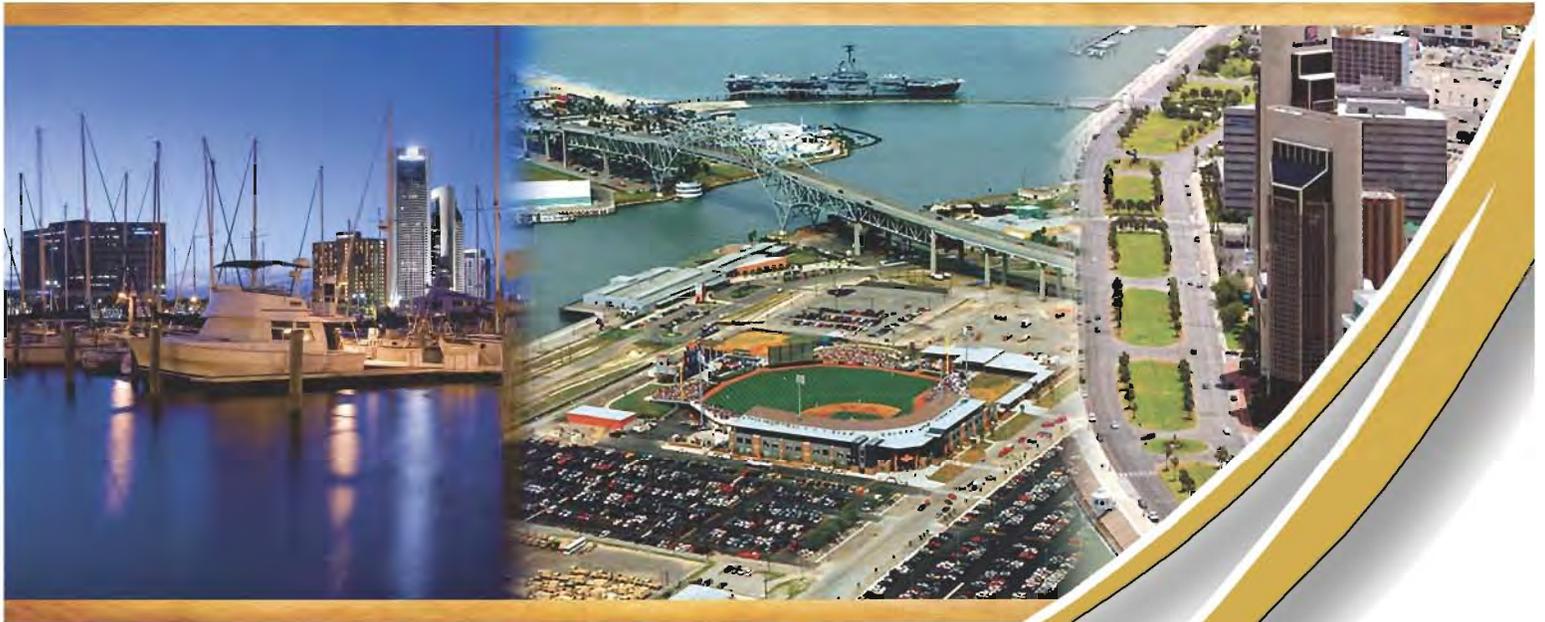


# City Manager's Report

June 16, 2016



**CITY COUNCIL INFORMATION TRANSMITTAL**  
**June 16, 2016**

**The Following Council Action Requests Are Attached:**

- Carport Discovery Presentations ..... 5

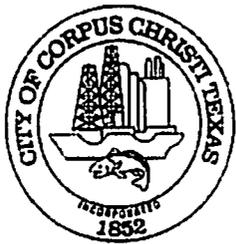
**Memorandums Or Items Of Information Enclosed:**

- Proposed FY2016-2017 Consolidated Annual Action Plan (CAAP) ..... 6
- Public Meeting- Rodd Field Rd. Expansion-Yorktown Blvd. to Saratoga Blvd. .... 9
- Upcoming Public meetings & Events ..... 10
- Scheduled City Council Agenda Items/Policy Issues ..... 12
- Status of Choke Canyon/Lake Corpus Christi Reservoir System ..... 14

