



City Council Agenda 04/17/2018

Notice is hereby given of a regular meeting of the City Council of City of San Angelo to be held on April 17, 2018 at 8:30 AM at the McNease Convention Center – South Meeting Room, 501 Rio Concho Drive, San Angelo, Texas, for the purpose of considering the following agenda items.

1. Call to Order

2. Prayer and Pledge

3. Proclamations/Recognitions

- a. Recognition of April 29 - May 5, 2018 as "National Small Business Week"
- b. Recognition of 8U D2 girls basketball team the Sassy Shooters coached by Michael Adams and 12U D2 girls basketball team the Lady Bulldogs coached by Walter Bryant for winning the Texas Amateur Athletic Federation Girls State Basketball Tournament for their respective divisions in March 2018

4. Public Comment

Issues or items that are not on the Regular Agenda may be raised by the public at this time. Citizens should speak from the podium, begin by stating their name and limit remarks to less than three minutes. Council members may request that a discussed item be placed on a future agenda. The Council takes public comment on all Regular Agenda items during the discussion of those items.

5. Consent Agenda

- a. Consider approving the April 3, 2018 City Council regular meeting minutes (Kendrick)
- b. Consider authorizing the sale of the following Lake Nasworthy property to current residential lot leaseholder for the appraised value for 2610 Sleepy Hollow Rd; Lot 37, Block 1, Section 1, Group Fishermans Rd, Lake Nasworthy Addition (\$97,903) (Preas)
- c. Consider approving an agreement with the American Red Cross, Texas Big Country Chapter, for the use of City-owned buildings for emergency sheltering and authorizing the City Manager to execute all related documents (White)
- d. Consider a resolution authorizing applicant to hold a special event downtown, "Simply Texas Blues Festival," permitting specified activities; imposing requirements on applicant; and granting variances relating to rules and regulations of ordinances (White)
- e. Consider ratifying a resolution of COSADC, authorizing the use of sales and use tax funds in an amount not to exceed \$25,000, to provide an economic development incentive to U.S. Customs & Border Protection Air and Marine Operations, with participation by the City (Schneeman)
- f. Consider authorizing the Parks & Recreation-Nutrition program to apply for, and accept, subcontractor status of congregate meal sites for Area Agency of Aging of the Concho Valley and authorizing the City Manager to execute all related documents (Aguilar)

- g. Consider authorizing the City Manager to sign the award acceptance letter for sub-grant award DR-4272-006 multi jurisdictional Hazard Mitigation Plan (Mild)
- h. Consider a resolution finding that AEP Texas Inc.'s application to amend its distribution cost recovery factors to increase distribution rates within the City should be denied and that the City's reasonable rate case expenses shall be reimbursed by AEP Texas, Inc. (T. James)
- i. Second reading of an ordinance amending Chapter 12, Exhibit "A" Zoning Ordinance, Article 3, Section 310.E and Section 315.H.3.c, and Article 4, Section 411, removing the use of "Game Hall" as an individual use category and reclassifying it under "Indoor Entertainment, Retail Sales and Services" (J. James)
- j. Second reading of an ordinance amending the Land Development and Subdivision Ordinance, Chapter 1, Section II & Section IV, Subsection C, regarding appeals; Chapter 5, Section III, Subsection A & Subsection C, amending submittal requirements and meeting time for the Plat Review Committee; and Chapter 7, Section I, amending submittal requirements (J. James)
- k. Second reading and adoption of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.007 "Water Billing Charges" by amending the late fee (Strube)
- l. Second reading and adoption of an ordinance amending Chapter 11 "Utilities", Article 11.02 "Water and Sewer Systems", Section 11.02.036 "Billing" by amending the payment due date (Strube)
- m. Second reading and adoption of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.020 "Rebates" by amending the discussion of bi-annual rebates (Strube)

6. Regular Agenda

- a. Consider authorizing the Fire Department to apply for a Staffing for Adequate Fire and Emergency Response (SAFER) grant and authorizing the City Manager to execute all related documents - (Presentation made by Assistant Fire Chief Todd Sanford)
- b. Public hearing and first reading of an ordinance approving Case Z18-05, a rezoning from the General Commercial/Heavy Commercial (CG/CH) and General Commercial (CG) Zoning Districts to the General Commercial (CG) Zoning District; located at 4102, 4106, and 4110 Sunset Drive - (Presentation made by Planning & Development Services Director Jon James)
- c. Public hearing and first reading of an ordinance approving Case PD18-01, a rezoning from the Ranch and Estate (R&E) Zoning District to a Planned Development (PD) Zoning District to allow for Light Manufacturing and Production, and Retail Sales and Service; located at 3409 and 3415 South Chadbourne Street - (Presentation made by Planning & Development Services Director Jon James)
- d. Public hearing and first reading of an ordinance approving an amendment to Case SU17-01, modifying condition of approval #4 and eliminating condition of approval #5, for an approved Special Use which allows an Automotive and Light Truck Dealership in the Neighborhood Commercial (CN) Zoning District, located at 508 West 17th Street - (Presentation made by Planning & Development Services Director Jon James)

- e. Public hearing and first reading of an ordinance amending the budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018, for capital projects, reimbursements, and grants. (Presentation made by Finance Director Tina Dierschke)
- f. Update on Sales Tax revenue performance - (Presentation made by Finance Director Tina Dierschke)
- g. Discuss and consider authorizing staff to place a speed hump in the 1200/1300 block of South Madison Street - (Presentation made by Operations Director Shane Kelton)

7. Closed Session

Executive Session under the provision of Government Code, Title 5. Open Government; Ethics, Subtitle A. Open Government, Chapter 551. Open Meetings, Subchapter D. Exceptions to Requirement that Meetings be Open under the following sections:

- a. Section 551.071(1)(A) Consult with attorney when the governmental body seeks the advice of its attorney about pending or contemplated litigation regarding Templeton Construction, Inc.
- b. Section 551.071(2) consult with attorney when the governmental body seeks the advice of its attorney regarding Korby Kennedy
- c. Section 551.072 Deliberation about Real Property regarding the Ford Ranch
- d. Section 551.087(2) Deliberation regarding Economic Development Negotiations related to financial or other incentive to a business prospect

8. Follow Up and Administrative Issues

- a. Consider items discussed in Executive Session, if needed
- b. Consider approving various board nominations:
 - Airport Advisory Board:** Patrick Nuytten (SMD4) to a third term ending October 2021 and Robert Frank (SMD5) to a second term ending October 2021
 - Animal Shelter Advisory Committee:** Jenie Wilson (SMD2) to a second term ending January 2020
 - Civic Events Advisory Board:** Billy Najera (SMD3) to a second term ending December 2020
 - Construction Board of Adjustments and Appeals:** Roger Julien (At-Large) to a first term ending February 2020
 - Design and Historic Review Commission:** Eric Eggemeyer (SMD2/Historian) to a first term ending September 2019
 - Fort Concho Museum Board:** Jason Pierce (SMD1) to a first full term ending January 2021 and Sarah Howell (SMD2) to a second term ending January 2021
 - Public Art Commission:** Teri Covert (SMD1) to a second term ending April 2019, Lori Francks (SMD4) to a third term ending April 2019, and Heidi Meyer-Brooks (SMD5) to a second term ending April 2019
 - Zoning Board of Adjustment:** Louis Rork (SMD5) to a third term ending January 2020
- c. Announcements and consideration of Future Agenda Items

9. Adjournment

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of the City of San Angelo, Texas, on the 13th day of April 2018, at 9:00 a.m.

Bryan Kendrick, City Clerk

All agenda items are subject to action. All contracts/agreements may be subject to further negotiation prior to execution. The City Council reserves the right to consider business out of posted order and/or meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

In compliance with the Americans with Disabilities Act, the City of San Angelo will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the City Clerk's Office at 325-657-4405.

City Council meetings are broadcast on Channel 17-Government Access at 10:30 A.M. and 7:00 P.M. every day for two weeks beginning on the Thursday after each meeting.

Proclamation

The President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies.

America's progress has been driven by pioneers who think big, take risks and work hard; and small business owners have the energy and a passion for what they do; and when we support small businesses, jobs are created and local communities preserve their unique culture.

The ASU Small Business Development Center provides no-cost and confidential business advising and no-cost to low-cost business training to San Angelo's startup and existing businesses.

The City of San Angelo supports and joins in this national and local effort to help America's small businesses do what they do best---grow their business, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.

Therefore, I, Brenda Gunter, Mayor of the City of San Angelo, Texas do hereby proclaim April 29 through May 5, 2018 as:

“National Small Business Week”

In Witness Whereof, I have set my hand and have caused the Official Seal of the City of San Angelo to be affixed this 17th day of April, 2018.

Brenda Gunter
Mayor of the City of San Angelo

Certificate of Recognition

The City Council of the City of San Angelo hereby recognizes and applauds

The 8U D2 Sassy Shooters Basketball Team

*for winning the Texas Amateur Athletic Federation Girls State Basketball Tournament
in March 2018.*

***In Witness Whereof, I have
hereunto set my hand and have
caused the Official Seal of the City
of San Angelo to be affixed this
17th day of April, 2018.***

***Brenda Gunter
Mayor of the City of San Angelo***

Certificate of Recognition

The City Council of the City of San Angelo hereby recognizes and applauds

The 12U D2 Lady Bulldogs Basketball Team

*for winning the Texas Amateur Athletic Federation Girls State Basketball Tournament
in March 2018.*

***In Witness Whereof, I have
hereunto set my hand and have
caused the Official Seal of the City
of San Angelo to be affixed this
17th day of April, 2018.***

***Brenda Gunter
Mayor of the City of San Angelo***

City of San Angelo, Texas
Regular City Council Meeting
Tuesday, April 3, 2018

Present:

Mayor Brenda Gunter
Mayor Pro tem Lane Carter, SMD 5
Council Member Tommy Hiebert, SMD 1
Council Member Tom Thompson, SMD 2
Council Member Harry Thomas, SMD 3
Council Member Lucy Gonzales, SMD 4
Council Member Billie F. DeWitt, SMD 6

1. Call to Order

With a quorum of the City Council Members present, Mayor Gunter called the regular session of the San Angelo City Council to order at 8:30 a.m. on Tuesday, April 3, 2018, in the San Angelo McNease Convention Center, 501 Rio Concho Drive, San Angelo, Texas 76903.

2. Prayer and Pledge

An invocation was provided by Public Information Officer Anthony Wilson; and the pledges were led by Bryce Bunnell, a 4th Grader from Santa Rita Elementary and son of Finance Director Tina Dierschke.

3. Proclamations/Recognitions

April 2-8, 2018 was proclaimed "National Public Health Week"

April 2018 was proclaimed "I Chose Angelo State Month"

April 2018 was proclaimed "Alcohol Awareness Month in San Angelo"

4. Public Comment

Public comment was made by staff member Paulina Levy reminding citizens of spring/summer water restrictions.

5. Consent Agenda

- a. Approval of the March 20, 2018 regular and March 29, 2018 special meeting minutes
- b. Authorization of the sale of the following Lake Nasworthy properties to current residential lot leaseholders for the appraised value
 1. 1949 Beaty Road; Lot 18, Block 1, Section 2, Group 1, Lake Nasworthy Addition (\$121,800)
- c. **REMOVAL** of consideration of a resolution extending the San Angelo-Tom Green County Health Department's participation in the Regional Healthcare Partnership and in Texas' Healthcare Transformation and Quality Improvement Program - 1115 Waiver
- d. Adoption of a resolution authorizing the City Manager to execute a new Passenger Facility Charge (PFC) application and amend any open applications with the Federal Aviation Administration at the San Angelo Regional Airport (Pg. 132, 2018-037)
- e. Approval of an agreement with San Angelo Lions Charities for non-monetary in-kind support for the annual Balloonfest and authorizing the City Manager to execute all related documents

- f. Approval of an agreement with the Boy Scouts of America, Texas Southwest Council, for the lease of the City-owned building, located at 104 Veterans Memorial Drive, and authorizing the City Manager to execute all related documents
- g. Second reading and adoption of an ordinance approving Case CP18-01, an amendment to the Comprehensive Plan, changing certain lands from the "Neighborhood Center" to the "Commercial" Future Land Use Category, being 7.2 acres located at 717-729 West 29th Street and 2825-2929 North Bryant Boulevard; changing certain lands from the "Industrial" to the "Commercial" Future Land Use Category, being 3.56 acres located at 2609-2635 North Bryant Boulevard and 606-610 Art Street.; and changing certain lands from the "Neighborhood Center" to the "Industrial" Future Land Use Category, being an unaddressed 2.64-acre tract located southwest of West 29th Street and North Bryant Boulevard (Pg.133, 2018-038)
- h. Second reading and adoption of an ordinance approving Case Z18-04, a rezoning from the Light Manufacturing (ML) Zoning District to the General Commercial (CG) Zoning District, being 4.65 acres located at 717-729 West 29th Street and 2829-2901 North Bryant Boulevard (Pg. 136, 2018-039)
- i. Second reading and adoption of an ordinance approving Case CP18-02, an amendment to the City's Comprehensive Plan, changing certain lands from the "Neighborhood" to the "Neighborhood Center" Future Land Use Category, being 1.2 acres located at 530 West Avenue T, and 509, 517, and 535 West Avenue S (Pg. 139, 2018-040)
- j. Second reading and adoption of an ordinance approving Case Z18-03, a rezoning from the Single-Family Residential (RS-1) Zoning District to the Neighborhood Commercial (CN) Zoning District, being 0.85 acres located at 530 West Avenue T and 535 West Avenue S (Pg. 142, 2018-041)
- k. Second reading and adoption of an ordinance amending Chapter 12, Exhibit "A" Zoning Ordinance, Article 4, Section 402 (Accessory Uses and Structures) to eliminate Subsection C.1.a.2)iii. for the purpose of clarifying the language regarding constructing accessory structures (Pg.145, 2018-042)
- l. Second reading and adoption of an ordinance amending:
 - 1. Appendix A, "Fee Schedule" by creating article A3.000 "Business Related Fees" Section A3.015 "Alcoholic Beverages Fees" (Pg. 146, 2018-043)
 - 2. Amending Chapter 5, "Business and commerce", Article 5.02 "Alcoholic beverages regulations", Division 2 "License" (Pg. 148, 2018-044)
- m. Second reading and adoption of an ordinance amending Appendix A, "Fee Schedule", Article A15.000, "Facility use fees"; by adding Section A15.003 "Civic Events facility use fees", to provide for facility rental and related use fees (Pg. 150, 2018-045)
- n. Second reading and adoption of an ordinance amending Appendix A, "Fee Schedule", Article A13.000, "Health and Sanitation Related Fees", by adding a new section A13.005 "Nursing Division Fees" (Pg. 155, 2018-046)
- o. Second reading and adoption of an ordinance amending Appendix A, "Fee Schedule", Article A9.000, "Planning Related Fees", by: amending Section A9.002 "Planning and Development Fees" repealing the fees for rehearing requiring renotification; amending Section A9.003 "Planned Development Fees" by repealing the fee for zone change sign deposit and refund for sign deposit; and deleting in its entirety Section A9.009 "Fees for Sign Placement or Erection"; providing for severability; and, providing for an effective date (Pg. 157, 2018-047)
- p. Second reading and adoption of an ordinance amending Appendix A, "fee schedule", Article A13.000, "Health and sanitation related fees"; Section 13.001 "Restaurant permit fee" by

adding a fee for "Additional service area" in addition to the annual food establishment permit fee (Pg. 159, 2018-048)

- q. Second reading and adoption of an ordinance amending the budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018, for capital projects (Pg. 161, 2018-049)

Motion: Council Member Hiebert made a motion, seconded by Council Member Carter, to approve the consent agenda, with the exception of removing item 5c from the agenda. The motion carried unanimously (7) ayes to (0) nays.

6. Regular Agenda

- a. Adoption of a resolution authorizing the negotiation and execution of Airport personal property storage unit leases by the City Manager or his designee, and approving lease form - (Presentation made by Airport Director Luis Elguezabal) (Pg. 164, 2018-050)

Motion: Council Member Thomas made a motion, seconded by Council Member Gonzales, to adopt the resolution, as presented. The motion carried unanimously (7) ayes to (0) nays.

- b. Approval of a task order under RFQ ES-04-15 to Freese and Nichols, Inc. in the amount of \$111,827 for the design of a storm water detention basin for Avenue P drainage improvements and authorizing the City Manager to execute all related documents - (Presentation made by City Engineer Russell Pehl)

Motion: Council Member Thomas made a motion, seconded by Council Member Carter, to approve the task order, as presented. The motion carried unanimously (7) ayes to (0) nays.

- c. Public hearing and first reading of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.007 "Water Billing Charges" by amending the late fee - (Presentation made by Water Utilities Director Allison Strube)

Motion: Council Member Gonzales made a motion, seconded by Council Member Carter, to approve the first readings of item 6c and 6d, as presented. The motion carried unanimously (7) ayes to (0) nays.

- d. Public hearing and first reading of an ordinance amending Chapter 11 "Utilities", Article 11.02 "Water and Sewer Systems", Section 11.02.036 "Billing" by amending the payment due date - (Presentation made by Water Utilities Director Allison Strube)

Motion: Council Member Gonzales made a motion, seconded by Council Member Carter, to approve the first readings of item 6c and 6d, as presented. The motion carried unanimously (7) ayes to (0) nays.

- e. Public hearing and first reading of an ordinance amending Chapter 12, Exhibit "A" Zoning Ordinance, Article 3, Section 310.E and Section 315.H.3.c, and Article 4, Section 411, removing the use of "Game Hall" as an individual use category and reclassifying it under "Indoor Entertainment, Retail Sales and Services" - (Presentation made by Planning & Development Services Director Jon James)

Motion: Council Member Hiebert made a motion, seconded by Council Member DeWitt, to approve the ordinance, as presented. The motion carried unanimously (7) ayes to (0) nays.

- f. Public hearing and first reading of an ordinance amending the Land Development and Subdivision Ordinance, Chapter 1, Section II & Section IV, Subsection C, regarding appeals; Chapter 5, Section III, Subsection A & Subsection C, amending submittal requirements and meeting time for the Plat Review Committee; and Chapter 7, Section I, amending submittal requirements - (Presentation made by Planning & Development Services Director Jon James)

Planning Commissioner Teri Jackson expressed concerns related to the ordinance change.

Motion: Council Member DeWitt made a motion, seconded by Council Member Gonzales, to approve the ordinance, as presented. The motion carried (6) ayes to (1) nays, with Council Member Carter casting the dissenting vote.

- g. Public hearing and first reading of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.020 "Rebates" by amending the discussion of bi-annual rebates - (Presentation made by Water Utilities Director Allison Strube)

Motion: Council Member Hiebert made a motion, seconded by Council Member Thomas, to approve the ordinance, as presented. The motion carried unanimously (7) ayes to (0) nays.

- h. Second reading and adoption of amending appendix A, "Fee Schedule" for the following ordinances: Article A11.000, "Fire and Rescue Service Fees"; Section A11.001 "Service Fees", subsection (f) "Ambulance/Transport/Transfer Fees", to adjust said fees - (Presentation made by Finance Director Tina Dierschke) **(Pg. 165, 2018-051)**

Motion: Council Member Thomas made a motion, seconded by Council Member Hiebert, to adopt the ordinance as presented, with the exception of changing the ALS1, ALS2, and BLSE fees to reflect 75% of the cost of service. The motion carried unanimously (7) ayes to (0) nays.

7. Closed Session

Executive Session under the provision of Government Code, Title 5. Open Government; Ethics, Subtitle A. Open Government, Chapter 551. Open Meetings, Subchapter D. Exceptions to Requirement that Meetings be Open under the following sections:

- a. ~~Section 551.087(2) to deliberate the offer of a financial or other incentive to a business prospect regarding a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations~~

8. Follow Up and Administrative Issues

- a. Consider items discussed in Executive Session, if needed

No Executive Session was held.

- b. Approval of the various Board nominations:

Design and Historic Review Commission: Connie Biggerstaff (Mayor) to a first term ending September 2019

Parks and Recreation Advisory Board: Francis Jelensperger (Mayor) to a third term ending December 2019

Planning Commission: Travis Stribling (SMD5) to a first full term ending January 2021

Public Art Commission: Julie Raymond (SMD6) to a second term ending April 2019

- Motion: Council Member Hiebert made a motion, seconded by Council Member Thomas, to approve the Design and Historic Review Commission nomination, as presented. The motion carried unanimously (7) ayes to (0) nays.
- Motion: Council Member DeWitt made a motion, seconded by Council Member Gonzales, to approve the Parks and Recreation Advisory Board nomination, as presented. The motion carried unanimously (7) ayes to (0) nays.
- Motion: Council Member Carter made a motion, seconded by Council Member Gonzales, to approve the Planning Commission nominations, as presented. The motion carried unanimously (7) ayes to (0) nays.
- Motion: Council Member DeWitt made a motion, seconded by Council Member Hiebert, to approve the Public Art Commission nomination, as presented. The motion carried unanimously (7) ayes to (0) nays.

c. Announcements and consideration of Future Items

9. Adjournment

- Motion: Council Member Hiebert made a motion, seconded by Council Member Thomas, to adjourn the meeting. The motion carried unanimously (7) ayes to (0) nays.

There being no further business, the meeting was adjourned at 10:07 a.m.

THE CITY OF SAN ANGELO

Brenda Gunter, Mayor

ATTEST:

Bryan Kendrick, City Clerk

In accordance with Chapter 2, Article 2.300, of the Official Code of the City of San Angelo, the minutes of this meeting consist of the preceding Minute Record and the Supplemental Minute Record. Details on Council meetings may be obtained from the City Clerk's Office or a video of the entire meeting may be purchased from the Public Information Officer at 481-2727. (Portions of the Supplemental Minute Record video tape recording may be distorted due to equipment malfunction or other uncontrollable factors.)

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Cynthia Preas, Real Estate Manager, Real Estate, 325-657-4407

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider authorizing the sale of the following Lake Nasworthy property to current residential lot leaseholder for the appraised value for 2610 Sleepy Hollow Rd; Lot 37, Block 1, Section 1, Group Fishermans Rd, Lake Nasworthy Addition (\$97,903) (Preas)

Summary/History:

If the sales are approved at the appraised values, title examinations will be performed and legal staff will prepare Real Estate Contracts of Sale, Special Warranty Deeds, and Surrenders of Leases.

Sale of the surface estate of city-owned Lake Nasworthy residential lots is governed by City of San Angelo Code of Ordinances, Article 9.03, Sec. 9.03.004.

Financial Impact:

Upon approval, proceeds from the sale of residential lots will be placed in the Lake Nasworthy Trust Fund.

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | | |
|----|---|---|
| 1. | 2610 Sleepy Hollow Rd Summary Appraisal | 2610 Sleepy Hollow Rd Summary Appraisal.pdf |
|----|---|---|

Presentation:

Approvals/Reviews:

Cynthia Preas	Created/Initiated
Cynthia Preas	Approved
Theresa James	Approved
Anthony Wilson	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

APPRAISAL OF REAL PROPERTY

LOCATED AT

2610 Sleepy Hollow Rd
San Angelo, TX 76904-7879
Lot 37, Block 1, Section 1, Group Fishermans Rd, Lake Nasworthy Addition

FOR

City of San Angelo
72 W. College Ave
San Angelo, TX 76903

AS OF

03/07/2018

BY

Kevin J. Halfmann
Crystal N. Bancroft
Halfmann Appraisals
133 W Concho Ave Ste 110
San Angelo, TX 76903-6462
(325) 655-1278
www.halfmannrealty.com

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03/26/2018

City of San Angelo
Real Estate Division
72 W. College Ave
San Angelo, TX 76903

Re: Property: 2610 Sleepy Hollow Rd
San Angelo, TX 76904-7879
Borrower: Jana Slaughter
File No.: R18-0110

Opinion of Value: \$ 97,903
Effective Date: 03/07/2018

In accordance with your request, we have appraised the above referenced property. The report of that appraisal is attached.

The purpose of this appraisal is to estimate the market value of the property described in this appraisal report, as though unimproved, in Leased Fee ownership per the hypothetical condition given by the City of San Angelo stated in the Addenda.

This report is based on a physical analysis of the site only, an analysis of the neighborhood and city, and an economic analysis of the market for properties such as the subject. The appraisal was developed and the report was prepared in accordance with the Real Estate Uniform Standards of Professional Appraisal Practice.

The value conclusions reported, are as of the effective date stated in the body of the report. This is contingent upon the certification and limiting conditions, as well as the hypothetical condition given by the City of San Angelo.

It has been a pleasure to assist you. Please do not hesitate to contact me or any of my staff if we can be of additional service to you.

Respectfully Submitted,



Crystal N. Bancroft
Appraiser Trainee
License or Certification #: 1340109
State: TX Expires: 05/31/2018
niki@halfmannrealty.com



Kevin J. Halfmann
License or Certification #: 1320469-G
State: TX Expires: 04/30/2019
(325)655-1278
kevin@halfmannrealty.com

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Carl White, Parks and Recreation Director, Parks and Recreation, 325-657-4450

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider approving an agreement with the American Red Cross, Texas Big Country Chapter, for the use of City-owned buildings for emergency sheltering and authorizing the City Manager to execute all related documents (White)

Summary/History:

Staff recommends approval of an Agreement with the American Red Cross, Texas Big Country Chapter, for the use of City-owned buildings, including, but not limited to, the Foster Communications Coliseum and McNease Convention Center, for emergency sheltering and authorizing the City Manager to negotiate and execute all related documents.

This agreement would allow the American Red Cross to run emergency sheltering operations at City-owned facilities on a temporary basis to conduct emergency, disaster-related activities. Purposes include: storage of supplies, parking of vehicles, disaster shelter, operations, client services and volunteer intake.

The Red Cross would need the City Manager's approval to utilize any facility prior to use.

Our primary pre-designated emergency shelters are the Foster Communications Coliseum and the McNease Convention Center. Other City facilities may need to be designated, if the need arises.

Financial Impact:

For officially declared emergency operations, there would be no cost associated with this agreement that would not be fully reimbursable.

Other Information/Recommendation:

Attachments:

- | | | |
|----|---|--|
| 1. | 18-366 Facility Use Agreement Red Cross | 18-366 Facility Use Agreement Red Cross.docx |
| 2. | ShelterFacilitySurvey | ShelterFacilitySurvey.pdf |

Presentation:

Approvals/Reviews:

Carl White
Theresa James
Anthony Wilson
Candice Blake

Created/Initiated
Approved
Approved
Approved

Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Approved
Approved
Approved
Final Approval

The American National Red Cross (“Red Cross”), a non-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public who support the Red Cross with generous donations. The Red Cross’s disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner (“Owner”) so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner:

Full Name of Owner	City of San Angelo
Address	72 E. College; San Angelo, TX 76903
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Public Safety Communications (325) 653-4551 maintains a current directory of all City Executives and managers that can open the buildings in question. Public Safety Communications is staffed 24 hours per day 365 days per year. The Red Cross should call Public Safety Communications for access to buildings.
Address for Official Notices (only if different from above address)	

Red Cross:

Chapter Name	Texas Big Country San Angelo/Brownwood (W5)
Chapter Address	2141 Executive ste 5; San Angelo, TX 76904
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Jeff Fant, Disaster Program Manager (325) 658-4409 (office) (325) 627-4002 (cell)
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

Insert name and complete street address of building or, if multiple buildings, write “See attached facility list,” and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.
See attached facility list.

Terms and Conditions

1. **Use of Facility:** Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		
Storage of supplies		
Parking of vehicles		
Disaster Shelter		

2. **Facility Management:** The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
3. **Condition of Facility:** The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.
4. **Food Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
5. **Custodial Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
6. **Security/Safety:** In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
7. **Signage and Publicity:** The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. **Closing the Facility:** The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.
9. **Fee** (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:
 - a. Owner will not charge a fee for the use of the Facility.
Owner initials: _____ Red Cross initials: _____
 - b. The Red Cross will pay \$_____ per day/week/month (circle one) for the right to use and occupy the Facility. Owner initials: _____ Red Cross initials: _____
10. **Reimbursement:** Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.
 - b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
 - c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	Red Cross Initials
Water		
Gas		
Electricity		
Waste Disposal		
 - d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
 - e. If the disaster is a Federally-declared disaster and Owner is a municipal or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to reimburse the Owner for costs covered by Public Assistance Category B.
11. **Insurance:** The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.
12. **Indemnification:** The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability,



Facility Use Agreement

including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.

13. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

THE CITY OF SAN ANGELO

By Daniel Valenzuela, City Manager

Date

Attest:

Bryan Kendrick, City Secretary

THE AMERICAN NATIONAL RED CROSS

Jeff Fant, Disaster Program Manager (W5)

Date

Approved as to Form:

Theresa James, City Attorney



Facility Use Agreement

Facility List

The Facility's under the Red Cross Facility Use agreement dated _____ include the following:

Foster Communications Coliseum (San Angelo)

50 E. 43rd Street

San Angelo, TX 76903

McNease Convention Center (San Angelo)

501 Rio Concho Drive

San Angelo, Texas 76903

BASIC SHELTER INFORMATION

Site Name/ _____ **NSS ID#** _____ **Date** _____
School District _____
Name of building _____ **Building #** _____ **of** _____
Phone # _____ **Fax #** _____ **Website** _____
Shelter address _____
Town/ City _____ **County/ Parish** _____ **State** _____ **Zip Code** _____
Mailing Address (if different) _____
Town/ City _____ **County/ Parish** _____ **State** _____ **Zip Code** _____
Agency operating shelter (check one) ☐ Red Cross ☐ FEMA ☐ DHS ☐ TSA ☐ SBC ☐ Other _____
Shelter agency type (check one) ☐ Red Cross managed ☐ Red Cross partner ☐ Red Cross supported ☐ Independent _____
Shelter type (check all that apply) ☐ Evacuation ☐ General ☐ Medical ☐ Other _____
General facility notes _____

Shelter Capacity

Use the calculations to calculate the capacity for sleeping space.

Total sq feet _____ ☐ **Evacuation** _____ usable sq ft ÷ 20 sq ft/person = _____ person capacity
 _____ ☐ **Post Impact** _____ usable sq ft ÷ 40 sq ft/person = _____ person capacity
Sq feet usable for sleeping space _____ ☐ **Other** _____ usable sq ft ÷ _____ sq ft/person = _____ person capacity

Geographic Information

Use major landmarks (e.g. highways, intersections, rivers, railroad crossings, etc.) that will be easily recognizable in a disaster. Latitude and longitude coordinates can be found at online web sites, using a global positioning system device, or will auto populate when the address is entered into the National Shelter System.

Latitude _____ **Longitude** _____ **Elevation** _____
In storm surge/evacuation ☐ Yes **Hurricane category or evacuation area** _____ ☐ No **In flood plain** ☐ Yes **year flood impact** _____ ☐ No
Directions to facility _____

Point of Contact to *Authorize Use* of Facility

Name _____ Title _____ Phone # _____

24 hour # _____ Fax # _____ Email _____

Contact notes _____

Point of Contact to *Open* Facility

Name _____ Title _____ Phone # _____

24 hour # _____ Fax # _____ Email _____

Contact notes _____

Alternate Point of Contact

Name _____ Title _____ Phone # _____

24 hour # _____ Fax # _____ Email _____

Contact notes _____

Pet Shelter

Pet shelter space available on site ☐ Yes *answer questions below* ☐ No nearest location _____

Separate ventilation system ☐ Yes ☐ No Cement or tile floors with drains ☐ Yes ☐ No Outdoor space to relieve pets ☐ Yes ☐ No

Agency that will operate the pet shelter _____ Phone # _____ 24 hour # _____

ADDITIONAL INFORMATION

Shelter agreement signed ☐ Yes ☐ No Date signed _____ Notes _____

Pre-designated shelter team assigned ☐ Yes Team name _____ ☐ No

Current facility floor plans available ☐ Yes Location of copies _____ ☐ No

International Association of Venue Managers (IAVM) facility ☐ Yes ☐ No

Use the [Standards for Selection of Hurricane Evacuation Shelters](#) to select hurricane evacuation shelters. In this document, you will find a planning process that involves many factors (e.g. technical information for storm surge and flood mapping). This process requires close coordination with local officials for technical information to make decisions about hurricane shelter suitability. Use the Facility Construction section to assist with determining whether this can be a hurricane evacuation shelter.

Shelter can be a hurricane evacuation shelter ☐ Yes ☐ No Notes _____

Survey Conductors *(List all who participated in the survey)*

Name	Title	Organization	Phone #

LIMITATIONS OF FACILITY USE

Check one ☐ This facility will be available for use at any time during the year ☐ This facility is only available for use during the time periods listed below ☐ This facility is not available for use during the time periods listed below

Dates (mm/dd/yyyy) Times (hh:mm)

Dates (mm/dd/yyyy) Times (hh:mm)

From

 ☐ AM ☐ PM From

 ☐ AM ☐ PM

To

 ☐ AM ☐ PM To

 ☐ AM ☐ PM

List any recurring dates that the facility is not available (e.g. every sunday)

Areas of the facility that are restricted during use

FACILITY CONSTRUCTION & SAFETY

Facility Construction

Construction material ☐ Wood ☐ Masonry/Brick ☐ Pre-fab ☐ Bungalow ☐ Concrete ☐ Metal ☐ Trailer ☐ Pod ☐ Other

stories/floors

 Notes

Elevator ☐ Yes ☐ No Location

 Notes

Open roof-spans (see [Standards for Selection of Hurricane Evacuation Shelters](#) for current standards) ☐ Yes ☐ No Length

 ☐ Yes ☐ No

Windows in sleep area ☐ Yes ☐ No If yes, shatter protected ☐ Yes ☐ No If yes, protected with shutter ☐ Yes ☐ No

Fire & AED Safety

Some facilities may not meet fire codes based on building capacity. The questions below are a general reference. Contact your local fire department with questions or for more information.

Fire alarms & systems (check all that apply) ☐ Working smoke detectors ☐ Inspected fire alarm system ☐ Functional sprinkler system ☐ Functional direct fire department alert

Comments from fire department

AED(s) on site ☐ Yes ☐ No Location

Facility Inspection Point of Contact

If requested, who would inspect this facility post-impact to determine it is safe to occupy?

Name _____ Title _____ Phone # _____

24 hour # _____ Fax # _____ Email _____

Contact notes _____

SANITATION, FEEDING & UTILITIES

Sanitation, Utilities & Power

The recommended ratio for toilet facilities is a minimum of 1 toilet for 20 people. The optimum scenario for showers is 1 shower for every 25 residents. Count all facilities that will be available to shelter residents and staff.

Showers available ☐ Yes # of showers _____ ☐ No Toilets available ☐ Yes # of toilets _____ ☐ No

Check all that apply Heating ☐ Electric ☐ Natural Gas ☐ Propane ☐ Fuel Oil Cooling ☐ Electric ☐ Natural Gas ☐ Propane

Check all that apply Cooking ☐ Electric ☐ Natural Gas ☐ Propane Water ☐ Municipal ☐ Well(s) ☐ Trapped

Self-sufficient power ☐ Yes Type _____ ☐ No

Note fuel requirements, generator capacity, facility areas supported by generator(s), and other relevant information.

Emergency generator on site ☐ Yes ☐ No Notes _____

Feeding

Food Prep (check all that apply) ☐ Warming oven kitchen ☐ Full service ☐ Central kitchen (delivery)

Food stock stored on site ☐ Yes # meal can be served _____ ☐ No Refrigeration units on site ☐ Yes # units _____ ☐ No

Seating capacity ☐ Cafeteria _____ ☐ Snack Bar _____ ☐ Other indoor seating _____ Total estimated seating capacity for eating _____

Notes on feeding _____

ACCESSIBILITY

See accompanying Shelter Facility Survey-Accessibility Instructions.

Facility Construction

Facility built in 1993 or later, or extensively altered in 1992 or later. _____ ☐ Yes ☐ No

Parking Areas

Parking available. _____ ☐ Yes ☐ No

Answer below if parking is available

Accessible parking space(s) ☐ Yes ☐ No Notes _____

Van accessible parking space(s) ☐ Yes ☐ No Notes _____

Drop-off/Loading Area

Permanent drop-off area/loading zone with marked access aisle or space available to designate as temporary drop-off area/loading zone. _____ ☐ Yes ☐ No

Facility Entrance

- Sidewalk connects parking area and any drop-off area to at least one facility entrance. ☐ Yes ☐ No
- Route from accessible parking spaces and any drop-off area/loading zone to at least one facility entrance has no steps or curbs without curb cuts. ☐ Yes ☐ No
- Where route crosses curb, curb cuts are at least 36" wide. ☐ Yes ☐ No
- Automatic doors or doors without knob hardware. ☐ Yes ☐ No
- Doorways at least 32" wide when door is open. ☐ Yes ☐ No
- Level landings on interior and exterior sides of entry door. ☐ Yes ☐ No
- No objects protrude from the side more than four inches into the route to the facility entrance. ☐ Yes ☐ No
- If the main facility entrance does not appear to be accessible, another entry is accessible. ☐ Yes ☐ No
- A sign identifies the location of the accessible entrance. ☐ Yes ☐ No

Routes to Service Delivery Areas

- A route without steps is available to access each service delivery area, as well as restrooms and showers or service can be provided in area that can be accessed by route with no steps. ☐ Yes ☐ No
- Using a yard stick held horizontally at your waist level, walk from the facility entrance to each service delivery area, as well as restrooms and showers. Except at doorways (which must be only 32" wide), no part of the route is less than 36" wide. ☐ Yes ☐ No
- Route has vertical clearance of at least 80". ☐ Yes ☐ No
- No objects protrude from the side more than 4" into the routes to the various service delivery areas. ☐ Yes ☐ No
- Automatic doors or doors without knob hardware. ☐ Yes ☐ No
- Doorways at least 32" wide when door is open along routes to each service. ☐ Yes ☐ No
- If a service delivery area is accessible only by elevator, there is back-up power for the elevator(s). ☐ Yes ☐ No

Ramps

- Ramps are at least 36" wide, have handrails on both sides 34"-38" above the ramp surface, and have level landings at least 60" long. ☐ Yes ☐ No
- If yes, type of ramp ☐ Fixed ☐ Portable ☐ Not provided
- If ramps are longer than 30 feet, a level landing at least 60" long is provided every 30 feet. ☐ Yes ☐ No

Restrooms

- Area where person in a wheelchair can turn around (60-inch diameter circle or T-shape turn area). ☐ Yes ☐ No
- Doorways at least 32" wide when door is open. ☐ Yes ☐ No
- Doors without knob hardware. ☐ Yes ☐ No
- Toilet seat is 17"-19" high. Flush control is automatic or manual control on the open side of the toilet and no higher than 48". ☐ Yes ☐ No
- Toilet's centerline is 16"-18" from the nearest side wall. ☐ Yes ☐ No
- Stall at least 60" wide and 56" deep (wall-mounted toilet) or 59" deep for (floor mounted toilet). ☐ Yes ☐ No
- Space at least 9" high is provided beneath the front and one side of the stall. ☐ Yes ☐ No
- Appropriate grab bars. ☐ Yes ☐ No
- Toilet paper dispenser is within 36" of the rear wall. ☐ Yes ☐ No
- At least one accessible sink. ☐ Yes ☐ No

Showers

Showers available.

☐ Yes ☐ No

Answer below if showers are available

At least one accessible shower stall with appropriate grab bars.

☐ Yes ☐ No

Stall type ☐ Transfer stall ☐ Roll-in shower ☐ Not provided

Shower seat 17"-19" high. If in transfer stall, seat is on the wall opposite the shower controls. If in roll-in shower, seat is on wall adjacent to the shower controls.

☐ Yes ☐ No

Hand-held shower spray with ability to mount at 48" (typically via a mount that can be adjusted along a fixed vertical bar), or alternatively a fixed shower head at 48".

☐ Yes ☐ No

Controls do not require tight grasping, pinching or twisting and are mounted 38"-48" high and no more than 18" from the front of the shower.

☐ Yes ☐ No

Eating areas

At least some tables have tops 28"-34" high and space underneath at least 27" high, 30" wide and 19" deep.

☐ Yes ☐ No

Serving line or counter no higher than 34".

☐ Yes ☐ No

Assessment

Relevant areas of the facility are accessible to people with disabilities without adjustments.

☐ Yes ☐ No

Facility has at least one accessible entrance and one accessible restroom, and otherwise is capable of being made accessible during a disaster with minor adjustments.

☐ Yes ☐ No

Facility would require extensive adjustments to be accessible during a disaster.

☐ Yes ☐ No

Adjustments for Accessibility (*Identify any adjustments or enhancements that should be made to make the relevant areas of the facility accessible during a disaster*)

OTHER CONSIDERATIONS

Additional Facilities & Space

Isolated care areas

☐ Yes ☐ No

Type of area

☐ Rooms

☐ Shelter area

☐ Separate facility/area

Shelter registration area

☐ Yes ☐ No

Laundry facilities

☐ Yes ☐ No

of washers

of dryers

Who can access the laundry facilities

☐ Shelter workers

☐ Shelter residents

Special conditions or restrictions for laundry

Available Materials

One cot and two blankets per shelter resident is recommended. Note all available materials for shelter use in the notes section.

Cots available

☐ Yes

of cots

☐ No

Location

Blankets available

☐ Yes

of blankets

☐ No

Location

Children's supplies (e.g. cribs & changing table)

☐ Yes

☐ No

Chairs & tables available

☐ Yes

of chairs

of tables

☐ No

Notes

Facility Ownership & Proximity Considerations

Does the entity that plans to manage the shelter own the building? ☐ Yes ☐ No

If no, is there a current written plan? ☐ Yes ☐ No

Is this facility within five miles of an evacuation route? ☐ Yes ☐ No

Is this facility within ten miles of a nuclear power plant? ☐ Yes ☐ No

Groups Associated with the Facility & Training

Facility staff required when using facility? ☐ Yes ☐ No

Paid feeding staff required when using facility? ☐ Yes ☐ No

Church auxiliary required when using facility? ☐ Yes ☐ No

Fire auxiliary required when using facility? ☐ Yes ☐ No

Other required? ☐ Yes ☐ No Other _____

Will any of the above groups be trained or experienced in Red Cross shelter operations or support? ☐ Yes ☐ No

If yes, describe capabilities _____

Has the facility been trained in Red Cross sheltering (if not Red Cross managed)? ☐ Yes ☐ No

If yes, describe capabilities _____

Training requested by facility or group ☐ Yes # of staff to be trained _____ ☐ No

ADDITIONAL NOTES & INFORMATION

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

Chapter Category / Priority of Use: Designated by chapter leadership after the survey is completed.

