustments for I-69 Improvement Project (TxDOT)
23. **WWTP 1A Collection System – Phase Two**

Streets and Drainage Projects Summary

Project Title: Airport Avenue Project - Phase Two

Project Number: CP1502

Bid Award: N/A

Department: Public Works

Staff: Assistant City Manager
Project Director

Engineer: Costello, Inc.

Contractor: N/A

Cost Estimate: \$4,736,000

Authorized Funding:

CO 2013 Bond Funds (Fund 422)	\$380,000
2013 County Mobility Funds (Fund 434)	\$2,200,000
CO 2014A Bond Funds (Fund 424)	<u>\$2,300,000</u>
Total	\$4,780,000

Council Approval Date: October 21, 2014 by Resolution No. R-1867

Election District: District 4

Project Summary:

Phase One of the project reconstructed Airport Avenue from two (2) lanes with open roadside ditches into a three-lane concrete roadway with a continuous center left turn lane, concrete curb and gutter, sidewalk, and underground storm drainage system. Phase One from FM 2218 to Graeber Road has been completed.

Phase Two includes reconstructing Airport Avenue from Graeber Road to Louise Street.

Supporting Documentation: Resolution No. R-1867 (Engineering Services)

Streets and Drainage Projects Summary

Project Title:	Avenue C Connector from 8th Street to River Road
Project Number:	CP16__
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager Project Director
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	\$939,000
Proposed Funding:	General Fund, Fund Balance
Council Approval Date:	N/A
Election District:	District 1
Project Summary:	This project would provide a connector to allow an additional access point to River Road. Residents along River Road only have one-way in and one-way out with an at-grade railroad crossing at Rawson Road near Old Richmond Road.
Supporting Documentation:	N/A

Streets and Drainage Projects Summary

Project Title:	Bamore Road Connector to I-69
Project Number:	CP16__
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager Project Director
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	\$193,325
Proposed Funding:	General Fund, Fund Balance
Council Approval Date:	N/A
Election District:	District 2
Project Summary:	This project would involve the connection of Bamore Road to I-69 on the south side of I-69 near the Cottonwood Subdivision (MUD 148). This would align with the new I-69 overpass over the Bamore Road intersection. The right-of-way for this project has been acquired by the City.
Supporting Documentation:	N/A

Streets and Drainage Projects Summary

Project Title:	Bryan Road	
Project Number:	CP1103	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Assistant City Manager Project Director	
Engineer:	Landtech Consultants, Inc.	
Contractor:	N/A	
Cost Estimate:	*See note below	
Authorized Funding:	CO 2010B Bond Funds (Fund 419)	\$772,530
	CO 2012 Bond Funds (Fund 420)	\$586,813
	CO 2013 Bond Funds (Fund 422)	\$736,934
	CO 2014A Bond Funds (Fund 424)	201,500
	County Mobility Funds (2007) (Fund 433)	\$1,100,000
	County Mobility Funds (2013) (Fund 433)	<u>\$4,700,000</u>
	Total	<u>\$8,097,777</u>
Council Approval Date:	March 19, 2013 by Resolution No. R-1634	
Election District:	District 4	
Project Summary:	<p>Reconstruction from two (2) lane open ditch to four (4) lanes with concrete, curb and gutter, sidewalks, and storm drainage system. This project also includes:</p> <ul style="list-style-type: none"> • Acquiring 100 foot right-of-way • Realigning Bryan Road at FM 2218 • Constructing two new bridges over Dry Creek • Replacing and upsizing the water and sanitary sewer lines • Evaluate installation of reclaimed water line <p>The Spacek Road Sewer Lift Station and Spacek Road Sewer Line projects will be done in conjunction with this project.</p>	
Supporting Documentation:	Resolution No. R-1634 (Engineering Services)	

*Landtech Consultants, Inc. is currently working on an updated cost estimate.