**CITY COUNCIL ACTION REQUESTS (CCARS)**  
**As of June 15, 2016**

Ref. No.	Date Requested	Action Request	Staff Assigned	Current Status	Est. Completion Date
1.	McIntyre Magill 6/14/16	Provide a memo to Council that includes possible options for paying off the Golf fund sooner.	Jay Ellington	Working	6/22/16
2.	Magill 6/14/16	Provide a memo to Council that includes the estimated cost for implementing the option of going to a free chlorine system.	Mark Van Vleck	Working	7/13/16
3.	Magill 6/14/16	Provide a memo to Council that includes a timeline for completing the recommendations from the Efficiency Assessment for Finance.	Margie Rose	Working	6/22/16
4.	McIntyre 6/14/16	Provide a memo update to Council for each of the Efficiency reports that have been completed.	Margie Rose	Working	6/22/16
5.	Scott 6/14/16	Provide a memo to Council that addresses the utility field service backlog as it relates to the Finance Assessment and the current status of the utility service backlog.	Mark Van Vleck	Working	7/13/16
6.	McIntyre 6/14/16	Provide a memo to Council regarding a possible speed limit analysis for the area around Cole park.	Mark Van Vleck	Working	6/22/16
7.	Rubio 6/14/16	Provide a memo regarding whether the corner of Kostoryz and Masterson needs a traffic signal.	Mark Van Vleck	Working	7/13/16
8.	McIntyre 6/14/16	Provide an update related to the request for a ban on plastic bags for the island.	Jay Ellington	Working	6/22/16
9.	Magill 5/31/16	Provide a timeline in the next discovery presentation for the Carport Regulations that allows for a long lead time for this item.	Mark Van Vleck	Enclosed	6/15/16
10.	Vaughn 5/31/16	Provide a memo to Council that addresses the question of whether teenagers who need to do community service can be utilized in the Parks, picking up trash, or other activities that will benefit the city.	Jay Ellington	Working	6/22/16
11.	Magill 5/23/16	Provide a memo to Council that explains the Communication plan for the strategic looks at the City water system and how we address issues during crises and the action plan afterwards.	Margie Rose	Working	6/22/16
12.	McIntyre 5/17/16	Provide a Memo to Council that includes Operational changes that have taken place since last September, suggested capital improvement needs, and capital improvements in process regarding the water boil for the City. Include also the dates for expected completion of the elevated storage tanks project.	Mark Van Vleck	Working	6/22/16
13.	Mayor 5/10/16	Bring forward to Council an Affordable Housing plan before the next Tax Foreclosure Sale is presented to Council.	Jay Ellington	Working	10/5/16
14.	Vaughn 4/26/16	Provide a memo to Council that discusses the reasons for the revenue shortfall from Municipal Court	Margie Rose	Working	6/22/16
15.	McIntyre 4/19/16	Provide a memo to Council Members that includes preliminary information to initiate the Discover Discuss and Decide process related to a possible Public Safety Building to house CDC, Police Station, and Fire Administration. Include a proposed timeline for future discussions.	Jay Ellington	Working	6/22/16

16	Magill 3/29/16	Bring forward a revised Taxi Cab ordinance that deregulates Taxi businesses and provides a level playing field for Taxi companies in relation to Transportation Network Companies.	Jay Ellington	Working	7/12/16
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## INFORMAL STAFF REPORT

### MEMORANDUM

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**To:** Margie Rose, Acting City Manager *MR*

**Thru:** Mark Van Vleck, Assistant City Manager, Public Works & Utilities *MV*

**From:** Daniel McGinn, Interim Director of Development Services *DM*

**Date:** June 8, 2016

**Subject:** Carport Discovery Presentations

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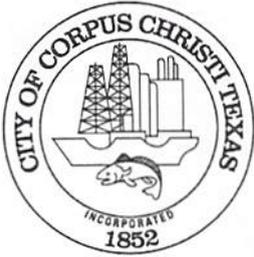
**Issue:**

A member of the City Council requested that staff provide an update on the proposed schedule to address the issue of carport regulations within the city limits.

**Background:**

The first presentation on May 31<sup>st</sup>, as part of the 3-D process resulted in several questions and requests for additional information by the City Council. Staff is in the process of going over that feedback and developing a timeline where a second discovery presentation can be brought back to the City Council addressing those issues.

Staff will have detailed memo for City Council prepared by September 1<sup>st</sup>, which will outline the next several presentations and actions items needed to address this issue.



