
CITY COUNCIL WORKSHOP AGENDA

Notice is hereby given that the Rockport City Council will hold a workshop meeting on Tuesday, June 28, 2016, at 1:30 p.m. The meeting will be held at Rockport City Hall, 622 E. Market, Rockport, Texas. The matters to be discussed and acted upon are as follows:

Opening Agenda

1. Call meeting to order.

Regular Agenda

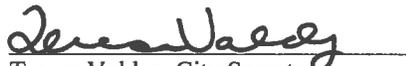
2. Hear and deliberate on routes for downtown parades.
3. Hear and deliberate on a proposal to adopt a policy to have all new gas meters placed at the front property line.
4. Hear and deliberate on presentation of site development permit application.
5. Adjournment.

Special Accommodations

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (361) 729-2213, ext. 225 or FAX (361) 790-5966 or email citysec@cityofrockport.com for further information. Braille is not available. The City of Rockport reserves the right to convene into executive session under Government Code 551.071-551.074 and 551.086.

Certification

I certify that the above notice of meeting was posted on the bulletin board at City Hall, 622 E. Market Street, Rockport, Texas on Friday, June 24, by 5:00 p.m. and on the City's website at www.cityofrockport.com. I further certify that the following News Media were properly notified of this meeting as stated above: *The Rockport Pilot*, *Coastal Bend Herald*, and *Corpus Christi Caller Times*.


Teresa Valdez, City Secretary

CITY COUNCIL AGENDA
Workshop Meeting: Tuesday, June 28, 2016

AGENDA ITEM: 2

Hear and deliberate on routes for downtown parades.

SUBMITTED BY: City Manager Kevin Carruth

APPROVED FOR AGENDA: PKC

BACKGROUND: In early 2015, following ongoing concerns about spectator safety, negative comments from some Austin Street merchants about being on the parade route, and at least one incident at the 2014 Tropical Christmas parade, the City made the decision to prohibit parades on Austin Street and, instead, reroute any parades to Magnolia Street. Magnolia Street, at almost five lane wide, offers a much safer buffer than the one lane route on Austin Street, especially for children who may dart into the parade formation out of excitement or to get to candy that may be thrown.

At the end of the parade, participants historically have been directed to either the Beach Park or down Laurel and across Hwy 35 Business. Participants have never been directed onto the Festival Grounds due to safety concerns and because it would slow or stop the parade.

The Rockport Heritage and Arts District Association has been facilitating a discussion with Austin Street merchants and have submitted proposals to address safety concerns so that parades can occur on Austin Street again. See the accompanying “Tropical Christmas” document for more details on their proposals.

FISCAL ANALYSIS:

STAFF RECOMMENDATION: Not an action item.

TROPICAL CHRISTMAS

Safety Solutions Proposals

RECEIVED
MAY 25 2016
CITY MANAGER

Goal: Bring Tropical Christmas Parade back to S. Austin and Disembark at Festival Grounds safely

East Side of S. Austin: Major Solution:

- o Close to traffic and no parking after 4-4:30pm on East side of S. Austin (parade route off of Market). Merchants on East side are ok with this.
- o Still allows families to set up on sidewalks and/or bulbouts

West Side of S. Austin:

- o Close to traffic after 4-4:30pm.
- o Parking can take place either by then, or families may use Magnolia & side streets to come park on S. Austin.

Median/Monitors:

- o Rope off median with strings of lights, or garlands (as part of decorations) or as last resort, yellow tape along parade route.
- o Monitor volunteers in neon vests on the Median along parade route to keep people from either side venturing to the median.

Candy: None to be thrown from floats. Can be handed out by walkers.

Disembark at Festival Grounds:

- o Floats: Allow floats to come down Hwy 35, turn right and pull behind the Big Sign, park on Festival Grounds to disembark.
- o Walkers: Have walkers turn off by Maritime Museum before Hoopes House light. Walk down to the Bay Education Street and wait on Festival Grounds for rides.

Meet & Discuss: Bring meetings of City, Chief, merchants, RCAD BOD, RHADA BOD, and other interested parties together in series of

gatherings to brainstorm and work out details on median and monitor/ volunteers, traffic closures et al. Settle on details as soon as possible before a City Council decision is taken. Print up parade route and safety solutions.

Advertise/Spread the Word: Alert the community way in advance of schedule, parade route, parking options, Festival Ground disembark/meeting areas for after parade. Distribute in paper, library, downtown shops, WWN, RHADA Facebook page, HEB, City Hall, Bay Education Center, County Courthouse, other. Repeat several times.

CITY COUNCIL AGENDA
Workshop Meeting: Tuesday, June 28, 2016

AGENDA ITEM: 3

Hear and deliberate on a proposal to adopt a policy to have all new gas meters placed at the front property line.

SUBMITTED BY: Director of Public Works Michael Donoho

APPROVED FOR AGENDA: PKC

BACKGROUND: The Gas Department has been researching best practices at other gas providers to determine if adopting a property line meter set policy will increase the safety of our gas technicians and citizens, improve operational efficiency, and lower the liability exposure to the City of Rockport. Staff has developed a proposal to place all new gas meters (both new installations and those being repaired or replaced) moved to the property line instead of the current practice of having them near or next to the customer's building. The Cities of Corpus Christi, Port Aransas, Robstown, and Sinton have all adopted similar policies and the Texas Municipal League Intergovernmental Risk Pool's gas consultant recommends adopting the proposed policy as a positive risk management strategy. In addition, private utilities (i.e. AEP, AT&T, TWC) have also been placing their facilities at the front property line for some time.

As this proposal has been discussed internally over the last few weeks, there has been dialogue with some of our local developers. Most of those expressing negative opinions about the proposal have focused on poor aesthetics and safety associated with the meters being closer to the street (see the accompanying letter from Spencer Park).

As residents currently do with their cable, electrical, and telephone boxes, customers could use ornamental landscaping, lattice fencing, or build a decorative open cover to minimize any poor aesthetics. See the accompanying pictures of existing Rockport meters for good and bad examples of gas meter placements.

FISCAL ANALYSIS: There will be a reduction in maintenance and labor costs due to shorter city-owned service lines, fewer leaks that are the City's responsibility, reduced labor for meter reading due to improved access, and lower liability exposure from not having to be on private property.

RECOMMENDATION: Not an action item.

Property Line Meter Sets

Debbie Mazur and David Rabroker contacted several cities around our area to see where the Natural Gas Department installs their gas meters. The following is what we learned from each city:

City of Port Aransas – Property Line Sets and if a meter is needed to be by a building or house, the owner must grant an easement to the city to install that meter.

City of Corpus Christi – Property Line Sets or Easement.

City of Robstown – Property Line Sets, Easement or Alley. They have a program in place to move meters away from the house at city expense.

City of Sinton – Property Line Sets, Easement or Alley. Nothing put behind a fence.