Streets and Drainage Projects Summary

Project Title:	Dry Creek Drainage Improvements	
Project Number:	CP1405	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Assistant City Manager City Engineer	
Engineer:	LJA, Inc.	
Contractor:	N/A	
Estimate Cost:	\$12,000,000	
Authorized Funding:	GO 2014 Bond Funds (Fund 415)	\$1,565,000
Council Approval Date:	November 20, 2012 by Resolution No. R-1578 August 02, 2011 by Resolution No. R-1350 October 19, 2010 by Resolution No. R-1231 March 02, 2010 by Resolution No. R-1125 October 27, 2009 by Resolution No. R-1052 December 18, 2007 (No resolution) March 20, 2007 (No resolution) August 05, 2014 by Resolution No. R-1825	
Election District:	District 3 and District 4	
Project Summary:	Update of drainage basin study has been completed. Improvements will focus on the regional detention facility and improvements to drainage channel to be completed over a multi-year period. City has purchased the property for the regional detention facility. LJA Engineering, Inc., has completed construction plans for the facility. Fort Bend Drainage District has provided improvements to the Dry Creek channel between Louise Street and Airport Avenue, as well as between Bryan Road and FM 2218. The regional detention basin control structure and the box culvert structures at Louise Street have been completed. The excavation of the regional detention basin is in progress.	
Supporting Documentation:	Resolution No. R-1578 Resolution No. R-1350 Resolution No. R-1231 Resolution No. R-1125 Resolution No. R-1052 LJA Change Order No. 1 – December 19, 2007 LJA Agreement - March 29, 2007 Resolution No. R-1825 (Construction contract)	

Streets and Drainage Projects Summary

Project Title:	FM 2218 from I-69 to State Highway 36 (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	N/A
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	TBD
Authorized Funding:	TxDOT
Council Approval Date:	April 02, 2013 by Resolution No. R-1642
Election District:	District 2 and 4
Project Summary:	<p>This is a TxDOT funded project. The reconstruction will match the improvements north of I-69 with four (4) lanes and a median.</p> <p>On August 5, 2014, City council authorized staff to negotiate the dedication/donation of a strip of land to TxDOT for the creation of a turn-lane, a median cut and at least a three-lane entry/exit access point in the Seabourne Creek Park facility. If there are any additional improvements that would improve the safety and access to Seabourne Creek Regional Park, the City may be responsible for a portion of those costs.</p>
Supporting Documentation:	Resolution No. R-1642 (City Transportation Priorities)

Streets and Drainage Projects Summary

Project Title:	Old Richmond Road/Jennetta and Avenue F Drainage	
Project Number:	CP1305	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Assistant City Manager City Engineer	
Engineer:	CivilCorp	
Contractor:	N/A	
Cost Estimate:	\$3,500,000 (includes engineering and construction)	
Authorized Funding:	CO 2013 Bond Fund (422)	\$500,000
Council Approval Date:	October 15, 2013 by Resolution No. R-1705 January 20, 2015 by Resolution No. R-1898	
Election District:	District 1	
Project Summary:	<p>This project includes reconstructing the existing roadway by removing the existing asphalt pavement and base and replacing with a 24 foot wide concrete pavement section from 8th Street to Lane Drive. The improvements include the addition of at least one turn lane and the potential need for additional right-of-way. Drainage system improvements will include open ditches with no sidewalks, curb or gutter.</p> <p>This cost estimate includes engineering and construction costs. Right-of-way costs are not included.</p>	
Supporting Documentation:	Resolution No. R-1705 – October 15, 2013 (County Request) Resolution No. R-1898 – January 20, 2015 (Engineering Contract)	

Streets and Drainage Projects Summary

Project Title:	Railroad Quiet Zones
Project Number:	CP16__
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	TBD
Authorized Funding:	N/A
Council Approval Date:	N/A
Election District:	District 1
Project Summary:	The City received a Letter of Intent from County Commissioner Richard Morrison which provides some basic detail regarding the City partnering with Fort Bend County and the City of Richmond on a project to implement directional horns and/or create “quiet zones” at certain railroad crossings.
Supporting Documentation:	N/A