# INFORMAL STAFF REPORT

## MEMORANDUM

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**To:** Margie C. Rose, Acting City Manager 

**Thru:** E. Jay Ellington, Interim Assistant City Manager 

**From:** Rudy Bentancourt, Housing and Community Development Director

**Date:** June 8, 2016

**Subject:** Proposed FY2016-2017 Consolidated Annual Action Plan (CAAP)

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### Issue/Problem

For the FY2016 CAAP, the Housing and Community Development (HCD) Department continues to utilize a process which evaluated and prioritized all Request for Proposals which were eligible for CDBG, ESG, and HOME funding.

### Evaluation Criteria for Applications:

- Alignment of the HCD 5 year Consolidated Action Plan
- Clarity and Completion of RFP
- Administrative and Financial Capacity/Priority
- Project Readiness
- Collaboration/Leverage
- Timely use of prior and current year funds

An evaluation of all applications was conducted by HCD staff utilizing the aforementioned criteria, which resulted with the ranking of each project. The projects were then prioritized for available funding based on the ranking number assigned to the project. This process was developed primarily to provide methodology to the recommendation process which was necessitated in order to make available funding fair and equitable. Additionally, it will allow agencies to complete proposed projects and will enable internal departments that manage HUD Grants to maintain operational requirements to adhere to regulatory mandates with the limited funding that is available due to reductions in available funding by HUD.

## **Background & Findings**

The City of Corpus Christi has received official notification from the U.S. Department of Housing and Urban Development (HUD) of the FY2016-2017 funding allocation for the following programs.

\$2,404,066 Community Development Block Grant (CDBG)

\$ 221,468 Emergency Solutions Grant (ESG)

\$ 868,482 HOME Investment Partnerships Program (HOME)

It is important to note that for FY2016-2017, CDBG will experience a 2.28% reduction, ESG will experience a 2.92% reduction, and HOME will experienced a 3.67% increase from prior year funding, based on the entitlement funding which will be received from HUD.

An additional \$1,000,000 generated from the Revolving Rehabilitation Loan Program will be made available to the CDBG Program for the continued self-funding of affordable housing programs. Additionally, \$55,000 generated from Program Income for the Demolition Liens Program will be made available to the CDBG Program for continued funding of this program. Additional funding in the amount of \$419,435 which was recaptured from previously funded projects that were unspent, have been made available to be reprogrammed to augment funding levels for the upcoming FY2016-2017 CDBG program allocations for a total funding level of \$3,878,501.

Since 1975, the City of Corpus Christi has received funding for its CDBG Programs in excess of 174.1 million, of which approximately 20.9 million has been income generated by various programs administered by the Housing and Community Development Department.

The ESG Program will have an allocation amount of \$221,468 for FY2016-2017. The intent of the ESG Program is to provide funding to providers of Homeless services to support the efforts of Homeless Prevention and Rapid Re-Housing activities. Homeless Prevention activities assist individuals and families who are currently homeless but are at high risk of becoming homeless "but for" this assistance. Rapid Re-Housing activities assist those individuals and families with rapidly rehousing those who are homeless back into permanent housing "but for" this assistance. Commencing in 1987, the City of Corpus Christi has received in excess of \$4.1 million in funding for ESG services.

The HOME Program will have an allocation amount of \$868,482 as a funding level from entitlement funds to be received, with an additional \$350,000 being made available for reprogramming from previously funded recaptured program funds for a preliminary estimated funding amount of \$1,218,482 for the FY2016-2017 Budget Year. The HOME Program was initiated in 1992 with the mandate to increase and improve affordable housing opportunities; HOME funds totaling \$36.7 million have been utilize to fund Rental and Home Ownership programs in addition to the rehabilitation and reconstruction of affordable housing within the City of Corpus Christi. Of the \$36.7 million in HOME funding, approximately \$4.6 million of

those funds have been made available from previous loans as generated program income; these funds have been utilized to augment available funding.

The FY2016 CAAP represents the fourth annual action plan of the developed five-year (FY2013-FY2017) Consolidated Plan and is the application for HUD for funding for the CDBG, ESG, and HOME Programs.

The FY2016 CAAP describes the activities and projects to be assisted with funds received under CDBG, ESG, HOME, and other HUD/Non-HUD programs that help to meet housing and community developed objectives.

The Housing and Community Development Department adopted a timeline that provides for public hearings during Technical Assistance Workshops which were held on February 2, and February 8, 2016 to be followed by the City Council public hearing on June 21, 2016. Citizens' public comment period begins on June 20, 2016 and ends July 20, 2016, for the FY2016 CAAP. Subsequently, adoption of the CAAP is scheduled for July 12, 2016, allowing timely submission of the program to HUD. The proposed FY2016 CAAP has been developed according to HUD regulations.