☐ General population ☐ Evacuation Center

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Carl White, Parks and Recreation Director, Parks and Recreation, 325-657-4450

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Consider a resolution authorizing applicant to hold a special event downtown, "Simply Texas Blues Festival," permitting specified activities; imposing requirements on applicant; and granting variances relating to rules and regulations of ordinances (White)

Summary/History:

The variances sought are related to permits for tents and signs, the placements of signs and banners, and to the City's noise ordinance which prohibits loud or prolonged noises that disturb the public. The noise ordinance states that if such noise occurs after 10:30 p.m., that is clear proof the noise is disturbing the public. The 10th annual Simply Texas Blues Festival, hosted by the San Angelo Blues Society, will occur on Oakes Street between Concho and Twohig avenues on May 19, 2018. Live, amplified music is scheduled to be performed from 10:00 a.m. until 11:30 p.m. The event is expected to draw about 10,000 people.

The City Council on April 17, 2012 unanimously approved by a 5-0 vote a proposed ordinance allowing for temporary variances from City ordinances for special events held on City property other than Lake Nasworthy and Twin Buttes Reservoir.

This will be the 10th year the Blues Festival has occurred, and the eighth year it has sought variances.

The noise ordinance reads as follows:

Sec. 8.114 Noises Prohibited

(a) It shall be unlawful for any person to make, create, continue or cause to be made, created or continued any unnecessary, loud, unusual or prolonged noise which disturbs, or is calculated to disturb the persons in the immediate vicinity thereof.

(b) In determining whether any such noise is sufficient to constitute a disturbance hereunder, the Court shall consider whether such noise is of such character, intensity and duration as to disturb a person of ordinary sensibilities, taking into consideration the nature of the neighborhood in which such noise occurs.

(c) Proof that any such noise occurred between the hours of ten thirty o'clock (10:30) P.M. and seven o'clock (7:00) A.M., or that such noise occurred three (3) or more times in any ten-day period shall be prima facie proof that persons in the immediate vicinity thereof were disturbed.

The area surrounding the Blues Fest is a mix of residential and commercial properties.

The remaining variances for tent and sign permits, and for the placement of signs and banners related to the event are

identical in nature to variances granted the annual drag boat races and wakeboard tournament at Lake Nasworthy.

Financial Impact:

There is negligible cost to the City to facilitate the event. In fact, with thousands of participants, many from out of town, there is a notable and beneficial economic impact by allowing this event.

Other Information/Recommendation:

Attachments:

- | | | |
|----|---|---|
| 1. | Blues Fest Variance Resolution 2018 | Blues Fest Variance Resolution 2018.doc |
| 2. | 10th Annual Simply Texas Blues Festival | 10th Annual Simply Texas Blues Festival.pdf |
| 3. | 18-429 Blues Fest Variance Supplemental Exhibit A
2018 | 18-429 Blues Fest Variance Supplemental Exhibit A
2018.doc |

Presentation:

Approvals/Reviews:

Carl White	Created/Initiated
Shane Kelton	Approved
Theresa James	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

**A RESOLUTION OF THE CITY OF SAN ANGELO
AUTHORIZING APPLICANT, SAN ANGELO BLUES SOCIETY,
TO HOLD A SPECIAL EVENT DOWNTOWN KNOWN AS
“SIMPLY TEXAS BLUES FESTIVAL” AND GRANTING
VARIANCES FROM CITY ORDINANCES, INCLUDING NOISE
ORDINANCE**

WHEREAS, the City Council for the City of San Angelo has approved a Special Event Application process through which individuals or groups may seek authorization to hold special events on public property; and,

WHEREAS, Chapter 9, Article 9.02.009 of the Code of Ordinances for the City of San Angelo provides that the City Council may authorize temporary variances from the prohibitions and requirements of City ordinances for such events; and,

WHEREAS, the “SIMPLY TEXAS BLUES FESTIVAL” has for nine years been an annual entertainment event in downtown San Angelo; and,

WHEREAS, the City Council has taken into account those factors as applicable pursuant to the ordinance providing for the granting of variances.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF SAN ANGELO, TEXAS THAT:**

Part 1: San Angelo Blues Society (hereinafter Applicant), is hereby authorized to hold a special event in downtown San Angelo, known as “Simply Texas Blues Festival”. The event, including set up and clean up, will take place from 12:00 PM Friday, May 18, 2018 through 12:00 PM May 20, 2018.

Part 2: The event may include those activities as described on that certain “City of San Angelo-Special Event Application” and attachments thereto (hereinafter collectively referred to as “Application”) submitted by Applicant, a copy of which is attached to this Resolution as **Exhibit A**, and made a part hereof for all purposes.

Part 3: The variance referred to in the Application relating to Section 8.01.005 “Noises prohibited” of the City Code of Ordinances, is hereby granted from 10:00 AM through 11:30 PM on May 19, 2018.

Part 4: A variance related to permitting of tent structures and signage for the event is hereby granted from 12:00 PM Friday, May 18, 2018 through 12:00 PM May 20, 2018.

Part 5: Oakes Street between Beauregard Street and Concho Avenue and Twohig Avenue between Chadbourne and Magdalen Streets may be closed from 12:00 P.M. Friday, May 18, 2018 through 12:00 P.M. Sunday, May 20, 2018.

PASSED and APPROVED THIS _____ DAY OF _____, 2018.

ATTEST:

CITY OF SAN ANGELO, TEXAS

Bryan Kendrick, City Clerk

Brenda Gunter, Mayor

APPROVED AS TO CONTENT

APPROVED AS TO FORM

Carl White, Parks & Recreation Director

Theresa James, City Attorney

City of San Angelo – Special Event Application (ver. April 19, 2013)

Complete and return this application to the City of San Angelo Parks and Recreation Department Office at 702 South Chadbourne St. at least 30 days prior to the event for events not requesting City Support. **Events Requesting City Services** (paid by the applicant) **must submit a finalized Special Event application based on the schedule:** by Jan. 31st for events in May, Jun., or Jul.; by Apr. 30th for events in Aug., Sept., or Oct.; by Jul. 31st for events in Nov., Dec., or Jan.; and by Oct. 31st for events in Feb., Mar., or Apr..

Event Information	
Event Name: 10th Annual Simply Texas Blues Festival	
Event Date(s) and Hours: May 18th, 2018	Event Purpose & Description: Promote Blues music and provide a free, family friendly Blues concert to the public.
Event Location(s): 200 Blk S. Oaks Street	
Attendance, Estimated Daily/Overall: 110,000	
Type of Event (Check one – see Special Events Policy for additional information) ☒ Non-Profit Event ☐ For-Profit Event * for private events contact Parks & Rec. Admin. at 325-657-4279 for reservations ☐ City Operated/Sponsored Event ☐ City Co-Sponsored Event ☐ Political or Ballot Issue Event ☐ Parade, Block Party, Road Run/Walk/Etc – Specify: _____ ☐ other (describe): _____	
Event Sponsor Information	
Legal Business Name: San Angelo Blues Society	
Address: P.O. Box 2779 San Angelo, Texas 76902	
Mailing Address:	
Telephone: 325-658-5375	Email Address: sanangeloblue society@gmail.com
Contact Name: Clay Hubbard	Title: President
Contact Number: 325-658-5375	Email Address: conchor@suddenlink.net
Event Information (continued)	
Estimated date/time for set up: Friday, 5-18-18 @ 5:00 pm	Describe set up and clean up procedures: Street closures on Friday to set up stage, vendors car show and cook off. Volunteers and Goodfellow AFB personnel will police a three block radius to clean up on Sunday morning.
Estimated date/time for clean up: Sunday, 5-20-18 completed by noon	
Will street closure and/or use be necessary? ☒ YES ☐ NO If yes, complete the street closure/use form. <u>If yes, show proposed road uses, emergency vehicle access, and barricade locations on your event map.</u> <i>Note that the City of San Angelo does not have authority to close County and State roads.</i>	
Describe crowd and parking control and security plans for this event: Sponsors of an event must have certified police officers present, if required. This requirement, as well as the number of officers needed, will depend on the type of event (including activities), number of anticipated attendees at the event, whether or not alcohol will be consumed at the event, as well as other factors. Off duty SAPD will be used for security. the number of officers will be determined by SAPD.	

Event Information (continued)

Will music be provided/included during the event? ☒ YES ☐ NO

Describe type of music proposed: ☒ Live ☒ Amplification ☐ Recorded ☐ Loudspeakers

Proposed time music will begin:

Proposed time music will end:

Describe noise control:

Requesting a variance of the noise ordinance until 11:30pm on 5-19-18

Show proposed location of live band/disc jockey/loudspeakers/equipment on your attached event map

Do you plan to have special event signs and banners? ☒ YES ☐ NO Signs must conform to City Ordinances

Describe the general nature of signage used for the event:

Banners will be placed on the stage + on poles on the street

Show locations for proposed placement of banners and signs on your attached event map.

Will the event have activities such as inflatables, amusement rides, climbing walls, live animals, etc?

☐ YES ☒ NO If yes, the vendor or provider of the inflatable, amusement ride, etc. will be required to provide proof of insurance naming the City of San Angelo as an additional insured on all policies, except workers' compensation, and providing a waiver of subrogation in favor of the City on all policies.

If yes, describe in detail the types of attractions and activities proposed:

Show locations for all proposed activities on your attached event map.

Will the event have food, beverage, or concessions? ☒ YES ☐ NO

See Section H of the Special Events Policy for health department approvals and temporary food license requirements.

Describe the general nature and scope of food, beverage, and concessions vendors:

Various food vendors will be set up in a food court area. All vendors will be required to obtain health permits and insurance. All vendors will be notified of these requirements.

Show locations for proposed placement of food, beverage, and concessions vendors on your attached event map.

Do you plan to have alcohol served at this event? ☐ YES ☒ NO

Public events which sell alcohol must use the services of the City's Concessionaire. The Parks & Recreation Staff can provide you with the contact information for the Concessionaire.

If alcohol is present at the event, describe measures to be taken to prohibit the sale and distribution of alcohol to minors: Alcohol is not provided for or sold by the sponsors. Adjacent business owners may sell it from their establishments and attendees may bring it in their personal coolers.

Will the following be placed or located in the event area?

No stakes of any kind allowed on any walkway, roadway, or other hard surface.

<u>Item</u>	<u>Quantity</u>	<u>Item</u>	<u>Quantity</u>
☒ Booths:	unknown	☒ Tables:	unknown
☒ Tents*:	unknown	☐ Rides:	
☐ Awnings:		☒ Portable Toilets:	30
☒ Canopies:	unknown	(may be required depending on event)	
☐ Rides:		☐ other (describe):	

* Tents that exceed 120 square feet of area will require special permit. Contact Permits Office at 657-4421/2.

You must attach a plan of the proposed event map and layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Event Information (continued)**Will the event require the use of any of the following municipal materials?**

Sponsoring organization will be charged for use, delivery, placement, and pickup of these items. See the Special Events Policy for additional information and schedule of rates. City staff will deliver the materials at the date, time, and location as specified on the event application. Due to other obligations, materials may not be available. Private vendors are available in San Angelo to provide materials below for the event.

- | | | | |
|---|-----------------|--|--------------------|
| ☐ Trash Receptacles* | Quantity: _____ | ☐ Benches (8') | Quantity: _____ |
| ☐ Barricades | Quantity: _____ | ☐ Chairs | Quantity: _____ |
| ☐ Traffic Cones | Quantity: _____ | ☐ Tables (8') | Quantity: _____ |
| ☐ Stage Sections (4' x 8') | Quantity: _____ | ☐ Fencing, Temporary | Linear Feet: _____ |
| ☐ Water Connection | Quantity: _____ | ☐ Electrical Connection | Quantity: _____ |

☒ Other (describe): *use of 2 Electrical Panels from the Parks Dept. Authorize Stormwater Dept. to Sweep Downtown Streets Surfs*
*Sponsoring Organization may be required to supply a dumpster and portable restrooms. 10-20-18 @ 8:00am.

Application Check List (failure to provide necessary documentation will delay application review and approval)**I have attached the following items:**

- ☒ Completed Application ☒ Application Non-Refundable Permit Fee of \$25.00 ☒ Deposit
- ☐ Certificate of Insurance (submit to the Risk Mgmt. Office at City Hall, 10 business days prior to first day of event)
Insurance will be provided in May prior to the Event
- ☒ Detailed Event Map (showing road uses, signage, vending, tent, and activity locations, etc.)

If any document is missing, please explain:**The applicant and sponsoring organization understands and agrees to:**

- provide a certificate of insurance with all coverage deemed necessary for the event, name the City of San Angelo as an additional insured on all applicable policies, and submit the certificate to the City Risk Management Office no later than 10 business days prior to the event (contact the Risk Management Office at 325-657-4359);
- comply with all City and County ordinances and applicable state laws, comply with City policies, and acknowledge that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies; and
- promptly pay any billing for City services rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understand that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

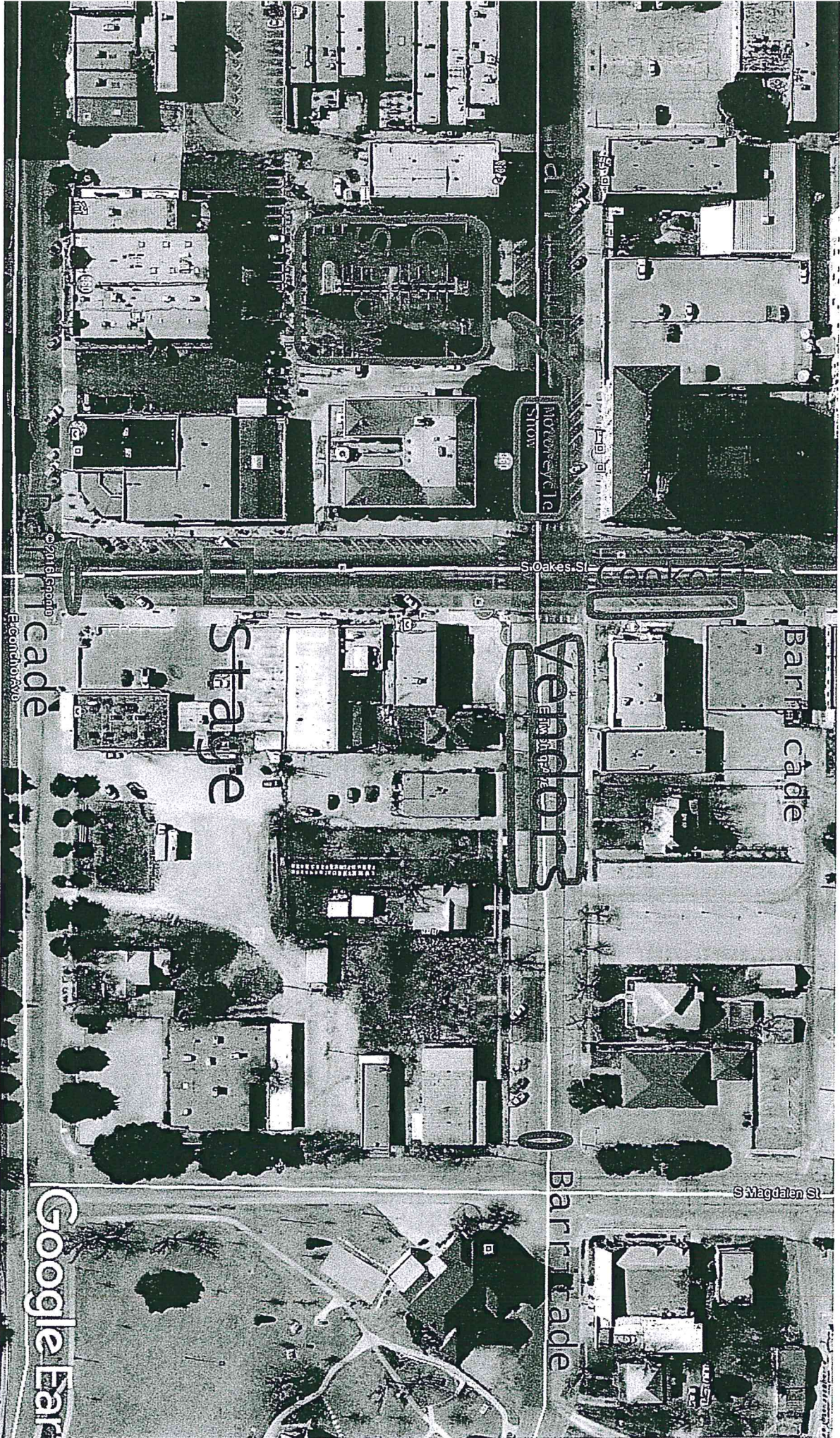
Sponsors of events, in which food and/or beverage vendors will be present, should contact the City of San Angelo Health Department 90 days prior to the event date. **Contact the City of San Angelo Health Department at 325-657-4493.**

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of the Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature:*Clay Hubbard***Date:***5-7-2018*

Complete and return this application to the City of San Angelo Parks and Recreation Department Office at 702 South Chadbourne St. at least **30 days** prior to the event for events not requesting City Support. **Events Requesting City Services** (paid by the applicant) **must submit a finalized Special Event application based on the schedule: by Jan. 31st for events in May, Jun., or Jul.; by Apr. 30th for events in Aug., Sept., or Oct.; by Jul. 31st for events in Nov., Dec., or Jan.; and by Oct. 31st for events in Feb., Mar., or Apr..** Contact the Parks & Recreation Department at 657-4279/4450 if you have any questions about this application, this policy, or your event.

**Final
Approval:****Date:****Application
Receipt Date & Time:**



Google Bar

STAGE

Vendors

Barricade

Barricade

S Oakes St

S Magdalen St

Motorcycle Show

Barricade

EXHIBIT A
SUPPLEMENT TO SPECIAL EVENTS PERMIT
Simply Texas Blues Festival
May 18-19, 2018

Permit Holder: San Angelo Blues Society (hereinafter "SABS"),
2437 S. College Hills Blvd., San Angelo, TX 76904

Contact Person: Name Phone
Shane Kelton (325) 234-7285

Location of Event: South Oakes Street between Concho and Twohig avenues;
downtown San Angelo

Name of Event: Simply Texas Blues Festival (hereinafter "Event")

Date of Event: May 18-19, 2018
Set up: May 18, 2018, 12:00 p.m. through 11:30 p.m.
Clean up: May 20, 2018, finished by 12:00 p.m.

Anticipated
Attendance: 10,000

Hours of 12:00 p.m. through 11:30 p.m., May 18, 2018 (setup)
Operation: 10:00 a.m. through 11:30 p.m., May 19, 2018 (event)

This supplement to the special event permit is issued to the San Angelo Blues Society by the City of San Angelo (hereinafter "City") subject to the conditions and requirements set forth below.

Permitted Activities

1. SABS may conduct a blues music festival during the date set out above.
2. SABS may close Oakes Street between Beauregard Street and Concho Avenue, and Twohig Avenue between Chadbourne and Magdalen Streets during the Event, its set-up and its clean-up from 12:00 PM May 18, 2018 through 12:00 PM May 20, 2018.
3. SABS may set up tents and signs and allow vendors in the Area subject to any regulations set out in this Permit.

Requirements for Permit Holder (“SABS”)

1. Sanitation.
 - a. SABS shall provide a total of twenty (20) Port-A-Potties.
 - b. SABS will clean up Area at the conclusion of the Event.
2. Insurance and Indemnification.
 - a. SABS shall provide insurance as required by the City of San Angelo's Risk Manager and shall provide proof of such insurance.
3. Vendors.
 - a. Vendors shall obtain all necessary health permits and shall have appropriate liability insurance and an active Sales and Use Tax Permit.

The City Manager or his designee shall have authority to require SABS to comply with the above-listed requirements and to correct any deficiencies. In case of a threat to the public health or safety, the City Manager or his designee may suspend operations of the Event until deficiencies are corrected.

Variances:

- 1) Conduct of this Event shall not constitute a violation of the City's noise ordinances from 10:00 AM through 11:30 PM on May 19, 2018.
- 2) Notwithstanding City ordinances to the contrary, event Sponsor shall not be required to obtain permits for tents and signs from 12:00 PM May 18, 2018 through 12:00 PM May 20, 2018.
- 3) Notwithstanding City ordinances to the contrary, flags, banners, and information signs shall be allowed for the Event. Placement shall be coordinated with and approved by the City Manager or his designee.

Authority of City to Regulate Event

The City Manager or his designee shall have the authority to interpret this Permit and/or adopt new rules during the Event to ensure public health and safety and proper use of all public rights-of-way.

EVENT SPONSOR

Carl White
Parks & Recreation Director

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Robert Schneeman, Economic Development Coordinator, Economic Development, 325.653.7197

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider ratifying a resolution of COSADC, authorizing the use of sales and use tax funds in an amount not to exceed \$25,000, to provide an economic development incentive to U.S. Customs & Border Protection Air and Marine Operations, with participation by the City (Schneeman)

Summary/History:

The U.S. Customs and Border Protection Air and Marine Operations (CBPAMO) presently operates an aviation operations & maintenance facility on Airport premises that includes a hangar, located at 8210 Hangar Road, San Angelo Regional Airport—Mathis Field under a lease agreement with the City.

CBPAMO currently employs sixty (60) employees at their locations at the Airport and proposes to continuously retain at the Hangar at least sixty (60) full-time employees. CBPAMO from time to time, based on mission requirements, provide operations and maintenance space for the temporary operation of Unmanned Aircraft Systems (UAS) requiring the accommodation of additional personnel and equipment on the second floor of their leased building. All personnel, including those temporarily assigned, are very well paid positions. The additional personnel and significant increase in high tech electronic equipment generate a substantial amount of additional heat. The air conditioning units currently installed will not provide sufficient cooling, and a total of four new units are required. The City received quotes for the required units, and Superior Services provided the lowest cost quote. (See attached.) In addition, there is a small amount of electrical upgrade required to support the new units. A cost quote from MC Electric is also attached. COSADC approved the resolution at its meeting on March 28, 2018 by a 7-0 vote.

Financial Impact:

\$25,000 new BREP project. Budget amendment required.

Other Information/Recommendation:

Attachments:

- | | |
|---|---|
| 1. Border Patrol Command Center rev quote | Border Patrol Command Center rev quote.pdf |
| 2. _MC_Electric Quote | _MC_Electric Quote.pdf |
| 3. CBP Hangar Exhibit | CBP Hangar Exhibit.pdf |
| 4. 18-420 COSADC CBPAMO_MOU_RESO | 18-420_COSADC_CITY_CBPAMO_MOU_RESO_FINAL.docx.pdf |

Presentation:

Approvals/Reviews:

Robert Schneeman	Created/Initiated
Theresa James	Approved
Anthony Wilson	Approved
Michael Dane	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval



PLUMBING • HEATING • AIR CONDITIONING

M-19640
TACLB021895C
TACLA020367E

City of San Angelo City Hall
72 W. College Ave
San Angelo, TX 76903

April 10, 2018

Ref: Border Patrol Command Center

Scope of work: Phase 2

- A. Install two 24,000 btu Lennox low ambient heat pump system
- B. Install two 24,000 btu Lennox ceiling cassettes
- C. Install wall mounted Thermostats for each
- D. Install Manual Damper in small room
- E. Install refrigeration and drain lines
- F. Cap off existing supply air to room
- G. Furnish all labor and materials to complete our job
- H. Furnish all permits and inspections.
- I. Warranties 12 yr Compressor
12 yr parts
1 yr labor

Total estimate..... \$ 9,829.00

Thank you for the opportunity to give this estimate.
Questions or concerns please call our office.

Donnie Watkins/Air Conditioning/Comfort Advisor
Texas License #19640
TACLB021895C

Customer Acceptance _____ Date _____
Estimate is Valid for Thirty (30) Days Only

**Texas State Board of Plumbing Examiners 929E. 41st P.O.Box4200Austin TX.
78765-4200(800)845-0584 (512)458-2145.**

**Texas Department of Licensing & Regulation: P.O. Box 12157, Austin, TX 78711.
(800)803-9202 or (512)463-6599.**

**5556 US Hwy. 87N • San Angelo, Texas 76901
Ph 325.223.5442 • Fax 325.658.3602**

MC Electric

817 Culwell Street
San Angelo, TX 76903
TECL # 32813

Phone # 325-227-1128
Email: mcelectric1591@gmail.com

Estimate

Date	Estimate #
12/6/2017	39

City of San Angelo
72 W College Ave
San Angelo, Texas 76903

			Project
			Customs building airp...
Description	Qty	Rate	Total
Customs building - Phase 2 replace and mount disconnects and repair cover on existing GFCI			
Russell	6	50.00	300.00
Debbie	6	60.00	360.00
Cover WP S/G Bubble	1	16.25	16.25
GFCI 20A	1	26.00	26.00
Disconnect Sq D	2	144.38	288.76
Box W/P S/G	1	4.80	4.80
Unistrut thin	15	1.88533	28.28
Screws	16	0.15625	2.50
Washer	16	0.195	3.12
We shouldn't need an electrical permit on these 2. We are just replacing equipment not extending circuits or adding load.			
Thank you for considering us for your project!		Subtotal	\$1,029.71
Regulated by the Texas Dept. of Licensing and Regulation, PO Box 12157, Austin, TX 78711, 1800-803-9202, 512-461-6599		Sales Tax (8.25%)	\$0.00
		Total	\$1,029.71



Customs & Border Protection Exhibit

A RESOLUTION OF THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION BOARD OF DIRECTORS, AUTHORIZING THE USE OF SALES AND USE TAX FUNDS IN AN AMOUNT NOT TO EXCEED \$25,000, TO PROVIDE AN ECONOMIC DEVELOPMENT INCENTIVE TO U.S. CUSTOMS & BORDER PROTECTION AIR AND MARINE OPERATIONS, WITH PARTICIPATION BY THE CITY OF SAN ANGELO FOR A PROJECT AUTHORIZED UNDER THE LOCAL GOVERNMENT CODE FOR TYPE B DEVELOPMENT CORPORATIONS, CHAPTER 505, SUBCHAPTER D, SECTION 505.155, PROJECTS RELATED TO BUSINESS ENTERPRISES THAT CREATE OR RETAIN PRIMARY JOBS.

WHEREAS, on November 2, 2010, voters of the City of San Angelo adopted a ballot proposition approving the use of sales and use tax proceed for the continued economic development projects authorized under Section 4B of the Texas Development Corporation Act (hereinafter the “Act”), and,

WHEREAS, CITY is the owner and operator of the San Angelo Regional Airport-Mathis Field (“Airport”) located at 8618 Terminal Circle, San Angelo, Texas (“Airport”); and,

WHEREAS, Customs and Border Protection Air and Marine Operations (CBPAMO) presently operates an aviation and aeronautical facility on Airport premises located at 8210 Hangar Road, that includes a hangar (“Site”) under a lease agreement with the CITY; and,

WHEREAS, CBPAMO proposes to continuously retain at the Site at least sixty (60) full time employees in Primary Jobs, at current hourly wage rates and pay levels (hereinafter “FTE positions”); and,

WHEREAS, CBPAMO from time to time based on federal government mission requirements provides operations and maintenance space at the Site for Unmanned Aircraft Systems (UAS) requiring the accommodation of additional personnel and equipment ; and,

WHEREAS, CITY and COSADC desire to enter into an economic development project funding and performance agreement (EDA) for purposes of providing funding to assist CITY in the acquisition and installation of HVAC equipment required by CBPAMO for the retention of at least 60 FTE positions and to accommodate potential business expansion including UAS operations at the Site (the “Project”); and,

WHEREAS, the board of directors of COSADC has determined that the Project and provision of Project funding to be incorporated into the EDA are in compliance with the requirements and purposes of the Act, COSADC Articles of Incorporation, and the COSADC Business Retention and Expansion Program (BREP) approved by City Council; and, that the Project and direct incentives serve the public purposes set forth in the Act; and,

WHEREAS, at least sixty (60) days prior to undertaking a project, a public notice of the specific Project shall be published and at least one public hearing shall be held by the Development

Corporation prior to expending funds on the Project in compliance with the requirements of the Development Corporation Act, Sections 505.159 and 505.160 of the Local Government Code and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAN ANGELO DEVELOPMENT CORPORATION THAT:

The City of San Angelo Development Corporation offers this Resolution; finding that the foregoing recitals are true and correct and incorporating them as part of the resolution; authorizing the use of sales and use tax funds not to exceed \$25,000, as an economic development incentive for CBPAMO. with participation by the City of San Angelo to provide funding for the acquisition and installation of additional HVAC equipment at the City's hangar, 8210 Hangar Road, San Angelo Regional Airport, under lease to CBPAMO pursuant to terms of an Economic Development Project Funding and Performance Agreement (EDA) by and between COSADC, and the City of San Angelo; authorizing the Director of Economic Development to prepare and negotiate the EDA in substantially the attached form approved by the City Attorney; authorizing the COSADC Board President to execute the EDA; and recommending to the City Council that it approve and authorize execution of the EDA.

PASSED, APPROVED, and ADOPTED on this the 28nd day of March, 2018.

**CITY OF SAN ANGELO
DEVELOPMENT CORPORATION**

ATTEST:

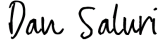
DocuSigned by:

Nora Nevarez, Corporation Secretary

DocuSigned by:

Edward Carrasco, President

APPROVED AS TO FORM

DocuSigned by:

Dan T. Salari, Deputy City Attorney

APPROVED AS TO CONTENT

DocuSigned by:

Robert Schneeman, Economic Development Coordinator

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Sandra Aguilar, Recreation Supervisor - Senior Services, Senior Services, 325-481-2798

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider authorizing the Parks & Recreation-Nutrition program to apply for, and accept, subcontractor status of congregate meal sites for Area Agency of Aging of the Concho Valley and authorizing the City Manager to execute all related documents (Aguilar)

Summary/History:

Each year, the Parks & Recreation Department Nutrition Program applies for subcontractor status to receive Title III C-1 funds. This is the application that would need to be approved for FY 2019.

Financial Impact:

The Title III C-1 grant that the City receives impacts the Nutrition Budget, making up about 40% of it, along with contributions from seniors citizens who benefit from these programs and the amount allocated from the General Fund.

For FY 2018, we were awarded \$106,308.18. This year, the process is a bit different. We submit the application, then we complete a workbook of the budget that they request, and finally, we receive the agreement which states the amount we will be awarded.

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Sandra Aguilar	Created/Initiated
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Approved
Carl White	Approved
Brent Casey	Final Approval

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Steve Mild, Emergency Management Coordinator, Emergency Management, 325-657-4230

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider authorizing the City Manager to sign the award acceptance letter for sub-grant award DR-4272-006 multi jurisdictional Hazard Mitigation Plan (Mild)

Summary/History:

This is the Award letter for the Grant application that was submitted to FEMA for the development of the 5 year Hazard Mitigation Plan to be submitted to FEMA for approval in order for the City of San Angelo to be eligible for FEMA Hazard Mitigation Grants for the next 5 years.

Financial Impact:

The total subgrant amount is \$88,000.00, with the City's local cost share amount being \$22,000.00. This funding source has been identified in the Stormwater Fund.

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Steve Mild	Created/Initiated
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Theresa James, City Attorney, Legal, X1413

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Consider a resolution finding that AEP Texas Inc.'s application to amend its distribution cost recovery factors to increase distribution rates within the City should be denied and that the City's reasonable rate case expenses shall be reimbursed by AEP Texas, Inc. (T. James)

Summary/History:

On April 3, 2018, AEP Texas Inc. filed an Application to Amend its Distribution Cost Recover Factors to increase distribution rates with each of the cities in their service area. In the filing, the Company asserts that it is seeking an increase in distribution revenues of approximately \$3.1 million.

The resolution authorizes the City of San Angelo to join with the Cities Served by AEP to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Financial Impact:

Other Information/Recommendation:

Attachments:

1.18- XXX_AEP_DENIAL_DCRF_APPLICATION_RESO_CORRECTED	18- XXX_AEP_DENIAL_DCRF_APPLICATION_RESO_CORRECTED.doc
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Presentation:

Approvals/Reviews:

Theresa James	Created/Initiated
Theresa James	Approved
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAN ANGELO, TEXAS FINDING THAT AEP TEXAS INC.'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTORS TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of San Angelo, Texas ("City") is an electric utility customer of AEP Texas Inc. ("AEP" or "Company"), and a regulatory authority with an interest in the rates and charges of AEP; and

WHEREAS, the City is a member of the Cities Served by AEP ("Cities"), a membership of similarly situated cities served by AEP that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP's service area; and

WHEREAS, on or about April 3, 2018 AEP filed with the City an Application to Amend its Distribution Cost Recovery Factor ("DCRF"), PUC Docket No. 48222, seeking to increase electric distribution rates by approximately \$3.1 million (an approximately \$800,000 decrease for the Central Division and \$3.9 million increase for the North Division); and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, Cities are coordinating its review of AEP's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, Cities members and attorneys recommend that members deny the DCRF.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANGELO, TEXAS:

Section 1. That the City is authorized to participate with Cities in PUC Docket No. 48222.

Section 2. That subject to the right to terminate employment at any time, the City of hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any

necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. That the rates proposed by AEP to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 4. That the Company shall continue to charge its existing rates to customers within the City.

Section 5. That the City's reasonable rate case expenses shall be reimbursed in full by AEP within 30 days of presentation of an invoice to AEP.

Section 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 7. That a copy of this Resolution shall be sent to Melissa Gage, American Electric Power Service Corporation, 400 West 15th Street, Suite 1520, Austin, Texas 78701 and to Thomas Brocato, General Counsel to the Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED this 17th day of April, 2018.

Brenda Gunter, Mayor

ATTEST:

Bryan Kendrick, City Secretary

APPROVED AS TO FORM:

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Rebeca Guerra, Planning Manager, Planning and Development Services, 325-657-4210

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Second reading of an ordinance amending Chapter 12, Exhibit "A" Zoning Ordinance, Article 3, Section 310.E and Section 315.H.3.c, and Article 4, Section 411, removing the use of "Game Hall" as an individual use category and reclassifying it under "Indoor Entertainment, Retail Sales and Services" (J. James)

Summary/History:

This request is an amendment to Article 3, Section 310.E and Section 315.H.3.c of the Zoning Ordinance, and Article 4, Section 411 of the Zoning Ordinance, to remove the Use Category of "Game Hall" from the Zoning Ordinance.

At the Planning Commission meeting on September 18, 2017, a rezoning of Sunset Mall was recommended. During this meeting the mall raised some concerns dealing with the use categories of potential businesses. The use category of "Game Hall" was discussed, and how any business under this category would not be allowed at the mall without a Conditional Use.

After researching what type of businesses are allowed under Retail Sales & Services versus Game Hall categories, Staff has concluded that the Use Category of Game Hall is an outdated term that is no longer applicable. Therefore staff is requesting to remove it from the Zoning Ordinance, and instead allow those businesses that fall under the Game Hall Use Category to be reclassified under "Indoor Entertainment, Retail Sales & Services."

Financial Impact:

N/A

Other Information/Recommendation:

The Planning Commission heard this item on March 20, 2018, and voted unanimously to recommend APPROVAL of the text amendment. This item was unanimously APPROVED on first reading at the April 3, 2018, City Council meeting.

Attachments:

- | | | |
|----|-----------------|----------------------------------|
| 1. | Staff Report | Memo_Game_Hall_City Council.docx |
| 2. | Draft Ordinance | Game Hall Ordinance_FINAL.docx |

Presentation:

Jon James

Approvals/Reviews:

Rebeca Guerra	Created/Initiated
Jon James	Approved
Theresa James	Approved

Anthony Wilson
Jon James
Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Approved
Approved
Approved
Approved
Approved
Final Approval

MEMO

**Meeting**

Dates: April 3, 2018
April 17, 2018

To: City Council

From: Jon James, AICP
Director

Request: Text Amendment to Article 3, Section 310.E and Section 315.H.3.c of the Zoning Ordinance, and Article 4, Section 411 of the Zoning Ordinance

Background:

The attached is an amendment to Article 3, Section 310.E and Section 315.H.3.c of the Zoning Ordinance, and Article 4, Section 411 of the Zoning Ordinance, to remove the Use Category of "Game Hall" from the Zoning Ordinance.

At the Planning Commission meeting on September 18, 2017, a rezoning of Sunset Mall was recommended. During this meeting the mall raised some concerns dealing with the use categories of potential businesses. The use category of "Game Hall" was discussed, and how any business under this category would not be allowed at the mall without a Conditional Use.

After researching what type of businesses are allowed under Retail Sales & Services versus Game Hall categories, Staff has concluded that the Use Category of Game Hall is an outdated term that is no longer applicable. Therefore staff is requesting to remove it from the Zoning Ordinance, and instead allow those businesses that fall under the Game Hall Use Category to be reclassified under "Indoor Entertainment, Retail Sales & Services."

The following is a list of businesses in the City that were or could be classified as Game Halls:

Name of Business	Type of Business	How Effectuated
Strike It Rich	Bingo	• Zoned PD • PD (PD06-03) allows Retail Sales/Services and Game Hall. • PD would still be applicable
The Bloo Kangaroo	Arcade	• Zoned CG/CH • Located inside the Mall • Would now fall under Retail Sales/Services
Fast Eddie's	Billiards/Pool Hall	• Zoned CG • Has a CU (CU07-01) in place to allow Billiards • Would now fall under Retail Sales/Services and CU would no longer be applicable
Giz-N-Humms	Billiards/Pool Hall	• Zoned CG/CH • No CU in place, so currently not in compliance • Would now fall under Retail Sales/Services

ARTICLE 3 USE REGULATION

Section 310.E Use Table

Game Hall	a game arcade, bingo, billiard or pool hall	*	-	-	-	-	-	-	-	-	-	-	-	€	-	€	-	€	€	A
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ARTICLE 3 USE REGULATION

Section 315.H.3.c Retail Sales and Services – Entertainment Oriented

Entertainment Oriented: Restaurants, cafes, delicatessens; indoor continuous entertainment activities such as arcades, bingo, bowling alleys and ice rinks,

billiards/pool halls, dance halls; theaters, health clubs, gyms, membership clubs and lodges; hotels and motels. (Subsection c. amended by sec. 3, Ordinance adopted 4/15/14)

ARTICLE 4 SPECIFIC USE STANDARDS

~~Sec. 411. Game Hall (Video Arcade, Bingo, Billiard/Pool Hall)~~

~~No Game Hall shall be allowed within 500 feet of a lot or tract of land occupied by any building used for a public or private school offering a curriculum equivalent to an elementary or secondary school.~~

Planning Commission Action:

This request was considered by the Planning Commission at their meeting on March 19, 2018. Below is an excerpt from the meeting's unofficial minutes:

Kristina Heredia, Planner, presented the proposed text amendment pertaining to "Game Halls," currently one of the uses stipulated in the Zoning Ordinance. Ms. Heredia explained that a rezoning was brought forward in 2017 for Sunset Mall and a concern was raised whether the definition for "Game Hall" would require certain uses to obtain a Conditional Use and not be allowed by right. She indicated that the proposed text amendment would eliminate "Game Hall" from the zoning Use Table, and instead consider it an "Entertainment" use, which would now include "Arcade, Bingo, and Billiard/Pool Hall." Ms. Heredia concluded her presentation by explaining that the specific use provision requiring a separation distance from a school would be removed as the Game Hall category itself was now being removed.

Chairperson Stribling asked about the provision to add bingo parlors to the list of permitted entertainment-oriented uses.

Ms. Heredia explained that there were currently only one bingo parlor, one arcade, and two billiard halls operating in the City. She further explained that by allowing these uses without the need for a Conditional Use, one of the existing billiard halls would be brought into compliance.

Chairperson Stribling opened the meeting for public comment.

There was no public comment.

Commissioner Jackson made a motion to recommend APPROVAL of the proposed Text Amendment, as presented, to Chapter 12, Exhibit "A" Zoning Ordinance, Article 3, Section 310.E and Section 315.H.3.c, and Article 4, Section 411, reclassifying the use of "Game Hall" under "Indoor Entertainment, Retail Sales and Services," and removing it as an individual Use Category. Commissioner Smith seconded the motion. The motion passed unanimously, 5-0.

AN ORDINANCE OF THE CITY OF SAN ANGELO, TEXAS, AMENDING CHAPTER 12 “PLANNING AND DEVELOPMENT”, EXHIBIT “A” “ZONING ORDINANCE,” ARTICLE 3 “USE REGULATIONS BY: AMENDING SECTION 310E “USE TABLE,” DELETING “GAME HALL” UNDER COMMERCIAL USE; AND AMENDING SECTION 315 “COMMERCIAL USE CATEGORIES, SUBPART “H.” “RETAIL SALES AND SERVICE,” SUBPART 3 “EXAMPLES,” SUBPART c “ENTERTAINMENT ORIENTED” ADDING ARCADES, BINGO AND BILLIARDS/POOL HALLS; AMENDING ARTICLE 4 “SPECIFIC USE STANDARDS” REPEALING SECTION 411 “GAME HALL;” PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of San Angelo has adopted a Zoning Ordinance establishing zoning districts, regulating uses within each district and providing standards for uses;” and,

WHEREAS, use category “Game Hall” has become obsolete and is better reclassified under “Indoor Entertainment, Retail Sales and Services;”

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANGELO, TEXAS:

Section 1) Chapter 12 “Planning and Development,” Exhibit A of the City Code of Ordinances, Article 3 “Use Regulations,” Section 310E “Use Table” is amended by deleting “Game Hall” under Commercial Use.