Streets and Drainage Projects Summary

Project Title:	Sidewalks – Replace/Removal of Existing	
Project Number:	CP1315	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Public Works Director Project Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$1,200,000	
Authorized Funding:	CO 2013 Bond Fund (Fund 422)	\$327,007
Council Approval Date:	July 1, 2014 by Resolution No. R-1812	
Election District:	City-wide	
Project Summary:	Established a program to repair and replace existing sidewalks. Develop project scope and complete Phase I in FY15.	
Supporting Documentation:	Resolution No. R-1812 (Pedestrian System Maintenance Program)	

Streets and Drainage Projects Summary

Project Title:	Spacek Road Improvements - Phase Two	
Project Number:	CP1212	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Assistant City Manager Project Director	
Engineer:	Landtech Consultants, Inc.	
Contractor:	N/A	
Cost Estimate:	*See Note Below	
Authorized Funding:	County Mobility 2007 Reimbursement (Fund 431)	\$504,578
	County Mobility (Mud 144) (Fund 431)	\$151,725
	County Mobility 2007 Available (Fund 431)	<u>\$968,392</u>
	Total	\$1,633,695
Council Approval Date:	N/A	
Election District:	District 4	
Project Summary:	In conjunction with Bryan Road, Spacek Road will be reconstructed from two (2) lane open ditch to four (4) lanes with concrete roadway, concrete curb and gutter, sidewalks, and underground storm drainage system. Phase two includes, reconstructing Spacek Road from Bryan Road to the northern end of the Oaks of Rosenberg subdivision. Replacing and upsizing the water and waste water lines will occur in conjunction with this road improvement project.	
Supporting Documentation:	N/A	

*Landtech Consultants, Inc. is currently working on an updated cost estimate.

Streets and Drainage Projects Summary

Project Title:	State Highway 36 from I-69 to FM2218 (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Authorized Funding:	TxDOT
Council Approval Date:	April 15, 2014 by Resolution No. R-1782
Election District:	District 2
Project Summary:	This is a TxDOT funded project. The proposed improvements include four-lanes with raised concrete median. City properties (Civic Center and Seabourne Creek Regional Park) may be impacted by the additional right-of-way needed. City water and wastewater utility line adjustments will be required at the full expense of the City.
Supporting Documentation:	Resolution No. R-1782 (Right-of-Way Entry)

Streets and Drainage Projects Summary

Project Title:	Traffic Signal at Reading Road and Town Center Boulevard	
Project Number:	CP1503	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Assistant City Manager Public Works Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$230,750	
Proposed Funding:	Developer (Fund 410)	\$115,375
	City of Rosenberg/RDC (Fund 225)	<u>\$115,375</u>
		\$230,750
Council Approval Date:	September 21, 2010	
Election District:	District 1 and 4	
Project Summary:	Per the development agreement between the City of Rosenberg and 16 Rose LTD, the City is required to install a traffic signal at the intersection of Town Center Boulevard and Reading Road. The Developer agrees to pay fifty percent (50%) of the engineering and construction cost. The Developer is required to make a payment to the City before additional Certificates of Occupancy are issued for the tract. The City Shall construct the traffic signal within 180 days of receiving the payment.	
Supporting Documentation:	Resolution No. R-1214 (Development Agreement)	

Streets and Drainage Projects Summary

Project Title:	Traffic Signal for Reading Road at Spacek Road
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager City Engineer
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	\$250,000
Proposed Funding:	N/A
Council Approval Date:	April 02, 2013 by Resolution No. R-1642
Election District:	District 4
Project Summary:	<p>I-69 improvements including additional lanes and new interchanges is underway. Phase One includes improvements from Spur 10 to south of Reading Road. Phase Two is from south of Reading Road to State Highway 99 (Grand Parkway).</p> <p>At the completion of the I-69/Reading Road interchange reconstruction or with the addition of new development, the City will need to evaluate the traffic impacts at the Reading Road and Spacek Road intersection to determine the proper traffic signal improvements.</p>
Supporting Documentation:	Resolution No. R-1642 (City Transportation Priorities)