We also contacted Sammy Russo with APR Consultants and asked his opinion on Property Line Sets for gas meters. His recommendation is Property Line Sets. He feels the meter should be away from the structure for safety issues (slow leaking meter with gas escaping into the vent in the house eaves filling the attic with gas or a slow leak underground going under the house and in general there is less activity at the property line. There is 20-30 lbs pressure on the service line going to the meter, therefore on the customer line leaving the meter is 4 oz. of pressure.

Reasons to have Property Line Sets:

- Safety of the Customer not having the meter by the house
- Safety of the Meter Reader
- Locked Gates and Dogs
- Not having City Gas Lines on Private Property

This operational change will dramatically reduce the liability exposure of the City of Rockport.















Meter





Meter
Under
Rock

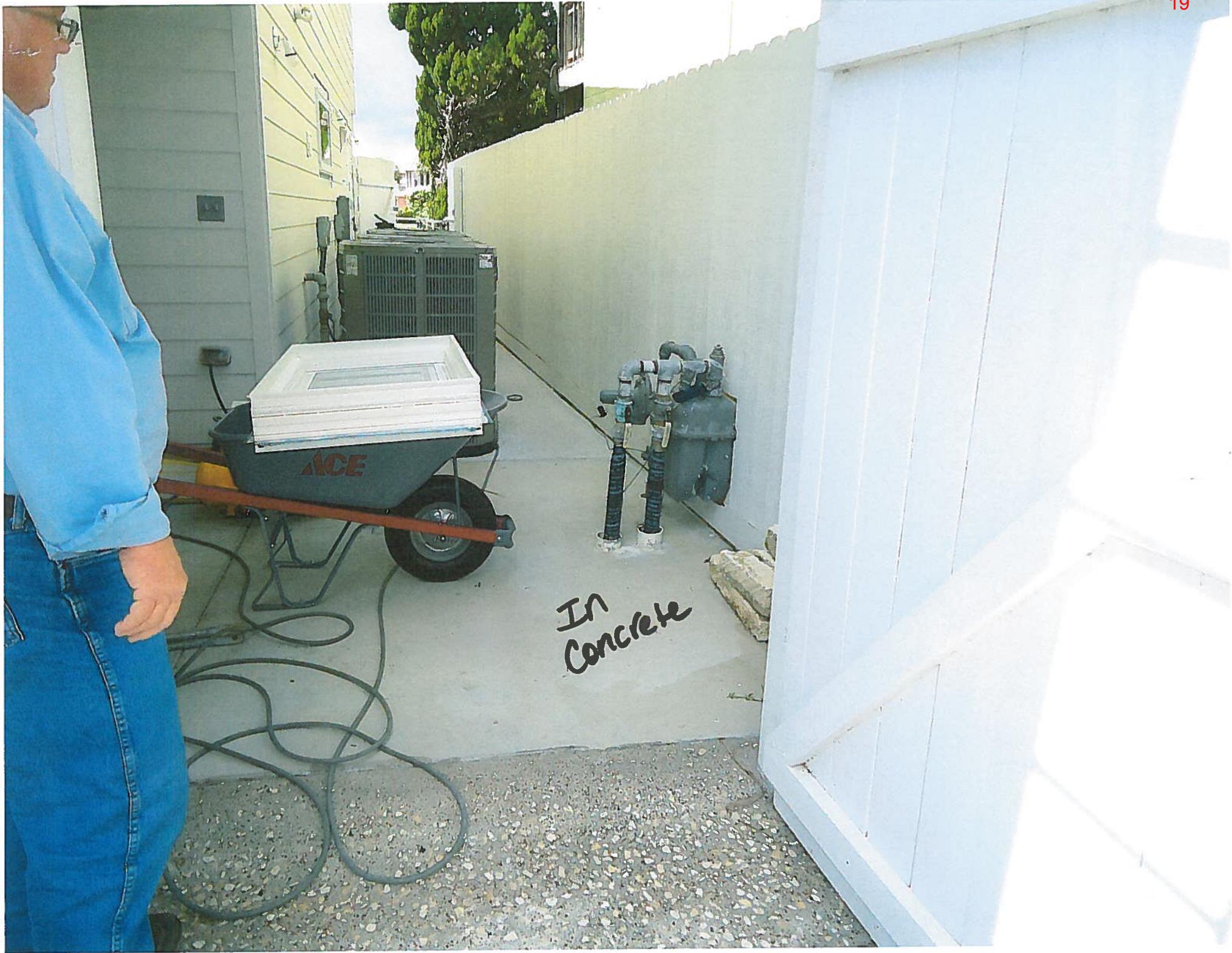




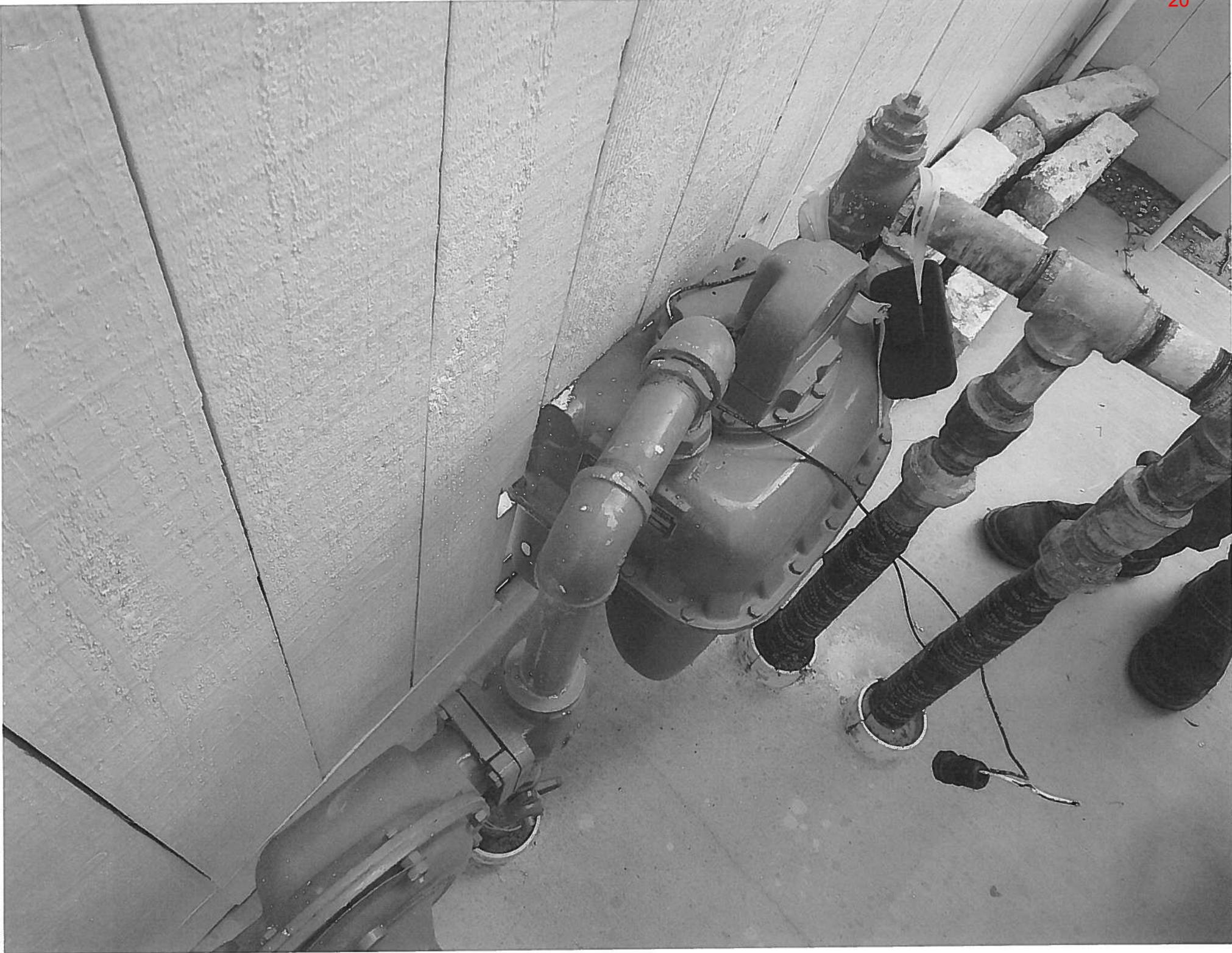
Roof is
Built on top
of meter



new



In
Concrete













Meter
behind
fence













In
Concrete



meter







Inside
Cement

← meter



Meyer









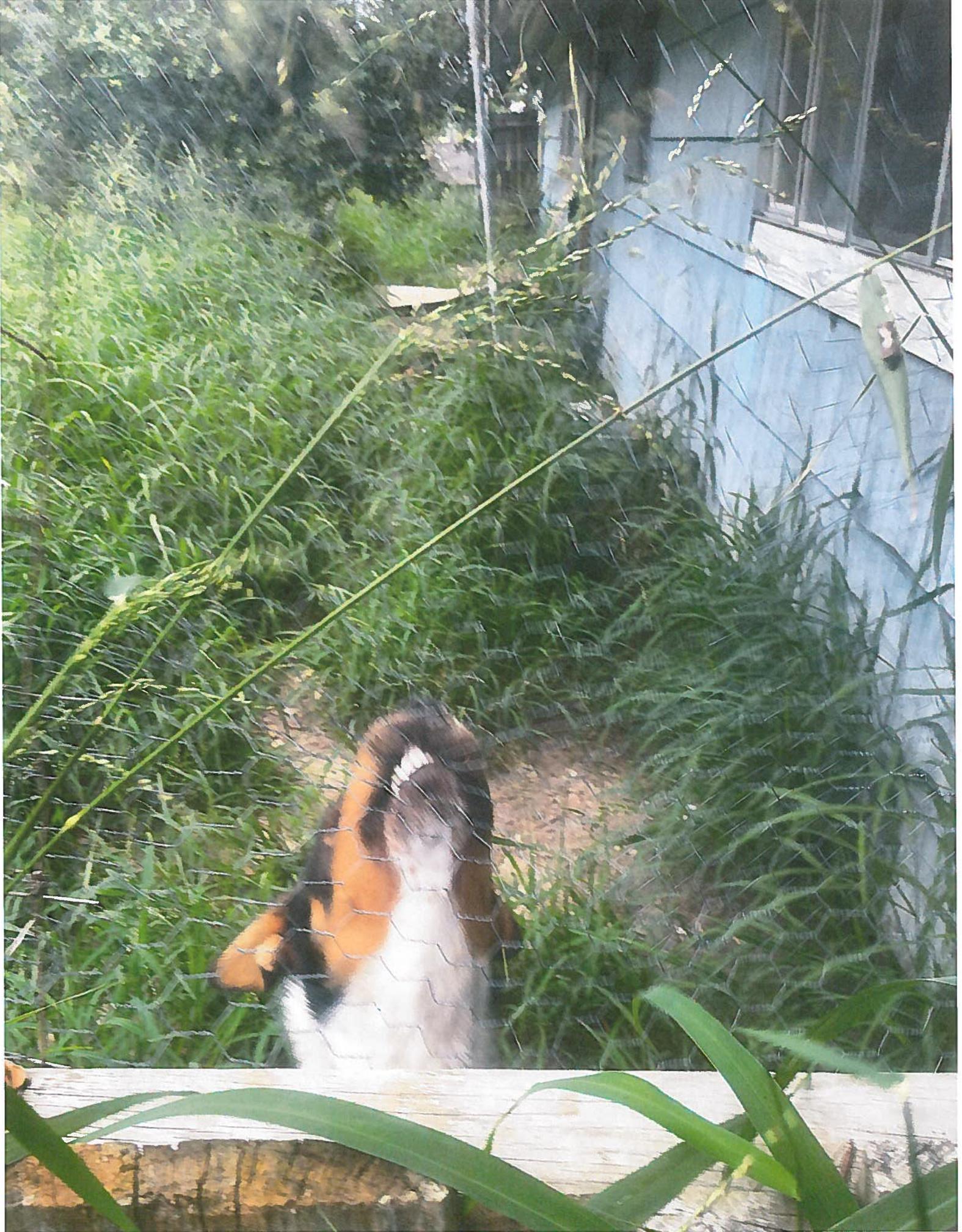


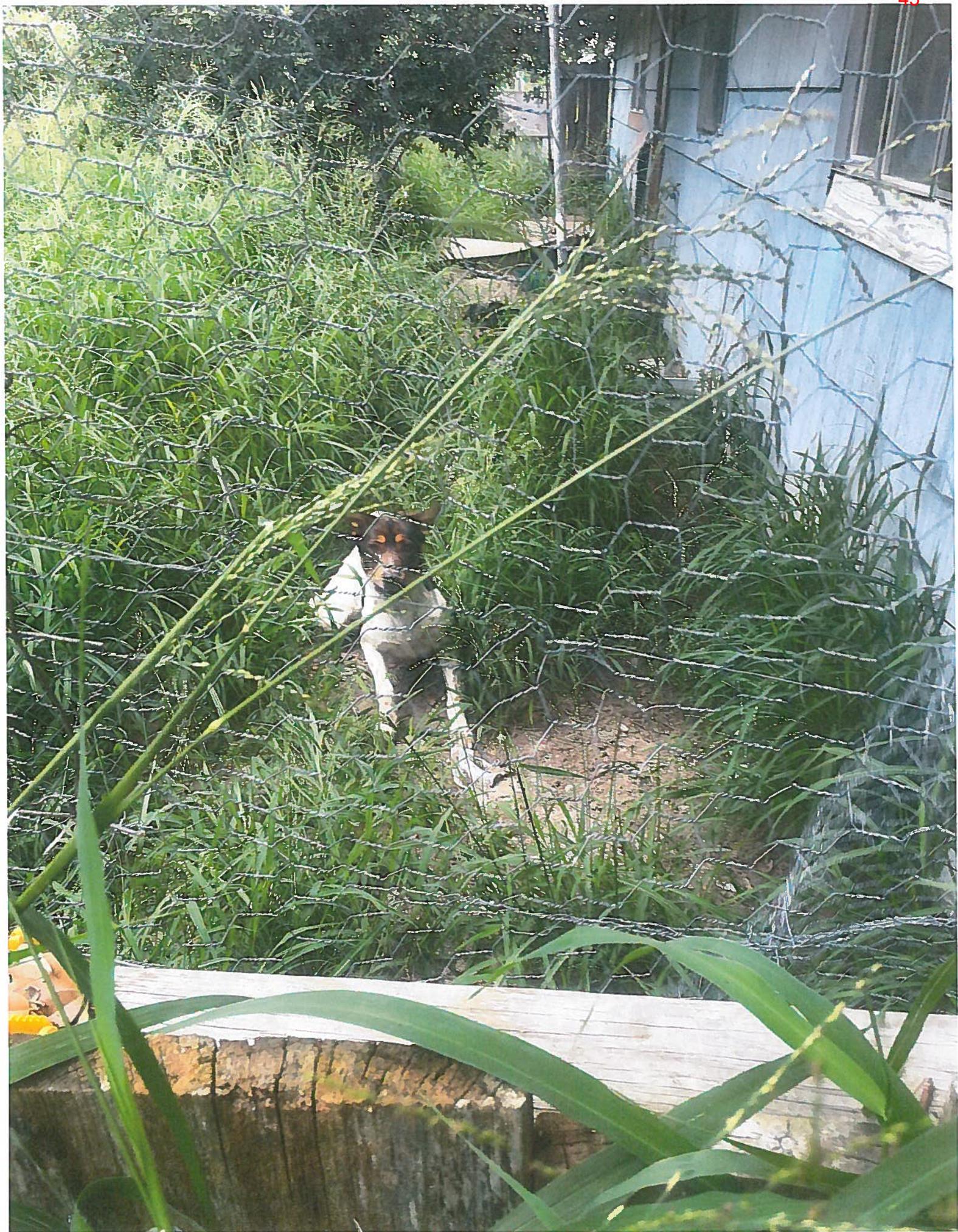
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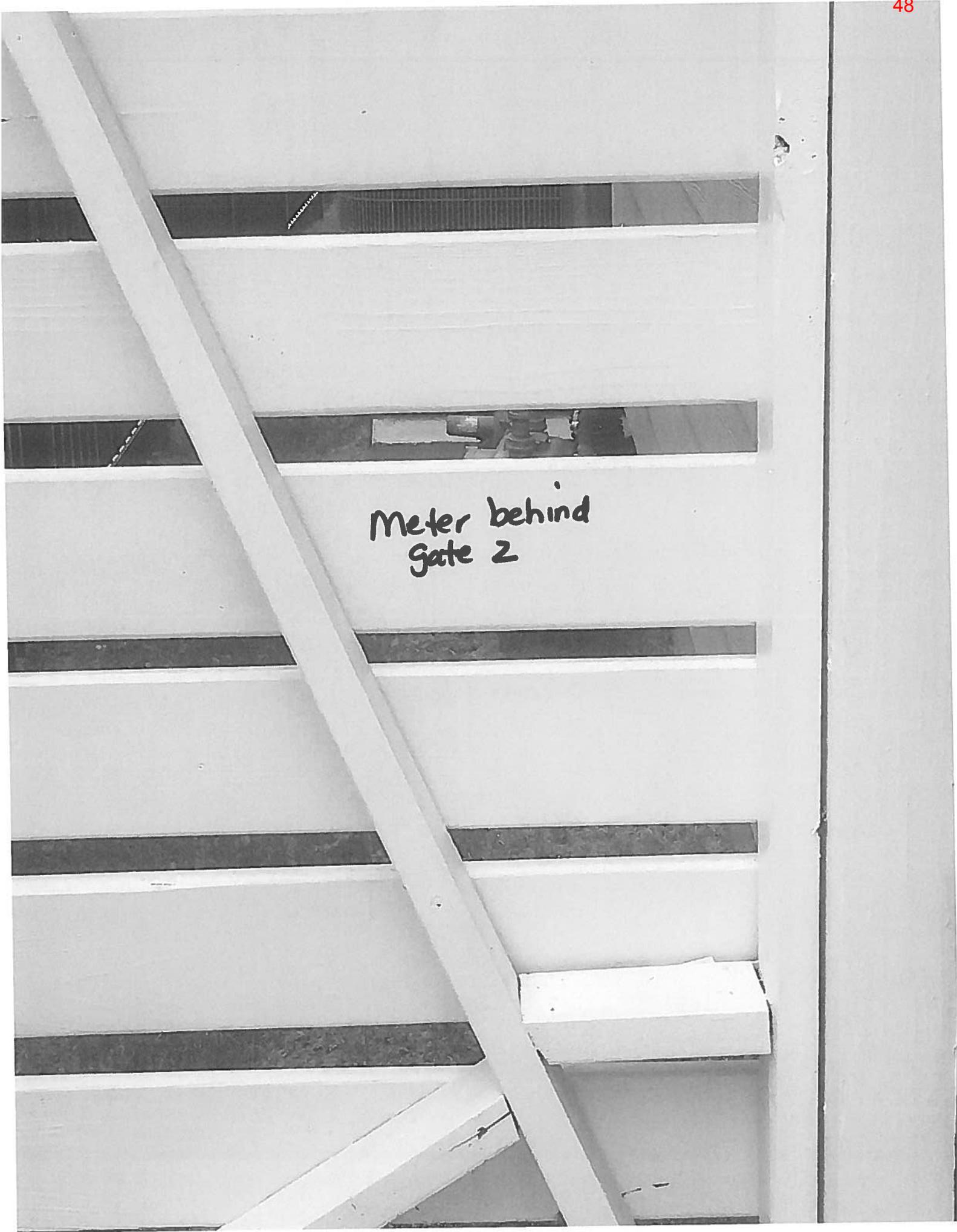