Section 2.) Chapter 12 “Planning & Development,” Exhibit A of the City Code of Ordinances, Article 3 “Use Regulations,” Section 315 “Commercial Use Categories,” Subpart “H” “Retail Sales and Service,” Subpart 3 “Examples:” Subpart c “Entertainment Oriented,” restating said subpart 3c in its entirety to read as follows:

“C Entertainment Oriented: Restaurants, cafes, delicatessens; indoor continuous entertainment activities such as arcades, bingo, bowling alleys and ice rinks, billiards/pool halls, dance halls; theaters, health clubs, gyms, membership clubs and lodges; hotels and motels.”

Section 3.) Chapter 12, Planning and Development,” Exhibit A of the City Code of Ordinances, Article 4 “Specific Use Standards” is amended by repealing Section 411 “Game Hall (Video Arcade, Bingo, Billiard/Pool Hall)” in its entirety.

Section 4.) All provisions of Articles 3 and 4 of Exhibit “A” Zoning Ordinance” to Chapter 12 “Planning and Development” of the Code of Ordinance not amended or repealed hereby shall remain in full force and effect.

Section 5: The terms and provisions of this ordinance shall be deemed to be severable in that if any portion of this ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this ordinance.

Section 6: This Ordinance shall be effective on, from and after the date of adoption.

INTRODUCED on the 3rd day of April, 2018, and finally PASSED, APPROVED and ADOPTED on this the 17th day of April, 2018.

CITY OF SAN ANGELO

BY: _____
Brenda Gunter, Mayor

ATTEST:

Bryan Kendrick, City Clerk

APPROVED AS TO CONTENT:

Jon James, Director of Planning and Development

APPROVED AS TO FORM

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Rebeca Guerra, Planning Manager, Planning and Development Services, 325-657-4210

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Second reading of an ordinance amending the Land Development and Subdivision Ordinance, Chapter 1, Section II & Section IV, Subsection C, regarding appeals; Chapter 5, Section III, Subsection A & Subsection C, amending submittal requirements and meeting time for the Plat Review Committee; and Chapter 7, Section I, amending submittal requirements (J. James)

Summary/History:

This Text Amendment to Chapters 1, 5, and 7 of the Land Development and Subdivision Ordinance is for the following:

1. Allowing interpretations of the Subdivision Ordinance to be made by the Planning Director, with appeals to City Council.
2. Permitting the Planning Director or Director of Public Works to appeal subdivisions (i.e. plats), approved or denied by the Planning Commission, to City Council.
3. Eliminating the requirement to submit thirteen copies of a Preliminary Plat, Final Plat, Replat, or Administrative Subdivision to the Planning Department. Instead, only one paper copy need be submitted or a copy may be submitted electronically.
4. Amending the deadline for plat applications to reflect current Planning Department requirements for submittals and posted on the Department's website.
5. Deleting an outdated meeting time for the Plat Review Committee.
6. Removing the specifications for Preliminary Plats, Final Plats, and Replats and providing for their submittal consistent with checklists posted on the Planning Department's website.

Financial Impact:

N/A

Other Information/Recommendation:

The Planning Commission heard this item on March 20, 2018, and voted 3-2 to recommend APPROVAL of the text amendment. This item was APPROVED on first reading at the April 3, 2018, City Council meeting by a vote of 6-1.

Attachments:

- | | | |
|----|-----------------|---|
| 1. | Staff Report | Chapters 1-5-7_City Council (4-3-18)_FINAL.docx |
| 2. | Draft Ordinance | Chapters 1-5-7_Ordinance.docx |

Presentation:

Jon James

Approvals/Reviews:

Rebeca Guerra

Jon James

Theresa James

Anthony Wilson

Jon James

Tina Dierschke

Theresa James

Becky Dunn

Bryan Kendrick

Created/Initiated

Approved

Approved

Approved

Approved

Approved

Approved

Approved

Final Approval

MEMO

**Meeting**

Date: April 3, 2018
April 17, 2018

To: City Council

From: Jon James, AICP
Director

Request: Text Amendment to the Land Development and Subdivision Ordinance, Chapter 1, General Provisions, Section IV, Variances, Subsection C, Appeal to City Council, Chapter 5, Procedural Requirements For Processing Subdivisions, Section III Stages of Preliminary Review, Subsection A, Major Subdivisions & Subsection C, Administrative Subdivisions, and Chapter 7, Specifications for Preliminary Plats, Final Plats, and Replats, Section I, Preliminary Plat & Section II, Final Plat

Background:

This Text Amendment to Chapters 1, 5, and 7 of the Land Development and Subdivision Ordinance is for the following:

1. Allowing interpretations of the Subdivision Ordinance to be made by the Planning Director, with appeals to City Council.
2. Permitting the Planning Director or Director of Public Works to appeal subdivisions (i.e. plats), approved or denied by the Planning Commission, to City Council.
3. Eliminating the requirement to submit thirteen copies of a Preliminary Plat, Final Plat, Replat, or Administrative Subdivision to the Planning Department. Instead, only one paper copy need be submitted or a copy may be submitted electronically.
4. Amending the deadline for plat applications to reflect current Planning Department requirements for submittals and posted on the Department's website.

5. Deleting an outdated meeting time for the Plat Review Committee.
6. Removing the specifications for Preliminary Plats, Final Plats, and Replats and providing for their submittal consistent with checklists posted on the Planning Department's website.

The Development Task Force reviewed the proposed Text Amendment on March 21, 2018, and had no objections. The Planning Commission heard the proposed amendment on March 19, 2018. Below are the draft minutes from that meeting.

Rebeca Guerra, Planning Manager, presented the proposed Subdivision Ordinance text amendment to the Planning Commission. She outlined the proposed changes, which included allowing the Planning Director to make interpretations to the ordinance and appeal subdivision plat decisions; eliminating requirements for additional paper copies of plat submissions; amending the submission deadline and meeting time for the plat review committee; and replacing current plat specifications consistent with checklists posted on the Planning Department website.

Commissioner Jackson asked if the Planning Commission currently had the authority to approve all plats. Ms. Guerra stated this was correct.

Commissioner Jackson asked for clarification if the new process would now allow the Planning Director to appeal a decision by the Planning Commission. Ms. Guerra explained that that was correct and that this change was to be consistent with the current provision that already allowed the Planning and Public Works Directors to appeal plat variances.

Commissioner Jackson responded that she did not like this change, and raised concerns that if Planning Commission decisions could be appealed to City Council then there would be no need for her Commission.

Ms. Guerra responded that currently there is no recourse to appeal a plat decision. She reiterated to the Commissioners that only a variance could be appealed which could end up requiring an applicant to have to resubmit their plat regardless.

Jon James, Planning and Development Services Director, indicated that he could not think of one plat in the last several years that the Planning Division would have appealed to Council. He explained that this change was essentially a "clean-up" to allow the Planning Director to appeal plats to City Council, as the Director already had the right to appeal plat variances. Mr. James concluded by explaining that currently the ordinance only allowed the developer to appeal a plat, and therefore, the change would allow fairness for both the City and the developer to appeal.

Ms. Guerra explained that plats were currently the only types of cases that went before the Commission which could not be appealed to City Council. She also stated that this amendment would allow a City Council member to be able to ask either Director to appeal a plat decision.

Vice Chairperson Spano indicated that he supported the proposed changes and believed they would make the subdivision process more efficient for customers.

Commissioner Stribling stated he concurred with Vice Chairperson Spano.

Chairman Stribling opened the meeting for public comment.

There was no public comment.

Commissioner Brooks III made a motion to recommend APPROVAL of the proposed Text Amendment as presented, to the Land Development and Subdivision Ordinance, Chapter 1, General Provisions, Section II, Authority, regarding interpretations and Section IV, Variances, Subsection C, Appeal to City Council, regarding appeals; Chapter 5, Procedural Requirements For Processing Subdivisions, Section III Stages of Preliminary Review, Subsection A, Major Subdivisions & Subsection C, Administrative Subdivisions, amending submittal requirements and meeting time for the Plat Review Committee; and Chapter 7, Specifications for Preliminary Plats, Final Plats, and Replats, Section I, Preliminary Plat & Section II, Final Plat, amending submittal requirements. Commissioner Smith seconded the motion. The motion passed 3-2, with Commissioners Brooks, Smith, and Stribling voting in favor, and Commissioner Jackson and Spano voting against.

EXHIBIT C
LAND DEVELOPMENT AND SUBDIVISION ORDINANCE

CHAPTER 1
GENERAL PROVISIONS

SECTION II: AUTHORITY

This Ordinance is intended for the use of subdividers and developers as a guide to City requirements. These requirements must be abided by, unless exceptions or variances are explicitly granted by the Planning Commission and/or City Council. Any items requiring interpretation or not covered in these requirements will be resolved by the City Council Planning Director after any necessary review and recommendation of appointed boards and commissions and the City staff. Any unfavorable decision may be appealed to the City Council. These requirements may be amended from time to time based on changing conditions in the City.

SECTION IV: VARIANCES AND APPEALS

C. Appeal to City Council. Action taken by the Planning Commission on a requested variance from the terms of this Ordinance shall be considered the final decision on said request, unless that decision is appealed to City Council by the developer or city, in which case the City Council is authorized to reverse, modify or affirm any such decision of the Planning Commission. ~~Notwithstanding procedural requirements of the City Charter, a~~ A majority vote of City Council members present shall be necessary to reverse or modify such decision of the Planning Commission.

1. An appeal of action taken by the Planning Commission on an application for subdivision or requested variance must be made in writing, signed by the developer, or by the Director of Planning or Director of Public Works if the appeal is by the City, and received in the office of the Director of Planning within thirty (30) days following the Planning Commission's action.

2. The City Council shall consider an appeal within thirty (30) days following the timely receipt of the written appeal by the office of the Director of Planning of a written appeal.

CHAPTER 5
PROCEDURAL REQUIREMENTS FOR PROCESSING SUBDIVISIONS

SECTION III: STAGES OF DEVELOPMENT REVIEW

A. Major Subdivisions.

2. Preliminary Plat.

a. Deadline for submission. ~~Thirteen paper copies of the preliminary plat must be submitted to the Planning Department no later than 5:00 p.m. on the third Monday before the City Planning Commission meeting at which the applicant desires to have the Plat reviewed~~ in accordance with submittal deadlines posted on the Planning Department's website.

b. Plat Review Committee. ~~The Plat Review Committee meets approximately one week before the City Planning Commission. Members of this committee include representatives from both the Department of Planning and the Department of Public Works, as well as other affected municipal departments or public agencies. The purpose of the committee's meeting is to develop a unified recommendation from the City staff, and to resolve technical considerations prior to the City Planning Commission's meeting, in response to particular proposals for subdivision. The applicant or his representative is strongly encouraged to attend this meeting.~~

c. Planning Commission action.

5) The Planning Commission's action shall be considered final, not requiring subsequent consideration by the City Council, unless that decision is appealed to City Council which is hereby authorized to reverse, modify or affirm any decision made by the Planning Commission, on a preliminary plat. Notwithstanding procedural requirements of the City Charter, a majority vote of the City Council members present shall be necessary to reverse or modify such decision made by the Planning Commission.

(i) An appeal of the Planning Commission's decision on a preliminary plat must be made in writing, ~~signed by the developer,~~ and provided to the Director of Planning within thirty (30) days following the Planning Commission's decision.

(ii) This appeal must be presented to the City Council within thirty (30) days following the Planning Director's receipt of such appeal.

3. Final Plat.

a. Deadline for submission. ~~Thirteen paper~~ ~~c~~Copies of the preliminary plat must be submitted to the Planning Department ~~no later than 5:00 p.m. on the third Monday before the City Planning Commission meeting at which the applicant desires to have the Plat reviewed~~ in accordance with submittal deadlines posted on the Planning Department's website.

c. Planning Commission action. The Planning Commission shall have thirty (30) days from the filing date to act on an application for final plat. The Planning Commission shall take one of the following actions with regard to a proposed final plat:

(4) The Planning Commission's action shall be considered final, not requiring subsequent consideration by the City Council, unless that decision is appealed to City Council which is hereby authorized to reverse, modify or affirm any decision made by the Planning Commission, on a final plat. Notwithstanding procedural requirements of the City Charter, a simple majority vote of the City Council members present shall be necessary to reverse or modify such decision made by the Planning Commission:

(i) An appeal of the Planning Commission's denial of a final plat must be made in writing, ~~signed by the developer,~~ and provided to the Director of Planning within thirty (30) days following the Planning Commission's denial.

(ii) This appeal must be presented to the City Council within thirty (30) days following the Planning Director's receipt of such appeal.

C. Administrative Subdivisions.

2. Review Process. ~~Seven (7) paper~~ ~~c~~Copies of the proposed plat shall be submitted to the Planning Director, ~~with a maximum sheet size of 18" x 24" unless an alternative size is specifically authorized by the Planning Director~~ in

accordance with submittal deadlines posted on the Planning Department's website, along with the completed application form and appropriate application fee. Within a period of not more than ten (10) working days from the filing date of an application for subdivision, the Planning Director shall have approved it as an administrative subdivision, or the application shall be referred for consideration by the City Planning Commission. An application referred to the City Planning Commission shall be scheduled for consideration at the next regular meeting of the Commission, if said application was originally submitted by the deadline date for that next regular meeting. Also, ~~if an application is referred for consideration by the City Planning Commission, the applicant shall provide an additional six (6) copies for distribution to locally franchised utility services.~~ A decision by the Planning Director to approve an application for administrative approval, or to forward that application for consideration by the City Planning Commission, shall be communicated in writing to the applicant.

CHAPTER 7

SPECIFICATIONS FOR PRELIMINARY PLATS, FINAL PLATS AND REPLATS

SECTION I: PRELIMINARY PLAT

All plats shall be prepared in a clear, readable manner and shall be prepared in accordance with requirements established by the Planning Director, approved by the Planning Commission, as posted on the Planning Department's website. ~~All figures and letters shown must be plain, distinct, and of sufficient size to be easily read. The paper copies submitted with the application shall be of sufficient quality so that all features are easy to read. A scale of one inch (1") to two hundred feet (200') is generally recommended for preliminary plats. Each preliminary plat shall contain the following information:~~

-the remainder of Section I shall be eliminated-

SECTION II: FINAL PLAT

All plats shall be prepared in a clear, readable manner and shall be prepared in accordance with requirements established by the Planning Director, approved by the Planning Commission, as posted on the Planning Department's website. ~~All figures and letters shown must be plain, distinct and of sufficient size to be easily read. The paper copies submitted with the application shall be of sufficient quality so that all features are easy to read. The final plat shall generally conform to the preliminary plat, as approved by the City Planning Commission. A scale not smaller than one hundred feet (100') to one inch (1") shall be used with a maximum sheet size of 18" x 24", unless an alternative size~~

~~is specifically authorized by the Planning Director. Where more than one sheet is required, an index sheet shall be submitted showing the entire subdivision on one sheet. After the final plat is approved by the appropriate municipal authority, and all public improvements have been installed and accepted, or appropriate performance guarantees accepted, the subdivider shall furnish the Planning Department with at least four positive copies of the approved plat. Two of these positive copies shall be made of Mylar film (or a comparable substitute) .003 inch thick and with a matte finish on the front side, with the print on at least one such film being a "black line" suitable for permanent recording with the County Clerk. The print on the other required film copy may be either a black line or sepia tone. The remaining two positive copies required shall be made of paper. All four required copies shall include a signed certificate (with one "black line" film bearing an original signature) of ownership and dedication. All four such copies shall be no larger than 18" x 24" in size, to ensure their suitability for filing in the Tom Green County Clerk's Plat Records; however, an alternative size may be authorized by the Planning Director working in conjunction with the Tom Green County Clerk. A film copy printed in black line and bearing an original signature of the subdivision's owner(s) shall be returned to the subdivider or a representative, with all necessary signatures of City officials required for recording of that instrument with the Tom Green County Clerk. The subdivider or a representative shall thence notify the Planning Department, in writing, within seven calendar days of the date of the plat's recording with the County Clerk, identifying all appropriate recording data for that plat.~~

~~-the remainder of Section II shall be eliminated-~~

AN ORDINANCE OF THE CITY OF SAN ANGELO, TEXAS, AMENDING CHAPTER 12 “PLANNING AND DEVELOPMENT,” EXHIBIT “C” “LAND DEVELOPMENT AND SUBDIVISION ORDINANCE,” BY AMENDING: CHAPTER 1, “GENERAL PROVISIONS,” SECTION II “AUTHORITY” AND SECTION IV “VARIANCES;” CHAPTER 5 “PROCEDURAL REQUIREMENTS FOR PROCESSING SUBDIVISIONS,” SECTION III “STAGES OF DEVELOPMENT REVIEW,” PART “A” “MAJOR SUBDIVISIONS,” SUBPARTS (2) ”PRELIMINARY PLAT,” (3) “FINAL PLAT” AND (4) [UNTITLED]; AND PART C “ADMINISTRATIVE SUBDIVISIONS,” SUBPART (2) “REVIEW PROCESS;” AND CHAPTER 7 “SPECIFICATIONS FOR PRELIMINARY PLATS, FINAL PLATS AND REPLATS,” SECTION I “PRELIMINARY PLAT,” AND SECTION II “FINAL PLAT;” RELATING TO AUTHORITY OF THE PLANNING DIRECTOR, APPEALS AND THE PLATTING PROCESS; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of San Angelo has adopted a Land Development and Subdivision Ordinance establishing a process for the development, subdivision and platting of land within the corporate limits of the City and within its extra territorial jurisdiction; and,

WHEREAS, the ordinance provides a process for the subdivision of land that includes the authority and functions of the Planning Director, Planning Commission and City Council in the subdivision and platting process;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANGELO, TEXAS:

Section 1 Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City Code of Ordinances, Chapter 1 “General Provisions” Section II “Authority” is amended and restated in its entirety to read as follows:

“SECTION II AUTHORITY

This Ordinance is intended for the use of property owners and developers as a guide to City requirements for the development and subdivision of real property. These requirements must be complied with, unless exceptions or variances are explicitly granted by the Planning Commission or City Council. Any ordinance provisions requiring interpretation or not addressed in these regulations will be interpreted or applied as determined by the Planning Director. Any unfavorable decision may be appealed to the City Council. These requirements may be amended from time to time based on changing conditions in the City.”

Section 2 Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City of San Angelo Code of Ordinances, Chapter 1 “General Provisions” Section IV “Variances” is amended by re-captioning Section IV and restating Subpart “C” “Appeal to City Council” in its entirety to read as follows:

“SECTION IV VARIANCES AND APPEALS

C. Appeal to City Council. Action taken by the Planning Commission on a requested variance from the terms of this Ordinance shall be considered the final decision on said request, unless that decision is appealed to City Council by the developer or city, in which case the City Council is authorized to reverse, modify or affirm any such decision of the Planning Commission. A majority vote of City Council members present shall be necessary to reverse or modify such decision of the Planning Commission.

1. An appeal of action taken by the Planning Commission on an application for subdivision or requested variance must be made in writing, signed by the developer, or by the Director of Planning or Director of Public Works if the appeal is by the City, and received in the office of the Director of Planning within thirty (30) days following the Planning Commission's action.

2. The City Council shall consider an appeal within thirty (30) days following the timely receipt by the office of the Director of Planning of a written appeal."

Section 3 Chapter 12 "Planning and Development," Exhibit C "Land Development and Subdivision Ordinance" of the City Code of Ordinances, Chapter 5 "Procedural Requirements for Processing Subdivisions," Section III "Stages of Development Review," Subpart "A" "Major Subdivisions," Part 2 "Preliminary Plat," Subparts a. and b. are amended and restated in their entirety to read as follows:

"A Major Subdivisions

2. Preliminary Plat. The preliminary plat shall be submitted to the City Planning Commission for approval before consideration of a final plat intended for future recording with the Tom Green County Clerk. Preliminary plats will not be reviewed by the City Planning Commission, until such plats are officially accepted by the Planning Department. Plats not accompanied by an official application and not containing all proper information will not be accepted for review. Either the preliminary plat itself or an accompanying map shall illustrate the total contiguous tract(s) of land owned by or under the control of the subdivider, even if only a portion of the tract is intended for subdivision by a final plat. A boundary survey will not be required, but the boundaries of land intended to be submitted as a final plat shall be dimensioned and accurately drawn to scale, and so shall the boundaries of all land owned by, or under the control of, the subdivider (if more extensive than the area intended for final subdivision). Boundary data from recorded deeds shall be used, whenever appropriate. The preliminary plat shall be prepared by a qualified professional, trained and experienced in subdivision design.

a. Deadline for submission. Copies of the preliminary plat must be submitted to the Planning Department in accordance with submittal deadlines posted on the Planning Department's website.

b. Plat Review Committee. Members of this committee include representatives from both the Department of Planning and the Department of Public Works, as well as other affected municipal departments or public agencies. The purpose of the committee's meeting is to develop a unified recommendation from the City staff, and to resolve technical considerations prior to the City Planning Commission's meeting, in response to particular proposals for subdivision. The applicant or his representative is strongly encouraged to attend this meeting.

Section 4. Chapter 12 "Planning and Development," Exhibit C "Land Development and Subdivision Ordinance" of the City Code of Ordinances, Chapter 5 "Procedural Requirements for Processing Subdivisions," Section III "Stages of Development Review," Subpart "A" "Major Subdivisions," Part 2 "Preliminary Plat," Subpart c. "Planning Commission action," subpart (5) thereof is amended and restated in their entirety to read as follows:

"A Major Subdivisions

c. Planning Commission action

(5) The Planning Commission's action shall be considered final, not requiring subsequent consideration by the City Council, unless that decision is appealed to City Council which is hereby authorized to reverse, modify or affirm any decision made by the Planning Commission, on a preliminary plat. Notwithstanding procedural requirements of the City Charter, a majority vote of the City Council members present shall be necessary to reverse or modify such decision made by the Planning Commission.

(i) An appeal of the Planning Commission's decision on a preliminary plat must be made in writing and provided to the Director of Planning within thirty (30) days following the Planning Commission's decision.

(ii) This appeal must be presented to the City Council within thirty (30) days following the Planning Director's receipt of such appeal."

Section 5. Chapter 12 "Planning and Development," Exhibit C "Land Development and Subdivision Ordinance" of the City Code of Ordinances, Chapter 5 "Procedural Requirements for Processing Subdivisions," Section III "Stages of Development Review," Subpart "A" "Major Subdivisions," Part 3 "Final Plat," Subpart a. "Deadline for submission," is amended and restated in its entirety to read as follows:

"Subpart A Major Subdivisions

3. Final Plat

a. Deadline for submission. Copies of the preliminary plat must be submitted to the Planning Department in accordance with submittal deadlines posted on the Planning Department's website."

Section 6. Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City Code of Ordinances, Chapter 5 “Procedural Requirements for Processing Subdivisions,” Section III “Stages of Development Review,” Subpart “A” “Major Subdivisions,” Part 3 “Final Plat,” Subpart c. “Planning Commission Action,” subpart (4) is amended and restated in their entirety to read as follows:

“3 Final Plat

c. Planning Commission action

(4) The Planning Commission’s action shall be considered final, not requiring subsequent consideration by the City Council, unless that decision is appealed to City Council which is hereby authorized to reverse, modify or affirm any decision made by the Planning Commission, on a final plat. Notwithstanding procedural requirements of the City Charter, a simple majority vote of the City Council members present shall be necessary to reverse or modify such decision made by the Planning Commission:

(i) An appeal of the Planning Commission’s denial of a final plat must be made in writing, and provided to the Director of Planning within thirty (30) days following the Planning Commission’s denial.

(ii) This appeal must be presented to the City Council within thirty (30) days following the Planning Director’s receipt of such appeal.”

Section 7. Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City Code of Ordinances, Chapter 5 “Procedural Requirements for Processing Subdivisions,” Section III “Stages of Development Review,” Subpart “C” “Administrative Subdivisions,” Part 2”Review Process” is amended and restated in their entirety to read as follows”

Section 8. Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City Code of Ordinances, Chapter 7 “Specifications for Preliminary Plats, Final Plats and Replats,” Section I “Preliminary Plat,” is amended and restated in its entirety to read as follows”

“Section I Preliminary Plat

All plats shall be prepared in a clear, readable manner and shall be prepared in accordance with requirements established by the Planning Director, approved by the Planning Commission, as posted on the Planning Department’s website.”

Section 9. Chapter 12 “Planning and Development,” Exhibit C “Land Development and Subdivision Ordinance” of the City Code of Ordinances, Chapter 7 “Specifications for Preliminary Plats, Final Plats and Replats,” Section II “Final Plat,” is amended and restated in their entirety to read as follows”

“Section II Final Plat

All plats shall be prepared in a clear, readable manner and shall be prepared in accordance with requirements established by the Planning Director, approved by the Planning Commission, as posted on the Planning Department’s website.”

Section 10 All provisions of Articles 3 and 4 of Exhibit “A” Zoning Ordinance” to Chapter 12 “Planning and Development” of the Code of Ordinance not amended or repealed hereby shall remain in full force and effect.

Section 11: The terms and provisions of this ordinance shall be deemed to be severable in that if any portion of this ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this ordinance.

Section 12: This Ordinance shall be effective on, from and after the date of adoption.

INTRODUCED on the 20th day of March, 2018, and finally PASSED, APPROVED and ADOPTED on this the 3rd day of April, 2018.

CITY OF SAN ANGELO

BY: _____
Brenda Gunter, Mayor

ATTEST:

Bryan Kendrick, City Clerk

APPROVED AS TO CONTENT:

APPROVED AS TO FORM

Jon James, Director of Planning and

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Allison Strube, Water Utilities Director, Water Utilities, 325-657-4209

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Second reading and adoption of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.007 "Water Billing Charges" by amending the late fee (Strube)

Summary/History:

The City of San Angelo provides water and wastewater service to approximately 100,000 City residents and numerous commercial enterprises. The majority of water utility revenue is generated through user charges of water service to our 35,000 accounts. However, when customers are late paying their bills, the City subsequently experiences a delay of incoming revenue. This does not only occur with residential accounts. In total, commercial accounts represent 10% of our late customers and are responsible for 10% of our delayed revenue. Without proper and timely revenue, Water Utilities may suffer consequences such as inadequate service, failure to fulfill contracts, unpaid debts, interrupted operations, and more.

In 2005, the City of San Angelo implemented a fixed late charge fee of \$25 per late Water Utility Bill in order to achieve sustainable operation of the utility.

CHAPTER 11 – UTILITIES, APPENDIX A – FEE SCHEDULE, Sec. A8.007 – Water billing charges

(a) Delinquent accounts; other charges.

(1) Any water utilities bill not paid within twenty-eight (28) days after the billing date shall be deemed delinquent and a late charge of twenty-five dollars (\$25.00) shall be added to the account for the expense of handling the delinquent account.

Financial Impact:

Over the last four years, an average of 14,542 customers, or 40% of our total serviced accounts, were late between 1 and 12 months throughout the year. Of the late customers, over half were late more than twice. Most notably, an average of 492 customers are late 12 times in a year.

Since 2005, the utility has collected over \$1,500,000 annually in late charges. For example, for the past four years we have collected the following: \$1,537,450 in 2017, \$1,526,375 in 2016, \$1,595,025 in 2015, and \$1,548,300 in 2014. Since this has been such a steady sum of collected late charges, the utility accounted for this \$1,500,000 as revenue in the design of the 5-year rate plan.

Changing the late fee to 15% instead of \$25 would affect both the utility's revenue and the customers. Staff proposes a late fee of 15% the previous month's delinquent charge be assessed twenty-five (25) days after the bill date. An average late customer (with an average \$136.54 late bill) would pay \$20.48 if the late fee were 15% percent. The utility anticipates collecting \$1,261,045 in revenue if the late fee were 15% percent.

Other Information/Recommendation:

Staff proposes a late fee of 15% the previous month's delinquent charge be assessed twenty-five (25) days after the bill date.

This has been presented to the Water Advisory Board on several occasions, and recently updated at the February 13, 2018 meeting. By an unanimous vote, the Board recommended staff's proposals be taken to City Council.

The first reading of this ordinance change was unanimously approved at the April 3, 2018 City Council meeting.

Attachments:

1. 18-xxx Ordinance A8.007 Water Billing Charges 18-xxx Ordinance A8.007 Water Billing Charges.docx

Presentation:

Approvals/Reviews:

Allison Strube	Created/Initiated
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

**AN ORDINANCE AMENDING APPENDIX A, ARTICLE A8.000
OF THE CODE OF ORDINANCES, CITY OF SAN ANGELO
TEXAS, BY AMENDING SECTION A8.007 "WATER BILLING
CHARGES", PROVIDING FOR SEVERABILITY, AND
PROVIDING FOR AN EFFECTIVE DATE**

BE IT ORDAINED BY THE CITY OF SAN ANGELO:

1) THAT, Appendix A, Article A8.000 of the Code of Ordinances, City of San Angelo, Texas, Section A8.007, "Water Billing Charges", is hereby as follows:

" Sec. A8.007 Water billing charges

(a) Delinquent accounts; other charges.

(1) Any water utilities bill not paid within ~~twenty-eight (28)~~twenty-five (25) days after the billing date shall be deemed delinquent and a late ~~charge fee~~ of ~~twenty-five dollars (\$25.00)~~15% on the total new charges for the month of delinquency shall be added to the account for the expense of handling the delinquent account.

(2) Any customer whose water service has been discontinued due to a delinquency shall be required to pay the accrued bill, including the ~~twenty-five dollars (\$25.00)~~ late charge, plus a reconnect charge of thirty dollars (\$30.00), before water service will be reactivated for the account.

(3) A charge will be added to a customer's account for each returned check as provided in sec. 2.03.061 of the Code of Ordinances and section A10.001 hereof."

2) THAT, the following severability clause is hereby adopted with this amendment:

SEVERABILITY:

That the terms and provisions of this Ordinance shall be deemed to be severable in that if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

3) THAT, this Ordinance shall be effective on, from and after the 1st day of June 2018.

INTRODUCED on the 3rd day of April, 2018, and finally PASSED, APPROVED and ADOPTED on this the 17th day of April, 2018.

CITY OF SAN ANGELO

ATTEST:

Brenda Gunter, Mayor

Bryan Kendrick, City Clerk

Approved as to Form:

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Allison Strube, Water Utilities Director, Water Utilities, 325-657-4209

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Second reading and adoption of an ordinance amending Chapter 11 "Utilities", Article 11.02 "Water and Sewer Systems", Section 11.02.036 "Billing" by amending the payment due date (Strube)

Summary/History:

The City of San Angelo uses the billing system Superion, which operates the billing schedules and assesses penalties separately. Currently the due date and the next billing date sometime coincide with each other causing the late fee to be delayed and applied to statements 2 months after the delinquency. Staff recommends shortening the payment period from 28 days to 25 days. This would allow the billing schedule to match the delinquency cycle, preventing system and statement errors on the proposed percentage based late fee.

Financial Impact:

No financial impact.

Other Information/Recommendation:

This item was brought to the Water Advisory Board on February 13, 2018. It was unanimously recommended to bring to City Council.

Staff recommends approval in order to allow the percentage late fee to be assessed on the correct amount delinquent.

The first reading of this ordinance change was unanimously approved at the April 3, 2018 City Council meeting.

Attachments:

1. 18-220+Ordinance+amending+Sec.11.02.036+Billing 18-220+Ordinance+amending+Sec.11.02.036+Billing
(1) (1).docx

Presentation:

Approvals/Reviews:

Allison Strube	Created/Initiated
Allison Strube	Approved
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved

Becky Dunn
Bryan Kendrick

Approved
Final Approval

**AN ORDINANCE AMENDING CHAPTER 11 "UTILITIES",
ARTICLE 11.02 "WATER AND SEWER SYSTEMS", DIVISION 2
"WATER SERVICE", SECTION 11.02.036 "BILLING" OF THE
CODE OF ORDINANCES, CITY OF SAN ANGELO TEXAS.**

BE IT ORDAINED BY THE CITY OF SAN ANGELO:

- 1) **THAT**, Chapter 11 "Utilities", Article 11.02 "Water and Sewer systems", Division 2 "Water Service", Section 11.02.036 "Billing" of the Code of Ordinances, City of San Angelo, Texas, is amended hereby as follows:

"Sec 11.02.036 Billing

(a) Generally. Water utilities customers will be billed once each month for water furnished, and within ~~twenty-five (25) twenty-eight (28)~~ days after the billing date shall remit the amount thereof to the water utilities department of the city.

(1) Delinquent accounts; other charges.

(A) Any water utilities bill not paid within ~~twenty-five (25) twenty-eight (28)~~ days after the billing date shall be deemed delinquent and a late charge as provided for in the fee schedule found in appendix A of this code shall be added to the account for the expense of handling the delinquent account.

(B) The city manager or his designated agent shall be authorized to discontinue water service to any customer whose account is not paid in full within ~~twenty-five (25) twenty-eight (28)~~ days of the billing date of the account. Any customer whose water service has been discontinued due to a delinquency shall be required to pay the accrued bill and the late charge, plus a reconnect charge as provided for in the fee schedule found in appendix A of this code, before water service will be reactivated for the account.

(C) A charge as provided for in the fee schedule found in appendix A of this code will be added to a customer's account for each returned check.

(D) The city shall not be required to send a delinquency or reminder notice to water utility customers.

(2) Exceptions.

(A) Charitable entities or government agencies.

(i) The late charge may be waived for charitable entities or government agencies paying water bills on behalf of residential customers. To claim the waiver, the entity or agency must notify the water billing department prior to the expiration of the ~~25th28th~~ day after the billing date that it will make payment on behalf of the customer.

(ii) If payment is not made prior to the expiration of the ~~28~~25-day disconnect period, the director of water billing may discontinue water

service to the customer. If service is discontinued, the accrued water bill, the late charge, and the reconnection charge must be paid prior to reconnection of service.

(iii) "Charitable entity" as used in this section shall mean a corporation, trust, community chest, fund, foundation, or other entity organized and operated for charitable, benevolent, religious, social, fraternal, scientific, educational, philanthropic or environmental purposes, social welfare, the arts and humanities, or other civic or public purposes described by section 11.18 of the Texas Tax Code.

(B) Elderly persons. Any person who shall provide proof that he or she is over the age of 60 and is a residential customer who occupies the entire premises in question may request a delay in payment of a residential water utility bill until the 39th day following issuance of the bill. If such a request is made, the late charge will be waived on the bill and service will not be discontinued until the 40th date following issuance of the bill.

(b) Review of bills. In the event that a water utilities customer has an unusually high water meter reading, and the reading has been checked for accuracy, the water billing administrative staff may make adjustments to the customer's bill with authorization from the city manager or his designee.

(1) Considerations. In determining whether an adjustment is necessary and justified, the administrative staff shall consider the following:

(A) Whether the usage is unusually high in comparison to the customer's highest previous usage and whether such previous usage occurred at the current location or a previous location.

(B) Whether or not there have been other adjustments made to the customer's bills in the last three (3) years and whether previous problems were adequately addressed.

(C) The apparent cause of the high usage, i.e. a leak, mechanical problem or other phenomena.

(D) Whether there are reasonable grounds to believe that the customer did not receive a benefit from the excess usage and whether the circumstances of the excess usage were beyond customer's control.

(E) Any other information which the administrative staff deems relevant.

(2) Appeal. The decision of the administrative staff may be appealed to the city council by the customer provided the customer presents a written request to the city manager to have his case reviewed and states his reasons for requesting the review. Such request must be received by the city manager's office within fifteen (15) days of the date the administrative staff's decision is communicated to the customer. The city council may uphold or overturn the administrative staff's decision. If the city council overturns the administrative staff's decision, the city council may make whatever adjustment to the customer's bill it deems appropriate.

2) THAT, the following severability clause is hereby adopted with this amendment:

SEVERABILITY:

That the terms and provisions of this Ordinance shall be deemed to be severable in that if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

3) THAT, this Ordinance shall be effective on, from and after the 1st day of June 2018.

INTRODUCED on the 3rd day of April, 2018, and finally **PASSED, APPROVED and ADOPTED** on this the 17th day of April, 2018.

CITY OF SAN ANGELO

ATTEST:

Brenda Gunter, Mayor

Bryan Kendrick, City Clerk

Approved as to Form:

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Allison Strube, Water Utilities Director, Water Utilities, 325-657-4209

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Second reading and adoption of an ordinance amending Appendix A, Article A 8.000 "Utility Related Fees", A 8.020 "Rebates" by amending the discussion of bi-annual rebates (Strube)

Summary/History:

In December 2015, City Council adopted a 5-year water and wastewater rate plan to provide the utility with three critical needs.

- Return the utility to financial sustainability
- Allow the utility to more aggressively reinvest in infrastructure
- Allow the financial wherewithal to develop other water sources

As a part of the plan, goals were established for the water and wastewater fund balances to help meet the targets stated above as well as a 75-day operating expense fund balance.

As stated in the water fee ordinance, during the months of April and November of each year, the City Council shall review the financial condition of the Water Operations Fund and determine whether a rebate to water customers is appropriate. This was implemented in the ordinance in 2006.

If a rebate is determined to be appropriate, such rebate shall be accomplished in May and December or as soon thereafter as practical. The amounts and methodology for providing a rebate shall be determined by the City Council.

The Water Operations Fund budgeted per the February financial update is \$4,453,645 (unaudited). The goal for the water operations fund is 75 days of expense budget, or \$5,926,124 (\$28,840,469/365*75). Since estimated fund balance is less than the goal, it would not be fiscally prudent to issue a rebate at this time. The fund balance in this fund is not at a level that staff would recommend a rebate.

There have been two occasions when this fund balance exceeded 75 days expenditures and the Council decided to use that excess. On one occasion, the base fees were changed to zero for two months, and on the other occasion, the excess was transferred to a capital projects fund to assist with capital improvements.

Financial Impact:

Continued implementation of the rate plan as previously adopted will yield revenues and expenditures in line with budget and an appropriate contribution to the fund balance goal. No financial impact expected with this ordinance adoption.

Other Information/Recommendation:

This amended ordinance would allow for periodic reviews of the utility's fund balance at the City Council’s discretion. As currently written, the bi-annual ordinance generates a false expectation that a rebate will be given. The reality is the City has adopted a water rate plan to put the utility back on a healthy financial track. This proposed change would allow the Council to address rebates when it believes it is appropriate to do so. As described above, the utility has sizable infrastructure and water supply needs. Financing these endeavors requires both large capital investments and a healthy fund balance.

The first reading of this ordinance change was unanimously approved at the April 3, 2018 City Council meeting.

Attachments:

1.
- 18-368 Ordinance A8.020 Rebates amendment
- 18-368 Ordinance A8.020 Rebates amendment.docx

Presentation:

Approvals/Reviews:

Allison Strube	Created/Initiated
Allison Strube	Approved
Theresa James	Approved
Anthony Wilson	Approved
Candice Blake	Approved
Tina Dierschke	Approved
Theresa James	Approved
Allison Strube	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

**AN ORDINANCE AMENDING APPENDIX A, ARTICLE A8.000
OF THE CODE OF ORDINANCES, CITY OF SAN ANGELO
TEXAS, BY AMENDING SECTION A8.020 IN ITS ENTIRETY,
PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN
EFFECTIVE DATE**

BE IT ORDAINED BY THE CITY OF SAN ANGELO:

1) THAT, Appendix A, Article A8.000 of the Code of Ordinances, City of San Angelo, Texas, Section A8.020, "Rebates", is hereby amended as follows:

" Sec. A8.020 Rebates

The city council shall review the financial condition of the water operations fund on a periodic basis and determine whether a rebate to water customers is appropriate. If a rebate is determined to be appropriate, such rebate shall be accomplished as soon thereafter as practical. The amounts and methodology for providing the rebate shall be determined by the city council."

2) THAT, the following severability clause is hereby adopted with this amendment:

SEVERABILITY:

That the terms and provisions of this Ordinance shall be deemed to be severable in that if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

3) THAT, this Ordinance shall be effective immediately upon passage.

INTRODUCED on the 3rd day of April, 2018, and finally PASSED, APPROVED and ADOPTED on this the 17th day of April, 2018.

CITY OF SAN ANGELO

ATTEST:

Brenda Gunter, Mayor

Bryan Kendrick, City Clerk

Approved as to Form:

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Stephanie Collins, Office Manager, Fire Department, 325-657-4355

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Consider authorizing the Fire Department to apply for a Staffing for Adequate Fire and Emergency Response (SAFER) grant and authorizing the City Manager to execute all related documents - (Presentation made by Assistant Fire Chief Todd Sanford)

Summary/History:

The San Angelo Fire Department would like to apply for a SAFER Grant (Staffing for Adequate Fire and Emergency Response). This grant would help defer some of the expenses associated with adding personnel. The grant would cover 75 percent of the costs for the first 2 years and 35 percent of the costs for the third year.

The department would like to have a fourth person at all times on the Ladder Truck. This vehicle performs complex operations at structure fires and needs the personnel to complete these specific functions in a timely manner. Many other cities have a fourth person on the aerial trucks all the time. This truck is responsible for ventilation, roof operations, and entry, and overhaul. Many of these tasks need to be performed simultaneously. The department would also like to put a chief's aide/ driver back on the Battalion Wagon. This position was staffed until 1999 and was cut and used for ambulance personnel. The department needs this position back to help the Battalion Chief monitor the scene and perform other duties to free up the battalion chief to perform command at emergency scenes.

The cost to hire these personnel would be \$600,136 per year. The grant would pay \$450,102 each of the first two years and \$210,048 during the third year of the grant. The City of San Angelo would be responsible for \$150,034 in year 1 and year 2 of the grant, \$390,088 in the third year of the grant. The full \$600,136 would be the City of San Angelo responsibility in year four.