Streets and Drainage Projects Summary

Project Title:	US Highway 59/I-69 Expansion from FM 762 to Beasley (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	Assistant City Manager
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Proposed Funding:	TxDOT
Council Approval Date:	April 02, 2013 by Resolution No. R-1642 June 17, 2014 by Resolution No. R-1806
Election District:	District 2 and 4
Project Summary:	<p>This TxDOT project includes reconstructing US Highway 59 to Interstate 69 standards with additional lanes and new interchanges.</p> <p>Phase One includes improvements from Spur 10 to Reading Road.</p> <p>Phase Two is from Reading Road to FM 762.</p> <p>Phase Three is from Spur 10 to Beasley</p> <p>TxDOT will provide funding for engineering design and construction. The City will be responsible for the relocation of City utilities in Phase I and Phase II; however, cost for utility relocation will be reimbursed by TxDOT. Phase I and Phase II are currently under construction.</p>
Supporting Documentation:	Resolution No. R-1642 (City Transportation Priorities) Resolution no. R-1806 (Local Enhancements)

Water/Wastewater Fund Projects Summary

Project Title: Alternate Water Project (GRP)

Project Number: N/A

Department: Water/Wastewater

Staff: City Manager
Assistant City Manager
City Engineer

Cost Estimate:

Proposed Funding: GRP Fund (Fund 520)
Future Bond Issues supported by Subsidence Fees

Council Approval Date: August 3, 2010

Election District: City-wide / ETJ

Project Summary: The Alternate Water Project is required by Groundwater Reduction Mandates established by the Fort Bend Subsidence District. Such mandates require Rosenberg to reduce groundwater withdrawal by 30% of total water demand by October 1, 2016. The City has executed a contract with the Brazosport Water Authority (BWA) to purchase treated surface water from BWA. BWA will construct a pipeline to transport the water from the BWA surface water plant to the City's Water Plant No. 8.

Additional improvements to Rosenberg's water distribution system will be necessary. Additional projects may include but are not limited to:

1. A Meyer Road/Benton Road/Rohan Road Waterline Extensions/Oversizing
2. Chloramine Conversions for Water Plants No. 2, No. 3, No. 4, No. 5, and No. 6.
3. FM 2977 Water Line Extension – (Substantially Complete)
4. FM 2977 Elevated Water Storage Tank
5. Water Line Extension and Connection from Bonbrook Subdivision to Bridlewood Subdivision
6. Water Plant No. 8 Improvements

The mandate further requires that groundwater withdrawal be reduced by 60% of total water demand by 2025.

Supporting Documentation: Resolution No. R-1157 – August 3, 2010 (GRP Agreement)
Resolution No. R-1482 – May 1, 2012 (GRP Amendment)
Resolution No. R-1844 – August 19, 2014 (BWA Letter of Intent)
Resolution No. R-1869 – October 21, 2014 (GRP Amendment)
Resolution No. R-1884 – December 2, 2014 (BWA Contract)
Resolution No. R-1919 – February 3, 2015 (BWA Amendment)
Resolution No. R-1947 – April 7, 2015 (Waiving Cancellation Option)