The Reserve

Gate 1



Meter behind
Gate 2



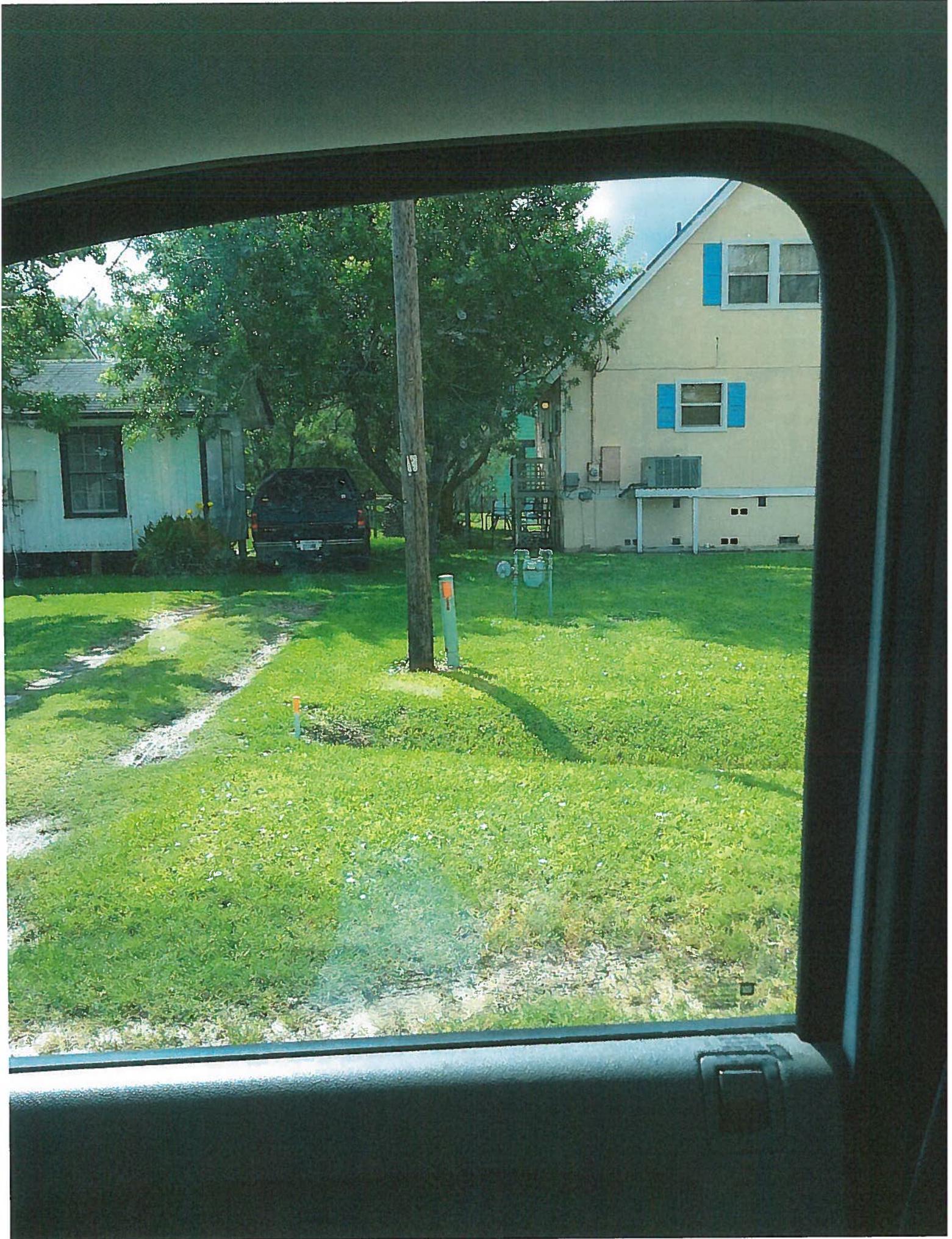


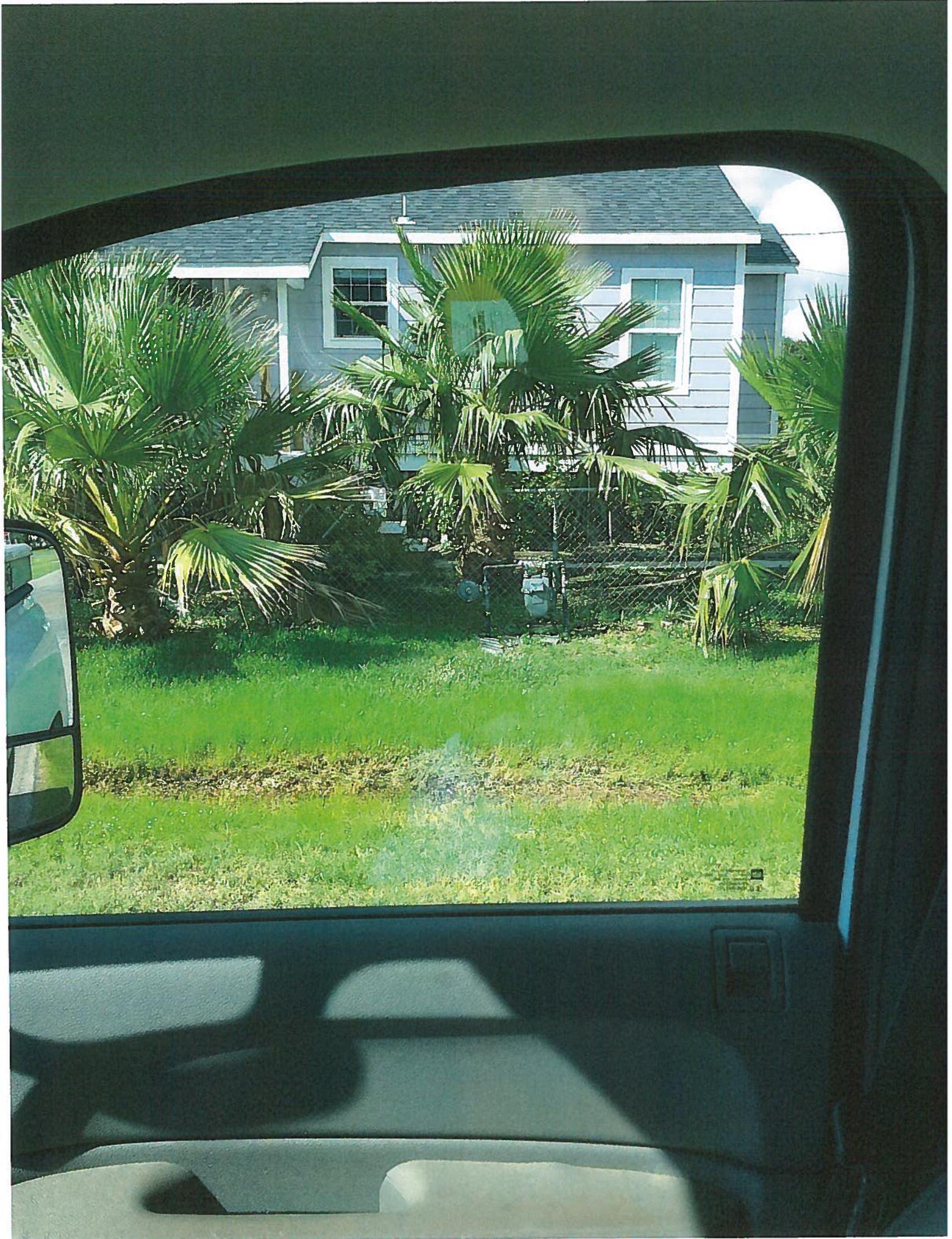


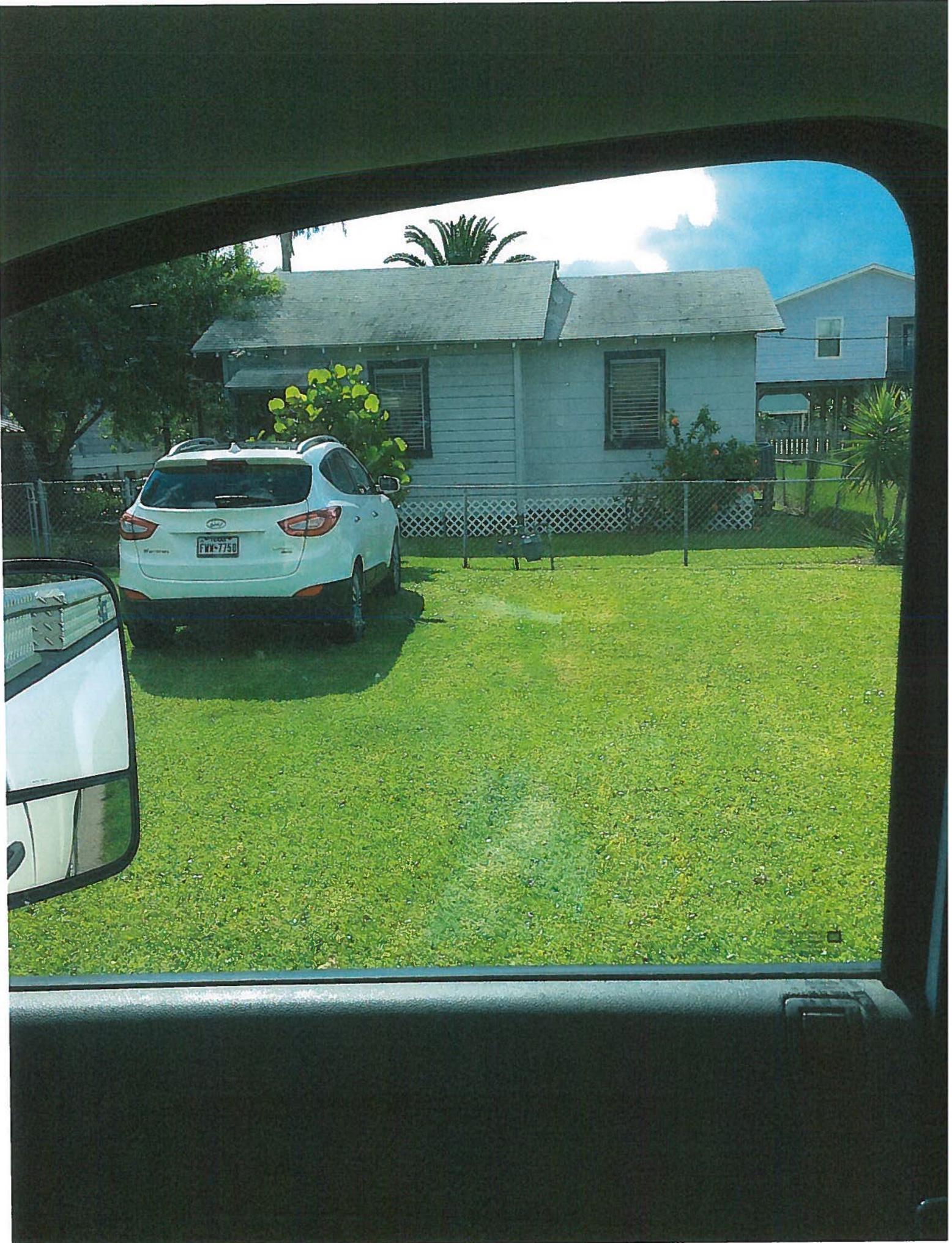


















































































meter →





meter

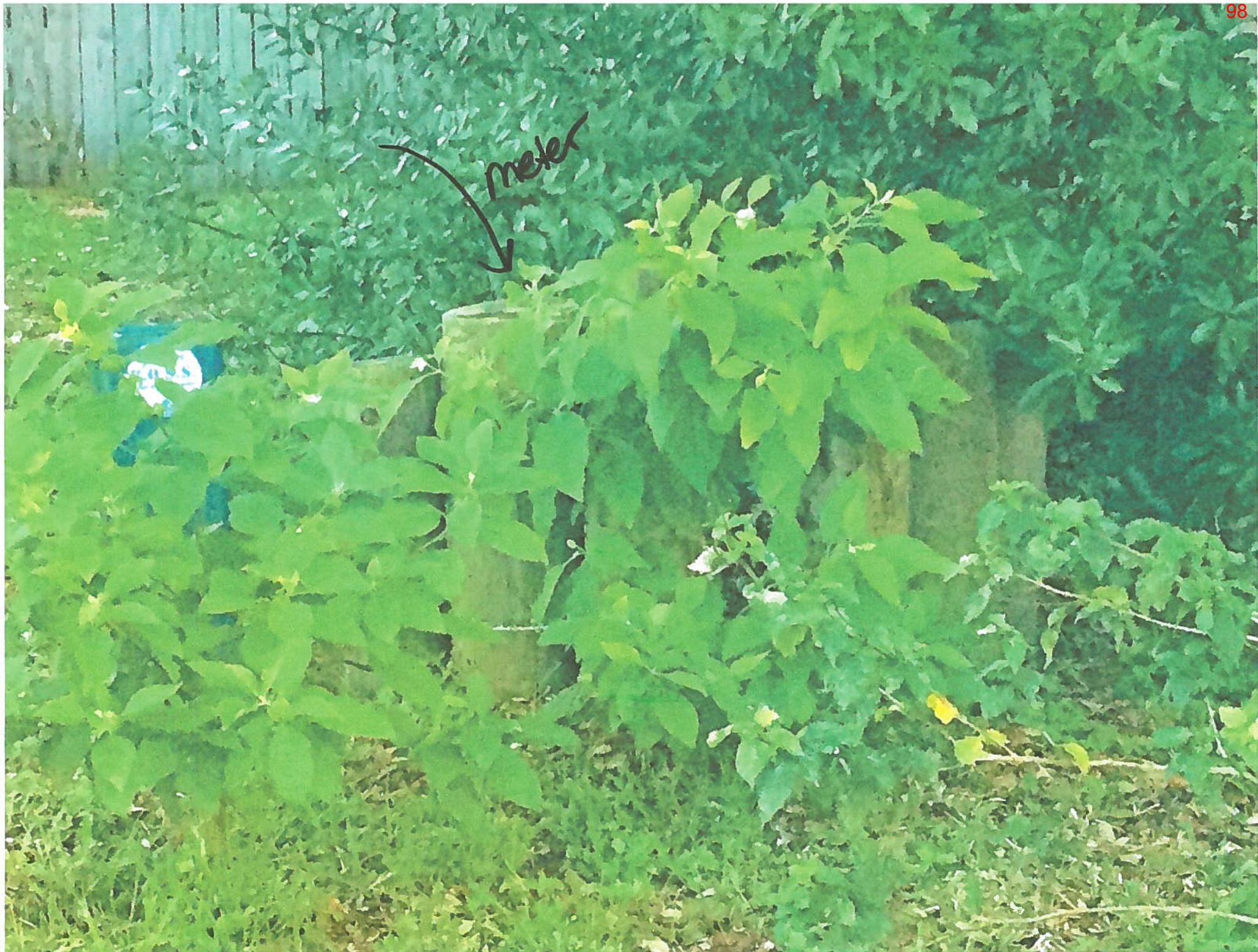












































← meter



















From: [Mike Donoho](#)
To: [Kevin Carruth](#)
Subject: FW: gas meter location - Reserve at St. Charles Bay
Date: Friday, June 24, 2016 1:26:45 PM
Attachments: [Reserve at St. Charles Bay - gas meter location concerns.PDF](#)

FYI

Mike Donoho, Public Works Director
 City of Rockport
 2751 SH 35 Bypass
 Rockport, Texas 78382
 361 -790-1160 (Office)
 361-463-6519 (Cell)

Please note that any correspondence, such as e-mail or letters, sent to City staff or City officials may become a public record and made available for Public/media review.