To have all 8 personnel put in place at once with the grant would cost the city \$690,156 over a 3 year period with the city assuming full cost in year 4. If the city phases in the hiring of 3 firefighters in year 1, the cost is \$225,052, 3 firefighters in year 2 the cost is \$450,104, and 2 firefighters in year 3 the cost is \$600,138, the cost would be \$1,275,292 for the 3 years. The city would save \$585,136 for the 3 year period with the grant

COST FOR 3 YEARS WITH GRANT

Year 1	\$150,034
Year 2	\$150,034
Year 3	\$390,088
Total for 3 years	\$690,156

COST FOR 3 YEARS WITHOUT THE GRANT

Year 1	\$225,052
--------	-----------

Year 2 \$450,104

Year 3 \$600,138

Total for 3 years \$1,275,292

SAVING WITH THE GRANT FOR THIS PERIOD

\$585,136

Financial Impact:

COST FOR 3 YEARS WITH GRANT

Year 1 \$150,034

Year 2 \$150,034

Year 3 \$390,088

Total for 3 years \$690,156

COST FOR 3 YEARS WITHOUT THE GRANT

Year 1 \$225,052

Year 2 \$450,104

Year 3 \$600,138

Total for 3 years \$1,275,292

SAVING WITH THE GRANT FOR THIS PERIOD

\$585,136

FINANCIAL IMPACT \$600,138 PLUS BENEFIT COST INCREASES EVERY YEAR AFTER YEAR 3

Other Information/Recommendation:

Attachments:

Presentation:

Approvals/Reviews:

Stephanie Collins
Brian Dunn
Theresa James
Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Created/Initiated
Approved
Approved
Approved
Approved
Approved
Final Approval

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Rebeca Guerra, Planning Manager, Planning and Development Services, 325-657-4210

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Public hearing and first reading of an ordinance approving Case Z18-05, a rezoning from the General Commercial/Heavy Commercial (CG/CH) and General Commercial (CG) Zoning Districts to the General Commercial (CG) Zoning District; located at 4102, 4106, and 4110 Sunset Drive - (Presentation made by Planning & Development Services Director Jon James)

Summary/History:

The subject site is currently developed as Hero's Fitness and vacant retail space and operating as such. The existing land use complies with the CG Zoning District. The current building seems to comply with all current zoning requirements except for screening, which may not have been required at the time of construction. The proposed future tenant would not be allowed in the current CG/CH Zoning District. By approving the rezoning, the proposed future use would be allowed by right.

Financial Impact:

N/A

Other Information/Recommendation:

This request was considered by the Planning Commission at their regular meeting on March 19, 2018, where they recommended APPROVAL unanimously.

Attachments:

- | | | |
|----|-----------------|--------------------------------------|
| 1. | Staff Report | Staff Report Z18-05 Langdon - CC.pdf |
| 2. | Draft Ordinance | Z18-05 Ordinance_FINAL.docx |

Presentation:

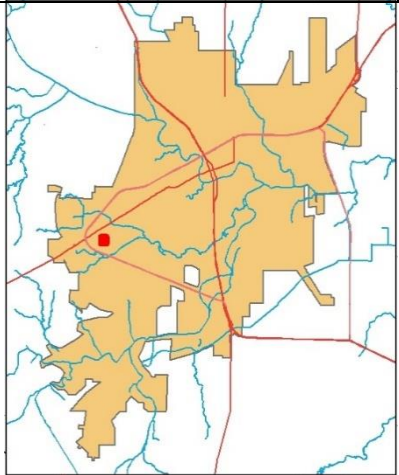
Jon James

Approvals/Reviews:

Rebeca Guerra	Created/Initiated
Jon James	Approved
Theresa James	Approved
Anthony Wilson	Approved
Jon James	Approved
Tina Dierschke	Approved
Theresa James	Approved
Becky Dunn	Approved
Bryan Kendrick	Final Approval

CITY COUNCIL – April 17, & May 1, 2018
STAFF REPORT



APPLICATION TYPE:		CASES:	
Rezoning		Z18-05: Langdon	
SYNOPSIS:			
A request for approval of a Rezoning from the General Commercial/Heavy Commercial (CG/CH) and General Commercial (CG) Zoning Districts to the General Commercial (CG) Zoning District on the subject property. The subject site is currently developed as Hero's Fitness and vacant retail space and operating as such.			
LOCATION:		LEGAL DESCRIPTION:	
4102, 4106, 4110 Sunset Drive		Being Tract DD, Section Forty-A Replat, Block: 120, College Hills South Addition, City Of San Angelo, Tom Green County, Texas.	
SM DISTRICT / NEIGHBORHOOD:		ZONING:	FUTURE LAND USE:
SMD #6 – Billie DeWitt Sunset Neighborhood		CG/CH - General Commercial/ Heavy Commercial CG - General Commercial	Commercial
			SIZE:
			6.89 acres
THOROUGHFARE PLAN:			
<u>Sunset Drive</u> – Urban Major Collector Street – ROW 60' Required (80' Existing) – Pavement Width 50' Required (64' Existing) <u>Wellington Street</u> – Urban Local Street – ROW 50' Required (50' Existing) – Pavement Width 36' with a sidewalk or 40' Required (40' Existing)			
NOTIFICATIONS:			
8 notifications were mailed within a 200-foot radius on February 28, 2018. Zero responses have been received in support or in opposition.			
STAFF RECOMMENDATION:			
Staff recommends APPROVAL of the proposed rezoning to the General Commercial (CG) Zoning District .			
PETITIONERS:			
Fitness Ventures Ltd. Stephen J. Langdon, President			
STAFF CONTACT:			
Hillary Bueker, RLA Senior Planner (325) 657-4210, Extension 1547 hillary.bueker@cosatx.us			

Rezoning: Section 212(G) of the Zoning Ordinance requires that the Planning Commission and City Council consider, at minimum, seven (7) factors in determining the appropriateness of any Rezoning request:

1. **Compatible with Plans and Policies.** **Whether the proposed amendment is compatible with the Comprehensive Plan and any other land use policies adopted by the Planning Commission or City Council.** The Comprehensive Plan designates this currently CG/CH and CG zoned property as “Commercial.” This is consistent with the existing health/fitness club and the surrounding commercial properties. Rezoning this property would allow for uniformity over the entire property.
2. **Consistent with Zoning Ordinance.** **Whether and the extent to which the proposed amendment would conflict with any portion of this Zoning Ordinance.** The existing land use, health/fitness club, would comply with the CG Zoning District. The current building seems to comply with all current zoning requirements except for screening which may not have been required at the time of construction. The proposed future tenant would not be allowed in the current CG/CH Zoning District. By approving the zone change, the proposed future use would be allowed by right.
3. **Compatible with Surrounding Area.** **Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land and is the appropriate zoning district for the land.** The property is located within an area that has mixed uses, but is comprised of mostly commercial along Sunset Drive. The subject parcels will be adjacent to residential lots on the north and east sides. This type of commercial use is similar to other uses along this section of Sunset Drive and along Sherwood Way to the North.
4. **Changed Conditions.** **Whether and the extent to which there are changed conditions that require an amendment.** The property, currently zoned CG/CH and CG, seems to have been rezoned with the last update for the Zoning Ordinance which applied the CG/CH Zoning District to most of the area along Sunset Drive. Where the Zoning Ordinance may have initially anticipated a more intense commercial development, the area has not developed that way.
5. **Effect on Natural Environment.** **Whether and the extent to which the proposed amendment would result in significant adverse impacts on the natural environment, including but not limited to water and air quality, noise, storm water management, wildlife, vegetation, wetlands and the practical functioning of the natural environment.** There are no anticipated negative effects on the natural environment from these actions.

Land use would continue in the same manner, and intensity, as already exist on the adjacent properties.

6. **Community Need.** *Whether and the extent to which the proposed amendment addresses a demonstrated community need.* There has not been any demonstrated community need for a use on the site to be heavy commercial. The site has been vacant for some time and the potential tenant would not be allowed in the CG/CH Zoning District. Allowing the site to rezone to CG would be reflective of the continuing need for general commercial in the area, rather than allowing a continuance of a zoning designation that has not been fully utilized in the past.
7. **Development Patterns.** *Whether and the extent to which the proposed amendment would result in a logical and orderly pattern of urban development in the community.* The existing development pattern in the immediate area along Sunset Drive is primarily General Commercial. This parcel will keep in continuity with the adjoining lots immediately adjacent to along this corridor.

Planning Commission Recommendation:

On March 19, 2018, the Planning Commission recommended APPROVAL of a Rezoning from the General Commercial/Heavy Commercial (CG/CH) and General Commercial (CG) Zoning Districts to the General Commercial (CG) Zoning District, being 6.89 acres located at 4102, 4106, and 4110 Sunset Drive. The following is the complete excerpt of the draft minutes from the March 19, 2018, meeting for this case:

Hillary Bueker, Senior Planner, presented the proposed Rezoning from the CG and CG/CH zoning districts to an exclusive CG zoning district on the property. She explained that the proposed tenant was allowed in the CG Zoning District, but not the CG/CH Zoning District. Ms. Bueker outlined Staff's recommendation for approval which included that the CG zoning was compatible with the Future Land Use designation of "Commercial," that the existing and proposed land uses were consistent with CG zoning, and that most of the properties along Sunset Drive were already zoned General Commercial.

Chairperson Stribling opened the meeting for public comment.

Jerry, a contractor representing the applicant, asked when he could pull building permits to start construction. Ms. Bueker responded that permits could be issued if the request was approved by City Council. She further stated that there were two upcoming meetings, with the second and

final meeting on May 1, 2018. Rebeca Guerra, Planning Manager, added that while permits could not yet be issued, the applicant may make their applications at any time and have the Permits Division review plans while the case moved through City Council.

Commissioner Smith made a Motion to recommend APPROVAL of the request for a Rezoning from the General Commercial (CG) and General Commercial/Heavy Commercial (CG/CH) Zoning Districts to the General Commercial (CG) Zoning District on the subject property. Commissioner Jackson seconded the Motion. The Motion passed unanimously, 5-0.

Recommendation:

Staff's recommendation is for the Planning Commission to recommend **APPROVAL** of a rezoning from the General Commercial/Heavy Commercial (CG/CH) and General Commercial (CG) Zoning Districts to the **General Commercial (CG) Zoning District** on the subject property.

Attachments:

Aerial Map
Future Land Use Map
Zoning Map
Application
Photos of Site
Notification Map



4102, 4106, 4110 Sunset Drive

Legend

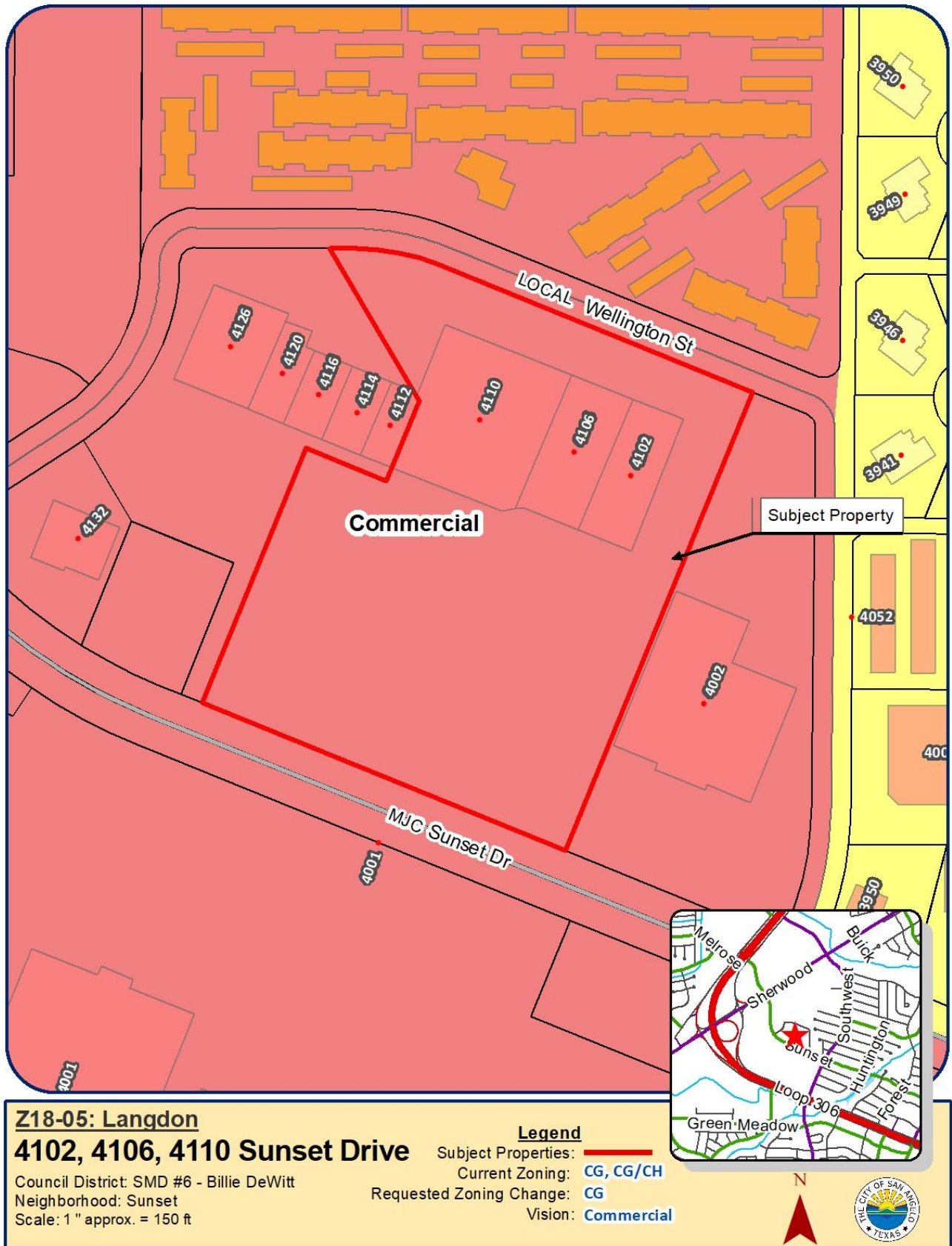
Subject Properties: 

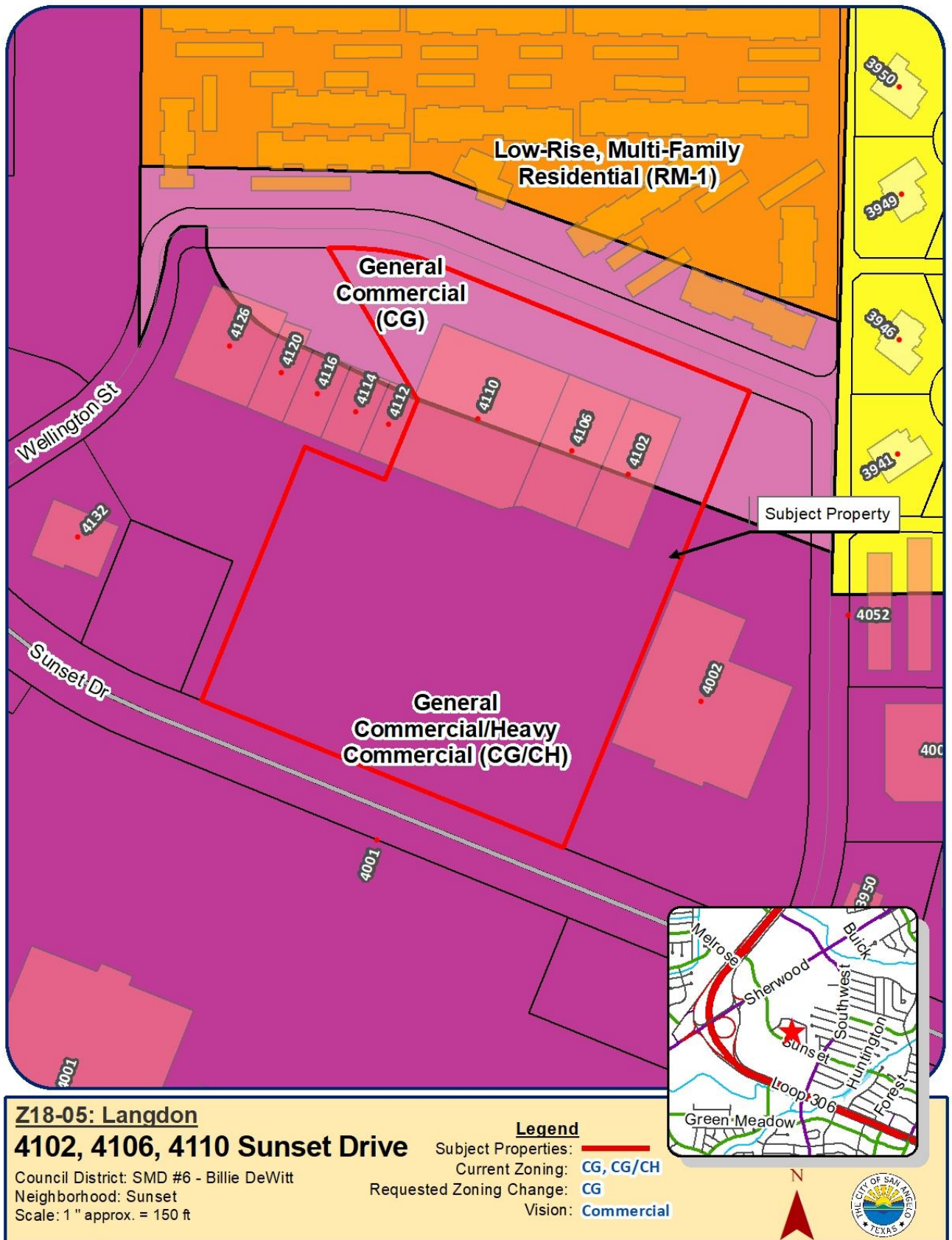
Current Zoning: **CG, CG/CH**

Requested Zoning Change: **CG**

Vision: **Commercial**







Effective January 3, 2017



City of San Angelo, Texas – Planning Division
52 West College Avenue
Application for Approval of a Zone Change



Section 1: Basic Information

Name of Applicant(s): Stephen J. Langdon

☒ Owner

☐ Representative (Notarized Affidavit Required)

4123 Mercedes St

San Angelo

TX

76901

Mailing Address

806-790-9500

City

State

Zip Code

Contact Phone Number

4102, 4106, 4110 Sunset Drive

Contact E-mail Address

StephenLangdon55@gmail.com

San Angelo

Texas

76904

Subject Property Address

City

State

Zip Code

Blk: 120, Subd: COLLEGE HILLS SOUTH ADDN, 6.8900 ACRES BEING TRACT DD SECTION FORTY-A REPLAT

Legal Description (can be found on property tax statement or at www.tomgreencad.com)

Existing Zoning: CG/CH

Proposed Zoning: CG

Lot size: 6.89 Acres

(Zoning Map available on [City Maps](#))

Section 2: Site Specific Details

Existing Use of Property: Health Club/Vacant

*Proposed Use of Property: Health Club/School

*Use separate attachment if necessary

Section 3: Applicant(s) Acknowledgement

(By checking the boxes you indicate that you understand below rules and regulations for the Planning Commissions case.)

- ☒ An application for a zone change on a property may only be made by the owner of that property, an authorized representative of the property owner, the Planning Director, the Planning Commission or City Council. An authorized representative shall present a notarized affidavit from the property owner;
- ☒ No application will be processed if a zoning violation exists on the property, unless such processing is authorized by City Council. Use of the subject property for any new activity (not allowed by present zoning) cannot occur before City Council's approval of the requested zone change. Any such unauthorized use of the subject property is subject to prosecution in Municipal Court.
- ☒ If approved, a zone change is applied to the property, not the property owner.
- ☒ The Planning Commission makes recommendations to City Council. If the Planning Commission recommends approval of a zone change request, the case must still go before City Council for final action.
- ☒ If a zone change request is granted by City Council, permits for building construction and/or utility connection may be obtained from the City's Permits and Inspections Department.
- ☒ Certain minimum building setbacks from some or all property lines must be maintained, and room for a minimum number of off-street parking spaces must be reserved on a subject property, based on that property's zoning classification and the nature of its proposed use. A privacy fence may also be required between more restrictive and less restrictive zoning districts. These requirements are outlined in San Angelo's Zoning Ordinance. It is to the applicant's benefit to make sure that any proposed development will fit onto the subject property, in compliance with these and other applicable requirements of the City's Code of Ordinances.
- ☒ One or more notice sign(s) will be placed on the subject property by the Planning Department. However, it is the applicant's responsibility to ensure that the notice sign(s) has/have been posted at least ten (10) days prior to the Planning Commission meeting. If notice sign(s) is/are not posted accordingly, City Council may delay a request. The Planning Department will also notify, in writing, owners of property within 200-feet of the subject property of the zone change request.
- ☒ If the Planning Commission recommends denial of a request, the applicant will have ten (10) days to appeal this decision, in writing, to the City Council. If an appeal is made within three (3) days from the Planning Commission meeting, no re-notification fee will be required. Otherwise, there will be a nonrefundable \$35 fee to re-notify owners of nearby property of City Council's public hearing date. If Planning Commission's recommendation of denial is not appealed, it will be the final action on a request.

Effective January 3, 2017

Section 3 continued : Applicant(s) Acknowledgement

☒ The applicant or an authorized representative should attend public hearing(s) pertaining to his/her request, prepared to present his/her case and to answer any relevant questions from Planning Commission or City Council members.

I/We the undersigned acknowledge that the information provided above is true and correct.

Stephen J. Langdon Stephen J. Langdon Fitness Ventures LTD 2-20-2018
Owner Name (Print) Signature Company/Organization (If Applicable) Date

Representative Name (Print) Signature Company/Organization Date

FOR OFFICE USE ONLY:

☒ Verified Complete ☐ Verified Incomplete

Date of Application: 2 / 20 / 18

Case No.: Z 18 -- 05

Fully-dimensioned site plan: ☐

Nonrefundable fee: \$ 500

Receipt #: 284625 Date paid: 2 / 20 / 18

Sign Deposit \$37.50

Receipt #: _____ Date paid: 2 / 20 / 18

Affidavit attached? ☐ Yes ☐ No ☒ N/A Applicant's signature on information sheet? ☐ Yes ☐ No

Previous Zone Change Inquiry? ☒ Yes ☐ No If yes, ZCI case no.: 17 -- 12

River Corridor Commission? ☐ Yes ☒ No If yes, RCC meeting date: ____/____/____

Planning Commission hearing date: ____/____/____ Date notifications due: ____/____/____

City Council hearing date: ____/____/____ Packets due date: ____/____/____

Publication date: ____/____/____

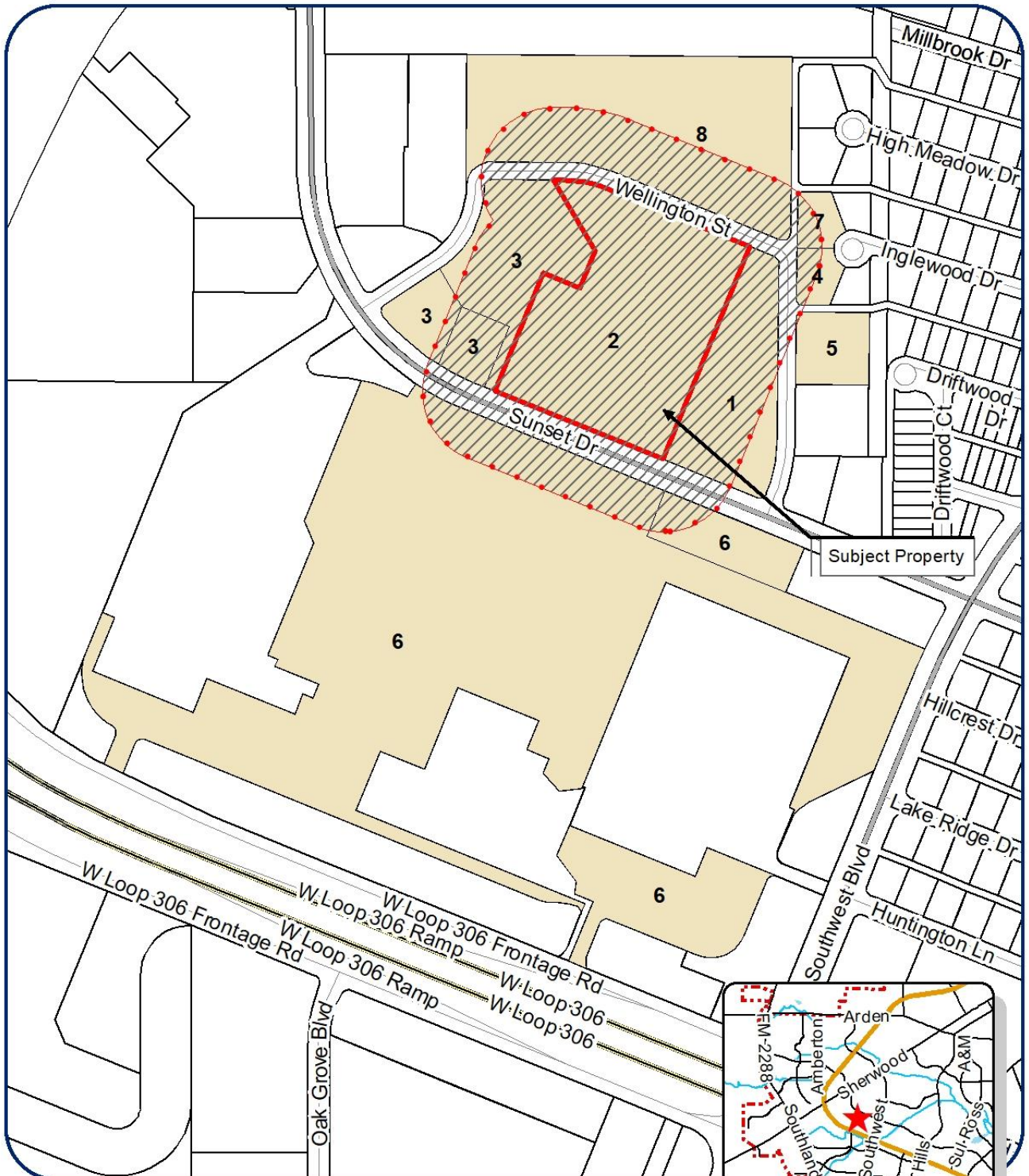
Reviewed/Accepted by: H. Bueker Date: 2 / 20 / 18

Photo of Site









Z18-05: Langdon

4102, 4106, 4110 Sunset Drive

Council District: SMD #6 - Billie DeWitt
Neighborhood: Sunset
Scale: 1" approx. = 350 ft

Legend

Subject Properties: —
Current Zoning: CG, CG/CH
Requested Zoning Change: CG
Vision: Commercial



AN ORDINANCE AMENDING CHAPTER 12, EXHIBIT "A" OF THE CODE OF ORDINANCES, CITY OF SAN ANGELO, TEXAS, WHICH ADOPTS ZONING REGULATIONS, USE DISTRICTS AND A ZONING MAP, IN ACCORDANCE WITH A COMPREHENSIVE PLAN, BY CHANGING THE ZONING AND CLASSIFICATION OF THE FOLLOWING PROPERTY: **4102, 4106, 4110 Sunset Drive, City of San Angelo, Tom Green County, Texas, comprising 6.89 acres**, FROM GENERAL COMMERCIAL/HEAVY COMMERCIAL (CG/CH) AND GENERAL COMMERCIAL (CG) ZONING DISTRICTS TO THE GENERAL COMMERCIAL (CG) ZONING DISTRICT; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

RE: Z18-05: Langdon

WHEREAS, the Planning Commission for the City of San Angelo in compliance with the City Charter, City ordinance and state law, and after holding a public hearing thereon, caused to be prepared and delivered a report and recommendation to City Council to approve the proposed General Commercial (CG) Zoning District and,

WHEREAS, on the 17th day of April, 2018, City Council held a public hearing on Z18-05, pursuant to published notice, and has considered the application, comments, reports and recommendations of the Planning Commission and staff, public testimony, and other relevant support materials;

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF SAN ANGELO:

SECTION 1: The basic zoning ordinance for the City of San Angelo, as enacted by the governing body for the City of San Angelo effective January 4, 2000, and included within Exhibit "A" of Chapter 12 of the Code of Ordinances of the City of San Angelo, and zoning map be and the same are hereby amended to designate the following described property permanently zoned GENERAL COMMERCIAL (CG) ZONING DISTRICT:

The real property located at 4102, 4106, 4110 Sunset Drive, comprising 6.89 acres, being Tract DD, Section Forty-A Replat, Block: 120, College Hills South Addition, City of San Angelo, Tom Green County, Texas, shall henceforth be permanently zoned as follows: General Commercial (CG) Zoning District.

SECTION 2: The Director of the Planning & Development Department, or his/her designee, is hereby directed to correct zoning district maps in the office of the Planning & Development Department, to implement the zoning provision adopted herein, as further depicted on Exhibit “A” of this Ordinance (CG Boundary Map).

SECTION 3: In all other respects, the use of the hereinabove described property shall be subject to all applicable regulations contained in Chapter 12 of the Code of Ordinances for the City of San Angelo, as amended.

SECTION 4. The remaining provisions of Chapter 12 of the Code of Ordinances of the City of San Angelo, Texas, not amended under Sections 1 and 2 of this Ordinance shall remain in full force and effect.

SECTION 5 The terms and provisions of this Ordinance shall be deemed to be severable in that, if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

SECTION 6: This Ordinance shall be effective on, from and after the date of adoption.

INTRODUCED on the **17th day of April, 2018**, and finally PASSED, APPROVED AND ADOPTED on this the **1st day of May, 2018**.

THE CITY OF SAN ANGELO

Brenda Gunter, Mayor

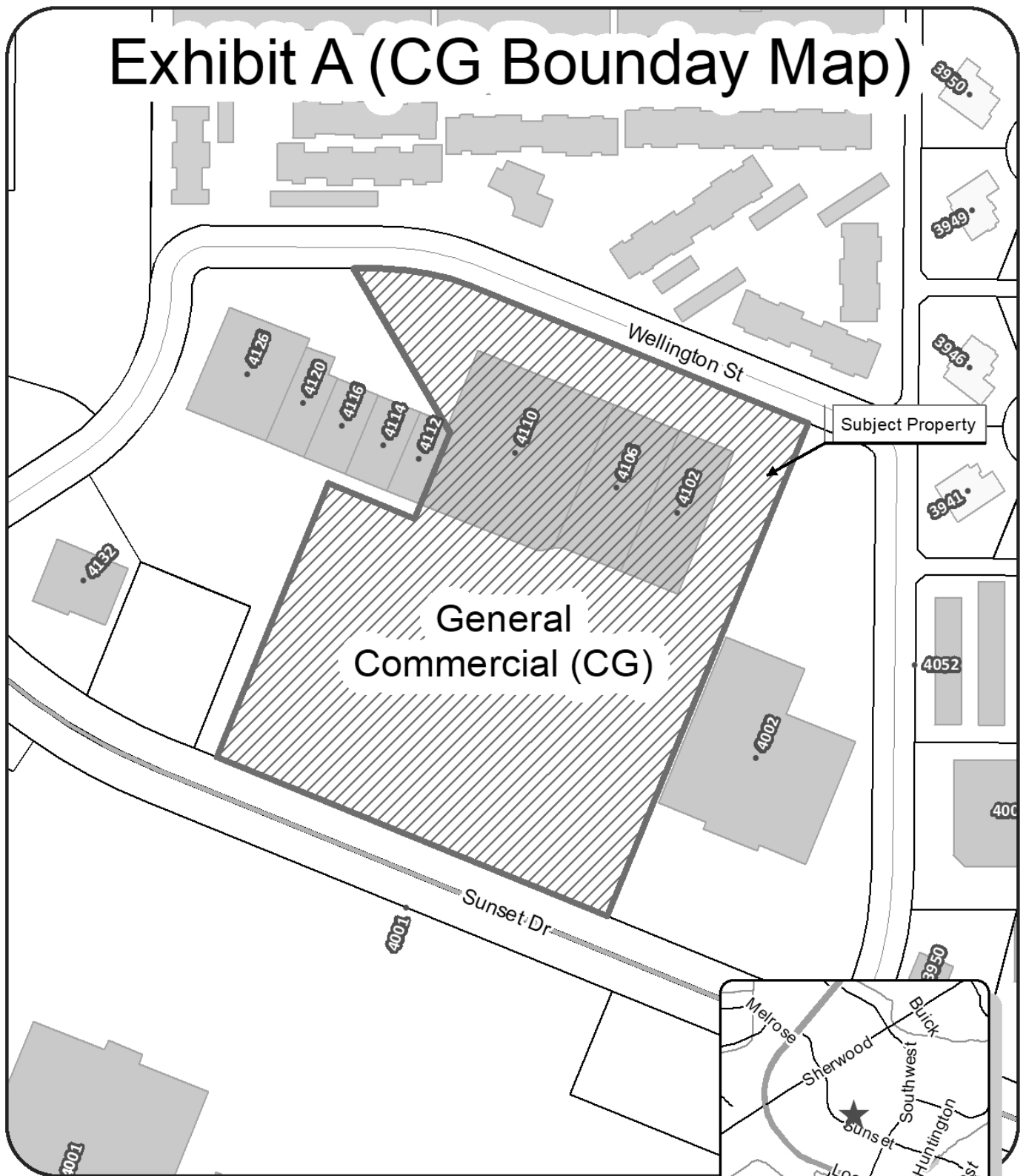
ATTEST:

APPROVED AS TO FORM:

Bryan Kendrick, City Clerk

Theresa James, City Attorney

Exhibit A (CG Bounday Map)



Z18-05: Langdon

4102, 4106, 4110 Sunset Drive

Council District: SMD #6 - Billie DeWitt

Neighborhood: Sunset

Scale: 1" approx. = 150 ft

Legend

Subject Properties: —

Current Zoning: CG, CG/CH

Requested Zoning Change: CG

Vision: Commercial



REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Rebeca Guerra, Planning Manager, Planning and Development Services, 325-657-4210

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Public hearing and first reading of an ordinance approving Case PD18-01, a rezoning from the Ranch and Estate (R&E) Zoning District to a Planned Development (PD) Zoning District to allow for Light Manufacturing and Production, and Retail Sales and Service; located at 3409 and 3415 South Chadbourne Street - (Presentation made by Planning & Development Services Director Jon James)

Summary/History:

The applicant has requested a Planned Development (PD) Rezoning to facilitate the reconstruction of a storage building destroyed by fire in May 2016, and to legalize all of the existing uses on the property which include a manufacturing facility for livestock feed and a restaurant. The applicant owns the property and manufacturing facility, and leases the restaurant. The Tom Green County Appraisal District indicates that the buildings were built in 1945 prior to being annexed into the City. The current Ranch and Estate (R&E) zoning does not allow any expansion or new construction without a rezoning.

On March 19, 1991, a previous restaurant was granted an Expansion of a Non-Conforming Use (NCU91031) by City Council for a new 128-square foot addition which has now been built. No other planning applications were found on record. The applicant has submitted a Site Plan delineating all existing and proposed buildings, as well as current parking layout.

Financial Impact:

N/A

Other Information/Recommendation:

This request was considered by the Planning Commission at their regular meeting on March 19, 2018, where they recommended APPROVAL unanimously.

Attachments:

- | | | |
|----|-----------------|---|
| 1. | Staff Report | PL_PD18-01 report.pdf |
| 2. | Draft Ordinance | 18-458_PL_PD18-01_PALMER_ORD (002).docx |

Presentation:

Jon James

Approvals/Reviews:

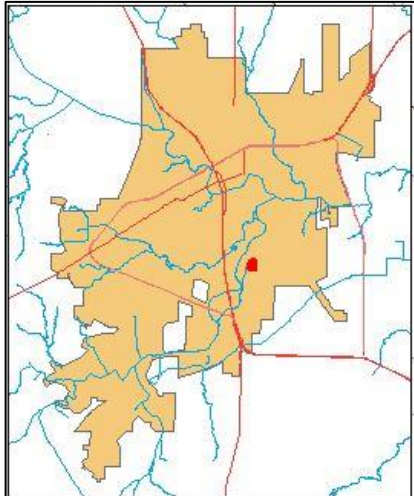
Rebeca Guerra	Created/Initiated
Jon James	Approved
Theresa James	Approved

Anthony Wilson
Jon James
Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Approved
Approved
Approved
Approved
Approved
Final Approval

**CITY COUNCIL – April 17, and May 1, 2018
STAFF REPORT**



APPLICATION TYPE:		CASE:	
Planned Development (Rezoning)		PD18-01: Palmer	
SYNOPSIS:			
The applicant has requested a Planned Development (PD) Rezoning to facilitate the reconstruction of a storage building destroyed by fire in May 2016, and to legalize all of the existing uses on the property which include a manufacturing facility for livestock feed and a restaurant. The applicant owns the property and manufacturing facility and leases the restaurant. The Tom Green County Appraisal District indicates that the buildings were built in 1945 prior to being annexed into the City. The current Ranch and Estate (R&E) zoning does not allow any expansion or new construction without a Rezoning. On March 19, 1991, a previous restaurant was granted an Expansion of a Non-Conforming Use (NCU91031) by City Council for a new 128-square foot addition which has now been built. No other planning applications were found on record. The applicant has submitted a Site Plan delineating all existing and proposed buildings, as well as current parking layout.			
LOCATION:		LEGAL DESCRIPTION:	
3409-3415 South Chadbourne Street; generally located approximately 100 feet west of the intersection of South Chadbourne Street and Jackrabbit Trail		Being 3.29 acres in the W.M. Etzel Survey No. 167, Abstract 157, City of San Angelo, Texas.	
SM DISTRICT / NEIGHBORHOOD:		ZONING:	FLU:
SMD District #1 – Tommy Hiebert Glenmore Neighborhood		Ranch and Estate (R&E)	Commercial
			SIZE:
			3.29 ac.
THOROUGHFARE PLAN:			
South Chadbourne Street – Urban Arterial Street (TXDOT) Required: 80' right-of-way, 64' pavement Provided: 150' right-of-way, 64' pavement Cottontail Lane – Urban Local Street Required: 50' right-of-way, 40' pavement or 36' pavement with a 4-foot sidewalk Provided: 50' right-of-way, 16' pavement (pre-existing street complied with standards at the time).			
NOTIFICATIONS:			
8 notifications mailed within 200-foot radius on March 7, 2018. Zero received in support or opposition.			
STAFF RECOMMENDATION:			
Staff recommends APPROVAL of the proposed Rezoning from the Ranch and Estate (R&E) Zoning District to the Planned Development (PD) Zoning District to allow for Light Manufacturing and Production and Retail Sales and Service on the subject property, subject to seven conditions of approval.			
PROPERTY OWNER/PETITIONER:			
<i>Property Owner(s):</i> Blaine and Vance Palmer <i>Applicant(s):</i> Winn Palmer			
STAFF CONTACT:			
Jeff Fisher, AICP Senior Planner (325) 657-4210, Extension 1550 jeff.fisher@cosatx.us			

Rezoning: Section 212(G) of the Zoning Ordinance requires that the Planning Commission and City Council consider, at minimum, seven (7) factors in determining the appropriateness of any Rezoning request:

1. **Compatible with Plans and Policies. *Whether the proposed amendment is compatible with the Comprehensive Plan and any other land use policies adopted by the Planning Commission or City Council.*** The Planning Division believes that the proposed rezoning is compatible with the City's Comprehensive Plan which designates the subject properties "Commercial." Commercial properties include "single-use centers consisting of large retail and office clusters that seek visibility and convenient access offered by frontage on the major street network." The property has direct and abutting access onto South Chadbourne Street, a major arterial street owned and maintained by the Texas Department of Transportation (TXDOT) which can accommodate large traffic volumes and transport vehicles. The property is surrounded by a half-mile expanse of commercially-designated properties in the City's Comprehensive Plan and a combination of light industrial, commercial, and office uses along this stretch of South Chadbourne Street. These uses include Texas State Wildlife offices to the north, West Texas Fuels Inc. to the east, and Dreamscapes landscaping and retail store to the south. The property is also surrounded by Light Manufacturing (ML) zoning on three sides. Therefore, the Planning Division believes that a rezoning to allow the existing feed supply facility and restaurant use on the property is not only compatible with the commercial designation – it is also appropriate given that similar uses already exist in the surrounding area. Further, the manufacturing use has existed since the 1940s according to the Tom Green Appraisal District, and the Staff Report for the associated expansion of a non-conforming use NCU91031, indicates that the current livestock feed facility (Palmer Feed) and restaurant (Mendez Café) have existed since at least the mid-1960s.
2. **Consistent with Zoning Ordinance. *Whether and the extent to which the proposed amendment would conflict with any portion of this Zoning Ordinance.*** The Planning Division believes that the Light Manufacturing (ML) development standards should be applied to the proposed PD Zoning given that this use has existed since the 1940s and that all of these standards would also recognize any retail uses on the property. The ML standards also allow Type C, unlimited outdoor storage requirements to apply to the property given it includes a light manufacturing use. The property is 3.29 acres and well exceeds the minimum lot area of 6,000 square feet, minimum lot width of 50 feet and minimum lot depth of 80 feet. As per the Site Plan provided, all of the current buildings are setback more than 25 feet from the front property line facing South Chadbourne Street as required, and more than 10 feet abutting the west property line abutting a residential district as required. The storage building destroyed by fire was approximately 15 feet from the southwest property line which the Zoning Ordinance considers a front yard because it abuts a street, Cottontail Lane. The Planning Division recommends a 10-foot setback from this setback given that this portion of the property acts as a rear yard and does not have any driveway access. This reduced setback will allow the original storage building destroyed by fire to be rebuilt in the same location without having to seek a variance.