Water/Wastewater Fund Projects Summary

Project Title:	A Meyer Road/Benton Road/Rohan Road Waterline Extensions/ Oversizing (GRP)	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager City Engineer	
Engineer:	Jones and Carter, Inc.	
Contractor:	N/A	
Cost Estimate:	\$385,000	
Proposed Funding:	GRP Fund (Fund 520)	\$385,000
Council Approval Date:	August 26, 2014 by Resolution No. R-1845	
Election District:	District 4 / ETJ	
Project Summary:	<p>The Alternate Water Project is required by Groundwater Reduction Mandates established by the Fort Bend Subsidence District. Such mandates require Rosenberg to reduce groundwater withdrawal by 30% of total water demand by October 1, 2016.</p> <p>Additional improvements to Rosenberg’s water distribution system will be necessary. This improvement is necessary to transport the treated surface water from Water Plant No. 8 to the current water distribution system. The extensions of the water lines on A Meyer Road, Benton Road and Rohan Road are being constructed by MUD 184 as part of their infrastructure improvements, the City is providing funding to upsize the water line.</p> <p>The mandate further requires that groundwater withdrawal be reduced by 60% of total water demand by 2025.</p>	
Supporting Documentation:	Resolution No. R-1845 (MUD 184 Utility Agreement)	

Water/Wastewater Fund Projects Summary

Project Title:	Chloramine Conversion System (GRP)	
Project Number:	CP1513	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager City Engineer	
Engineer:	Jones & Carter, Inc.	
Contractor:	N/A	
Cost Estimate:	\$1,458,000	
Proposed Funding:	GRP Fund (Fund 520)	\$1,185,800
Council Approval Date:	April 7, 2015 by Resolution No. R-1952	
Election District:	City-wide	
Project Summary:	<p>The Alternate Water Project is required by Groundwater Reduction Mandates established by the Fort Bend Subsidence District. Such mandates require Rosenberg to reduce groundwater withdrawal by 30% of total water demand by October 1, 2016.</p> <p>Additional improvements to Rosenberg’s water distribution system will be necessary. To effectively blend the chloramine-treated surface water from the Brazosport Water Authority (BWA), it is necessary to convert the existing free chlorine disinfection system to a chloramine disinfection system at all of the City groundwater plants.</p>	
Supporting Documentation:	Resolution No. R-1952 (Engineering Services)	

Water/Wastewater Fund Projects Summary

Project Title:	FM 2977 Water Storage Tank (GRP)	
Project Number:	CP1504	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager City Engineer	
Engineer:	Jones & Carter, Inc.	
Contractor:	N/A	
Cost Estimate:	\$3,587,200 (Includes engineering and construction)	
Proposed Funding:	FM 2977 Water Improvements (Fund 523)	\$3,587,200
Council Approval Date:	October 21, 2014 by Resolution No. R-1868	
Election District:	District 4	
Project Summary:	<p>The Alternate Water Project is required by Groundwater Reduction Mandates established by the Fort Bend Subsidence District. Such mandates require Rosenberg to reduce groundwater withdrawal by 30% of total water demand by October 1, 2016.</p> <p>Additional improvements to Rosenberg's water distribution system will be necessary. This improvement will construct a 1.5 million gallon elevated storage tank behind Fire Station No. 3 to provide required storage capacity within the water distribution system.</p>	
Supporting Documentation:	Resolution No. R-1868 (Engineering Services)	

Water/Wastewater Fund Projects Summary

Project Title: Water Plant No. 8 (GRP)

Project Number: CP15-12

Bid Award: N/A

Department: Water/Wastewater

Staff: City Engineer
Assistant City Manager

Engineer: Jones & Carter, Inc.

Contractor: N/A

Cost Estimate: \$5,300,000

Authorized Funding: GRP Projects Fund (Fund 520) \$1,047,000

Council Approval Date: April 7, 2015 by Resolution No. R-1951

Election District: ETJ

Project Summary: The Alternate Water Project is required by Groundwater Reduction Mandates established by the Fort Bend Subsidence District. Such mandates require Rosenberg to reduce groundwater withdrawal by 30% of total water demand by October 1, 2016.

The construction of Water Plant No. 8 is necessary for the City to take delivery of the treated surface water that will be provided by the Brazosport Water Authority. The water will be stored and pumped into the City’s water distribution system from this facility. Water Plant No. 8 will be located within the boundaries of Fort Bend County Municipal Utility District No. 184 located along A. Meyer Road, between Burdett Road and Benton Road. MUD No. 184 previously agreed to convey a 3-acre water plant site to the City.