ATTENTION PUBLIC OFFICIALS!

A "Reply to All" of this e-mail could lead to violations of the Texas Open Meetings Act. Please reply only to the sender.

From: Spencer Park [mailto:spark@mccombshq.com]
Sent: Thursday, June 23, 2016 4:14 PM
To: Mike Donoho <publicworksdirector@cityofrockport.com>
Cc: Donnie Garcia <donnie@reserveatstcharlesbay.com>
Subject: FW: gas meter location - Reserve at St. Charles Bay

From: Spencer Park
Sent: Thursday, June 23, 2016 1:46 PM
To: Spencer Park <spark@mccombshq.com>
Subject: gas meter location - Reserve at St. Charles Bay

Mr. Donaho,

Thank you for taking the time to meet last week and as discussed at that meeting I've put our concerns in writing to be discussed at the June 28 city meeting.

I'll start with a little overview of the neighborhood. To date, we have approximately twenty five closed homes, seven under construction, another seven to start within the next two months and approximately 300 additional home sites coming on line over the next few years. All of the closed homes are gas homes and it's our intent to have all future homes be gas as well.

Our concerns regard the City of Rockport Utility Department's change of policy that intends to locate gas meters along the curb of the street rather than at the home at a location some thirty five to fifty feet off the curb. This change is especially concerning for a number of reasons.

123 Reserve Lane



143 Reserve Lane

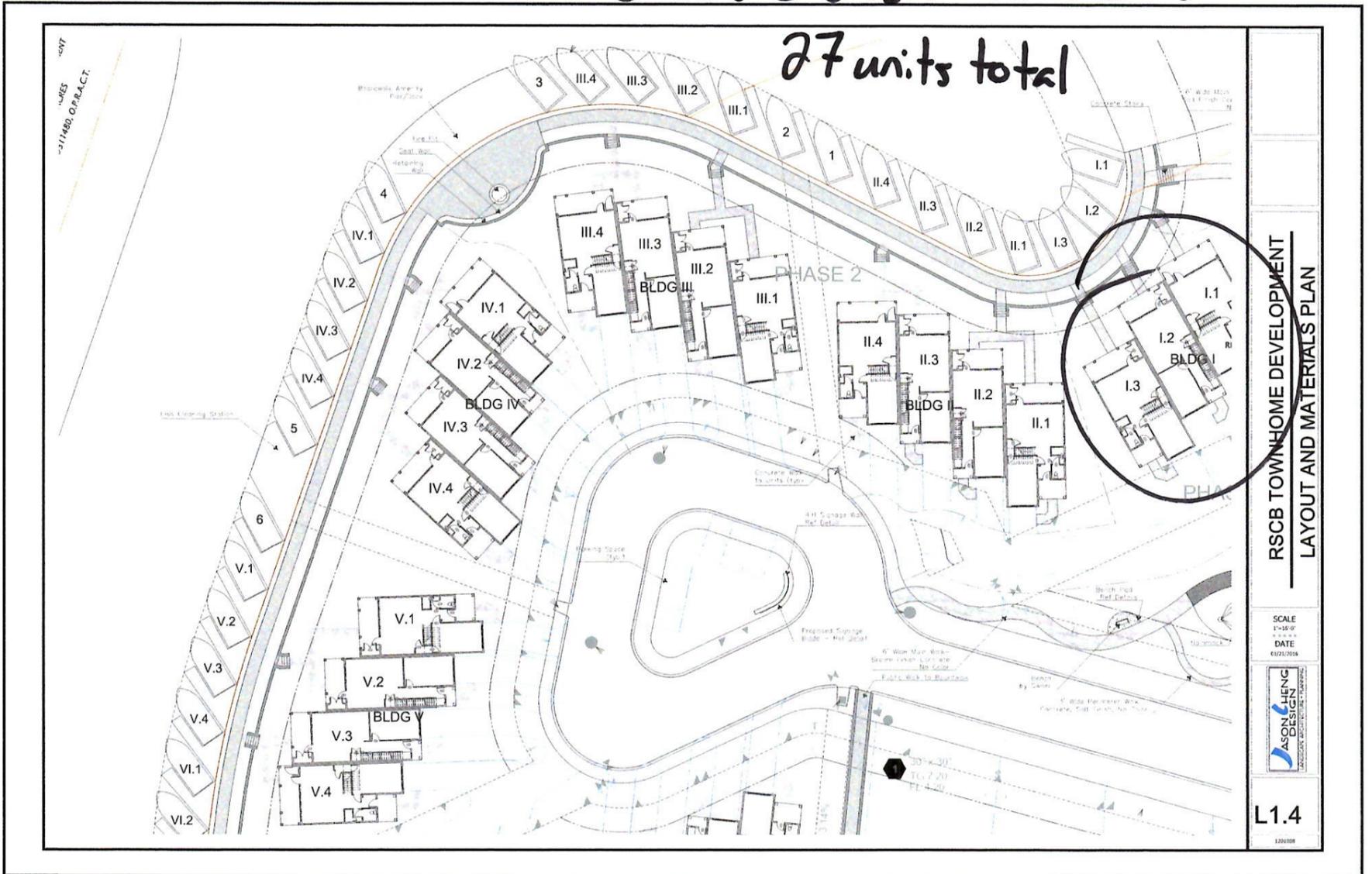




131 Reserve Lane

Future Condo's @ 292 Reserve Lane

27 units total



First and foremost, we've worked very hard to achieve certain aesthetic standards within the neighborhood and while ours is a neighborhood focused on the beautiful waters of the Rockport area and all the opportunity they afford our homeowners the streetscape is no less important. While we're still an active construction site, our streetscape is as nice as you'll find in the area. I encourage you to come out for a visit. I'd be happy to give you a tour. All meters currently in the neighborhood, including one at 131 Reserve Lane which was set this week, have been set at the home. There is an expectation of beauty by our homeowners and that expectation has been set in part by the city's precedents regarding the location of meters at the home.