Parking: Any new buildings, or change of occupancy of existing buildings, shall require parking in accordance with Section 511.B of the Zoning Ordinance for each use. The current buildings have adequate parking on the paved portion of the property facing South Chadbourne Street for their current occupancies. The feed supply business portion of the property has adequate paved

parking for at least 15 vehicles and the restaurant portion adequate paved parking for at least 20 vehicles. Section 511.B of the Zoning Ordinance requires one parking space for every 300 square feet for office uses; one space for every 4 employees for warehousing; and one space for every 4 seats for restaurants. The office area within the main feed supply building is approximately 1,600 square feet and would require 5 parking spaces, and there are currently 5 employees which would require 1 additional parking space for a total of 6 spaces for the feed supply business in compliance. There are 58 seats in the restaurant which would require 15 parking spaces, which would also be in compliance. One new van accessible, disabled parking spaces shall be installed as required by the International Building Code (IBC) for the existing uses. This space shall be fully paved with striping and signage, and connect or be located on the existing paved connection.

Screening: The Planned Development (PD) Zoning District allows the creation of site-specific standards, including screening from adjacent land uses. The Planning Division conducted a site visit on February 26, 2018, and determined that the existing trees along the southwest property line facing Cottontail Lane provide screening from the residential property to the south of this street. However, there are two minor gaps along this “green fence”, one at the southeast corner of the site, and the second in front of where the previous storage building had been destroyed by fire (see attached photos). Therefore, as a Condition of Approval, the Planning Division shall require that the applicant install trees within these gaps to provide a continuous and complete buffer from the residential property to the south. Alternatively, the applicant may install a minimum 6-foot high solid screen privacy fence along this south property line. As an additional condition of approval, the Planning Division shall require additional landscaping on the property, given its prominence along South Chadbourne Street, along the northwest portion of the property and flanking the main metal feed office building and restaurant building.

3. **Compatible with Surrounding Area.** *Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land and is the appropriate zoning district for the land.* The existing feed supply and restaurant uses are compatible with the surrounding commercial and light industrial uses in the area along South Chadbourne Street. No proposed changes are intended at this time, and allowing a Planned Development (PD) zoning for light manufacturing and retail sales and service will legalize the existing uses which have existed since at least the 1960s.
4. **Changed Conditions.** *Whether and the extent to which there are changed conditions that require an amendment.* As indicated, the current land uses have existed since the 1960s and the Ranch and Estate (R&E) zoning is not reflective of these uses. Given that there are similar non-residential uses on all three sides of the intersection of Jackrabbit Trail and South Chadbourne Street, and similar commercial and industrial along the South Chadbourne Street corridor in this area, the Planning Division believes a Rezoning for the existing feed facility and restaurant is most appropriate. The new zoning will also allow both uses to expand in future without having to continue to apply for Expansion of Non-Conforming Use requests, which only pertain to the proposed floor areas at that time, and not for unknown expansions beyond the initial application.

5. **Effect on Natural Environment.** *Whether and the extent to which the proposed amendment would result in significant adverse impacts on the natural environment, including but not limited to water and air quality, noise, storm water management, wildlife, vegetation, wetlands and the practical functioning of the natural environment.* The Planning Division does not anticipate any adverse effects on the natural environment. All current uses operate from within existing buildings and the subject property and parking areas are already constructed. Given that the site exceeds three acres, any additional parking areas for disabled parking should not increase stormwater runoff to a degree that would have any detrimental environmental effects. Regardless, any new construction require a building permit and a review of grading, drainage, and stormwater runoff to further ensure there are no negative environmental impacts.
6. **Community Need.** *Whether and the extent to which the proposed amendment addresses a demonstrated community need.* The Planning Division believes that there is a demonstrated community need for the existing uses which have existed since at least the 1960s. Palmer Feed grain commodities to local farmers and livestock feeds are sold and distributed to local retailers in San Angelo. Mendez restaurant serves the local community as well, including nearby businesses and is open for breakfast, lunch, and dinner.
7. **Development Patterns.** *Whether and the extent to which the proposed amendment would result in a logical and orderly pattern of urban development in the community.* As indicated, the subject property has direct and abutting access onto South Chadbourne Street, a major arterial street that can accommodate large traffic volumes. The property is intended to remain in its current configuration and will not be required to be platted unless new buildings exceed 50% of the current total floor area as per Chapter 1 of the Subdivision Ordinance.

Planning Commission Recommendation:

On March 19, 2018, the Planning Commission recommended **APPROVAL** of a Rezoning from the Ranch and Estate (R&E) Zoning District to the Planned Development (PD) Zoning District to allow for Light Manufacturing and Production and Retail Sales and Service on the subject property. The following is the complete excerpt of the draft minutes from the March 19, 2018, meeting for this case:

Jeff Fisher, Senior Planner, presented the case. He explained that the applicant required the rezoning in order to reconstruct a manufacturing storage building destroyed by fire and to legalize the existing feed manufacturing facility and restaurant on the property. Mr. Fisher indicated that from his research, the buildings appeared to have been built in the 1940s, prior to the current Ranch and Estate (R&E) zoning which did not allow the uses by right. He indicated that the PD Zoning District, if approved, would allow the manufacturing facility and restaurant to continue, as well as the inclusion of other retail uses on the property in future. Mr. Fisher outlined Staff's rationale for approval which included that the uses were compatible with the Future Land Use designation of "Commercial," that the development would comply with all zoning standards; and that the uses were compatible with the surrounding area which already contained commercial and light industrial uses along South Chadbourne Street. He displayed the applicant's site concept plan and explained that to mitigate any impact on the residentially zoned properties to the south, conditions of approval would include additional landscape screening and a 10-foot setback from the south property line.

Chairperson Stribling opened the meeting for public comment.

There was no public comment.

Vice Chairperson Spano made a Motion to recommend APPROVAL of a Rezoning from the Ranch and Estate (R&E) Zoning District to the Planned Development (PD) Zoning District to allow for Light Manufacturing and Production and Retail Sales and Service on the subject property, with the seven conditions of approval as presented by staff. Commissioner Jackson seconded the Motion. The Motion passed unanimously, 5-0.

Recommendation:

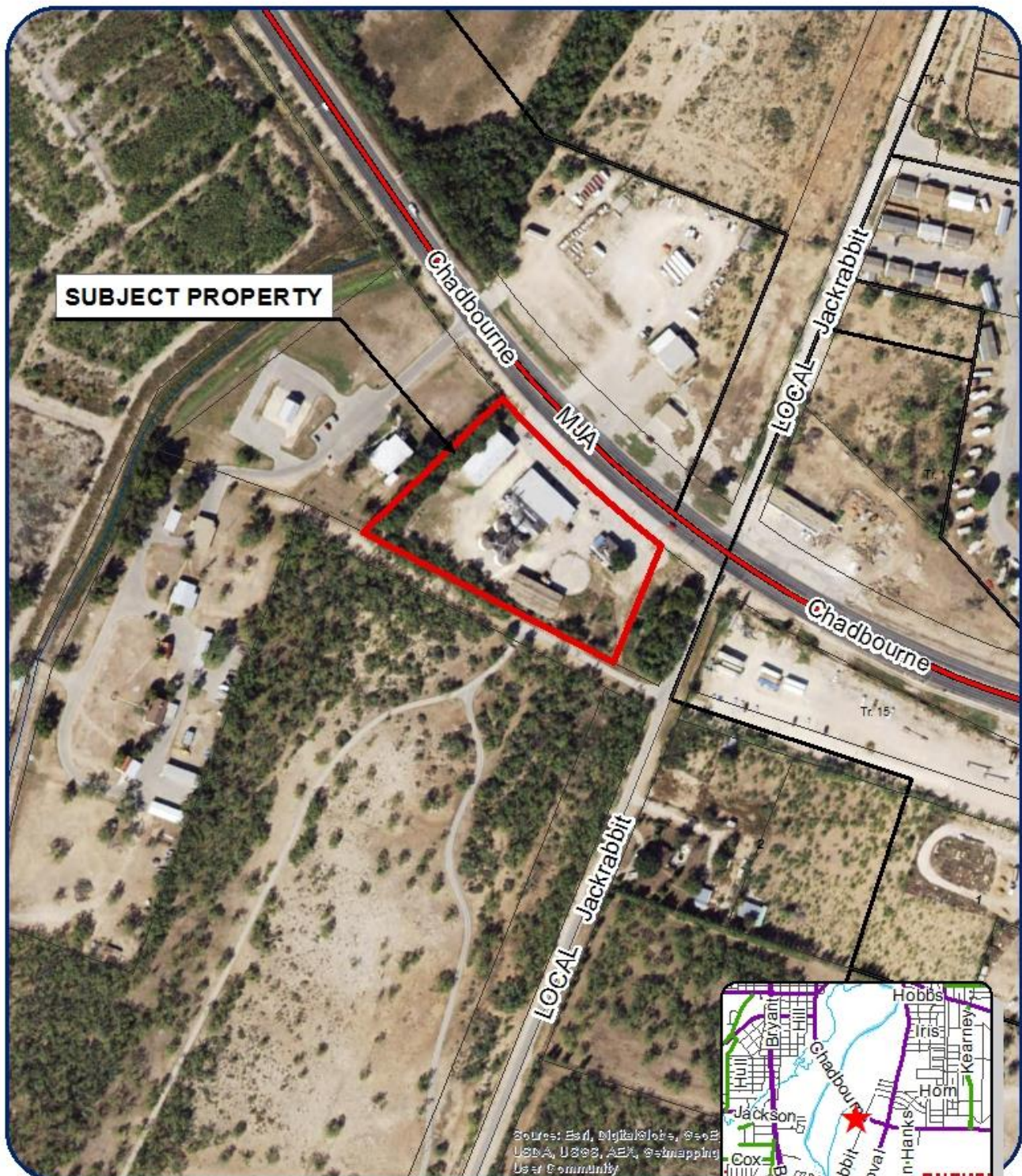
Staff's recommendation is for City Council to recommend **APPROVAL** of the proposed Rezoning from the Ranch and Estate (R&E) Zoning District to the Planned Development (PD) Zoning District to allow for Light Manufacturing and Production and Retail Sales and Service on the subject property, **subject to the following seven conditions of approval:**

1. Except as otherwise specified or limited below, the use and development of the subject property shall generally conform to the Light Manufacturing (ML) Zoning District standards, unless specified as otherwise.
2. The applicant shall submit a Revised Site Plan to the Director of Planning for approval, delineating one new van accessible, disabled parking space to be installed as required by the International Building Code (IBC) for the existing uses. This space shall be fully paved with striping and signage, and connect or be located on the existing paved connection. Overall site use shall be in accordance with this Site Plan. Major changes to the usage of this property shall be approved through an amendment to this Planned Development District with approval from the Planning Commission and City Council. Minor deviations may be approved by the Planning Director, provided no changes to the Zoning Ordinance are required.
3. The applicant shall submit a Landscape Plan for review and approval by the Planning Director that completes gaps in existing landscape screening adjacent to the southwest property line facing Cottontail Lane and a residential zoning district, with drought-resistant shade trees, landscape berm, or other natural vegetation, a minimum of 6-feet in height at time of planting. As part of the Landscape Plan, the applicant shall also install a combination of trees and/or landscaping along the northwest portion of the property facing South Chadbourne Street, and flanking the main metal feed office building and restaurant building. All trees and landscaping screening shall be planted within six months of approval of this rezoning and shall be maintained in perpetuity. As an alternative to landscape screening along the southwest property line, the applicant may install a minimum 6-foot high solid screen wood, masonry or metal privacy fence along the full length of this property line.
4. Any new buildings, or change of occupancy of existing buildings, shall require parking in accordance with Section 511.B of the Zoning Ordinance for each use.
5. Hours of operation shall be limited between 7:00 a.m. and 10:00 p.m.
6. Any new site lighting on the south portion of the property facing a residential zoning district shall be shielded, downward emitting and configured in such a manner as to satisfactorily minimize or eliminate light trespass onto these lands. Any illuminated signage facing the south property line shall be turned off between the hours of 10:00pm and 7:00am the following day.

7. Prior to any future development and/or building permits being issued on the property, the applicant shall submit a final site plan to the Planning Director for review and approval.

Attachments:

Aerial Map
Future Land Use Map
Zoning Map
Photographs
Site Plan
Resident Letter
Applicant's Response to Zoning Criteria
Application



Planned Development Case File

PD18-01: Palmer

Council District: Tommy Hiebert (SMD#1)

Neighborhood: Glenmore

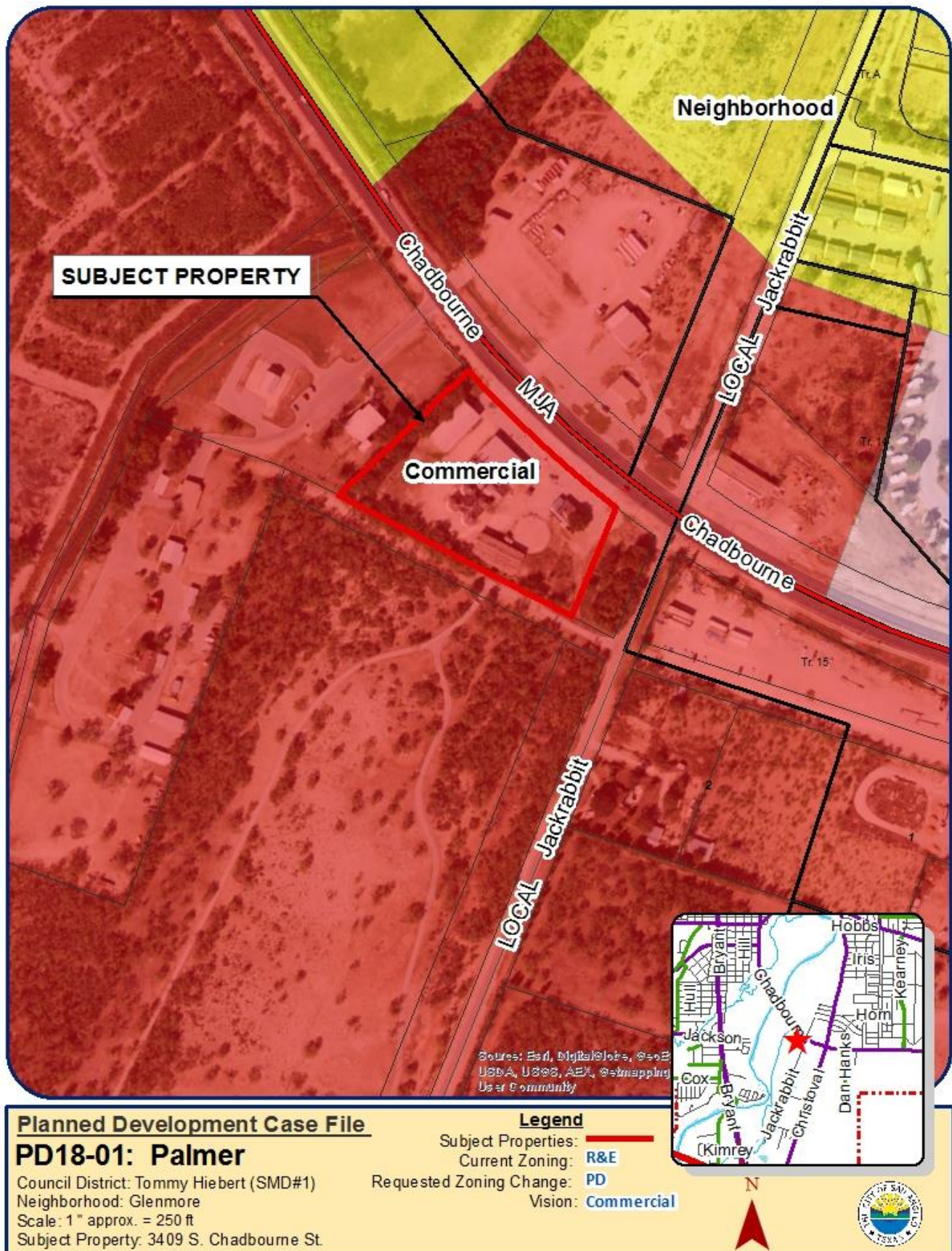
Scale: 1" approx. = 250 ft

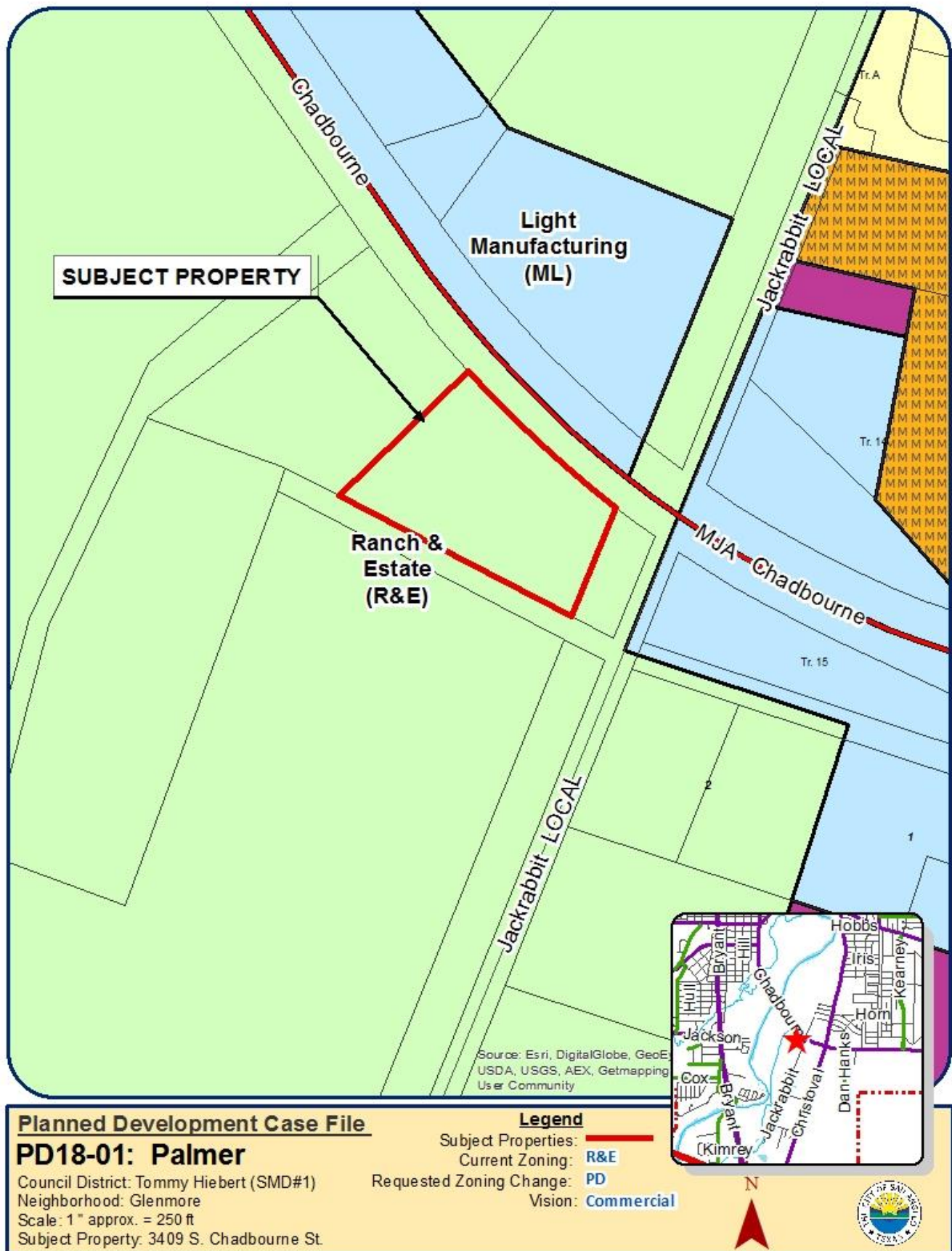
Subject Property: 3409 S. Chadbourne St.

Legend

Subject Properties: —
 Current Zoning: R&E
 Requested Zoning Change: PD
 Vision: Commercial







Photos of Site and Surrounding Area

NORTH



SOUTH



EAST



**NORTHWEST AT SUBJECT PROPERTY
(PALMER FEED)**



**SOUTHWEST AT SUBJECT PROPERTY
(MENDEZ CAFE)**



EXISTING SCALE STATION (PALMER)



Photos of Site and Surrounding Area

MAIN BUILDING (PALMER)



OTHER BUILDINGS (PALMER)



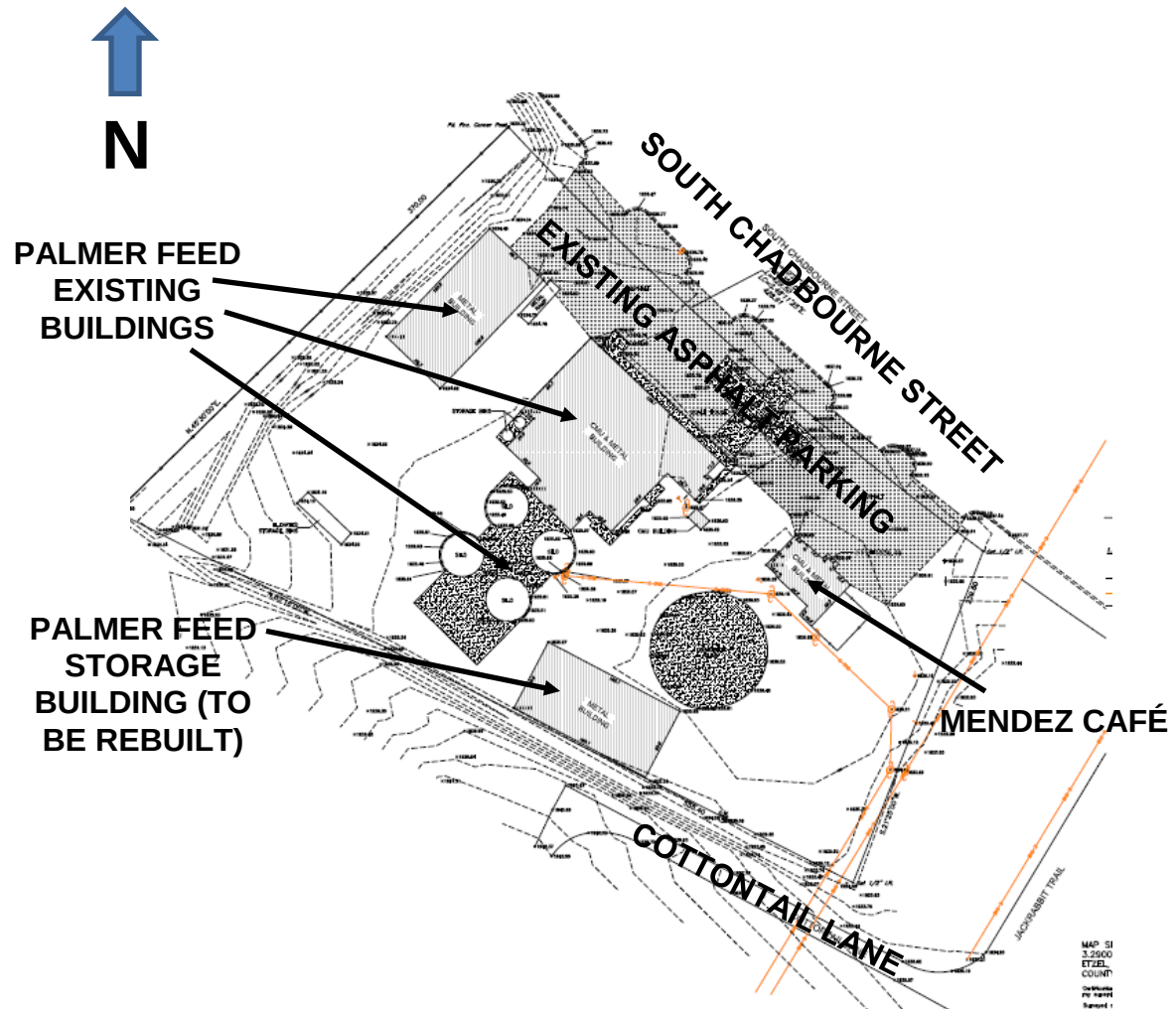
SOUTHWEST CORNER (ADD TREES ALONG PROPERTY LINE)



SOUTH (ADD TREES ALONG PROPERTY LINE)



Site Plan



TO BE FORMALLY ON RECORD IN FAVOR OR AGAINST THIS REQUEST, YOU MAY ALSO FILL OUT THIS FORM, SIGN IT AND MAIL IT BACK TO THE PLANNING DIVISION AT 52 W COLLEGE STREET IN SAN ANGELO, TEXAS 76903.

()

IN FAVOR

()

IN OPPOSITION

REASON(S) _____

no opposition

NAME: *Western Properties*

ADDRESS: _____

SIGNATURE: *[Signature]* *Margie Penton*

PD18-01: Palmer

property owner number: *2*

If you have any questions about these proceedings, please call Mr. Jeff Fisher, Senior Planner, with the City of San Angelo's Planning Division at telephone number 325-657-4210. The Planning Division staff may also be reached by email at jeff.fisher@cosatx.us.

Sec. 212. Amendments to Text or Official Zoning Map

G. Amendment Criteria. The wisdom of amending the text of this Zoning Ordinance or the Official Zoning Map is a matter committed to the sound legislative discretion of the City Council and is not controlled by any one factor. In determining whether to adopt, adopt with modifications or deny the proposed amendment, the City Council shall at a minimum consider the following factors.

1. Compatible with Plans and Policies. Whether the proposed amendment is compatible with the Comprehensive Plan and any other land use policies adopted by the Planning Commission or City Council.

*existing business since 50's
incorporates an existing restaurant
commercial sales related to mfg.*

2. Consistent with Zoning Ordinance. Whether and the extent to which the proposed amendment would conflict with any portion of this Zoning Ordinance.

*all uses pre existing
previous bldg destroyed by fire
to be rebuilt in same location
parking space is adequate*

3. Compatible with Surrounding Area. Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land and is the appropriate zoning district for the land.

*existing industrial ^{building} ~~uses~~ on all
sides of the property i.e. West Texas
Gas etc.*

4. Changed Conditions. Whether and the extent to which there are changed conditions that require an amendment.

*existing zone change necessary
to best reflect current usage and
to allow replacement of Bldg.*

5. Effect on Natural Environment. Whether and the extent to which the proposed amendment would result in significant adverse impacts on the natural environment, including but not limited to water and air quality, noise, stormwater management, wildlife, vegetation, wetlands and the practical functioning of the natural environment

*our businesses are
environmentally friendly -
no changes to what exists
already*

6. Community Need. Whether and the extent to which the proposed amendment addresses a demonstrated community need.

*- jobs - community
- improvement of the site*

7. Development Patterns. Whether and the extent to which the proposed amendment would result in a logical and orderly pattern of urban development in the community.

existing tract of record and
existing business w/ frontage
on St. Chadbourne to allow access
to the site.



City of San Angelo, Texas – Planning Division
52 West College Avenue

Application for Approval of a Zone Change



Section 1: Basic Information

Name of Applicant(s): Winn Palmer for Palmer, Palmer, Palmer

☐ Owner ☒ Representative (Notarized Affidavit Required)

Mailing Address: 316 Martin Luther King Blvd San Angelo Tx 76903

Contact Phone Number: 325/227-2928 Contact E-mail Address: winn@palmerfeed.com

Subject Property Address: 3409 (411-3415) S. Chadbourne Street San Angelo Tx 76904

Acres: 3.290, Abet: A-D157 S-D167, Survey: WM ETZEL, 3.2900 Acres (3409-3411-3413)

Legal Description (can be found on property tax statement or at www.tamqmcad.com)

Existing Zoning: R-E Ranch & Estate Proposed Zoning: PP Light Manufacturing, retail sales & service 3.29 Acres

(Zoning Map available on [City Maps](#))

Section 2: Site Specific Details

Existing Use of Property: light manufacturing since the 1950's

*Proposed Use of Property: PP light manufacturing & retail sales & service

*Use separate attachment if necessary

Section 3: Applicant(s) Acknowledgement

(By checking the boxes you indicate that you understand below rules and regulations for the Planning Commissions case.)

- ☒ An application for a zone change on a property may only be made by the owner of that property, an authorized representative of the property owner, the Planning Director, the Planning Commission or City Council. An authorized representative shall present a notarized affidavit from the property owner;
- ☒ No application will be processed if a zoning violation exists on the property, unless such processing is authorized by City Council. Use of the subject property for any new activity (not allowed by present zoning) cannot occur before City Council's approval of the requested zone change. Any such unauthorized use of the subject property is subject to prosecution in Municipal Court.
- ☒ If approved, a zone change is applied to the property, not the property owner.
- ☒ The Planning Commission makes recommendations to City Council. If the Planning Commission recommends approval of a zone change request, the case must still go before City Council for final action.
- ☒ If a zone change request is granted by City Council, permits for building construction and/or utility connection may be obtained from the City's Permits and Inspections Department.
- ☒ Certain minimum building setbacks from some or all property lines must be maintained, and room for a minimum number of off-street parking spaces must be reserved on a subject property, based on that property's zoning classification and the nature of its proposed use. A privacy fence may also be required between more restrictive and less restrictive zoning districts. These requirements are outlined in San Angelo's Zoning Ordinance. It is to the applicant's benefit to make sure that any proposed development will fit onto the subject property, in compliance with these and other applicable requirements of the City's Code of Ordinances.
- ☒ One or more notice sign(s) will be placed on the subject property by the Planning Department. However, it is the applicant's responsibility to ensure that the notice sign(s) has/have been posted at least ten (10) days prior to the Planning Commission meeting. If notice sign(s) is/are not posted accordingly, City Council may delay a request. The Planning Department will also notify, in writing, owners of property within 200-feet of the subject property of the zone change request.
- ☒ If the Planning Commission recommends denial of a request, the applicant will have ten (10) days to appeal this decision, in writing, to the City Council. If an appeal is made within three (3) days from the Planning Commission meeting, no re-notification fee will be required. Otherwise, there will be a nonrefundable \$35 fee to re-notify owners of nearby property of City Council's public hearing date. If Planning Commission's recommendation of denial is not appealed, it will be the final action on a request.

Effective January 3, 2017

Section 3 continued : Applicant(s) Acknowledgement

☒ The applicant or an authorized representative should attend public hearing(s) pertaining to his/her request, prepared to present his/her case and to answer any relevant questions from Planning Commission or City Council members.

I/We the undersigned acknowledge that the information provided above is true and correct.

<u>Vance W. Palmer</u> Owner Name (Print)	<u>[Signature]</u> Signature	<u>Palmer, Palmer, Palmer</u> Company/Organization (if Applicable)	<u>2/15/18</u> Date
<u>WINN PALMER</u> Representative Name (Print)	<u>[Signature]</u> Signature	<u>PALMER, PALMER, PALMER</u> Company/Organization	<u>2-15-18</u> Date

FOR OFFICE USE ONLY:

☒ Verified Complete ☐ Verified Incomplete

Date of Application: 2, 15, 2018

Case No.: PD 18-01

Fully-dimensional site plan: ☒

Nonrefundable fee: \$ 637.50

Receipt #: 284623 Date paid: 2, 15, 2018

Sign Deposit \$37.50

Receipt #: _____ Date paid: _____

Affidavit attached? ☒ Yes ☐ No ☐ N/A Applicant's signature on information sheet? ☒ Yes ☐ No

Previous Zone Change Inquiry? ☐ Yes ☐ No If yes, ZCI case no.: _____

River Corridor Commission? ☐ Yes ☐ No If yes, RCC meeting date: _____

Planning Commission hearing date: 3, 19, 2018 Date notifications due: _____

City Council hearing date: 4/19/2018 and 5/1/2018 Packets due date: _____

Publication date: _____

Reviewed/Accepted by: J. Fisher Date: 2, 15, 2018

AN ORDINANCE AMENDING CHAPTER 12, EXHIBIT "A" OF THE CODE OF ORDINANCES, CITY OF SAN ANGELO, TEXAS, WHICH ADOPTS ZONING REGULATIONS, USE DISTRICTS AND A ZONING MAP, IN ACCORDANCE WITH A COMPREHENSIVE PLAN, BY CHANGING THE ZONING AND CLASSIFICATION OF THE FOLLOWING PROPERTY: **3409-3415 South Chadbourne Street; generally located approximately 100 feet west of the intersection of South Chadbourne Street and Jackrabbit Trail; being 3.29 acres**, FROM THE RANCH AND ESTATE (R&E) ZONING DISTRICT TO THE PLANNED DEVELOPMENT (PD) ZONING DISTRICT TO ALLOW FOR LIGHT MANUFACTURING AND PRODUCTION AND RETAIL SALES AND SERVICE; AND PROVIDING FOR SEVERABILITY

RE: PD18-01: PALMER

WHEREAS, the Planning Commission for the City of San Angelo in compliance with the City Charter, City ordinance and state law, and after holding a public hearing thereon, caused to be prepared and delivered a report and recommendation to City Council to approve with conditions the proposed PD District; and,

WHEREAS, on the 1st day of May, 2018, City Council held a public hearing on PD18-01, pursuant to published notice, and has considered the application, comments, reports and recommendations of the Planning Commission and staff, public testimony, and other relevant support materials;

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF SAN ANGELO:

SECTION 1: The basic Zoning Ordinance for the City of San Angelo, as enacted by the governing body for the City of San Angelo effective January 4, 2000, and included within Exhibit "A" of Chapter 12 of the Code of Ordinances of the City of San Angelo, and zoning map be and the same are hereby amended to designate the following described property permanently zoned Planned Development (PD) District for Light Manufacturing and Production and Retail Sales and Service;

3409-3415 South Chadbourne Street; generally located approximately 100 feet west of the intersection of South Chadbourne Street and Jackrabbit Trail; being 3.29 acres in the W.M. Etzel Survey No. 167, Abstract 157, City of San Angelo, Texas; zoned Ranch and Estate (R&E) Zoning District, shall henceforth be permanently zoned as follows: Planned Development (PD18-01) Zoning District to allow for Light Manufacturing and Production and Retail Sales and Service.

SECTION 2: The Director of the Planning & Development Department, or his/her designee, is hereby directed to correct zoning district maps in the office of the Planning & Development Department, to implement the zoning provision adopted herein, as further depicted on **Exhibit A** of this Ordinance (PD Boundary Map).

SECTION 3: In all other respects, the use of the hereinabove described property shall be subject to all applicable regulations contained in Chapter 12 of the Code of Ordinances for the City of San Angelo, as amended.

SECTION 4: The remaining provisions of Chapter 12 of the Code of Ordinances of the City of San Angelo, Texas, not amended under Sections 1 and 2 of this Ordinance shall remain in full force and effect.

SECTION 5: The terms and provisions of this Ordinance shall be deemed to be severable in that, if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

SECTION 6: This Ordinance shall be effective on, from and after the date of adoption.

SECTION 7: Except as otherwise specified or limited below, the use and development of the subject property shall generally conform to the **Light Manufacturing (ML)** Zoning District standards, unless specified as otherwise.

SECTION 8: The applicant shall submit a Revised Site Plan to the Director of Planning for approval, delineating one new van accessible, disabled parking space to be installed as required by the International Building Code (IBC) for the existing uses. This space shall be fully paved with striping and signage, and connect or be located on the existing paved connection. Overall site use shall be in accordance with the **Site Plan** shown in **Exhibit B** of this Ordinance. Major changes to the usage of this property shall be approved through an amendment to this Planned Development District with approval from the Planning Commission and City Council. Minor deviations may be approved by the Planning Director, provided no changes to the Zoning Ordinance are required.

SECTION 9: The applicant shall submit a Landscape Plan for review and approval by the Planning Director that completes gaps in existing landscape screening adjacent to the southwest property line facing Cottontail Lane and a residential zoning district, with drought-resistant shade trees, landscape berm, or other natural vegetation, a minimum of 6-feet in height at time of planting. As part of the Landscape Plan, the applicant shall also install a combination of trees and/or landscaping along the northwest portion of the property facing South Chadbourne Street, and flanking the main metal feed office building and restaurant building. All trees and landscaping screening shall be planted within six months of approval of this rezoning and shall be maintained in perpetuity. As an alternative to landscape screening along the southwest property line, the applicant may install a minimum 6-foot high solid screen wood, masonry or metal privacy fence along the full length of this property line.

SECTION 10: Any new buildings, or change of occupancy of existing buildings, shall require parking in accordance with Section 511.B of the Zoning Ordinance for each use.

SECTION 11: Hours of operation shall be limited between 7:00 a.m. and 10:00 p.m.

SECTION 12: Any new site lighting on the south portion of the property facing a residential zoning district shall be shielded, downward emitting and configured in such a manner as to satisfactorily minimize or eliminate light trespass onto these lands. Any illuminated signage facing the south property line shall be turned off between the hours of 10:00pm and 7:00am the following day.

SECTION 13: Prior to any future development and/or building permits being issued on the property, the applicant shall submit a final site plan to the Planning Director for review and approval.

INTRODUCED on the **17th day of April, 2018**, and finally PASSED, APPROVED AND ADOPTED on this the **1st day of May, 2018**.

THE CITY OF SAN ANGELO

Brenda Gunter, Mayor

ATTEST:

APPROVED AS TO FORM:

Bryan Kendrick, City Clerk

Theresa James, City Attorney

EXHIBIT "A"

PD Boundary Map

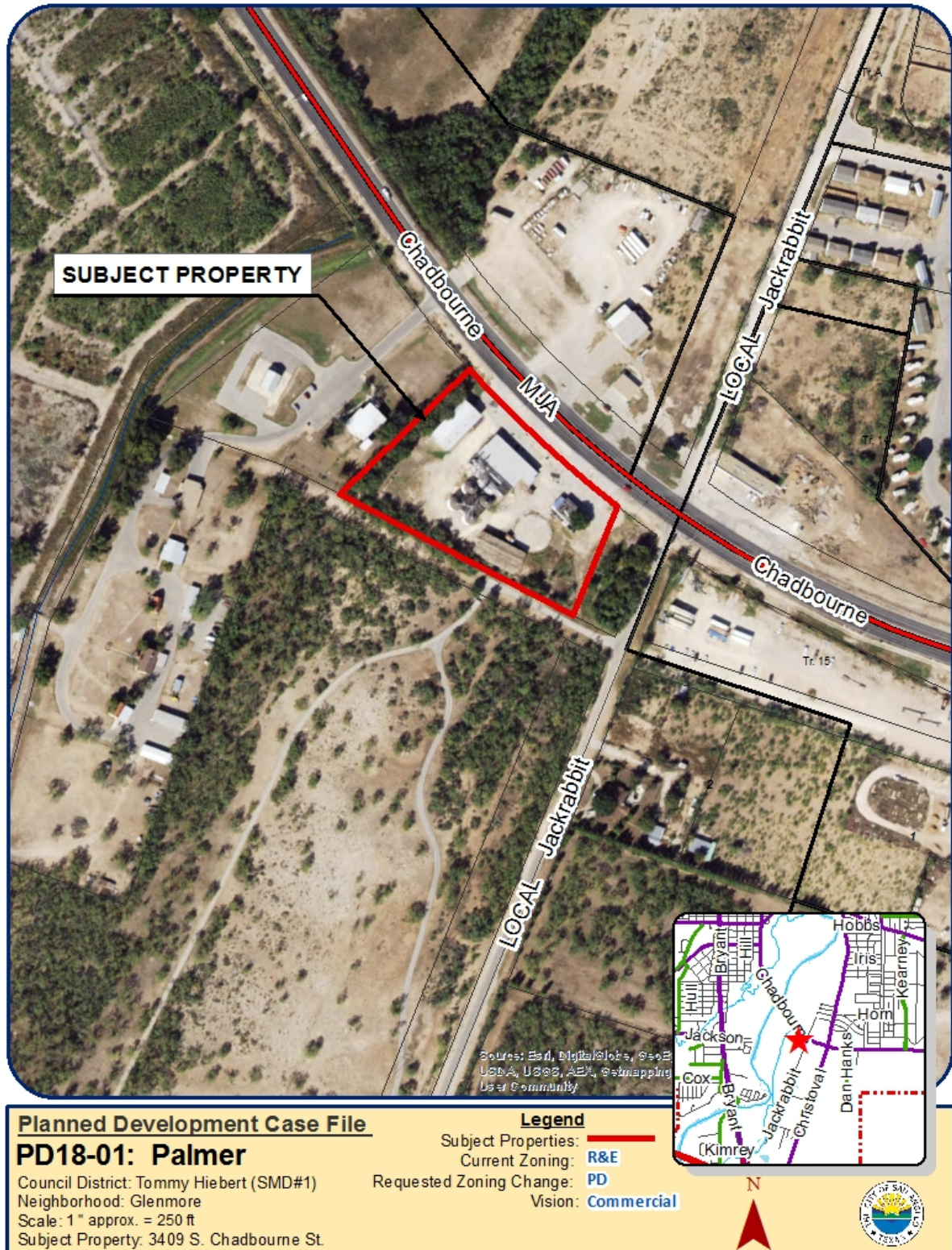
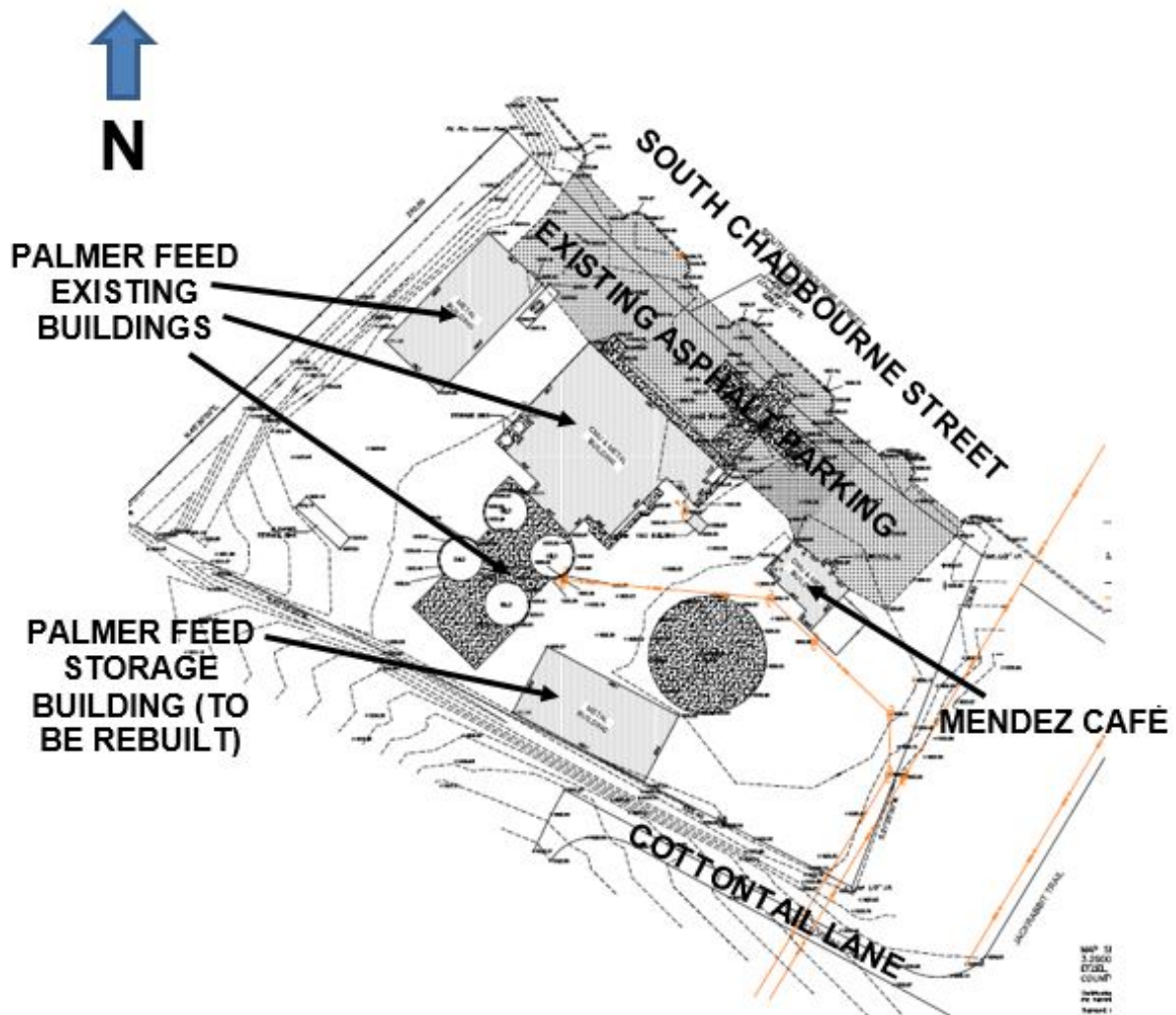


EXHIBIT "B"

Site Plan



REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Rebeca Guerra, Planning Manager, Planning and Development Services, 325-657-4210

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Public hearing and first reading of an ordinance approving an amendment to Case SU17-01, modifying condition of approval #4 and eliminating condition of approval #5, for an approved Special Use which allows an Automotive and Light Truck Dealership in the Neighborhood Commercial (CN) Zoning District, located at 508 West 17th Street - (Presentation made by Planning & Development Services Director Jon James)

Summary/History:

SU17-01 was heard at Planning Commission on March 20, 2017, and approved at City Council on May 02, 2017. This was a Special Use to allow an Auto and Light Truck Dealership in a CN Zoning District. The subject property was zoned RS-1 at that time, and also went through a rezoning from RS-1 to CN as part of this Special Use Process. The approval was granted, subject to 14 conditions of approval.