Staff will be making a brief presentation to the City Council at the opening of the Public Hearing so that staff may outline the FY2016-2017 CAAP's eligibility criteria for the programs and staff's recommendations. Housing and Community Development held four Technical Assistance Workshops on January 7, 2016 and February 2 (two designated times), 8, and 17, 2016, and two Technical Assistance Workshops which included a Public Hearing on February 2 and 8, 2016. Also held were two Neighborhood Meetings, in conjunction with Technical Assistance Workshops, on February 8 and 17, 2016 at Corpus Christi City Hall. The public hearing date with City Council was also disclosed during the Neighborhood Meetings.

### **Conclusion**

In order to best manage the funds allocated to the City of Corpus Christi, it was also determined that funds would be "set-aside" for the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) and earmarked for the City's operational component of those funds requested. These "set-aside" funds were determined to be essential funded categories for those specific requested activities and furthermore comply with City Council Policy No. 9. For the purpose of effectively operating those specified staff recommended activities, it was deemed pertinent to not remove or reduce the recommended funding for those inter-department CDBG and HOME activities.

In the case of CDBG Non-Profit proposed projects, the funding recommendations are open to adjustment, reduction or deletion; Note - staff evaluated, ranked, and prioritized all proposed projects. The City Council does have the authority to agree with Staff Recommendation or make changes to those recommendations accordingly. HOME non-profit projects will be determined no later than September 1, 2016 upon the decision by the Texas Department of Housing and Community Affairs and their award of Low Income Housing Tax Credits.

Upon the completion of the FY2016-2017 CAAP process, City Council must adopt the FY2016-2017 CAAP and recommended funding amounts.



# INFORMAL STAFF REPORT

## MEMORANDUM

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**To:** Margie C. Rose, Acting City Manager *MR*

**Thru:** Mark Van Vleck, Assistant City Manager *MV*

**Thru:** Valerie H. Gray, P.E., Executive Director of Public Works *VHG*  
*FDR*

**From:** Jeff Edmonds, P.E., Director of Engineering *JAE*

**Date:** June 17, 2016

**Subject:** Public Meeting – Rodd Field Rd. Expansion – Yorktown Blvd. to Saratoga Blvd. (Project No. E15112) (Bond 2014 Prop 2)

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### Issue/Problem

The purpose of the public meeting is to present information on the design of a street improvement project: Rodd Field Rd. Expansion – Yorktown Blvd. to Saratoga Blvd. (Bond 2012 Prop 2).

### Background & Findings

The proposed project consists of full-depth reconstruction to expand the roadway from 2-lanes to 4-lanes with a 30' center median and designated left hand turns at intersections. The new roadway will include four 11' travel lanes, 12' wide left turn lanes, new RTA bus stops and signage & markings. The project also includes underground utility improvements and new 5' sidewalks with 6' adjacent cycle tracks and ADA compliant ramps on both sides of the road. The project currently includes improvement plans to expand and signalize the intersection at Yorktown Boulevard and Rodd Field Road pending available funding.

### Conclusion

The public meeting will be held Monday June 27, 2016 at Bridgeway Church of Corpus Christi, 3202 Rodd Field Rd. from 5:30 p.m. to 7 p.m. The meeting will begin with an open house at 5:30 p.m. followed by a presentation at 6 p.m. During the meeting a brief project description and time schedule will be presented, and the consulting design engineers and City staff will be available to answer any questions.

If you have any questions, please do not hesitate to contact Jeff Edmonds at 826-3851 or email him at [JeffreyE@cctexas.com](mailto:JeffreyE@cctexas.com)



# INFORMAL STAFF REPORT

## MEMORANDUM

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**To: Mayor and Council**

**From: Margie C. Rose, Acting City Manager**

**Date: June 16, 2016**

**Subject: Upcoming Public Meetings and Events**

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For your convenience, attached is a calendar of upcoming public meetings and events, as submitted by City departments.

Please keep in mind that the City's Ethics Ordinance prohibits Council members from speaking before City boards, commissions, and committees, except on behalf of your own personal financial interest, in which case you are to immediately state so publicly to the board, commission or committee.

We hope this calendar will keep you informed about activities of interest taking place in your district and Citywide.