An Engineering Services Agreement for Water Plant No. 8 has been executed with Jones and Carter, Inc.

Cost Breakdown:

Construction Estimate	\$4,012,000
15% Contingency	\$602,000
Engineering and Inspections	\$586,000
Electrical Power Service	\$50,000
SCADA	\$50,000
Total	\$5,300,000

Supporting Documentation: Resolution No. R-1951 (Engineering Services)

Water/Wastewater Fund Projects Summary

Project Title: North Side Water Improvements Phase Three

Project Number: CP16__

Bid Award: N/A

Department: Water/Wastewater

Staff: Assistant City Manager
Project Director

Engineer: Kelly Kaluza & Associates, Inc.

Contractor: N/A

Cost Estimate: \$350,000

Authorized Funding:

CDBG (Fund 216)	\$300,000
City Match/WWW Fund (Fund 501)	<u>\$50,000</u>
Total	\$350,000

Council Approval Date: March 17, 2015 by Resolution no. R-1936

Election District: District 1

Project Summary: This project would continue replacement of the water distribution system on the North side of Rosenberg. This proposed project will be Phase III of a water infrastructure project originally approved by CDBG for funding in 2005 to improve potable water service and improve fire protection to the north side of Rosenberg. This rehabilitation project will offer relief of a long-standing deficiency in the City's infrastructure.

City will be required to match for engineering services and a portion of the construction costs in FY2016 Budget.

Supporting Documentation: Resolution No. R-1936 (Application Submission)

Water/Wastewater Fund Projects Summary

Project Title:	Spacek Road Sewer Lift Station	
Project Number:	CP1408	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager Utilities Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	3,000,000	
Proposed Funding:	Bryan/Spacek Road Impact Fee Fund (Fund 516)	\$383,000
Council Approval Date:	N/A	
Election District:	District 4	
Project Summary:	As development such as Brazos Town Center Phase Two and MUD No. 144 (Waterford Park) continues in this area, the existing facilities will reach capacity and have to be expanded. Development of the outlet mall project will also impact the lift station capacity. Development agreement fees have paid approximately \$380,000 towards this project. This project will need to be coordinated with the Bryan Road project.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	Spacek Road Sewer Line	
Project Number:	CP1506	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager Utilities Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	3,000,000	
Proposed Funding:	Spacek Rd. Sewer Improvements (Fund 509)	\$1,300,000
Council Approval Date:	N/A	
Election District:	District 4	
Project Summary:	The existing sewer lines that serve Brazos Town Center Phase Two, MUD No. 144, and Spacek Road corridor are no longer adequate. With the continuation of new development, the existing line will exceed capacity and will need to be upgraded. This improvement will be implemented with road improvements to Bryan Road and Spacek Road. MUD contributions are available to assist this project.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	Utility Adjustments for I-69 Project (TxDOT)
Project Number:	CP1508, CP1510 and CP1511
Bid Award:	N/A
Department:	Water/Wastewater
Staff:	Assistant City Manager
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Proposed Funding:	TxDOT
Council Approval Date:	September 2, 2014 by Resolution No. R-1852 September 2, 2014 by Resolution No. R-1853 January 20, 2015 by Resolution No. R-1899
Election District:	District 2 and 4
Project Summary:	<p>The reconstruction of US Highway 59 to interstate standards will require utility relocations. The City will be responsible for some of the utility relocations but the cost will be reimbursed by TxDOT.</p> <p>The majority of the water and sanitary sewer line relocations have been included in the TxDOT construction contract, with the exception of one large diameter sanitary sewer line that is adjacent to but outside the proposed TxDOT right-of-way. A formal utility agreement has been executed by the City and TxDOT. This project, CP1508 – Sanitary Sewer Relocation (Bamore to Fairgrounds), is ready for construction and all costs will be reimbursed by TxDOT.</p> <p>Two other projects, CP1510 – I-69 Utility Adjustments (Spur 10 to Reading Road) and CP1511 – I-69 Utility Adjustments (Reading Road to FM 762), are the responsibility of TxDOT, per formal utility agreements. The agreement for CP1510 has been executed and the agreement for CP1511 is being prepared for approval by both City and TxDot. However, the City will have some expenses associated with these projects that will also be reimbursed by TxDOT. Construction is in progress for these two projects.</p>
Supporting Documentation:	Resolution No. R-1852 (TxDOT Utility Agreement) Resolution No. R-1853 (TxDOT Utility Agreement) Resolution No. R-1899 (Construction Contract)