The applicant is proposing to amend two of those 14 conditions. Condition #4 and Condition #5. Condition #4 deals with landscaping requirements and the applicant is requesting to remove the tree requirement and replace it with shrubbery. Condition #5 limits access to the property, requiring that access be off of North Bryant Boulevard. TxDOT has denied the applicant a driveway approach off of North Bryant, so Condition #5 will be eliminated in its entirety, thus allowing a driveway access from West 17th Street.

Financial Impact:

N/A

Other Information/Recommendation:

This request was considered by the Planning Commission at their regular meeting on March 19, 2018, where they recommended APPROVAL unanimously.

Attachments:

- | | | |
|----|-----------------|--|
| 1. | Staff Report | SU17-01 (Amendment) Staff Report_CityCouncil.pdf |
| 2. | Draft Ordinance | SU17-01 (Amendment) Ordinance_FINAL.docx |

Presentation:

Jon James

Approvals/Reviews:

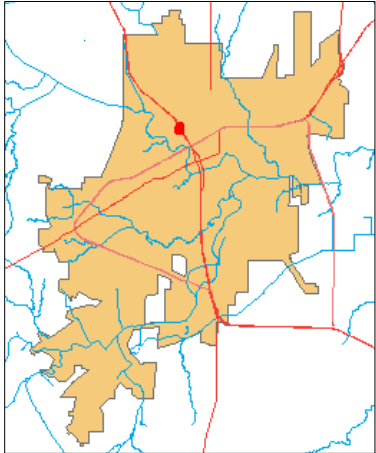
Rebeca Guerra	Created/Initiated
Jon James	Approved
Theresa James	Approved
Anthony Wilson	Approved

Jon James
Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Approved
Approved
Approved
Approved
Final Approval

**CITY COUNCIL – April 17, & May 1, 2018
STAFF REPORT**



APPLICATION TYPE:		CASES:	
Amendment to a Special Use		SU17-01 (Amendment): Hargraves	
SYNOPSIS:			
SU17-01 was heard at Planning Commission on March 20, 2017, and approved at City Council on May 02, 2017. This was a Special Use to allow an Auto and Light Truck Dealership in a CN Zoning District. The subject property was currently zoned RS-1, and also went through a rezoning from RS-1 to CN as part of this Special Use Process. The approval was granted, provided that 14 Conditions of Approval be met. The applicant is proposing to amend two of those 14 conditions; Condition # 4 and Condition # 5. Condition # 4 deals with landscaping requirements and the applicant is requesting to remove the tree requirement and replace it with shrubbery. Condition # 5 limits access to the property, requiring that access be off of North Bryant Boulevard. TxDOT has denied the applicant a driveway approach off of North Bryant, so Condition #5 will be eliminated in its entirety.			
LOCATION:		LEGAL DESCRIPTION:	
508 W. 17th Street; generally located at the N/NW corner of West 17th Street and North Bryant Boulevard (U.S. 87)		Being a total of 0.345 acres out the Mineola Addition, Lots 16 and 17, Block 1.	
SM DISTRICT / NEIGHBORHOOD:		ZONING:	FUTURE LAND USE:
SMD #4 – Lucy Gonzales Blackshear Neighborhood		CN – Neighborhood Center	Transitional
			SIZE:
			0.345 acres
THOROUGHFARE PLAN:			
<u>West 17th Street</u>–Urban Local Street, Required 50’ min. ROW, 36’ min. pavement with sidewalk, 40’ without sidewalk. Actual 80’ ROW, 40’ paving width with sidewalk <u>North Bryant Boulevard</u> –Major Arterial, Required 80’ min. ROW, 64’ min. pavement. Actual 200’ ROW, 100’ paving width without sidewalk			
STAFF RECOMMENDATION:			
Staff recommends APPROVAL of the Amendment to SU17-01 to amend Condition #4 and eliminate Condition #5.			
PROPERTY OWNER/PETITIONER:			
<u>Property Owner:</u> Robby Hargraves <u>Petitioner:</u> Robby Hargraves			
STAFF CONTACT:			
Kristina Heredia Staff Planner (325) 657-4210, Extension 1546 kristina.heredia@cosatx.us			

Rational for Recommendation:

The first Condition of Approval in question, Condition # 4, reads as follows:

A minimum of 2 non-allergenic trees, with a minimum of 3 inches in caliper and 6 feet in height at time of planting, shall be placed along each street frontage. Examples of suitable tree species may include, but are not limited to, Mexican or Texas Redbud, Desert Willow, Shumard Oak, Chinese Pistache or Pinyon Pine. A landscape strip with a minimum width of 10 feet, in conjunction with required street trees, shall also be provided along both street frontages. This landscape strip may include landscaped portions of the street right-of-way. All site landscaping shall be subject to the approval of the Planning and Development Services Director, or designee.

The applicant has requested that the requirement to plant trees be removed from the approval, and replaced with shrubbery. This request is to eliminate concerns over potential tree or bird debris falling on the vehicular inventory. Staff is in support of this amendment as the increase in the amount of shrubbery will offset the removal of the tree requirement and will provide for ample screening of the property from the adjacent residential homes. The new Condition of Approval will read as follows:

A minimum of 9 drought-tolerant shrubs shall be placed along each street frontage. Examples of suitable shrubs species may include, but are not limited to, Texas Sage, Red Yucca, Sotol, or Salvia. A landscape strip with a minimum width of 10 feet, in conjunction with required shrubs, shall also be provided along both street frontages. This landscape strip may include landscaped portions of the street right-of-way. All site landscaping shall be subject to the approval of the Planning and Development Services Director, or designee.

The second Condition of Approval in question, Condition #5, reads as follows:

Off- and on-loading activities are prohibited within the public right-of-way of West 17th Street, North Bryant Boulevard and the abutting service alley to the north of the subject property. Site access from West 17th Street shall be prohibited.

The applicant requested a driveway approach off of North Bryant Boulevard. Due to the short distance between West 17th and West 18th Streets, combined with an alley separating the two streets, TxDOT has denied the driveway approach application. Their rational is that the necessary stopping distance needed for North Bryant is too great for another curb cut in that location. Staff is in support of the applicant's request, and so Condition #5 will be eliminated in its entirety.

Planning Staff Recommendation:

Staff's recommendation is for the Planning Commission to **APPROVE** an Amendment to SU17-01, which amends Condition #4 and eliminates Condition #5 from an approved Special Use to allow Automotive and Light Truck Sales, on the subject property zoned Neighborhood Commercial (CN) Zoning District, subject to the following thirteen Conditions of Approval:

1. All business activities shall be limited to the sale of passenger automobiles, light and medium trucks and motorcycles only. Both lots that comprise the subject property shall be replatted into a single lot, and an approved and recorded plat shall be provided prior to the application for a building permit.
2. All site lighting on the premises, both existing and new, shall be shielded, downward emitting and configured in such a manner as to satisfactorily minimize or eliminate light trespass onto adjacent residential uses or lands and is suitably engineered for night-sky purposes. No new site lighting or building lighting shall be upward emitting. New site lighting shall utilize light emitting diode (LED) illumination.
3. The property owner shall be responsible for the construction of new sidewalk and replacement of any existing, substandard sidewalk abutting the subject property.
4. A minimum of 9 drought-tolerant shrubs shall be placed along each street frontage. Examples of suitable shrubs species may include, but are not limited to, Texas Sage, Red Yucca, Sotol or Salvia. A landscape strip with a minimum width of 10 feet, in conjunction with required shrubs, shall also be provided along both street frontages. This landscape strip may include landscaped portions of the street right-of-way. All site landscaping shall be subject to the approval of the Planning and Development Services Director, or designee.
5. No vehicular inventory shall utilize a required parking space. All parking, circulation and vehicle display areas on the premises shall be paved in accordance with minimum City standards. The property owner shall ensure that any business-related parking does not intrude upon, or inconvenience nearby residents.
6. No vehicle repair, maintenance or vehicle body repair shall be permitted on the premises. No salvage or junk vehicles shall be maintained on the premises, nor shall any debris, vehicle parts, tires, lubricants or other toxic and caustic materials be stored on the premises.
7. All incidental outdoor storage shall be allowed adjacent to a principal building wall and extending to a distance no greater than 5 feet from the wall. Incidental outdoor storage shall not be permitted to block windows, entrances or exits, and shall not impair the ability of pedestrians to use the building.
8. No portable signage shall be allowed on the premises. All illuminated signage on the premises shall be turned off between the hours of 10:00 PM and 7:00 AM the following day.
9. No loud speakers, paging systems or other auditory devices, with the exception of security alarms, shall be permitted on the premises.
10. No intermodal storage containers, boxcars, recreational vehicles or mobile homes shall be placed on the premises.

11. Solid screening or a suitable vegetative alternative shall be utilized along the west and north property lines for matters of residential adjacency. Chain-link fencing with vinyl slats may not be used for screening purposes.
12. All fencing along West 17th Street and North Bryant Boulevard shall consist of any of the following: (a) low-post, split-rail metal fencing, painted in either earth-tone or black; (b) green or black vinyl-clad, chain-link fencing (4-ft maximum height); (c) decorative wrought-iron fencing (4-ft maximum height); or (d) reinforced bollards, painted in either earth-tone or black, concrete or decorative metal. No barbed or concertina (razor) wire fencing shall be permitted.
13. If the approved Special Use is inactive or discontinued for a period exceeding 360 consecutive days, or if the approved Special Use does not become active within a period of six months following the date of City Council approval, then the Special Use shall be declared null and void.

Notifications:

Fourteen notifications were sent out to property owners with 200 feet on March 02, 2018. Staff has received zero responses in favor and zero responses in opposition.

Planning Commission Recommendation:

On March 18, 2018, the Planning Commission recommended **APPROVAL** of an amendment to Condition #4 and the removal of Condition #5 for SU17-01.

The following is the complete excerpt of the minutes from the March 18, 2018, meeting for this case:

Public hearing and consideration of a request to amend Condition of Approval #4 and eliminate Condition of Approval #5 for an approved Special Use which allows an Automotive and Light Truck Dealership in the Neighborhood Commercial (CN) Zoning District; being 0.345 acres located at 508 West 17th Street.

Kristina Heredia, Planner, presented the proposed Special Use Amendment to amend condition #4 to require planting of shrubs instead of trees and to remove condition #5 that prohibited on or off street loading on West 17th Street, North Bryant Boulevard, or the alley. Ms. Heredia outlined Staff's recommendation for approval which included that trees may cause debris damage and that the Texas Department of Transportation (TXDOT) denied access off of North Bryant Boulevard, requiring the need to have access off of West 17th Street.

Jon James, Director of Planning and Development Services explained to the Commissioners that the purpose of the amendment was to impose conditions that would protect surrounding residential uses from the car lot.

Chairperson Stribling opened the meeting for public comment. There was no public comment.

Commissioner Jackson made a Motion to recommend APPROVAL of the request to amend Condition of Approval #4 and eliminate Condition of Approval #5 for an approved Special Use which allows an Automotive and Light Truck Dealership in the Neighborhood Commercial (CN) Zoning District on the property. Commissioner Brooks III seconded the Motion. The Motion passed unanimously, 5-0.

Attachments:

Aerial Map
Zoning Map
Future Land Use Map
Notification Map
Site Photographs



Aerial Map

SU17-01: Hargraves (Amendment)

Council District: District 4 (Gonzales)

Neighborhood: Blackshear

Scale: 1 Inch :: 100 Feet

Legal Description: Lots 16 and 17, Blk 1, Minneola Add'n

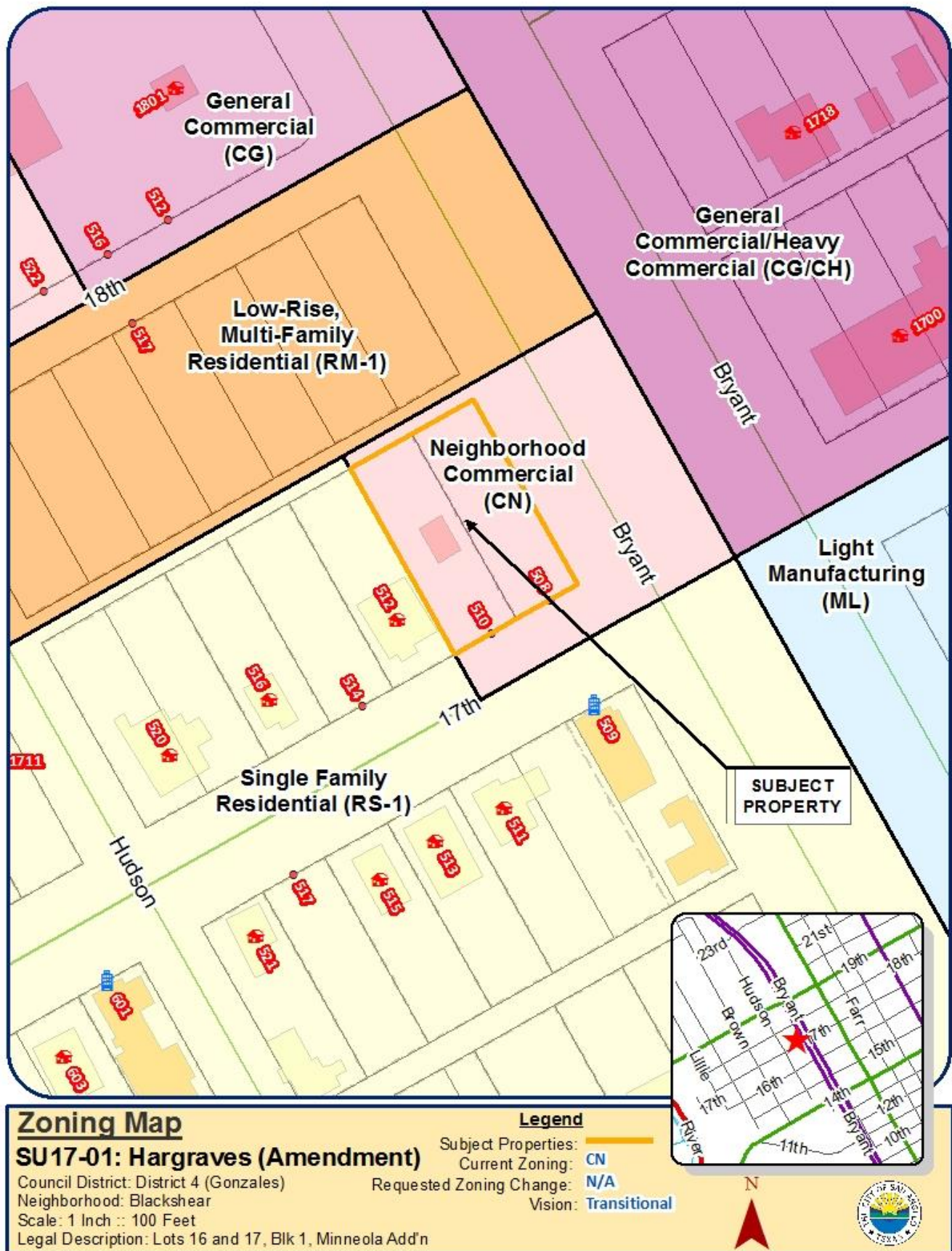
Legend

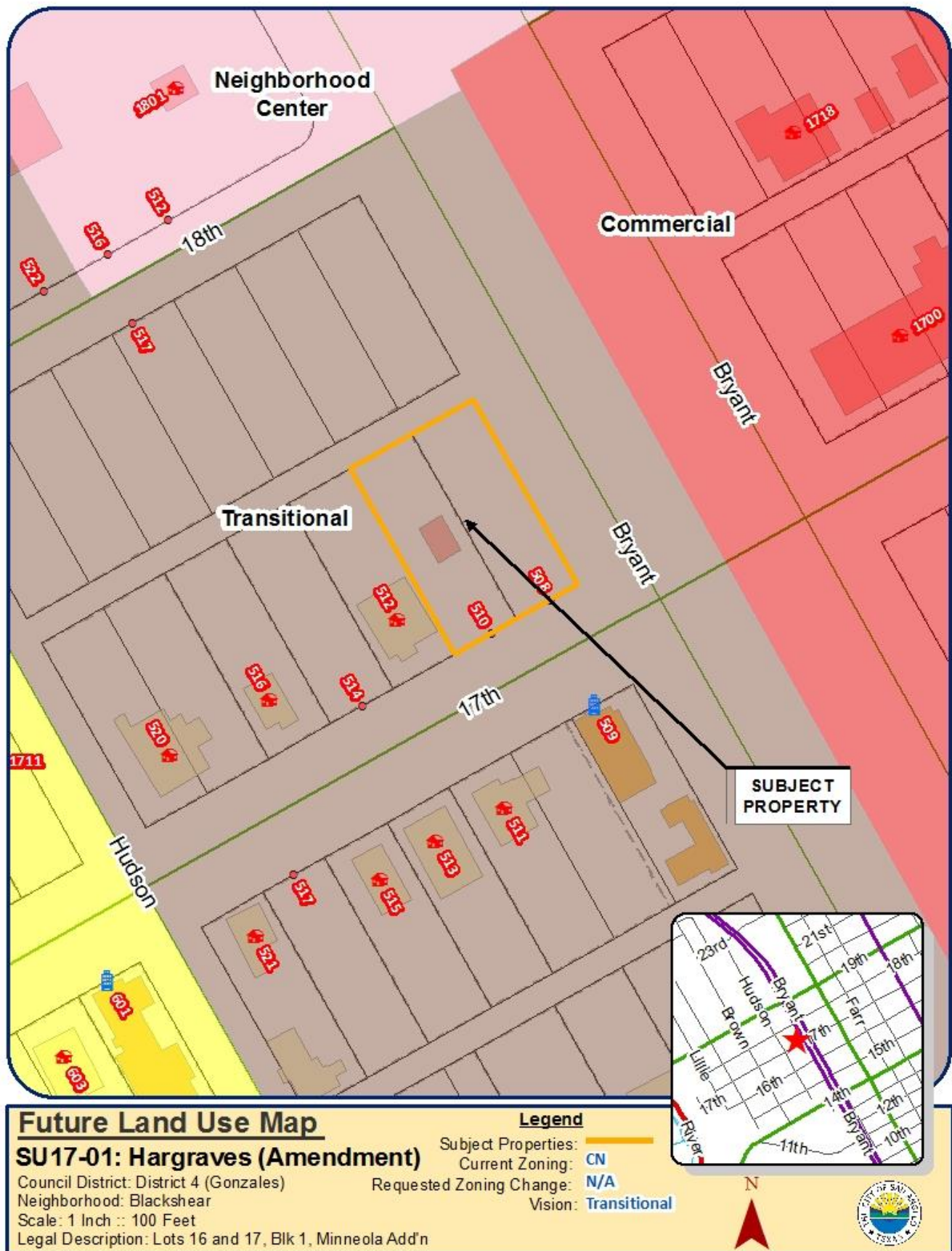
Subject Properties:
Current Zoning: CN
Requested Zoning Change: N/A
Vision: Transitional

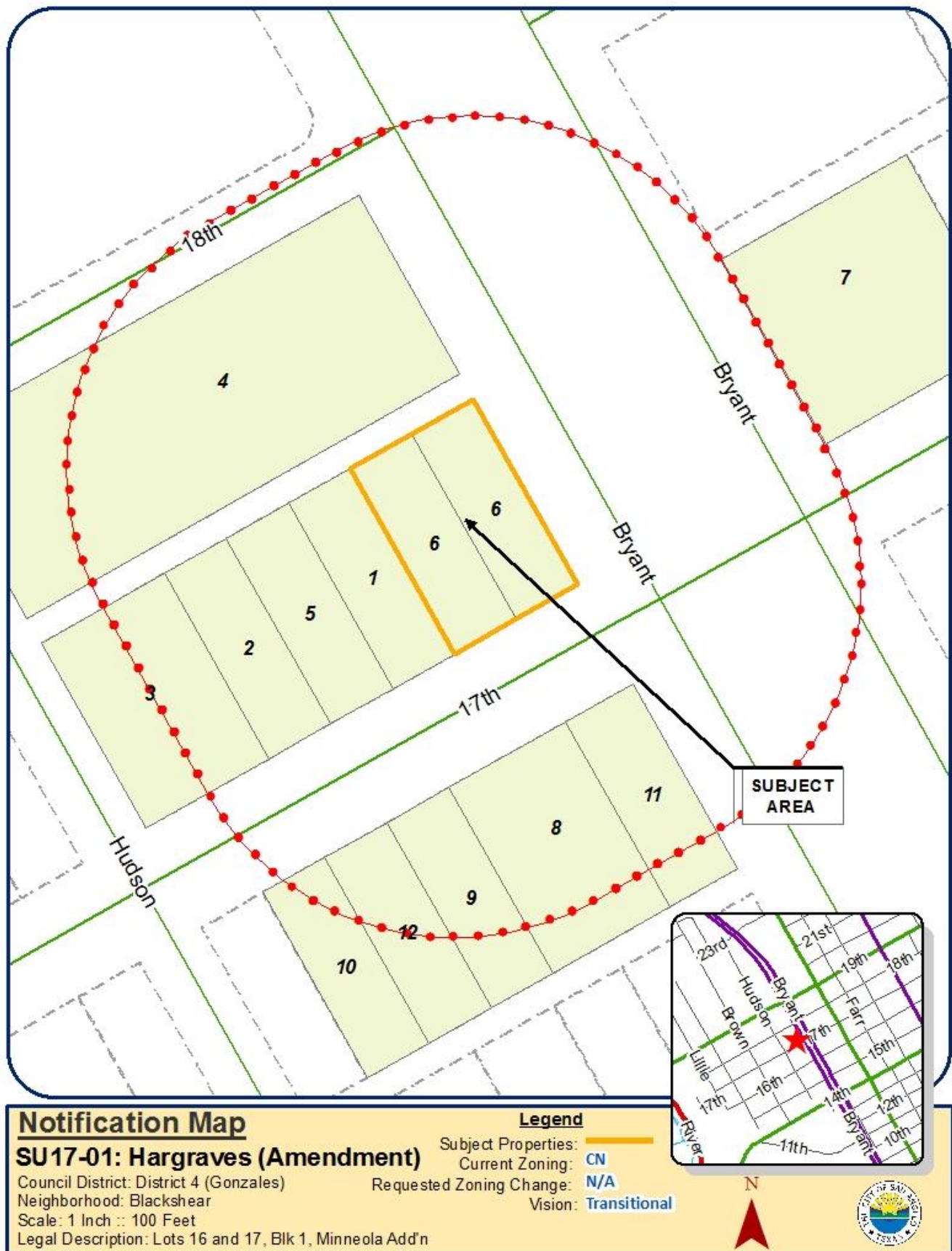


N









Site Photos
Front of Property



Current Building on Property



Adjacent Residential Home



AN ORDINANCE AMENDING CHAPTER 12, EXHIBIT "A" OF THE CODE OF ORDINANCES, CITY OF SAN ANGELO, TEXAS, WHICH ADOPTS ZONING REGULATIONS, USE DISTRICTS AND A ZONING MAP, IN ACCORDANCE WITH A COMPREHENSIVE PLAN, BY AMENDING THE ORDINANCE ADOPTED MAY 2, 2017, AUTHORIZING A SPECIAL USE TO ALLOW AN AUTOMOBILE AND BOAT DEALERSHIP AT: **508 – 510 West 17th Street; generally located at the north-northwest corner of West 17th Street and North Bryant Boulevard (US Highway 87)**, BY DELETING CONDITION PROHIBITING ON AND OFF LOADING FROM 17TH STREET, AND AMENDING LANDSCAPING CONDITION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

SU17-01

WHEREAS, on May 2, 2017, City Council adopted an ordinance authorizing a special use for automobile and boat dealership at 508-510 West 17th Street, subject to conditions; and,

WHEREAS, Special Use condition number 4 relates to planting of trees and condition number 5 prohibits on and off loading from 17th Street; and,

WHEREAS, landscaping with trees is incompatible with the Special Use authorized, and applicant has requested that landscaping with shrubbery be substituted as a condition; and,

WHEREAS, the Texas Department of Transportation will not issue a driveway permit for access to and from Bryant Street, requiring that on and off loading necessary for exercise of the automobile and boat dealership Special Use take place from 17th Street; and,

WHEREAS, the City Council has determined that the requested amendments to conditions imposed on the authorized Special Use are in the best interest of the health, safety and general welfare of the citizens of the City of San Angelo;

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF SAN ANGELO:

SECTION 1: Section 4 of the Ordinance adopted by City Council on May 2, 2017, authorizing Special Use to allow for an automobile and boat dealership at **508 – 510 West 17th Street; generally located within the Neighborhood Commercial (CN) Zoning District at the north-northwest corner of West 17th Street and North Bryant Boulevard (US Highway 87,** be and the same is hereby amended by deleting condition number 5 that prohibits on and off loading from 17th Street; and, amending condition number 4 to read as follows:

“4. A minimum of nine drought-tolerant shrubs, shall be placed along each street frontage. Examples of suitable shrub species may include, but are not limited to, Texas Sage, Red Yucca, Sotol, or Salvia. A landscape strip with a minimum width of 10 feet, in conjunction with required shrubs, shall also be provided along both street frontages. This landscape strip may include landscaped portions of the street right-of-way. All site landscaping shall be subject to the approval of the Planning and Development Services Director, or designee.”

SECTION 2. The remaining provisions of said ordinance not amended hereby shall remain in full force and effect.

SECTION 3 The terms and provisions of this Ordinance shall be deemed to be severable in that, if any portion of this Ordinance shall be declared to be invalid, the same shall not affect the validity of the other provisions of this Ordinance.

SECTION 4: This Ordinance shall be effective on, from and after the date of adoption.

INTRODUCED on the **17th day of April, 2018**, and finally PASSED, APPROVED AND ADOPTED on this, the **1st day of May, 2018**.

THE CITY OF SAN ANGELO

Brenda Gunter Mayor

ATTEST:

APPROVED AS TO FORM:

Bryan Kendrick, City Clerk

Theresa James, City Attorney

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Kimberly Holle, Budget Coordinator, Budget, 325-657-6291

Meeting Date: April 17, 2018

Item type: Consent Item

Caption:

Public hearing and first reading of an ordinance amending the budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018, for capital projects, reimbursements, and grants. (Presentation made by Finance Director Tina Dierschke)

Summary/History:

This proposed amendment contains the following item (additional information attached):

- Facilities Maintenance - San Angelo Performing Arts Center utility costs
- Parks - Development Corporation's contribution for Sunken Garden Park
- Code Compliance - Reimbursement for abatement fees
- Fire - Budget for dues received from classes
- WIC - State reimbursement for travel
- General Fund Debt Service – Adjust budget for re-offering premium
- Texas Bank Sports Complex – Purchase capital equipment
- 2016 Street Bond Issue - increase in expenditure budget to equal bond proceeds
- 2018 Street Bond Issue - Budget for funds for street projects
- Auditorium Facility Maintenance and Improvement Fee

Financial Impact:

There is a net increased cost of \$625,137. (See attached detail on Exhibit A of the ordinance.)

Other Information/Recommendation:

Staff recommends approval.

Attachments:

- | | | |
|----|-------------------|------------------------|
| 1. | Ordinance 4-17-18 | Ordinance 4-17-18.docx |
| 2. | BA Memos | BA Memos.pdf |

Presentation:

Tina Dierschke

Approvals/Reviews:

Kimberly Holle	Created/Initiated
Kimberly Holle	Approved
Tina Dierschke	Approved
Theresa James	Approved

Becky Dunn
Bryan Kendrick

Approved
Final Approval

**AN ORDINANCE OF THE CITY OF SAN ANGELO AMENDING
THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER
1, 2017, AND ENDING SEPTEMBER 30, 2018, FOR CAPITAL
PROJECTS, REIMBURSEMENTS, AND GRANTS.**

WHEREAS the City of San Angelo has determined that certain budgeted amounts should be amended due to project changes and unforeseen circumstances, and

WHEREAS the resources necessary for these changes are available;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANGELO, TEXAS THAT:

The City's budget for fiscal year 2017-2018 be amended by the amounts contained in Exhibit A.

INTRODUCED on the 17th day of April, 2018, and APPROVED and ADOPTED on this the 1st day of May.

ATTEST:

CITY OF SAN ANGELO, TEXAS

Bryan Kendrick, City Clerk

Brenda Gunter, Mayor

Approved as to Content and Form:

Tina Dierschke, Finance Director

City of San Angelo
Proposed Budget Amendment
Exhibit A

<u>Fund</u>	<u>Total Revenue Amendment</u>	<u>Total Expense Amendment</u>	<u>Net Benefit/(Cost)</u>
General Fund	\$120,480.00	\$120,480.00	\$-
Intergovernmental Fund	\$6,312.00	\$6,312.00	\$-
General Fund Debt Service	\$(83,552.00)	\$292,085.00	\$(375,637.00)
Texas Bank Sports Complex Fund	\$-	\$249,500.00	\$(249,500.00)
2016 Street Bond Fund	\$153,531.00	\$153,531.00	\$-
2018 Street Bond Fund	\$16,667,856.00	\$16,667,856.00	\$-
Designated Revenue Fund	\$25,466.00	\$25,466.00	\$-
	\$16,890,093	\$17,515,230	\$(625,137)

City of San Angelo
Proposed Budget Amendment
Additional Information

<u>Project/Need</u>	<u>Source of Funding</u>	<u>Revenue</u>	<u>Expense</u>	<u>Net Benefit/(Cost)</u>
Utility Cost	San Angelo Performing Arts Center	\$20,000	\$20,000	\$-
Sunken Garden Park	Development Corporation	\$75,000	\$75,000	\$-
Code Compliance	Abatement fees	\$6,630	\$6,630	\$-
Fire Training Classes	Class dues from external participants	\$18,850	\$18,850	\$-
Travel Expenses	State reimbursement	\$6,312	\$6,312	\$-
General Fund Debt Service	Fund Balance	\$(83,552)	\$292,085	\$(375,637)
Sports Complex Capital Equipment	Fund Balance	\$-	\$249,500	\$(249,500)
2016 Street Bond Issue	Fund Balance	\$153,531	\$153,531	\$-
2018 Street Bond Issue	Debt Issue	\$16,667,856	\$16,667,856	\$-
Auditorium Facility Maintenance and Improvement Fee	San Angelo Performing Arts Center	\$25,466	\$25,466	\$-
		\$16,890,093	\$17,515,230	\$(625,137)

Memo

To: Tina Dierschke, Finance Director

From: Ron Lewis, Facilities Manager

Date: 04/05/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

Budget for increased revenue and expenditure due to San Angelo Performing Art Center's use of the Auditorium.

Source of Funding:

San Angelo Performing Art Center reimburses the City for utilities and other incidental charges.

Funding previously approved? If so, by City Manager or City Council and when?

City Manager approved the Memorandum of Understanding with San Angelo Performing Art Center on 3/8/18.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
Facilities Maintenance:			0
Revenue		20,000	20,000
Expense		20,000	20,000
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Carl White, Parks and Recreation

Date: 03/21/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

Allocate funds for the design of improvements to Sunken Garden Park/
Sculpture Garden.

Source of Funding:

Development Corporation

Funding previously approved? If so, by City Manager or City Council and when?

Yes, approved by City Council on February 20, 2018.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
Parks:			0
Revenue		75,000	75,000
Expense		75,000	75,000
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director
From: Morgan Chegwiddden, Assistant Director of Neighborhood & Family Services
Date: 04/10/18
Re: Budget Amendment Request

Purpose of Budget Amendment Request:

To fund a large code compliance abatement which required rental of dumpsters from Republic Services.

Source of Funding:

Abatement fees

Funding previously approved? If so, by City Manager or City Council and when?

None.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
101-7500-380.40-00 Revenue	158,750	6,630	165,380
101-7500-431.04-42 Expense	800	6,630	7,430
			0
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Brian Dunn, Fire Chief

Date: 03/27/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

The Fire Department put on a class for internal and external firefighters and received fees from external participants for cost put out by the department.

Source of Funding:

Revenue was received from external participants.

Funding previously approved? If so, by City Manager or City Council and when?

Approved by City Manager on 3/26/18.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
General Fund - Fire			0
Revenue	0	18,850	18,850
Expense	31,250	18,850	50,100
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Cristina Eureste, WIC Manager

Date: 02/26/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

Budget for state reimbursement of travel for software launch training.

Source of Funding:

Grant funds

Funding previously approved? If so, by City Manager or City Council and when?

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
Women Infant and Children			0
Revenue	842,686	6,312	848,998
Expense	12,212	6,312	18,524
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Dale Hahn, Cash & Debt Analyst

Date: 04/10/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

To amend the transfer in from Development Corporation due to a refunding issue and to amend principal and interest expenditure amounts for the Debt Service Fund due to the 2018 Street bond issue

Source of Funding:

General Fund Debt Service Fund Balance

Funding previously approved? If so, by City Manager or City Council and when?

Yes, through approval of the refunding and debt issues.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
General Fund Debt Service			0
Transfer in From DC	2,709,822	-83,552	2,626,270
Principal	5,324,696	250,304	5,575,000
Interest	2,140,968	41,781	2,182,749
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Carl White, Parks and Recreation

Date: 03/21/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

Replace capital equipment for the Texas Bank Sports Complex due to age, wear, and increased repair cost.

Source of Funding:

Fund balance

Funding previously approved? If so, by City Manager or City Council and when?

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
Sport Complex Fund:			0
Capital Equipment Expense	0	249,500	249,500
			0
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director
From: Dale Hahn, Cash and Debt Analyst
Date: 04/03/18
Re: Budget Amendment Request

Purpose of Budget Amendment Request:

To increase the budget for 2016 street certificate of obligation for an amount that was not originally included in the expenditure budget. Revenue was initially budgeted in excess of expenditure +

Source of Funding:

Fund balance

Funding previously approved? If so, by City Manager or City Council and when?

Yes, bond funding approved by Council on 2/2/16 and 6/21/16.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
2016 Bond Fund			0
Expense	11,574,623	111,967	11,686,590
			0
			0
			0
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Dale Hahn, Cash & Debt Analyst

Date: 04/10/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

To create budgeted amounts for 2018 certificate of obligation street improvement bond issue.

Source of Funding:

Bond issue

Funding previously approved? If so, by City Manager or City Council and when?

Yes, by City Council on 3/6/18

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
2018 Street Bond Issue			0
Proceeds		16,500,000	16,500,000
Re-offering Premium		167,856	167,856
Capital Expenses		16,500,000	16,500,000
Issue Cost		167,856	167,856
			0

Additional Comments:

Memo

To: Tina Dierschke, Finance Director

From: Don Maynard, Civic Events

Date: 03/20/18

Re: Budget Amendment Request

Purpose of Budget Amendment Request:

To establish revenue and expenditure budget for this fiscal year for the Auditorium's Facilities and Improvement Fee.

Source of Funding:

Facilities and Improvement fee charged on all tickets sold for events in the Auditorium.

Funding previously approved? If so, by City Manager or City Council and when?

Yes, approved by City Council at the April 15, 2014 meeting. Also included in the agreement between the City and the San Angelo Performing Arts Center.

Project/Budget to be amended	Current Budget	Proposed Change	Proposed Revised Budget
Revenue			0
Facility Fee from SAPAC	0	25,466	25,466
			0
Expense			0
Facility Improvements	0	25,466	25,466
			0

Additional Comments:

REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Tina Dierschke, Finance Director, Finance, 325-657-4268

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Update on Sales Tax revenue performance - (Presentation made by Finance Director Tina Dierschke)

Summary/History:

Sales Tax Revenue has performed as follows this fiscal year:

October - increase of 14.77%
November - increase of 7.03%
December - increase of 17.48%
January - increase of 12.46%
February - increase of 19.71%
March - increase of 14.93%
April - increase of 8.67%

Year to date, revenue is approximately \$888,361 more than budgeted.

Financial Impact:

Sales Tax revenue for fiscal year 2018 is over budget by 9.08% and \$888,361 after April 2018 receipts.