If you have any questions, please feel free to contact me.

**June 14, 2016**

Tuesday

11:30 AM - 5:30 PM

**COUNCIL MEETING -- Council Chambers**

**June 15, 2016**

Wednesday

5:30 PM - 6:30 PM

**Community Youth Development Program Steering Committee -- Juvenile Assessment Center, 615 Leopard Suite 105**

**June 21, 2016**

Tuesday

11:30 AM - 5:30 PM

**COUNCIL MEETING -- Council Chambers**

**June 22, 2016**

Wednesday

1:30 PM - 2:30 PM

**Board of Adjustment -- City Hall, Council Chambers**

**June 27, 2016**

Monday

All Day

**Transportation Advisory Committee -- City Council Chambers**

5:30 PM - 7:00 PM

**Public Meeting- Rodd Field Rd. Expansion-Yorktown Blvd. to Saratoga Blvd. -- Bridgeway Church of Corpus Christi - 3202 Rodd Field Rd.**

**July 5, 2016**

Tuesday

10:30 AM - 11:30 AM

**Library Board Room -- La Retama Central Library - 2nd Floor Board Room**

**July 7, 2016**

Thursday

5:00 PM - 6:00 PM

**Human Relations Commission -- City Council Chambers**

**July 12, 2016**

Tuesday

11:30 AM - 5:30 PM

**COUNCIL MEETING -- Council Chambers**

**July 13, 2016**

Wednesday

5:00 PM - 6:00 PM

**Parks and Recreation Advisory Committee -- City Hall, 3rd floor Conference Room**

**CITY OF CORPUS CHRISTI  
SCHEDULED  
CITY COUNCIL AGENDA ITEMS/POLICY ISSUES  
As of June 16, 2016**

**\*Please note that this schedule may change at anytime due to scheduling  
conflicts and/or priority issues.**

- (T) – Indicates Tentative Scheduling

**July 12, 2016**

**\*Regular Meeting**

1. (16-0415) Motion authorizing the City Manager, or designee, to purchase two chemical vent hoods for replacement from Haldeman Homme, Inc., of Austin, Texas, at the Corpus Christi Police Department, Forensics Division, in accordance with Bid Event No. 84, based on an only bid for a total cost of \$88,215.00 for design, material and installation. Funds are available in FY 2015-2016.
2. (16-0570) Motion approving the lease of six trucks from PV Rentals, for the amount of \$65,880 based on a cooperative purchasing agreement with the Texas Local Government Purchasing Cooperative, dba BuyBoard, for a total amount of \$65,880 of which \$16,470 is required for the remainder of FY 2015-2016. The remaining contract balance will be funded through the FY2016-2017. The terms of the contract will be for one year with no extensions.
3. (16-0613) Motion approving the purchase of 30 Cabinet Assemblies with Cobalt Controllers and 5 individual Cobalt Controllers from Paradigm Traffic Signs, Houston, Texas based on a cooperative purchasing agreement with Texas Local Government Purchasing Cooperative, dba BuyBoard, for the amount of \$338,200.00. The Street Department has set aside funds in the FY 2015-16 for this procurement.
4. (16-0635) FY2015 Comprehensive Annual Financial Report (CAFR)
5. (16-0642) Ordinance amending the FY 2016 Capital Improvement Budget adopted by Ordinance No. 030621 to add Project No. E16265 Corpus Christi Aquifer Storage and Recovery (ASR) Feasibility Study; transferring \$611,700 into the newly created project; accepting a grant and appropriating anticipated revenues; authorizing the City Manager, or designee, to negotiate on subsequent City of Corpus Christi Aquifer Storage and Recovery Conservation District (District) contracts; and execute a Professional Services Contract with HDR Engineering, Inc. of Austin, Texas in the amount of \$601,980 for an ASR Feasibility Study.