Secondly, there's a matter of logistics in locating meters along the curb. The Reserve at St. Charles Bay will have multiple areas of condominium units. All of these areas are set at curves in the street and will be heavily inundated with driveways and walkways. I've included a page from the plans in the attachment. This page shows a portion of our first phase of condominium construction and as you can see placing meters at the street will be difficult with limited available ground due to the curve of the street.

Thirdly, and no less important is a matter of safety. The condominium sites illustrate this in the best manner. Street mounted meters would be precariously close to driveways. In a neighborhood that's focused on vacationers with their boat in tow, this is an accident waiting to happen. Even as you move out of the condo sites, lot sizes do not always offer space to put a meter at a safe distance from the driveway.

The above mentioned attachment also has pictures of three homes currently under construction. The first, 123 Reserve Lane, being built by Legacy DCS, has ample space to locate the gas meter at the garage. This is approximately thirty five feet further off the curb than where your guys attempted to install a meter earlier this week. We stopped the install based on the conversation at our previous meeting where it was agreed that this meter could wait until we had more discussion at the June 28 meeting. The second photo is of a home built by Premier Coastal Homes, address is 143 Reserve Lane. You can see in this photo that the gas exits the home is a location that works well for the placement of a meter. This location is about sixty feet beyond a curb side location. The third photo is of 131 Reserve Lane whose gas meter was set this week. This location is about forty feet beyond the curb. You should also see that all of these locations are on the forward portion of the side of the home. These locations are in front of any fencing or potential fencing which allows for the continuation of our beautiful streets and an unencumbered meter for future reading and maintenance.

I encourage you to reconsider your plans on the location of gas meters or at the very least assign The Reserve at St. Charles Bay special permissions, a grand-father clause to continue business as usual with the City of Rockport and install meters at the home. If necessary, we can address home builder construction and utilities layout in our covenants to ensure that potential problems with fences and shrubbery are prevented.

Looking forward to the city discussion,
Spencer Park

Spencer Park
The Reserve at St. Charles Bay
1600 E. Main, Rockport, TX 78382
spark@mccombshq.com

CITY COUNCIL AGENDA
Workshop Meeting: Tuesday, June 28, 2016

AGENDA ITEM: 4

Hear and deliberate on an Ordinance for site development.

SUBMITTED BY: Public Works Director Mike Donoho

APPROVED FOR AGENDA: PKC

BACKGROUND: As the Building and Development Department has been reviewing its policies and procedures over the last few months, a need for a site development permit was highlighted by a couple of recent incidents of property owners altering the topography of their property and having a negative impact on their neighbors. The City's current building and stormwater regulations already grant the City authority to regulate this development activity but a permit application does not exist. The accompanying permit application was developed and will be reviewed for Council.

FISCAL ANALYSIS: Staff will bring a comprehensive fee ordinance for Council consideration in July. This ordinance will include a proposed permit fee for the site development application.

STAFF RECOMMENDATION: Not an action item.

Site Development Permit Application



Building & Development Services Department

The City of Rockport Code of Ordinances (available at www.cityofrockport.com/200/Ordinances-Resolutions) mandates that a Site Development Permit be reviewed prior to any site work development, specifically for compliance with the following ordinance: Chapter 42 – Environment, Chapter 50 – Floods, and Chapter 106 – Vegetation. **It is highly recommended that applicants contact the Building and Development Services Department in the beginning stages of their project before any designs are finalized and well in advance of an application deadline.**

Property Description

Address: _____ ACAD Property ID: _____

Subdivision: _____ Block: _____ Lot: _____

Current Use/Occupation: Agricultural Commercial - Office Commercial - Retail
 Commercial – RV Park Industrial - Heavy Industrial - Light Nursing Facility
 Residential – Single Family Residential - Duplex Residential - Multifamily
 Residential – Manufactured Housing Undeveloped Other _____

Property Owner Information

Name: _____

Company: _____

Mailing Address: _____

Phone: _____

Email: _____

Signature: _____

Date: _____

Owner's Agent/Representative (if different from owner)

Name: _____

Company: _____

Mailing Address: _____

Phone: _____

Email: _____

Signature: _____

Date: _____

Project Description Summary

Project Name: _____

Proposed Use/Occupation: Agricultural Commercial - Office Commercial - Retail
 Commercial – RV Park Industrial - Heavy Industrial - Light Nursing Facility
 Residential – Single Family Residential - Duplex Residential - Multifamily
 Residential – Manufactured Housing Undeveloped Other _____

Non-Structural Development Activities (Structural activities require building permit): Clearing/Tree Removal
 Drainage Improvements (including culvert work) Dredging & Channel Modifications Drilling

- Excavation Filling Grading Individual Water or Sewer System Mining Paving
- Road/Street/Bridge Construction Storage of Materials (including gas or liquid tanks) Subdivision (new or expansion) Watercourse Alteration

Project Synopsis: _____

Total Acreage Disturbed: _____ **Hub Elevation:** _____

FIRM Information

FIRM Date: 2/17/2016 **Community ID:** 485504 **FIRM Zone:** _____ **BFE:** _____

Minimum Final Building Elevation Due to 18" Freeboard: _____ Feet _____ Inches

Is the proposed development located in the Special Flood Hazard Area? Yes No

Special Provisions

If special provisions are required, approval of the proposed development is contingent upon meeting the special provisions noted below. Any additional documents must be submitted with the permit application before the permit can be processed. Incomplete applications will not be accepted. Required special provisions are based on information provided by the applicant for the proposed site improvements. It is the responsibility of the applicant to apply for a new permit(s) if there are any modifications to the proposed improvements. All Structural development requires additional City of Rockport building permits.

Does the proposed development require special provisions? Yes No (If yes, see checked items below).

Special Provisions	Applicant's Initials
---------------------------	-----------------------------

Flood Damage Mitigation Requirements

- 1.** Provide a site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions, FEMA Flood Zone and proposed development. _____
- 2.** Provide a drainage plan prepared by a Texas Licensed Professional Engineer that conforms to the required City of Rockport's Storm Drainage Design Manual Standards. _____
- 3.** Provide an "Elevation Certification" for existing structures prepared by a Texas Licensed Professional Land Surveyor or a Texas Licensed Professional Engineer. _____
- 4.** Provide a statement, signed and sealed by a Texas Licensed Professional Land Surveyor or a Texas Licensed Professional Engineer that the electrical services, pumps, air conditioning units and any other electrical devices have been elevated a minimum of 18" above BFE. _____
- 5.** Provide a statement (letter), signed and sealed by a Texas Licensed Professional Engineer that all public utilities and facilities, such as sewer, gas, electrical, and water systems are designed, located and constructed to minimize or eliminate flood damage, and adequate drainage is provided to reduce exposure to flood hazards. _____

Activities Including Clearing, Dredging, Excavation, Filling, Grading, and Mining

- 6.** Survey of property showing existing topographic elevations from a Texas Licensed Professional Land Surveyor or Texas Licensed Professional Engineer. _____
- 7.** Provide a proposed fill/excavation plan including proposed final topographic elevations. _____