Other Information/Recommendation:

Attachments:

- | | |
|--|---|
| 1. Monthly Revenue Trends 2018 - April | Monthly Revenue Trends 2018 - April.pdf |
| 2. 180417 Sales Tax Update | 180417 Sales Tax Update.pptx |
| 3. Collections for April 2018 ZacTax | Collections for April 2018 ZacTax.pdf |
| 4. 180417 Sales Tax Update | 180417 Sales Tax Update.pptx |

Presentation:

Tina Dierschke

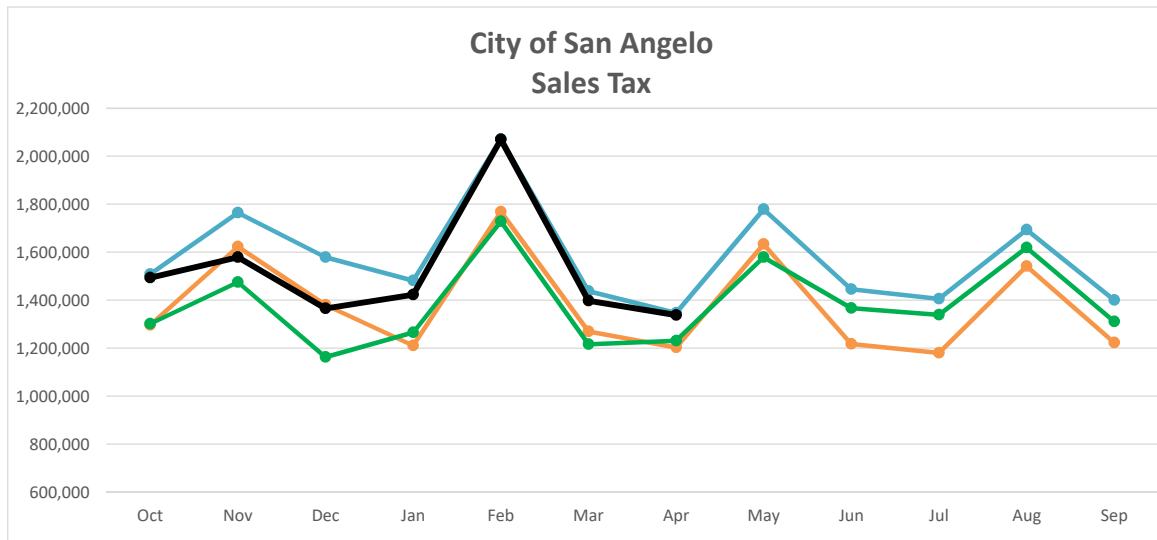
Approvals/Reviews:

Tina Dierschke	Created/Initiated
Becky Dunn	Approved
Bryan Kendrick	Final Approval

City of San Angelo

Sales Tax - General Fund

Month	2013	2014	2015	2016	2017	2018	Budget Allocation	Difference from Budget Allocation	% Change Year over Year	Over / (Under) FY2017
Oct	1,264,349	1,388,436	1,508,233	1,296,733	1,301,852	1,494,126	1,323,838	170,288	14.77%	192,274
Nov	1,325,810	1,582,107	1,764,518	1,622,933	1,474,872	1,578,605	1,512,847	65,758	7.03%	103,733
Dec	1,285,109	1,308,812	1,579,718	1,380,463	1,162,763	1,366,024	1,317,665	48,359	17.48%	203,260
Jan	1,182,268	1,314,856	1,482,453	1,210,786	1,265,207	1,422,829	1,277,239	145,590	12.46%	157,622
Feb	1,679,307	1,829,723	2,071,878	1,768,937	1,728,678	2,069,325	1,805,910	263,415	19.71%	340,647
Mar	1,242,578	1,304,418	1,438,299	1,270,043	1,216,505	1,398,172	1,268,663	129,509	14.93%	181,667
Apr	1,227,766	1,423,130	1,347,047	1,202,841	1,231,345	1,338,067	1,272,625	65,443	8.67%	106,722
May	1,548,822	1,684,129	1,779,019	1,633,849	1,579,360		1,619,576			
Jun	1,309,232	1,457,046	1,446,101	1,217,893	1,367,061		1,332,674			
Jul	1,300,467	1,421,110	1,405,787	1,180,024	1,339,373		1,313,593			
Aug	1,556,125	1,814,100	1,693,299	1,542,217	1,619,370		1,611,891			
Sep	1,322,921	1,519,457	1,400,015	1,222,722	1,310,654		1,343,480			
Total	16,244,755	18,047,324	18,916,368	16,549,442	16,597,040	10,667,148	17,000,000	888,361	13.71%	1,285,925
Orig Budget	14,888,588	16,075,699	18,427,862	19,200,000	17,200,000	17,000,000				
				2,650,558	602,960					



Projection - Flat	17,882,965
Over/(Under) Budget - Flat	882,965

YTD Collections	10,667,148
PYTD Collections	9,381,223
% increase	13.71%

YTD Original Budget	9,778,787
YTD Collections	10,667,148
YTD Over/ (Under) Budget	888,361
YTD % Over/ (Under) Budget	9.08%



City Council

April 17, 2018



Sales Tax Revenue

- Up 8.67% in April compared with the same month in prior year
- Collections for April are \$65,443 over the original budget for April
- Over budget for revenue by \$888,361 year to date



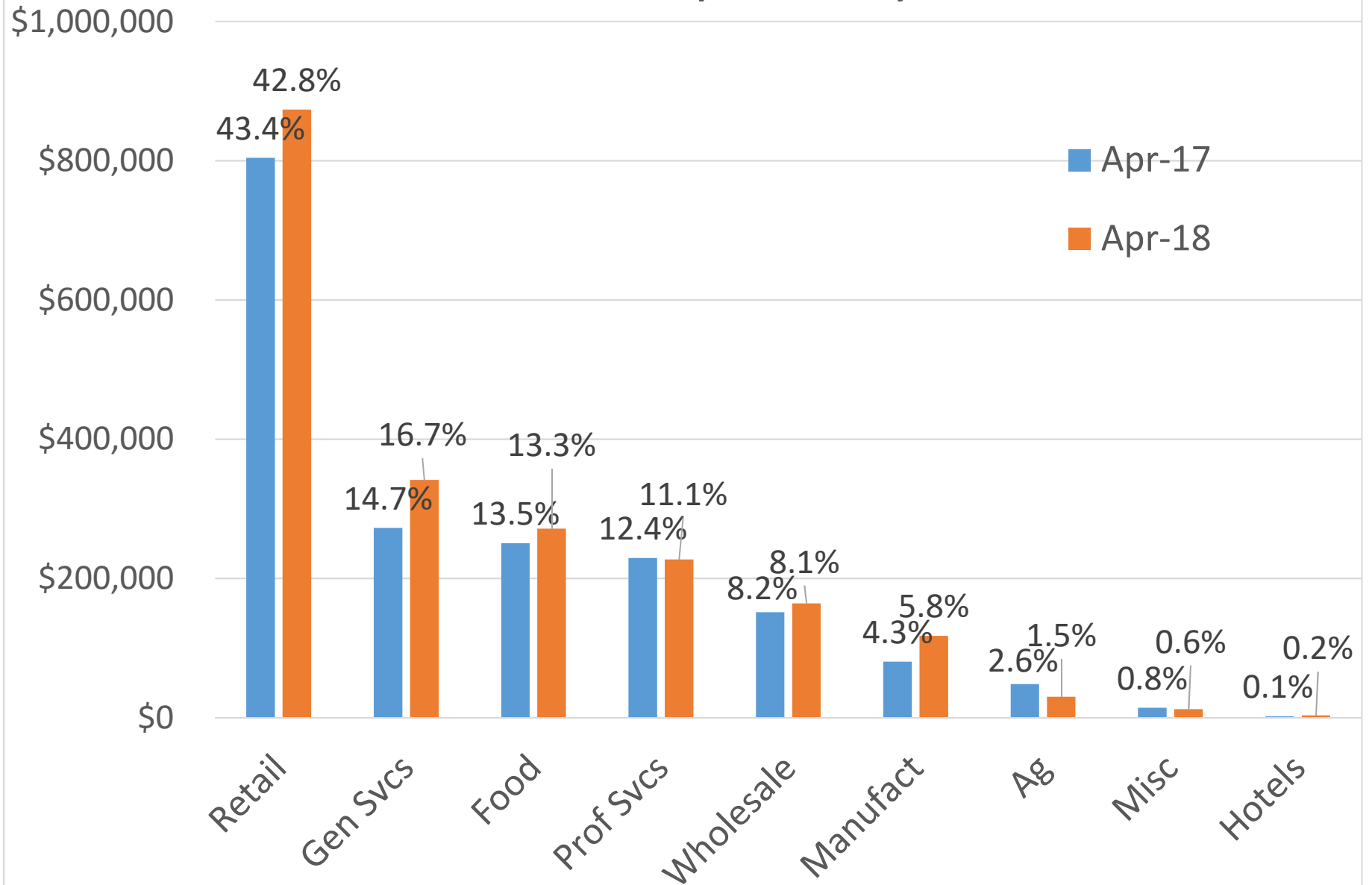


City Council

April 17, 2018



Sales Tax by Industry





City Council

April 17, 2018



Sales Tax Revenue

- Up 8.67% in April compared with the same month in prior year
- Collections for April are \$65,443 over the original budget for April
- Over budget for revenue by \$888,361 year to date







City Council

April 17, 2018



REPORT TO MAYOR & MEMBERS OF CITY COUNCIL



Requestor: Shane Kelton, Director of Operations, Operations, (325) 657-4206

Meeting Date: April 17, 2018

Item type: Regular Item

Caption:

Discuss and consider authorizing staff to place a speed hump in the 1200/1300 block of South Madison Street - (Presentation made by Operations Director Shane Kelton)

Summary/History:

Councilman Carter was contacted by homeowners in the 1200/1300 block of South Madison Street in an effort to have a speed hump placed within that block for a traffic calming measure. This area is just south of Santa Rita Elementary School. A traffic study was completed at the request of Councilman Carter to determine if the area in question would meet warrants for a speed hump based on Council adopted guidelines.

The results of the study indicated that sufficient warrants were met to have speed a hump placed in that location.

Although this block segment did not meet warrant criteria, area residents continued to ask for the speed hump and even collected signatures of approval from the citizens that live in the immediate area.

The Speed Hump Policy is a Council approved policy and staff does not have discretion to have a speed hump placed at this location without Council consideration and approval to grant a variance to this policy. As such, Councilman Carter has asked for this item to placed on a Council Agenda for Consideration.

Financial Impact:

See Section II.G. and II.F. of the attached Policies And Procedures For Speed Hump Installation And Removal.

Other Information/Recommendation:

Attachments:

- | | |
|------------------------------------|-------------------------------------|
| 1. Signature Petition | Signature Petition.pdf |
| 2. Speed Hump Policy | Speed Hump Policy.pdf |
| 3. Traffic Counts - Madison Street | Traffic Counts - Madison Street.pdf |
| 4. Madison Street Aerial | Madison Street Aerial.JPG |

Presentation:

Shane Kelton

Approvals/Reviews:

Shane Kelton
Shane Kelton

Created/Initiated
Approved

Theresa James
Anthony Wilson
Candice Blake
Tina Dierschke
Theresa James
Becky Dunn
Bryan Kendrick

Approved
Approved
Approved
Approved
Approved
Approved
Final Approval

Appendix F

**SPEED HUMP INSTALLATION
NOTIFICATION / EVIDENCE OF SUPPORT PETITION**

We, the undersigned homeowners of _____ Subdivision, located _____ request that the City of San Angelo install speed humps in our subdivision, at locations approved by the City Engineer. We understand that this petition only represents our desire for speed humps and does not warrant or guarantee their installation. It is further understood that all in the affected area as defined by the City Engineer must complete this form, by affixing their address, whether renter or owner, name, signature, and whether support installation or not on the list below. All submitted names are subject to verification.

Speed humps will more than likely cause: modifications in traffic speeds and volumes; increased levels of noise at the hump locations; aesthetic changes to the subdivision streets due to the speed humps, and the associated signs and pavement markings; and impacts on street maintenance and emergency vehicle response times.

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Installing?	
				Yes	No
1231 S. Madison	owner	Patty Gardnes	Patty Gardnes	✓	
1311 S. Madison	owner	James L. Ponce	James L. Ponce	✓	
1312 S. Madison	owner	Codi Kingman	Codi King	✓	
1312 S. Madison	owner	Andrew Kingman	Andrew Kingman	✓	
1324 S. Madison	owner	Mark Hanna	Mark Hanna	✓	
1236 S. Madison	owner	Toni Goodwin	Toni Goodwin	✓	
1225 S. Madison	owner	Craig Kinney	Craig Kinney	✓	
1225 S. Madison	owner	Susan Kinney	Susan Kinney	✓	
1231 S. Madison	owner	RANDAL J. Garone	Randal J. Garone	✓	
1325 S. Madison	owner	Steven Alred	Steven Alred	✓	
1307 S. Madison	owner	MARK Stewart	MARK Stewart	✓	
1315 S. Madison	owner	Freda M. Tero	Freda M. Tero	✓	
1000 S. Madison	owner	Lyndon Roberts	Lyndon Roberts	✓	

Appendix F

**SPEED HUMP INSTALLATION
NOTIFICATION / EVIDENCE OF SUPPORT PETITION**

We, the undersigned homeowners of _____ Subdivision, located _____ request that the City of San Angelo install speed humps in our subdivision, at locations approved by the City Engineer. We understand that this petition only represents our desire for speed humps and does not warrant or guarantee their installation. It is further understood that all in the affected area as defined by the City Engineer must complete this form, by affixing their address, whether renter or owner, name, signature, and whether support installation or not on the list below. All submitted names are subject to verification.

Speed humps will more than likely cause: modifications in traffic speeds and volumes; increased levels of noise at the hump locations; aesthetic changes to the subdivision streets due to the speed humps, and the associated signs and pavement markings; and impacts on street maintenance and emergency vehicle response times.

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Installing?	
				Yes	No
1216 S. Madison	Owner	Brian Hansen	<i>Brian Hansen</i>	☒	☐
1221 S. Madison	own	GARY MOTZ	<i>Gary M. Motz</i>	☒	☐

CITY OF SAN ANGELO



POLICIES AND PROCEDURES For SPEED HUMP INSTALLATION AND REMOVAL

Effective November 20, 2007

CITY OF SAN ANGELO
POLICIES AND PROCEDURES
For
SPEED HUMP INSTALLATION AND REMOVAL
Effective November 20, 2007

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City of San Angelo
Policies and Procedures for Speed Hump Installation and Removal
Effective November 20, 2007

I. Authority and Scope

- A. The City Engineer issues and administrates this policy.
- B. This policy is effective immediately and retroactively to all currently active speed hump requests.
- C. The City Engineer retains the authority to install or remove speed humps for cause independent of this policy.

II. Installation of Speed Humps by Citizen Request

A. Request Process

- 1. The initial request for the installation of speed humps must originate from a resident, business, school, or other entity whose property abuts the requested street segment. The requester must be willing to act as the primary contact and take responsibility for notification and the compilation of evidence of support for their requested street should it be determined eligible. A written request should be submitted to:

City of San Angelo
City Engineer
Speed Hump Program
72 W. College Ave.
San Angelo, Texas 76903

- 2. The request should identify the street and blocks where the applicant(s) desires speed humps, and the name, phone number and address for a contact person. Submitted segments may be divided or otherwise revised at the sole determination of the City Engineer.
- 3. See **Appendix A** for a copy of the application packet for requesting the installation of speed humps.

B. Eligibility

- 1. The City Engineer will conduct the necessary traffic engineering studies. A determination of the street's eligibility for speed hump installation will be made in a timely manner, based on the following policy criteria:
 - a. The street may not be a classified as an Arterial or a Collector.

City of San Angelo
Policies and Procedures for Speed Hump Installation and Removal

Effective November 20, 2007

- b. The street may not be a designated Primary Emergency Response Route.
 - c. The street may not be designated as a bus route.
 - d. There must be no more than one moving lane of traffic in each direction.
 - e. The street must have a speed limit of 30 mph or less.
 - f. The street must be paved prior to construction of the speed humps.
 - g. The sum of traffic volumes for both directions must be less than 5,000 vehicles per day and more than 500 vehicles per day.
 - h. The measured 85th percentile speed must exceed the prima facie speed limit by 10 miles per hour or more in a 24-hour study period **OR** there must be five or more reported speed-related accidents within the street segment during the last twelve months of recorded data.
- 2. Other factors such as, but not limited to, alignment, grades, and sight distances may affect consideration for eligibility.
 - 3. If the street is determined not to be eligible for speed humps, the applicant(s) will be notified in writing of the reason for ineligibility.
 - 4. Requests for recounts will be considered following the adopted policy located in **Appendix B**. Approved recounts will occur as soon as possible and preferably within the active request round, unless circumstances indicate otherwise.
 - 5. A request for enforcement of the speed limit will be sent to San Angelo Police Department for those segments that are ineligible for consideration for speed humps but where the 85th percentile speed exceeds the speed limit. This referral will include a copy of the traffic study indicating the speed and volume profiles for the segment on an hourly basis.

C. Diversion Issue

- 1. In the preliminary studies of land use and petition area, probable shifts in traffic routes will be identified. In these areas, prior to the construction of speed humps along a street segment, traffic studies will be conducted along adjacent alternate routes to provide base data to document any occurrence of traffic shifts.
- 2. If the adjacent alternate route is requested to be considered for speed humps at a later date, it will be considered as all other requested segments are considered. The results of the first and second study will be compared. If the segment is eligible for speed hump consideration and any increases

City of San Angelo
Policies and Procedures for Speed Hump Installation and Removal

Effective November 20, 2007

in either traffic speeds or volumes are shown, additional consideration for those increases will be given in the funding process. Any decreases in volume or speed will not penalize the segment's consideration for funding.

D. Notification/Evidence of Support

1. If the street is determined to be eligible for consideration, the City Engineer will define the approximate speed hump location(s) on a map, which will be provided to the applicant(s) with a petition of notification on which to gather evidence of support. Notification/evidence of support must be submitted on forms produced by the City Engineer or exact duplicates of it. Documents that do not include placement information will not be accepted as valid under any circumstances.
2. The petition area will be determined by the City Engineer and will include primarily those properties facing or abutting the street segment on which a speed hump is proposed to be located. A property will be considered a part of the petition area if its access/egress route requires traveling over existing or proposed speed humps. If there is an alternate route to the property that does not require traveling over the existing or proposed speed humps, the property will not be considered in the petition area.
3. Notification/evidence of support petitions must be completed and returned to the City Engineer by the established deadline for the segment to be considered in the ranking process. Requests without petitions will be considered incomplete.
4. Each property identified by the City Engineer as lying within the petition area must be represented on the petition by signature. A statement of exception must be submitted by the applicant(s) explaining the absence of any property not so represented. Requests that do not account for all properties will be considered incomplete.
5. Property managers or landowner signature may be considered as approval for all units of multi-family properties of ten or more units. The manager or landowner must be properly identified on the petition form.
6. Any person who wishes to alter their indication of support on the petition form after its submittal must do so by individual letter of request to the City Engineer. No such requests will affect funding that has already been awarded.
7. A complete listing of all active requests will be posted on the City's web site.

City of San Angelo
Policies and Procedures for Speed Hump Installation and Removal

Effective November 20, 2007

E. Speed Hump Location

1. The City Engineer will determine the final location of all speed humps according to the guidelines in these Policies and Procedures and in accordance with current engineering principles.
 - a. Speed humps will generally be placed approximately 300 to 500 feet apart. Other spacing may be used based upon engineering judgment.
 - b. A speed hump shall not be located in front of a driveway or within an intersection.
 - c. Speed humps should generally not be located within 200 feet of a traffic signal or STOP sign, or within 50 feet of an uncontrolled intersection.
 - d. Speed humps should not be located over, or contain manholes, water valves or other subsurface utilities access features.
 - e. Speed humps should not be located adjacent to fire hydrants.
 - f. For humps located near drainage inlets, the hump should be placed just downstream of the inlet. If this is not feasible, special treatment may be considered for drainage.
 - g. To improve nighttime visibility, coordinating hump location with existing or planned street lighting should be considered.
 - h. Preferences of requesters or property owners adjacent to speed hump locations will not be considered unless unique or special circumstances exist that warrant relocation. The City Engineer will consider these circumstances on a case-by-case basis.
2. Traffic control consisting of signs and markings shall be installed in accordance with **Appendix C** to advise roadway users of the presence of speed humps.
3. Any relocation of constructed speed humps at citizen's request must be approved by the City Engineer and relocated at the requesting citizen's cost unless the City Engineer deems that a public purpose is fulfilled by the removal. The requester must secure evidence of support by properties adjacent to both the existing, or losing, location and the proposed, or gaining, location.

City of San Angelo
Policies and Procedures for Speed Hump Installation and Removal

Effective November 20, 2007

F. Funding Criteria

1. Funds for speed hump installation will be determined by prorating total available funding between number of humps eligible for installation and number of humps eligible for removal.
2. A street segment's ranking score is determined by summing the following factors.
 - a. *Average Daily Traffic Factor* – The total number of vehicles traveling on the roadway where speed humps are desired will be one basis of point assignment. These vehicular volume numbers will be based on traffic counts taken by the City Engineer. A point value is obtained by dividing the total number of vehicle by 100. If the segment of road exceeds 1,000 feet, the average of multiple counts shall be used.
Example: 1,500 total vehicles on the roadway
 $1,500/100 = 15.0$ points
 - b. *Speeding Factor* - Equals the percentage of vehicles in a 24-hour period exceeding the speed limit by 10 miles per hour or more.
 - c. *Automobile Accident Factor* – Equals one point for each reported speeding-related accident (except auto/pedestrian or auto/bicycle) occurring within the segment during the most recent 12-month period for which accident records are available. Accidents that occur at the intersection of the requested street and designated thoroughfares and collectors or at signalized intersections are not counted.
 - d. *Auto/Pedestrian or Auto/Bicycle Accident Factor* - Equals five points for each reported auto/pedestrian or auto/bicycle accident occurring within the segment during the most recent 12-month period for which accident records are available. Accidents that occur at the intersection of the requested street and designated thoroughfares and collectors or at signalized intersections are not counted.
 - e. *CD Factor* – Three points if the segment is within a neighborhood targeted for revitalization by the Community Development Division and eligible to receive CDBG and Home funds.
 - f. *Institution Factor* – Equal to five points per institution. An institution is considered a school or park within 1,000 ft of the segment.
 - g. *Absence of Sidewalks Factor* – Equal to five points if no sidewalks exist within the segment or portions of the segment. A segment or portion of a segment with a sidewalk on at least one side of the street is considered to have sidewalks.

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- h. *Diversion Factor* – Equal to the sum of the following:
 - (i) Percent of increase, expressed as a decimal number, of the 85th percentile speed times five.
 - (ii) Percent of increase, expressed as a decimal number, of the 24-hour volume.
 - (iii) Decreases in either the 85th percentile speed or 24-hour volume do not detract from the factor.
- 3. The street segment with the higher ranking score will be considered to have the higher priority. The street with the earliest application date will have the higher priority among streets with the same ranking score.

G. Cost Responsibility

- 1. The neighborhood will be responsible for all data collection costs required to determine if the street under consideration meets the warranting criteria. Traffic volume and speed data will be collected by the City Engineer. The cost for 24 hours of data collection in one location is \$100. Occasionally, two count locations are necessary for street segments from one end of the street to the other. The cost for 24 hours of data at two locations will be \$200. Only certified checks, cashier's checks, or money orders made payable to the City of San Angelo will be accepted.
IMPORTANT NOTES: The neighborhood shall pay for the data collection prior to the traffic speed and volume counts being taken on the street under consideration. This payment is non-refundable once the traffic counts have been taken. This payment is strictly to determine if the street qualifies for speed humps and in no way guarantees that speed humps will eventually be installed on the street under consideration.
- 2. The City will be responsible for all costs associated with design and installation of the funded speed humps.
- 3. A street that does not receive speed hump installation funding approval will automatically be considered in the following cycles, for a maximum of two (2) additional years (five funding cycles). After the two year time period, the request expires. Incomplete requests that later become complete within the two year limit will not receive additional time for funding consideration. A new written request may be submitted subject to the policies and procedures in effect at the time of request. Each request requires a separate and independent evidence of support petition.
- 4. These procedures do not preclude the City Engineer from completing any eligible requests out of ranking order under certain circumstances. These

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include, but are not limited to, alternative funds becoming available or complementing projects, maintenance projects and/or capital improvement projects initiated during the year.

5. Private Funding

- a. Once a street is determined to be eligible for speed hump installation, but not funded under the designated annual budget, installation may be expedited by voluntary payment of all costs. Street segments must present a notification/evidence of support petition exhibiting a 75% or greater support factor.
- b. Requests for a private funding estimate of cost must be made in writing to the City Engineer.
- c. Voluntary payments must be submitted in one payment for the full cost of installation, according to the cost statement provided to the applicant(s). Only certified checks, cashier's checks, or money orders made payable to the City of San Angelo will be accepted. No partial payments will be accepted.
- d. Upon receipt of payment of the cost, the humps will be installed no later than the next fiscal year as scheduling permits.

III. Removal of Speed Humps by Maintenance or Construction Activities

- A. Any speed hump that is fully removed during the course of publicly funded construction or maintenance activities shall be reinstalled upon completion of that activity at City Engineer expense during the next available funding cycle utilizing available funds allocated for installation and removal of speed humps.
- B. Speed humps that are partially removed or damaged during the course of publicly funded construction or maintenance activities shall be repaired or reconstructed to original conditions upon completion of those activities at City Engineer expense by the forces conducting those activities.
- C. Any speed hump that is fully or partially removed or damaged during the course of privately funded maintenance or construction shall be reinstalled upon completion of those activities at the expense of the private constructor.
- D. The replacement of speed humps completely removed through the above actions is not automatic, but contingent upon a finding by the City Engineer that the street meets the eligibility requirements in Section of II.B.1.a through II.B.1.h.

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IV. Removal of Speed Humps by Citizen Request

A. Request Process

1. Citizens may request that a street segment be reviewed for the possible removal of some or all of the existing speed humps. The City Engineer must receive removal requests by currently published biannual deadlines. Written requests for reviewing street segments to consider removal of speed humps should be submitted to:

City of San Angelo
City Engineer
Speed Hump Program
72 W. College Ave.
San Angelo, Texas 76903

2. Each request must include a name, address and phone number of a resident or business representative from the affected area who agrees to be the contact person. The contact person will receive all correspondence and be responsible for gathering signatures on the request for review petition. See **Appendix D** for a copy of the application packet for requesting the removal of speed humps. An application form can also be obtained from the City Engineer. Each contact person must acknowledge designation by signing the request.
3. The request for reviewing street segments to consider removal of speed humps must originate from a resident and/or a business, school, or other entity whose property is within the affected area. The affected area will be determined by the City Engineer and will include primarily those properties facing or abutting the street segment on which speed humps are located. A property will be considered part of the affected area only if the access/egress route requires traveling over existing speed humps which are being requested to be removed.

B. Eligibility

1. Upon written request, the City Engineer will determine eligibility for removal consideration by these factors.
 - a. The request must not be a duplicate request.
 - b. The removal segment must correspond with the installation segment.

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- c. The speed humps have been in place for at least one year **OR** at least one year has elapsed since any previous speed hump removal occurred.

C. Notification/Evidence of Support

- 1. Following the determination of eligibility for a segment to be considered for hump removal, a map of the affected area will be developed and sent to the requester. Also included will be a petition form that will be used to document support for the review of the segment for possible removal of speed humps. All properties within the affected area must be accounted for, either by signature and indication of preference (in favor of review, oppose review, go with majority) or by written statement by the requester indicating why a specific property was not represented. There must be at least a 60% evidence of support for review to further the process.
- 2. Requests with either no petition or with a petition that does not account for all properties will be considered incomplete and will not further the process. The City Engineer must receive speed hump removal review petitions by currently published biannual deadlines.

D. Removal Determination

- 1. At the City Engineer's discretion, depending on the length of the segment and the number of humps present, removal of speed humps along a segment may be considered in multiple phases. For all phases, an engineering review will be performed to determine which, if any, of the speed humps are to be removed.
- 2. The removal application process does not invite nor accept recommendations from requesters regarding which speed humps should or should not be removed. Based on engineering judgment, the results of the review process may recommend removal of none, some, or all of the speed humps. Factors that are considered for review may include, but are not limited to:
 - a. Existing speed hump locations and spacing
 - b. STOP/YIELD signs or traffic signals along the segment
 - c. Historical and existing traffic speed and volume information
 - d. Accident history
 - e. Presence or absence of sidewalks, schools and parks
- 3. If speed studies conducted along the requested segment or portions of the segment reveal the 85th percentile speed is greater than or equal to three

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miles per hour over the posted speed limit, then no hump removal will occur along the segment or portion of the segment represented by the study.

4. Following the removal of any speed humps, the segment may be reconsidered for additional hump removal after one year. A new request must be submitted to have a segment receive consideration for additional removal. Each phase is subject to the same requirements, policies, and procedures in effect at the time of the request, and requires separate and independent petitions.

E. Funding Criteria

1. Funds for speed hump removal will be determined by prorating total available funding between number of humps eligible for installation and number of humps eligible for removal.
2. Selection of humps funded for removal will be on a first come basis, based on the date of receipt of the completed petition.

F. Cost Responsibility

1. The City Engineer is responsible for all costs associated with removal of speed humps under this process. Removal will occur during the regularly scheduled speed hump construction cycles. Private funding of approved removal is possible with 75% support for review.
2. If a request for removal is denied, the segment may not be reconsidered for at least two years unless there is a substantial change in conditions. If any request for removal is not funded after five funding cycles, the request expires. Subsequent requests to consider removal will follow the defined process for removal in effect at the time of the request. Each request requires separate and independent petitions.

V. Design Standards, Construction, and Maintenance

- A. The City Engineer shall prepare and maintain current design standards and installation and removal procedures for speed humps in accordance with this policy.
- B. Design and construction or removal of the speed humps and associated pavement markings and signs will be the responsibility of the City Engineer.
- C. The City Engineer will maintain the speed humps and all related features.



CITY OF SAN ANGELO

Speed Hump Program

72 W. College Ave. San Angelo, TX 76903

Phone (325) 657-4203 Fax (325)655-6397

General Description

The speed hump is a gentle rise and fall of pavement surface placed in the roadway to reduce the speed of vehicles. Speed humps have proven to be successful in reducing speed while allowing safe operation of the vehicle.

The following is a summary of the process for speed hump application and installation.

Step One: Request for Study

A request can be made by either a neighborhood or business association, by a single resident or a group of residents, or by a business located on the street requesting speed humps. Each request must include a name, address and phone number of a resident from the requested street who agrees to be the contact person. The contact person will receive all correspondence and be responsible for gathering evidence of support. Each contact person must acknowledge designation by signing the request. Written requests should be submitted to the City Engineer at the above address. An application form can be obtained from the City Engineer. A request may not automatically be withdrawn from consideration once a traffic study determines the street to be eligible for speed humps.

The request must be for a specific street segment and should include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person
- Provide payment for 24 hour data collection in one location \$100 or \$200 if two locations are deemed necessary. Only certified checks, cashier's checks, or money orders made payable to the City of San Angelo will be accepted.

Do not submit petitions or other evidence of support with your request. Petitions or letters of support gathered prior to the eligibility determinations without the preliminary placement maps will not be accepted. Requests will be evaluated on a biannual schedule (page A-4), however the schedule and process do not preclude the City Engineer from installing warranted speed humps when and where it is deemed necessary outside the procedures of this program.

Appendix A

Step Two: Eligibility

In order for a request to qualify for consideration, the street must meet criteria set by the City Engineer. It is the responsibility of the City Engineer to conduct traffic studies to determine if the street segment meets the following criteria:

- The street may not be classified as an Arterial or a Collector.
- The street may not be a designated Primary Emergency Response Route.
- The street may not be designated as a bus route.
- There must be no more than one moving lane of traffic in each direction.
- The street must have a speed limit of 30 mph or less.
- The street must be paved prior to construction of the speed humps.
- The sum of traffic volumes for both directions must be less than 5,000 vehicles per day and more than 500 vehicles per day.
- The measured 85th percentile speed must exceed the prima facie speed limit by 10 miles per hour or more in a 24-hour study **OR** there must be five or more reported speed related accidents within the street segment during the last twelve months of recorded data.

Other factors such as, but not limited to, alignments, grades and sight distances may also be evaluated.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, applicants will not be able to reapply to the speed hump program for the following two years unless there is considerable change in conditions.

All traffic counts will be scheduled during regular commuter periods unless a specific weekend problem is noted in the request.

Step Three: Level of Support

If the City Engineer determines the street to be eligible, the City Engineer will provide preliminary placement maps to the contact person. The contact person is encouraged to gather and present support from the community in the form of petitions from residents, landowners or businesses facing or having lot frontage on the street segment on which a speed hump is proposed to be located.

Petitions or letters of support gathered prior to the eligibility determinations without the preliminary placement maps will not be considered.

Appendix A

Step Four: Speed Hump Location

It is the responsibility of the City Engineer to determine the final location of all speed humps in accordance with current engineering principles, however:

- Speed humps will usually be placed between 300 feet to 500 feet apart.
- A speed hump shall not be located in front of a driveway or within an intersection.
- Speed humps should not be located within 200 feet of a traffic signal or STOP sign, or within 50 feet of an uncontrolled intersection.

Step Five: Prioritization

The City Engineer will prioritize requests according to the following ranking criteria:

- Average Daily Traffic
- Speeding
- Automobile Accident
- Auto/Pedestrian or Auto/Bicycle Accident
- Community Development
- Institution
- Absence of Sidewalks
- Diversion

Step Six: Funding

An annual budget will be established for construction of approved projects. Projects will be scheduled for construction by priority ranking as funding permits within the established budget.

Projects may be completed, out of ranking order, if alternative funds become available or if complementing maintenance and/or capital improvement projects are initiated during the year.

Approved projects that do not receive funding in the current year will be automatically considered for 2 additional years. All projects will be re-prioritized by ranking on a biannual basis.

An eligible project may be expedited if the applicants choose to pay for 100% of the estimated cost of the installation. Expedited projects will be constructed no later than the next fiscal year following deposit of funding.

Appendix A

Speed Hump Program Schedule

Process Step	Round "A"	Round "B"
Deadline for request submission	April 1	October 1
Planning and eligibility determinations completed by City Engineer, Preliminary placement maps and petition forms prepared by City Engineer	June 1	December 1
Final date to submit evidence of support	August 1	February 1
Ranking of eligible requests for City funding	September 1	March 1
Construction begins on approved projects	October	April



CITY OF SAN ANGELO

Speed Hump Program

72 W. College Ave. San Angelo, TX 76903

Phone (325) 657-4203 Fax (325) 655-6397

For policy Effective November 20, 2007

Request for Speed Hump Study

The following is a request for a speed hump study. Please feel free to submit this form as a formal request. Each request must contain the completed information as indicated in both Part A and Part B. The request will be processed according to the procedures detailed in the Speed Hump Program Policies and Procedures.

A. Street Study Information

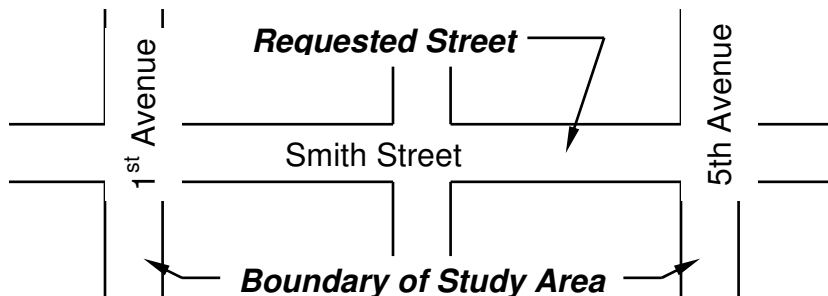
Each request must provide the name of the street on which a study is requested, and the boundaries of the street segment. Traffic studies will be conducted only within the boundaries indicated. Please use streets for boundary limits, not block ranges.

Requested Street:

From:

To:

Example



Requested Street: Smith St.

From: 1st Ave.

To: 5th Ave.

B. Contact Person Information

Each request must provide a contact person who lives on the requested street within the study area boundary. The contact person will receive all correspondence and be responsible for gathering evidence of support when requested. The request must be submitted with \$100 for 24hr data collection costs, \$200 if two counts are required.

Name:

Address:

City:

ZIP Code:

Ph. #:

()

I agree to be the contact person for the above request. I understand that a request may not automatically be withdrawn from consideration once a traffic study determines the street to be eligible for speed humps.

Signature of Applicant:

Date:

Appendix B

RECOUNT POLICY

- I. Traffic count data that is reviewed and believed to be questionable or invalid by the engineering staff for any of the reasons listed below will be scheduled for recount. This recount will occur as soon as possible and preferably within the current funding round, unless circumstances indicate otherwise.
- II. Segments that have been determined ineligible due to traffic data may be re-evaluated upon written request, by conducting another traffic survey. Those segments receiving approval to be reevaluated will be reassigned from their original application cycle to the next available application cycle. The reassigned requests will conform to the policies and procedures in effect for that funding cycle.
- III. Citizen initiated requests for recounts must be submitted in writing. These letters should clearly express specific reasons why the original count should be considered invalid. If approved, these recounts will be scheduled to occur during the following funding round.
- IV. If it is determined through engineering judgment that the original count did not represent normal conditions and the recount does represent normal conditions, then the data gathered by the recount will be used to evaluate the need for speed humps.
 - A. The following presents some of the valid reasons to authorize a recount:
 1. Incomplete or missing data.
 2. Unusually high or low 85th percentile speeds.
 3. Failure or malfunction of the counting equipment.
 4. Relatively large proportions of large vehicles (trucks, buses, etc.) to passenger cars in the data.
 5. Relatively high percentages of “unknown” or “other” vehicle classifications in the data.
 6. Counter deployed at times and/or locations other than those specified by the requester.
 7. Counter deployed during non-school times at locations influenced by school traffic.
 8. Vandalism or deliberate influence. (This aspect is discussed in more detail below.)
 9. Other similar considerations.
 - B. The following reasons require additional records or field research before a recount can be authorized:
 1. Counter deployed at a location typically bypassed by a significant portion of traffic.
 2. Counter deployed relatively close to a traffic control device (STOP sign, traffic signals, etc.), a horizontal or vertical curve, or other physical feature

Appendix B

that could be reasonably expected to influence motorists' behavior on the subject street segment.

3. Construction or maintenance activities occurring in the vicinity of the deployed counter that can be reasonably expected to influence travel patterns on the subject street segment.
4. Counter deployed during a special event that can be reasonably expected to influence travel patterns on the subject street segment.
5. Counters deployed at or near school bus stops, commercial loading zones, frequent on-street parking locations, and other similar locations that can be reasonably expected to influence travel patterns and/or motorists' behavior on the subject street segment.
6. Speed humps or other mitigation devices installed on adjacent streets after the original study that can be reasonably expected to influence travel patterns on the subject street segment.
7. Physical modification of the roadways (reconstruction, overlays, traffic signals, etc.) changes in land use (apartments, shopping centers, theaters, etc.) and other similar factors that can be reasonably expected to influence travel patterns on the subject street segment.
8. Other similar considerations.

C. The following are generally considered invalid reasons to authorize a recount:

1. Fear of accidents or incidents occurring.
2. Recent accidents or incidents that are not part of a discernible pattern of occurrence. Only those accidents or incidents reported to San Angelo Police Department or other comparable public agency will be considered in determining if a trend exists.
3. Unspecified doubt in the validity of the study.
4. Requests for recounts to be conducted during a specified time period that can reasonably be considered a special event.
5. Unsupported allegations of traffic patterns being deliberately and significantly influenced by individuals or groups.
6. Other similar considerations.

V. Traffic count locations that are vandalized (tubes disconnected or cut, counter damaged or stolen, etc.) or deliberately influenced (vehicles parked on or near tubes, multiple passes across tubes, etc.) will be recounted in the following manner:

- A. A first recount will occur automatically. Consideration will be given to moving the counter to a more secure location.
- B. If the counter is vandalized or deliberately influenced during the first recount, the study will be suspended and the requester contacted and informed of the adverse occurrence. A second recount will be authorized only if assurances are secured from the requester that a resident of the street segment will closely monitor the

Appendix B

counter. If no assurances are received, then the request is considered ineligible and may not be reconsidered for two years.

- C. If the counter is vandalized or deliberately influenced during the second recount, then the request is considered ineligible and may not be reconsidered for two years.

Appendix C

PLACEMENT OF SPEED HUMP WARNING SIGNS POLICY

- I. Speed hump warning signs shall be required to warn motorists of the presence of speed humps along a street segment. However, due to aesthetic consideration of the neighborhoods in which they are erected, the number of signs installed shall be minimized where possible.
- II. The general design, layout, and placement of the speed hump warning sign assemblies shall be in conformance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD), latest revision.
- III. The following guidelines shall be considered when locating and installing these signs.
 - A. A speed hump warning sign shall be installed in advance of the first speed hump in the segment for each direction of travel. No other speed hump warning signs shall be required for motorists traveling along the segment provided adequate warning is given to motorists prior to their entering the segment.
 - B. Warning signs shall be erected on roadways that intersect the subject segment of roadway where speed humps are installed. These signs shall face the side street near the intersection. Arrows on the signs shall indicate in which direction the speed humps are located. If a motorist turns from the side street on to the subject street segment, no additional signs shall be required along the segment provided adequate warning is given to motorists prior to the turn being made.
 - C. The installation of speed hump warning signs at or in advance of each speed hump along the subject segment shall not be required other than as described herein.
 - D. If a new segment of speed humps is installed abutting an existing segment, the two segments may be considered as one segment and signed as a single segment. Existing signs shall be removed so as to incorporate the two segments into a single segment.



CITY OF SAN ANGELO

Speed Hump Program - Removal

72 W. College Ave. San Angelo, TX 76903

Phone (325) 657-4203 Fax (325)655-6397

General Description

The speed hump is a gentle rise and fall of pavement surface placed in the roadway to reduce the speed of vehicles. Speed humps have proven to be successful in reducing speed while allowing safe operation of the vehicle. However, citizens who believe the humps are not required along a street for various reasons may request the humps be considered for removal. The following is a summary of the process for speed hump removal.

Step One: Request for a Removal Study

A request can be made by either a neighborhood or business association, by a single resident or a group of residents, or by a business located on the street requesting speed humps. Each request must include a name, address and phone number of a resident from the requested street who agrees to be the contact person. The contact person will receive all correspondence and be responsible for gathering evidence of support. Each contact person must acknowledge designation by signing the request. Written requests should be submitted to the City Engineer at the above address. An application form can be obtained from the City Engineer. A request may not automatically be withdrawn from consideration once a traffic study determines the street to be eligible for removal of speed humps.

The request must be for a specific street segment and should include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person

Do not submit petitions or other evidence of support with your request. Petitions or letters of support gathered prior to the eligibility determinations without the preliminary placement maps will not be accepted. Requests will be evaluated on a biannual schedule (page D-3), however the schedule and process do not preclude the City Engineer from removing speed humps when and where it is deemed necessary outside the procedures of this program.

Appendix D

Step Two: Eligibility

In order for a request to qualify for consideration, the street must meet criteria set by the City Engineer:

- The request must not be a duplicate request.
- The removal segment must correspond with the installation segment.
- The speed humps must have been in place for at least one year.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, applicants will not be able to reapply to the Speed Hump Removal Program for the following two years unless there is considerable change in conditions.

All traffic counts will be scheduled during regular commuter periods unless a specific weekend problem is noted in the request.

Step Three: Level of Support

If the City Engineer determines the speed humps along a street segment to be eligible for removal consideration, the City Engineer will provide existing location maps to the contact person. The contact person is encouraged to gather and present support from the community in the form of petition(s) (which are provided by the City Engineer) from residents, landowners or businesses facing or having lot frontage on the street segment where speed humps are being considered for removal. There must be at least 60% evidence of support for review to further the process. Requests with either no petition or with a petition that does not account for all properties will be considered incomplete and will not further in the process.

Petitions or letters of support gathered *prior* to the removal eligibility determinations without the existing location maps will not be considered.

Step Four: Removal Consideration Factors

The removal application process does not invite nor accept recommendations from requesters regarding which speed humps should or should not be removed. Based on engineering judgment, the results of the review process may recommend removal of none, some, or all of the speed humps. Factors that are considered for review may include, but are not limited to:

- Existing speed hump locations and spacing
- STOP/YIELD signs or traffic signals along the segment
- Historical and existing traffic speed and volume information
- Accident History
- Presence or absence of sidewalks, schools and parks

Appendix D

Step Five: Funding

Funds for speed hump removal will be determined by prorating total available funding between number of humps eligible for installation and number of humps eligible for removal. Selection of humps funded for removal will be on a first come basis, based on the date of receipt of the completed petition. Removal will occur during the regularly scheduled speed hump construction cycles. Private funding of approved removal is possible with 75% support for review.