6. (16-0670) Resolution of Authorization to execute the Notification for Additional Funding in 2016 (Street Maintenance Program) from the Regional Transportation Authority (RTA)
7. (16-0678) Ordinance authorizing the City Manager or designee to execute documents, to apply for and accept grants and reimbursements from the Texas State Library and Archives Commission (TSLAC); and to appropriate funds from TSLAC in the No. 1068 Library Grant Fund for said City programs.
8. (16-0680) Ordinance authorizing the City Manager or designee to execute documents and appropriate royalties received from oil, gas, and mineral interests bequeathed to the Corpus Christi La Retama Central Library by William T Neyland into the Library Grants fund No 1068.
9. Presentation – Ethic Report

**July 19, 2016**

**\*Regular Meeting**

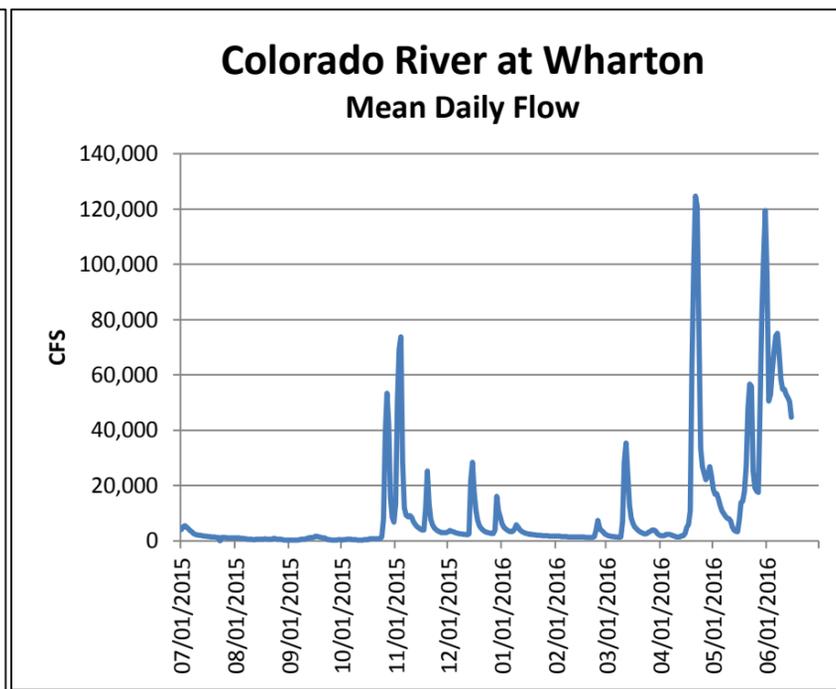
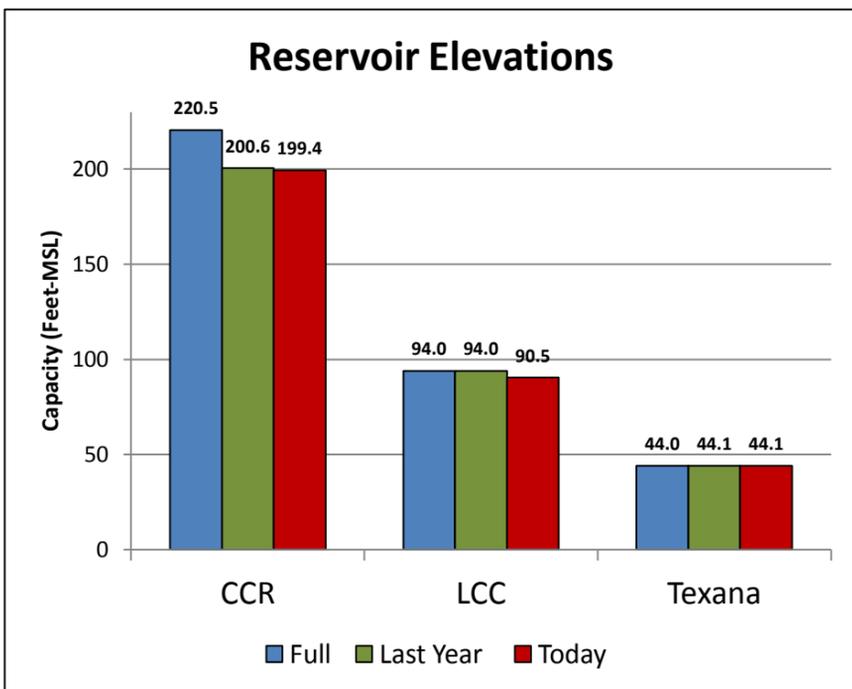