Water/Wastewater Fund Projects Summary

Project Title:	Wastewater Treatment Plant 1A Collection System – Phase Two
Project Number:	CP_____
Bid Award:	N/A
Department:	Water/Wastewater
Staff:	Assistant City Manager Project Director
Engineer:	Kelly Kaluza & Associates, Inc.
Contractor:	N/A
Cost Estimate:	\$5,000,000
Funding:	Proposed Certificates of Obligation
Council Approval Date:	N/A
Election District:	District 1
Project Summary:	This project will continue replacement of the aging sanitary sewer collection system in the Wastewater Treatment Plant No. 1A service area. Lift Station No. 2 (Fiesta) will also require reconstruction in this phase. This area has been experiencing issues with stoppages due to deteriorated, collapsed or missing pipe and inflow and infiltration during rainfall events. These improvements are necessary to maintain compliance with TCEQ regulations.
Supporting Documentation:	N/A

**CAPITAL IMPROVEMENT PLAN
FY2017 – FY2020**

FY2017

General Projects

Municipal Facilities Improvements

Streets and Drainage

Drainage Improvements East of Lane Drive

Existing Sidewalk Improvements

Fairgrounds Road Bridge Replacement (TxDOT)

Spacek Road – Phase III

Water and Wastewater

Automatic Transfer Switch and Backup Generator as WWTP # 1A

Avenue G Water Line and Fire Hydrant Improvements

Sanitary Sewer Improvements – Phase III

Sewer Line Vacuum Cleaning Equipment

Water Line Extension and Connection from Bonbrook to Bridlewood (GRP)

FY2018

General Projects

Seabourne Creek Park Nature Center and Park Improvements

Seabourne Creek Sports Park

Streets and Drainage

Existing Sidewalk Improvements

FM 723 from Highway 90A to FM 359 (TxDOT)

3rd Street at Intersection with Avenue M

Water and Wastewater

Lamar High School Reclaimed Water Project

Upgrade Wastewater Lift Stations

FY2019

General Projects

Brazos River Trail Project
Public Safety Enhancement Project
Wireless Network (Police)
Zone 8 Park Development

Streets and Drainage

Avenue D Street Paving and Drainage
Avenue N Reconstruction (FM 2218 to Jones)
Brooks Avenue
Downtown Sidewalks
Existing Sidewalks
Herndon Drive and Mustang Avenue
Radio Lane Reconstruction (Avenue I to Avenue N)

Water and Wastewater

Cottonwood Subdivision Waterline Extension

FY2020

General Projects

Water Feature Facilities at Existing Parks

Streets and Drainage

Avenue G Extension from Frost Street to Brazos Street
Existing Sidewalk Improvements
Klauke Road Extension
New Sidewalk Plan

Water and Wastewater

N/A



CITY COUNCIL COMMUNICATION

June 23, 2014

ITEM #	ITEM TITLE
6	Tax Rate Discussion
ITEM/MOTION	
Review and discuss the ad valorem tax rate for Tax Year 2016, 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 proposed 2015 tax rate for FY2016. Staff will provide tax rate information, including discussions regarding the effective tax rate and the rollback rate.

ITEM 7

Adjournment.