Speed Hump Removal Program Schedule

Process Step	Round “A”	Round “B”
Deadline for removal request submission	April 1	October 1
Planning and eligibility determinations completed by City Engineer, Petition area maps and petition forms prepared by City Engineer	May 1	November 1
Final date to submit evidence of support	July 1	January 1
Ranking of eligible requests for City funding	September 1	March 1
Construction begins on approved projects	October	April



CITY OF SAN ANGELO

Speed Hump Program - Removal

72 W. College Ave. San Angelo, TX 76903

Phone (325) 657-4203 Fax (325)655-6397

For policy Effective November 20, 2007

Request for Removal Study

This is a request for removing speed humps. Please feel free to submit this form as a formal request. Each request must contain the completed information as indicated in both Part A and Part B. The request will be processed according to the procedures detailed in the Speed Hump Program Policies and Procedures.

A. Street Study Information

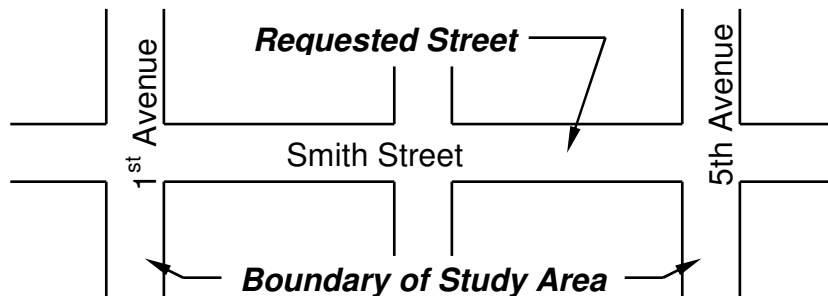
Each request must provide the name of the street on which a study is requested, and the boundaries of the street segment. Traffic studies will be conducted only within the boundaries indicated. Please use streets for boundary limits, not block ranges.

Requested Street:

From:

To:

Example



Requested Street: Smith St.

From: 1st Ave.

To: 5th Ave.

B. Contact Person Information

Each request must provide a contact person who lives on the requested street within the study area boundary. The contact person will receive all correspondence and be responsible for gathering evidence of support when requested.

Name:

Address:

City:

ZIP Code:

Ph. #:

()

I agree to be the contact person for the above request. I understand that a request may not automatically be withdrawn from consideration once a traffic study determines the street to be eligible for speed humps.

Signature of Applicant:

Date:

Appendix E

DEFINITIONS

City Engineer: the City Engineer or designated representatives.

Institution: a park or school that could reasonably be anticipated to generate volumes of pedestrian traffic.

Arterial or Collector: any street designated respectively as a Arterial or Collector on the City's Master Thoroughfare Plan.

Primary Emergency Response Route: any street segment designated by San Angelo Police Department or San Angelo Fire Department as an emergency access route.

Residential: any single family residence, townhouse, duplex, triplex, quadruplex, condominium, or apartment complex or any other structures used as dwelling units.

Speed Hump: a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the travel way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway. The base of the hump varies in wide and gradually slopes to a maximum height of approximately 3 to 4 inches.

Speed Criteria: the speed which is 10 miles per hour (mph) over the posted or prima facie speed limit for a given street.

85th percentile speed: the measured speed at or below which 85% of vehicles are traveling.

Appendix F

**SPEED HUMP INSTALLATION
NOTIFICATION / EVIDENCE OF SUPPORT PETITION**

We, the undersigned homeowners of _____ Subdivision, located _____ request that the City of San Angelo install speed humps in our subdivision, at locations approved by the City Engineer. We understand that this petition only represents our desire for speed humps and does not warrant or guarantee their installation. It is further understood that all in the affected area as defined by the City Engineer must complete this form, by affixing their address, whether renter or owner, name, signature, and whether support installation or not on the list below. All submitted names are subject to verification.

Speed humps will more than likely cause: modifications in traffic speeds and volumes; increased levels of noise at the hump locations; aesthetic changes to the subdivision streets due to the speed humps, and the associated signs and pavement markings; and impacts on street maintenance and emergency vehicle response times.

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Installing?	
				Yes	No

Appendix F

Notification / Evidence of Support Petition

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Installing?	
				Yes	No

DO NOT SIGN this PETITION if you have NOT READ the front page of this PETITION.

Please do not use any other form. This sheet may be reproduced if necessary.

Appendix G

**SPEED HUMP REMOVAL
NOTIFICATION / EVIDENCE OF SUPPORT PETITION**

We, the undersigned homeowners of _____ Subdivision, located _____ request that the City of San Angelo remove speed humps in our subdivision, at locations approved by the City Engineer. We understand that this petition only represents our desire for removal of speed humps and does not warrant or guarantee their removal. It is further understood that all in the affected area as defined by the City Engineer must complete this form, by affixing their address, whether renter or owner, name, signature, and whether support removal or not on the list below. All submitted names are subject to verification.

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Removal?	
				Yes	No

Appendix G

Notification / Evidence of Support Petition

Please list only one signature per residence/property owner.

Address	Renter or Owner	Name (Printed)	Signature	Support Removal?	
				Yes	No

DO NOT SIGN this PETITION if you have NOT READ the front page of this PETITION.

Please do not use any other form. This sheet may be reproduced if necessary.

Daily Vehicle Volume Report

Study Date: Wednesday, 03/07/2018

Unit ID: S. Madison #1

Location: Madison #1

	Total Volume
00:00 - 00:59	0
01:00 - 01:59	1
02:00 - 02:59	2
03:00 - 03:59	2
04:00 - 04:59	1
05:00 - 05:59	0
06:00 - 06:59	9
07:00 - 07:59	118
08:00 - 08:59	33
09:00 - 09:59	34
10:00 - 10:59	24
11:00 - 11:59	43
12:00 - 12:59	51
13:00 - 13:59	47
14:00 - 14:59	57
15:00 - 15:59	105
16:00 - 16:59	58
17:00 - 17:59	60
18:00 - 18:59	46
19:00 - 19:59	22
20:00 - 20:59	19
21:00 - 21:59	12
22:00 - 22:59	5
23:00 - 23:59	5
Totals	754
AM Peak Time	07:00 - 07:59
AM Peak Volume	118
PM Peak Time	14:54 - 15:53
PM Peak Volume	108

Daily Total Speeds (MPH)

Study Date: Wednesday, 03/07/2018

Unit ID: S. Madison #1

Location: Madison #1

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
03:00 - 03:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
04:00 - 04:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	2	3	3	1	0	0	0	0	0	0	0	0	0	0	9
07:00 - 07:59	0	8	50	53	7	0	0	0	0	0	0	0	0	0	0	118
08:00 - 08:59	2	4	6	10	7	2	1	0	1	0	0	0	0	0	0	33
09:00 - 09:59	0	7	12	13	1	1	0	0	0	0	0	0	0	0	0	34
10:00 - 10:59	1	3	8	8	3	1	0	0	0	0	0	0	0	0	0	24
11:00 - 11:59	5	9	12	10	5	0	2	0	0	0	0	0	0	0	0	43
12:00 - 12:59	4	7	17	13	8	2	0	0	0	0	0	0	0	0	0	51
13:00 - 13:59	1	8	20	14	3	1	0	0	0	0	0	0	0	0	0	47
14:00 - 14:59	0	11	22	19	2	2	1	0	0	0	0	0	0	0	0	57
15:00 - 15:59	6	16	40	25	17	1	0	0	0	0	0	0	0	0	0	105
16:00 - 16:59	1	8	16	25	6	2	0	0	0	0	0	0	0	0	0	58
17:00 - 17:59	5	2	17	24	10	2	0	0	0	0	0	0	0	0	0	60
18:00 - 18:59	2	5	19	13	7	0	0	0	0	0	0	0	0	0	0	46
19:00 - 19:59	1	4	9	6	1	0	1	0	0	0	0	0	0	0	0	22
20:00 - 20:59	0	4	9	5	1	0	0	0	0	0	0	0	0	0	0	19
21:00 - 21:59	0	0	4	8	0	0	0	0	0	0	0	0	0	0	0	12
22:00 - 22:59	0	0	1	3	0	1	0	0	0	0	0	0	0	0	0	5
23:00 - 23:59	0	0	1	2	1	1	0	0	0	0	0	0	0	0	0	5
Totals	28	100	268	255	81	16	5	0	1	0	0	0	0	0	0	754
Percent of Total	3.7	13.3	35.5	33.8	10.7	2.1	0.7	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	100
Percent of AM	3.0	13.1	34.8	36.7	9.4	1.5	1.1	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	100
Percent of PM	4.1	13.3	35.9	32.2	11.5	2.5	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100

Standard Deviation: 5.9 MPH

Ten Mile Pace: 20 to 29 MPH

85th Percentile: 29.8 MPH

Mean Speed: 24.6 MPH

Percent in Ten Mile Pace: 69.4%

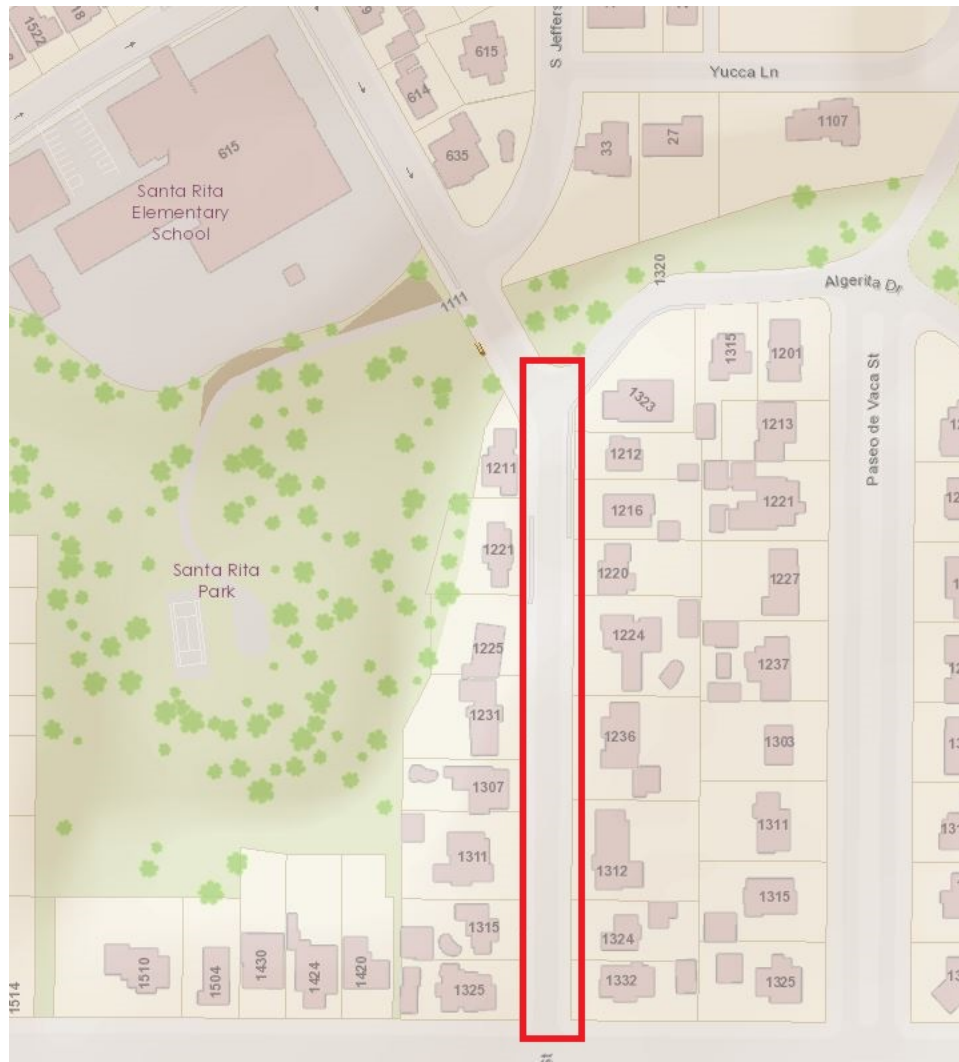
Median Speed: 24.6 MPH

15th Percentile: 19.2 MPH

Modal Speed: 22.5 MPH

90th Percentile: 31.7 MPH

95th Percentile: 34.0 MPH





APPLICATION FOR
BOARDS and COMMISSIONS

RECEIVED
APR 30 2007
E

Name: Patrick J-Y Nuytten
Address: [REDACTED]
City: San Angelo State: TX Zip: 76901
Phone (Home): [REDACTED] (Office): [REDACTED]
Resident of San Angelo since: 1976
Are you a registered voter of San Angelo? Yes: ☒ No: ☐
Occupation or Business Affiliation: Flight Instructor / Computer Tech.
Position: Owner of San Angelo Flying Enterprise, LLC
Owner of Nuytten Computer Services

Patrick Nuytten
Applicant's Signature

4/27/07
Date

NOTE: This application is information of public record. Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

RETURN TO: City of San Angelo, c/o City Clerk, P O Box 1751,
San Angelo, Texas 76902-1751

Applying for:

- ☒ Airport Advisory Board
☐ Animal Services Board
☐ Civic Events Board
☐ Civil Service Commission
☐ Development Corporation
☐ Construction Board
☐ Fort Concho Board
☐ Historic Prsv Commission
☐ Keep SA Beautiful
☐ Park Commission
☐ Planning Commission
☐ Public Housing Authority
☐ Recreation Board
☐ River Corridor Commission
☐ Senior Service Adv Board
☐ Water Advisory Board
☐ Zoning Board of Adjustment

Recommended by:

Perez-Jimenez

Tell us about yourself. Feel free to use the back for more space.

Education and/or Professional Licenses: Bachelor of Science Aviation Management/ Minor in Business
Airline Transport Pilot, Certified Flight Instructor, Certified Instrument Instructor, Certified Multi-Engine Instructor

Current Municipal and Civic Organization Memberships (Positions & Dates): President of Experimental Aircraft Association Local Chapter 493

Previous Municipal Experience (Positions, Dates, Where): None

What personal qualifications can you bring to this board? I have been in the aviation industry in San Angelo at Mathis Field since 1976. I started working at Mathis Field in 1981 as a flight instructor, I worked as a corporate pilot from 1987 until 2004 based at Mathis Field, I had a brief stay with the airlines in 1985.

What is your personal vision for the City? I would like to see San Angelo Regionall Airport grow and would like to continue promoting aviation here in our community.

Why do you want to serve on this board? I am sincerely dedicated in aviation industry. I feel with my past experience and knowledge I would be an asset serving on the Airport Advisory Board.

Any thing else you would like for us to know? If selected for this position I would serve the City of San Angelo to the best of my ability. I am very dedicated in promoting aviation here in San Angelo.

For Office Use Only:

Appointed by:

CICo Apt/Reappt Date:

Term Dates: To

From

From: webmaster@sanangelotexas.us
To: [Kendrick, Bryan](#); [Franco, Maria](#)
Subject: City of San Angelo, TX Boards and Commissions application
Date: Thursday, March 5, 2015 4:48:54 PM

A new entry to a form/survey you have subscribed to has been submitted.

Form Name: Boards and Commissions application
Date & Time: 03/05/2015 2:48 PM
Response #: 17
Submitter ID: 2030
IP address: 205.201.73.50
Time to complete: 13 min. , 48 sec.

Survey Details

Page 1

NOTE: This application is information of public record.

Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

1. Personal information

Name: Robert Frank
Address: [REDACTED]
ZIP code: 76901
Home/mobile phone: [REDACTED]
Office/mobile phone: [REDACTED]
Resident of San Angelo since (year): 1959
City Council Single-Member District in which you reside: 5
Registered San Angelo voter? (yes or no) yes
Occupation/business affiliation: Livestock Weekly
Occupation/business address: 2601 Sherwood Way
Title/position: Publisher
Email: [REDACTED]

2. By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims

incident to the verification of information contained herein.

(o) Yes

3. Date

03/05/2015

4. Applying for:

NOTE: Specific membership requirements apply to boards/commissions marked with an asterisk. See the bottom page at [this link](#) for more details.

(o) Airport Advisory Board

5. Recommended by:

(Name): Elizabeth Grindstaff

6. Based on your board selection, do you meet the membership criteria?

(o) Yes

7. If so, which criteria?

Resident

8. Tell us about yourself.

Education and/or professional licenses:

Graduated from SAISD and Angelo State University. Publisher at Livestock Weekly, private pilot.

Current municipal and civic organization memberships (positions and dates):

West Texas Rehabilitation Center board, active. Past board member of West Texas Boys Ranch and First Christian Church.

Previous municipal experience (positions, dates, where):

I have no previous municipal experience.

What personal qualifications can you bring to the board?

General business experience and have been active pilot since 1975. The business has been renting hangar space since 1950.

What is your personal vision for the City?

To have San Angelo remain a good place to live.

Why do you want to serve on this board?

To offer the board the perspective of someone involved in aviation.

Is there anything else you would like to share about yourself?

I consider myself to be conservative.

The City Council adopted the Code of Ethics for members of the City Council and for the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation. Therefore, all Members shall comply with the laws of the nation, the State of Texas, and the City of San Angelo in the performance of their public duties. If you been convicted of a MISDEMEANOR or FELONY, and/or placed on probation, fined or given a suspended sentence such as pretrial diversion or deferred adjudication in court within the last ten years, disclosure of such should be forwarded under separate cover. For a complete copy of the Code of Ethics, contact the City Clerk at 325-657-4405.

Thank you,
City of San Angelo, TX

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Kendrick, Bryan

Subject: FW: City of San Angelo, TX Boards and Commissions application

NOTE: This application is information of public record.

Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

1. Personal information

Name: Jenie Wilson
Address: [REDACTED]
ZIP code: 76901
Home/mobile phone: [REDACTED]
Office/mobile phone: [REDACTED]
Resident of San Angelo since (year): 1975
City Council Single-Member District in which you reside: SMD 5
Registered San Angelo voter? (yes or no) yes
Occupation/business affiliation: Concho Valley PAWS
Occupation/business address: 4001 Sunset Dr., Ste. 1072
Title/position: Executive Director
Email: [REDACTED]

2. By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims incident to the verification of information contained herein.

(o) Yes

3. Date

12/28/2015

4. Applying for:

NOTE: Specific membership requirements apply to boards/commissions marked with an asterisk. See the bottom page at [this link](#) for more details.

(o) Animal Shelter Advisory Committee*

5. Recommended by:

(Name): James Flores

6. Based on your board selection, do you meet the membership criteria?

(o) Yes

7. If so, which criteria?

I am a citizen residing within the city limits of San Angelo, Texas that represents companion animal welfare and rescue through my professional affiliation with Concho Valley PAWS.

8. Tell us about yourself.

Education and/or professional licenses:

I am a lifelong resident of San Angelo, Texas. I studied at Angelo State University. In 2008, I became involved in companion animal rescue as the regional responder for the national rescue, STFBR. The operational base for that rescue is in Jacksonville, Florida but the rescue network spans the east coast from New York to Florida, Georgia and Texas. It was during my work with this agency that I learned of the local need for organized companion animal rescue. I was offered the position of Executive Director of the Humane Society of Tom Green County in October 2009. The HSTGC has transitioned and transformed to Concho Valley PAWS, a no-kill animal advocacy organization whose focus is spay and neuter education and incentives, shelter pet rescue and education. We provide over 1,700 low cost or free spay and neuter procedures each year and rescue and rehome approximately 1,000 cats and dogs.

Current municipal and civic organization memberships (positions and dates):

I served on the Animal Services Advisory Board in 2011.

In 2007, I was the recipient of the National Jefferson Award for Public Service as recognition for my work establishing Big Brothers Big Sisters in San Angelo, TX.

In 2004 & 2004 I volunteered on the United Way Community Investment Council.

Previous municipal experience (positions, dates, where):

Chairman of the Animal Services Advisory Committee 2010-2011, San Angelo, Texas.

What personal qualifications can you bring to the board?

I am very diplomatic. I believe that to achieve anything of lasting value in a community you must be willing to collaborate and cooperate. As a grant writer for my organization, I do a great deal of research and educate myself on programs that have brought other communities success in regards to decreasing euthanasia rates and reducing the costs of running municipal shelters.

What is your personal vision for the City?

I would love to see San Angelo become a pet friendly community of which we can all be proud. Our animal overpopulation crisis is the result of an uneducated populace and the sad result is over 6,000 animals being killed annually and dumped at the local landfill. The shelter is a representation of the community itself, and I'd love to be a part of anything that can transform our city into a community of responsible pet owners that value life and commitment. I think that with policy, procedures and education this can be accomplished. It has been done in other communities across the nation.

Why do you want to serve on this board?

I want to volunteer my time to help. I think a board of quality individuals willing to communicate honestly and collaborate could be a great benefit to this community by supporting the city in its efforts to improve in regards to animal issues and I'd love to be a part of that.

I am very pleased with the changes that have taken place at the shelter since Robert Salas and James Flores were put in charge. To me, it is an exciting time of potential for our community and I want to make myself available to help.

Is there anything else you would like to share about yourself?

Companion animal rescue is my passion. I am blessed to have some amazing mentors and contacts throughout the state and nation who share my passion and their experiences. I enjoy researching programs and looking for ways to collaborate to achieve a common goal. I am very aware that we can not truly achieve change in the companion animal world without everyone working together.

The City Council adopted the Code of Ethics for members of the City Council and for the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation. Therefore, all Members shall comply with the laws of the nation, the State of Texas, and the City of San Angelo in the performance of their public duties. If you have been convicted of a MISDEMEANOR or FELONY, and/or placed on probation, fined or given a suspended sentence such as pretrial diversion or deferred adjudication in court within the last ten years, disclosure of such should be forwarded under separate cover. For a complete copy of the Code of Ethics, contact the City Clerk at 325-657-4405.

Thank you,
City of San Angelo, TX

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

From: webmaster@sanangelotexas.us
To: [Kendrick, Bryan](#); [Franco, Maria](#)
Subject: City of San Angelo, TX Boards and Commissions application
Date: Friday, March 20, 2015 11:13:33 AM

A new entry to a form/survey has been submitted.

Form Name: Boards and Commissions application
Date & Time: 03/20/2015 9:13 AM
Response #: 18
Submitter ID: 2081
IP address: 205.201.73.124
Time to complete: 53 min. , 44 sec.

Survey Details

Page 1

NOTE: This application is information of public record.

Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

1. Personal information

Name: Billy R Najera
Address: [REDACTED]
ZIP code: 76901
Home/mobile phone: [REDACTED]
Office/mobile phone: [REDACTED]
Resident of San Angelo since (year): 1960
City Council Single-Member District in which you reside: 2
Registered San Angelo voter? (yes or no) yes
Occupation/business affiliation: Sales Mitchell Auto Group (Toyota)
Occupation/business address: 1500 Knickerbocker Rd
Title/position: Sales Rep
Email: [REDACTED]

2. By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims

incident to the verification of information contained herein.

(o) Yes

3. Date

March 20, 2015

4. Applying for:

NOTE: Specific membership requirements apply to boards/commissions marked with an asterisk. See the bottom page at [this link](#) for more details.

(o) Civic Events Advisory Board

5. Recommended by:

(Name): Johnny Silvas

6. Based on your board selection, do you meet the membership criteria?

(o) Yes

7. If so, which criteria?

N/A

8. Tell us about yourself.

Education and/or professional licenses:

BBA Accounting, Angelo State University - 1986

Current municipal and civic organization memberships (positions and dates):

None

Previous municipal experience (positions, dates, where):

None

What personal qualifications can you bring to the board?

I have a combination of sales (13 years) and a financial background (16 years). My negotiation skills coupled with the ability to analyze the Financials will allow me to be an asset to the Board.

What is your personal vision for the City?

In regards to Civic events I feel with the increase in our population and the number of people in the surrounding communities I feel it important that San Angelo continue to provide and attract both civic and entertainment opportunities that our citizens will want to attend that are both profitable for the city and affordable to the attendees.

Why do you want to serve on this board?

Now that I have time I want to give back to the community in which I grew up in. I would like to use my talents to improve the quality of life for those that call our city home as well as for those who choose to visit our great city.

Is there anything else you would like to share about yourself?

I have always had a volunteer spirit. As a young man I volunteered as a Big Buddy mentoring a young man who had lost his father in a plane crash. Later as I had children of my own I coached pretty much every youth sport imaginable. As my children grew older I saw a need for an off season basketball program and I founded the Concho Valley Competitive Basketball Association (CVCBA) where we grew to a membership of more than 500 kids from 3rd grade through high school. I also served with the Lions Club where I was charged with task of securing entertainment for our annual Fiestas Patrias celebration as well as booking bands to play at the River Stage during various fundraising efforts for our club.

The City Council adopted the Code of Ethics for members of the City Council and for the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation. Therefore, all Members shall comply with the laws of the nation, the State of Texas, and the City of San Angelo in the performance of their public duties. If you been convicted of a MISDEMEANOR or FELONY, and/or placed on probation, fined or given a suspended sentence such as pretrial diversion or deferred adjudication in court within the last ten years, disclosure of such should be forwarded under separate cover. For a complete copy of the Code of Ethics, contact the City Clerk at 325-657-4405.

Thank you,
City of San Angelo, TX

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APPLICATION FOR BOARDS and COMMISSIONS

Name: ROGER JULIEN
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76905
Phone (Home): [REDACTED] (Office): [REDACTED]
Resident of San Angelo since: 1983 SMD: _____
Are you a registered voter of San Angelo? Yes: ✓ No: _____
Occupation / Business Affiliation: STATEWIDE CONST.
Occupation / Business Address: 7221 RIVINGTON RD
Position: OWNER
Email: _____

By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims incident to the verification of information contained herein.

X Roger Julien 2-27-18
Applicant's Signature Date

NOTE: This application is information of public record.* Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

RETURN TO: City of San Angelo, c/o City Clerk, 72 W. College, San Angelo, Texas 76903

Applying for:

- ☐ Airport Advisory Board
- ☐ Animal Shelter Adv Cmm*
- ☐ Civic Events Adv Board
- ☐ Civil Service Commission
- ☒ Construction Board of Adj/Apps*
- ☐ Design & Historic Review Cmm*
- ☐ Development Corporation
- ☐ Downtown Development Cmm*
- ☐ Fort Concho Museum Board
- ☐ Park Commission
- ☐ Parks & Recreation Adv Board
- ☐ Planning Commission
- ☐ Public Art Commission*
- ☐ Public Housing Authority
- ☐ Tax Incrmt Reinvsmt Zone Board*
- ☐ Water Advisory Board*
- ☐ Zoning Board of Adjustment

*specific membership criteria requirements apply-See back page for more information

Recommended by:

JOANNA JACKSON

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Based on you board selection, do you meet the membership criteria*? Yes No If so, which criteria: _____
(see back page for board criteria)

Education and/or Professional Licenses: _____

Current Municipal and Civic Organization Memberships (Positions & Dates): _____

Previous Municipal Experience (Positions, Dates, Where): YES CONSTRUCTION BOARD

What personal qualifications can you bring to this board? _____

What is your personal vision for the City? ALWAYS GROWING GETTING BETTER

Why do you want to serve on this board? _____

Anything else you would like for us to know? _____

*The City Council adopted the Code of Ethics for members of the City Council and for the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation. Therefore, all Members shall comply with the laws of the nation, the State of Texas, and the City of San Angelo in the performance of their public duties. If you been convicted of a MISDEMEANOR or FELONY, and/or placed on probation, fired or given a suspended sentence such as pretrial diversion or deferred adjudication in court within the last ten years, disclosure of such should be forwarded under separate cover. For a complete copy of the Code of Ethics, contact the City Clerk at 657-4405.

For Office Use Only:

Appointed by:

CiCo Appt/Reappt Date:

Term Dates: To

From



APPLICATION FOR
BOARDS and COMMISSIONS

Name: Eric Eggemeyer
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76903
Phone (Home): [REDACTED] (Office): [REDACTED]
Resident of San Angelo since: 1992 SMD: 3
Are you a registered voter of San Angelo? Yes: ✓ No:
Occupation / Business Affiliation: Eggemeyer's General Store
Occupation / Business Address: Same
Position: Mgr
Email: [REDACTED]

By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims incident to the verification of information contained herein.

X Eric Eggemeyer 7-12-13
Applicant's Signature Date

NOTE: This application is information of public record.* Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

RETURN TO: City of San Angelo, c/o City Clerk, 72 W. College, San Angelo, Texas 76902-1751

Applying for:

- ☐ Airport Advisory Board
- ☐ Animal Shelter Adv Cmtt
- ☐ Civic Events Adv Board
- ☐ Civil Service Commission
- ☐ Development Corporation
- ☐ Downtown Development Cmm
- ☐ Construction Board of Adj/Apps
- ☐ Fort Concho Museum Board
- ☒ Design & Historic Review Cmm
- ☐ Park Commission
- ☐ Parks & Recreation Adv Board
- ☐ Planning Commission
- ☐ Public Art Commission
- ☐ Public Housing Authority
- ☐ TIRZ Board *additional membership requirements apply-See Code of Ordinance, Article 2.4300
- ☐ Water Advisory Board
- ☐ Zoning Board of Adjustment

Recommended by:

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Education and/or Professional Licenses: B.S. TIU Texas Tech Univ.
Restaurant Hotel mgmt.

Current Municipal and Civic Organization Memberships (Positions & Dates): currently Board member
DSA, CVB, 2003-4 President mainstreet, QS-07 ZBA

Previous Municipal Experience (Positions, Dates, Where): See above

What personal qualifications can you bring to this board? Dedication to community
development

What is your personal vision for the City? Controlled growth to ensure
master plan is attained

Why do you want to serve on this board? Passion for Design!

Anything else you would like for us to know?

*The City Council adopted the Code of Ethics for members of the City Council and for the City's boards and commissions to assure public confidence in the integrity of local government and its effective and fair operation. Therefore, all Members shall comply with the laws of the nation, the State of Texas, and the City of San Angelo in the performance of their public duties. If you have been convicted of a MISDEMEANOR or FELONY, and/or placed on probation, fined or given a suspended sentence such as pretrial diversion or deferred adjudication in court within the last ten years, disclosure of such should be forwarded under separate cover. For a complete copy of the Code of Ethics, contact the City Clerk at 657-4405.

For Office Use Only:

Appointed by: CiCo Appt/Reappt Date: Term Dates: To From

Kendrick, Bryan

From: Kendrick, Bryan
Sent: Friday, April 15, 2016 10:16 AM
Subject: FW: City of San Angelo, TX Boards and Commissions application

Survey Details

Page 1

NOTE: This application is information of public record.

Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

1. Personal information

Name: Jason Pierce
Address: [REDACTED]
ZIP code: 76901
Home/mobile phone: [REDACTED]
Office/mobile phone: [REDACTED]
Resident of San Angelo since (year): 2009
City Council Single-Member District in which you reside: Charlotte Farmer
Registered San Angelo voter? (yes or no) Yes
Occupation/business affiliation: Angelo State University
Occupation/business address: Academic 210 D, ASU Station #10897
Title/position: Associate Professor
Email: [REDACTED]

2. By executing this document, the applicant does hereby certify and affirm the truth and accuracy of the information contained herein. The applicant further authorizes the City Council, or its designee, to verify any information. The applicant agrees to release and hold harmless the City from all claims incident to the verification of information contained herein.

(o) Yes

3. Date

03/23/2016

4. Applying for:

NOTE: Specific membership requirements apply to boards/commissions marked with an asterisk. See the bottom page at [this link](#) for more details.

(o) Fort Concho Museum Board

5. Recommended by:

(Name): Kenneth Heinemann

6. Based on your board selection, do you meet the membership criteria?

(o) Yes

7. If so, which criteria?

I have expertise in both history and historic preservation issues.

8. Tell us about yourself.

Education and/or professional licenses:

PhD in American History with an emphasis in the History of the American West and Historic Preservation

Current municipal and civic organization memberships (positions and dates):

Cultural District Board, San Angelo Museum of Fine Arts, 2012-2014

Previous municipal experience (positions, dates, where):

None

What personal qualifications can you bring to the board?

I have a passion for history, and I believe Fort Concho is a tremendous asset for the city and the region. My enthusiasm and willingness to help promote this unique cultural treasure should be beneficial.

What is your personal vision for the City?

San Angelo is a unique place, and I'm proud to call it my home. Having lived in cities and smaller towns (Durango, Colorado, Denver, Portland, Oregon, among others), I appreciate what San Angelo offers and I'm pleased with the direction that the city has taken in the years I've lived here to make the city more livable. Projects like the Red Arroyo trail, the downtown revitalization efforts, the corridor along the river, etc. are making the slogan that San Angelo is an oasis a reality. Fort Concho and SAMFA are assets that help make San Angelo a remarkable place, and I'm happy to help the Fort continue its mission.

Why do you want to serve on this board?

I believe my expertise and knowledge of issues related to historic preservation nationally would help bring additional perspectives to the Fort and enable me to understand the challenges and opportunities facing the fort.

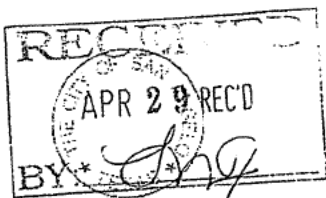
Is there anything else you would like to share about yourself?

No. Except that I'm excited to have the opportunity to serve.

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Thank you,
City of San Angelo, TX

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APPLICATION FOR
BOARDS and COMMISSIONS

Name: SARAH HOWELL
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76904
Phone (Home): [REDACTED] Office: [REDACTED]
Resident of San Angelo since: 1939 SMD: 5
Are you a registered voter of San Angelo? Yes: ☒ No: ☐
Occupation / Business Affiliation: RETIRED
Occupation / Business Address: [REDACTED]
Position: [REDACTED]
Email: [REDACTED]

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X Sarah Howell 4-27-15
Applicant's Signature Date

NOTE: This application is information of public record.* Public Service opportunities are offered by the City of San Angelo without regard to race, color, national origin, religion, sex or disability.

RETURN TO: City of San Angelo, c/o City Clerk, 72 W. College, San Angelo, Texas 76902-1751

Applying for:

- ☐ Airport Advisory Board
☐ Animal Shelter Adv Cmm*
☐ Civic Events Adv Board
☐ Civil Service Commission
☐ Construction Board of Adj/Appls*
☐ Design & Historic Review Cmm*
☐ Development Corporation
☐ Downtown Development Cmm*
☒ Fort Concho Museum Board
☐ Park Commission
☐ Parks & Recreation Adv Board
☐ Planning Commission
☐ Public Art Commission*
☐ Public Housing Authority
☐ Tax Incrmt Reinvsmnt Zone Board*
☐ Water Advisory Board*
☐ Zoning Board of Adjustment

*specific membership criteria requirements
apply-See back page for more information

Recommended by:

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Based on your board selection, do you meet the membership criteria? ☒ Yes ☐ No If so, which criteria: 1-2
(see back page for board criteria)

Education and/or Professional Licenses: High School AND SOME College
Do the ADULT CONTINUING EDUCATION CLASSES NOW

Current Municipal and Civic Organization Memberships (Positions & Dates): BOARD Member of THE CONCHO CADRE 2015

Previous Municipal Experience (Positions, Dates, Where): Living history at Ft Concho -1997

What personal qualifications can you bring to this board? Availab: Lity

What is your personal vision for the City? To see our city grow & prosper

Why do you want to serve on this board? INTERESTED IN HISTORY OF THE FORT

Anything else you would like for us to know?

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For Office Use Only:

Appointed by:

CiCo App/Reappt Date:

Term Dates: To

From

I had completed one application on Line 4-10-15 but I was told it had not been received. Revised: 09/14



APPLICATION FOR BOARDS and COMMISSIONS

Name: Teri L. Covert
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76904
Phone (Home): [REDACTED] (Office): [REDACTED]
Resident of San Angelo since: 1998 SMD: [REDACTED]
Are you a registered voter of San Angelo? Yes: X No: [REDACTED]
Occupation / Business Affiliation: Healthy Families San Angelo
Occupation / Business Address: 200 South Magdalen St., 76903
Position: Director, Program Development
Email: [REDACTED]

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Teri L. Covert 06/04/2013
Applicant's Signature Date

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RETURN TO: City of San Angelo, c/o City Clerk, 72 W. College, San Angelo, Texas 76902-1751

Applying for:

- ☐ Airport Advisory Board
- ☐ Animal Shelter Adv Cmmt
- ☐ Civic Events Adv Board
- ☐ Civil Service Commission
- ☐ Development Corporation
- ☐ Downtown Development Cmm
- ☐ Construction Board of Adj/Apps
- ☐ Fort Concho Museum Board
- ☐ Design & Historic Review Cmm
- ☐ Park Commission
- ☐ Parks & Recreation Adv Board
- ☐ Planning Commission
- ☒ Public Art Commission
- ☐ Public Housing Authority
- ☐ TIRZ Board *additional membership requirements apply-See Code of Ordinance, Article 2.4300
- ☐ Water Advisory Board
- ☐ Zoning Board of Adjustment

Recommended by:

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Education and/or Professional Licenses: Associates degree, certified in Microsoft software products.

Current Municipal and Civic Organization Memberships (Positions & Dates): none

Previous Municipal Experience (Positions, Dates, Where): none

What personal qualifications can you bring to this board? Experience in writing grants and grant budgets, event management, fundraising, and managerial experience.

What is your personal vision for the City? I'm intersted in the development of downtown San Angelo; specifically increasing art venues, places for artists to studio and hang/display thier work, and ensuring that downtown and the city of San Angelo continue the arts growth that is ongoing. I think the key is getting new and current residents involved with development, bringing and implementing ideas, and finacially supporting the arts.

Why do you want to serve on this board? It is a good opportunity to assist the board in developing additional arts venues and projects for the city

Anything else you would like for us to know? I am very passionate about the arts and am looking forward to working with the commission to improver our city.

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For Office Use Only:

Appointed by:

City App/Reappt Date:

Term Dates: To

From



APPLICATION FOR BOARDS and COMMISSIONS

Name: LORI FRANCKS
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76901
Phone (Home): NONE
Resident of San Angelo since: 1958 SMD:
Are you a registered voter of San Angelo? Yes: ✓ No:
Occupation / Business Affiliation: Retired Financial Advisor
Occupation / Business Address: with UBS Financial Services
Position: FINANCIAL ADVISOR
Email: [REDACTED]

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X Lori Franks 7-21-13
Applicant's Signature Date

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- ☐ Park Commission
- ☐ Parks & Recreation Adv Board
- ☐ Planning Commission
- ☒ Public Art Commission
- ☐ Public Housing Authority
- ☐ TIRZ Board *additional membership requirements apply-See Code of Ordinance, Article 2.4300
- ☐ Water Advisory Board
- ☐ Zoning Board of Adjustment

Recommended by:

Julie Raymond

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Education and/or Professional Licenses: SA Central High School FINANCIAL ADVISOR for 35 years

Current Municipal and Civic Organization Memberships (Positions & Dates): Museum of Fine Arts currently Chamber of Commerce 2008, 2009 + 2010, Convention & Visitors Bureau 2003, 2004 + 2005 (I think!)

Previous Municipal Experience (Positions, Dates, Where): NONE

What personal qualifications can you bring to this board? I own a building @ 333 S. Chadbourne and am putting in a restaurant!

What is your personal vision for the City? I've lived in San Angelo all my life & believe it's an amazing city that has tremendous heart and the revitalization of Downtown is just wonderful - I want all of the empty buildings to be fixed up, filled up & profitable!

Why do you want to serve on this board? I'm a huge fan of the wonderful artists we have in our community & would like to promote their talents to enhance our city!

Anything else you would like for us to know?

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City App/Reappt Date:

Term Dates: To

From



APPLICATION FOR BOARDS and COMMISSIONS

Name: HEIDI MEYER BROOKS
Address: [REDACTED]
City: San Angelo (unless otherwise noted) Zip: 76901
Phone (Home): [REDACTED]
Resident of San Angelo since: 1985 SMD: 5
Are you a registered voter of San Angelo? Yes: ☒ No: ☐
Occupation / Business Affiliation: SELF EMPLOYED / RESIDENTIAL REAL ESTATE
Occupation / Business Address: MANAGE CACTUS CACTUS ESTATE
Position: + LAUNDRY
Email: [REDACTED]

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X [Signature] 7/29/2014
Applicant's Signature Date

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- ☐ Public Art Commission
- ☐ Public Housing Authority
- ☐ TIRZ Board *additional membership requirements apply-See Code of Ordinance, Article 2.4300
- ☐ Water Advisory Board
- ☐ Zoning Board of Adjustment

Recommended by:

Grindstaff

Tell us about yourself. Feel free to attach additional sheets, if necessary.

Education and/or Professional Licenses: UNIVERSITY OF TEXAS AT KUSTIN

Current Municipal and Civic Organization Memberships (Positions & Dates): PRES: SAN ANGELO MUSEUM FINEARTS (97-98)
SAN ANGELO JUDICIAL LEAGUE (88-2000) VARIOUS CHAIRS - SYMPHONY BOARD (2003-2006) DEL CHMN.

Previous Municipal Experience (Positions, Dates, Where): N/A

What personal qualifications can you bring to this board? CONCERN FOR CITY GROWTH, EXPERIENCE IN COMMUNITY AND SMALL BUSINESS. MY TIME SCHEDULE PERMITS ME TIME TO WORK ON THIS BOARD WITHOUT LIMITATIONS.

What is your personal vision for the City? GROWTH WITH FUTURE IN MIND AND CONCERNS FOR ENVIRONMENT.

Why do you want to serve on this board? I AM INTERESTED IN WELL BEING OF COMMUNITY AND HAVE TIME AVAILABLE / OPEN TO MORE KNOWLEDGE AND CHANGE.

Anything else you would like for us to know?

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