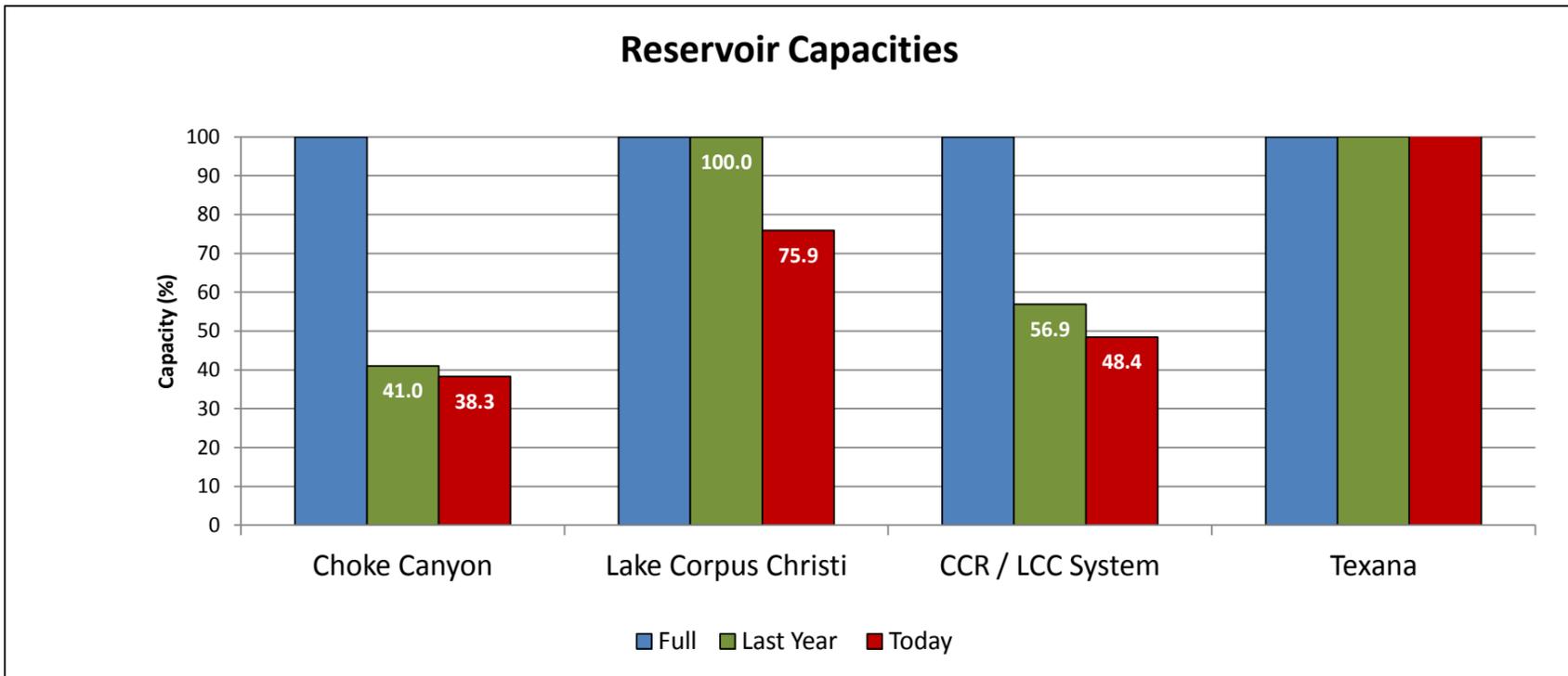
**July 26, 2016**

**\*Regular Meeting**

1. Presentation - CIP Rules Guidelines and Policies

STATUS OF THE CHOKE CANYON / LAKE CORPUS CHRISTI / LAKE TEXANA RESERVOIR SYSTEM

As of: 06/16/2016



RESERVOIR STATISTICS											
Date	Choke Canyon Reservoir			Lake Corpus Christi			CCR/LCC Combined		Lake Texana		
	Elevation	Volume	% Capacity	Elevation	Volume	% Capacity	Volume	% Capacity	Elevation	Volume	% Capacity
FULL	220.5	695,271	100%	94.0	257,260	100%	952,531	100%	44.0	161,085	100%
06/16/2016	199.4	266,081	38.3%	90.5	195,347	75.9%	461,428	48.4%	44.1	162,101	100.6%
06/15/2016	199.4	265,932	38.2%	90.5	196,193	76.3%	462,125	48.5%	44.1	162,101	100.6%
05/16/2016	196.8	230,294	33.1%	90.1	189,459	73.6%	419,753	44.1%	43.9	160,156	99.4%
06/16/2015	200.6	285,073	41.0%	94.0	257,260	100.0%	542,333	56.9%	44.1	161,101	100.0%