

RICHARD WARREN, PRESIDENT

VACANT, BOARD MEMBER

SHELLEY FULLER, BOARD MEMBER

RANDY WOODARD, BOARD MEMBER

VENESSA GUERRERO, BOARD MEMBER

NANCY OJEDA, VICE-PRESIDENT

CHUCK ENGELKEN, BOARD MEMBER



## **CITY OF LA PORTE DEVELOPMENT CORPORATION MEETING AGENDA**

Notice is hereby given of a meeting of the City of La Porte Development Corporation to be held on May 22, 2017, at the City Hall Council Chambers, 604 W. Fairmont Parkway, La Porte, Texas, beginning at 5:00 PM to consider the following items of business:

1. **CALL TO ORDER**
2. **CONSENT AGENDA** *(All consent agenda items are considered routine by the La Porte Development Corporation Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member requests an item be removed and considered separately)*
  - (a) Consider approval or other action regarding minutes of the meeting held on January 9, 2017 and minutes of the meeting held on March 27, 2017 - P. Fogarty
  - (b) Financial Report - M. Dolby
3. **DISCUSSION AND POSSIBLE ACTION**
  - (a) Discussion and possible action to include projects in the proposed budget for the La Porte Development Corporation Board for Fiscal Year 2017-2018 - T. Leach
  - (b) Discussion and possible action to include project for installation of sidewalks on Spencer Highway from Valley Brook to Underwood in the Fiscal Year 2017-2018 in an amount not to exceed \$98,000 - T. Leach
  - (c) Discussion and possible action regarding economic development options for former Port Theater - T. Leach
  - (d) Discussion and possible action regarding project for installation of sidewalks along Main Street - T. Leach
4. **SET DATE FOR NEXT MEETING**
5. **Board member comments regarding matters appearing on agenda; Recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.**
6. **Adjourn**

The La Porte Development Corporation Board reserves the right to meet in 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 (the Texas open meetings laws).

**In compliance with the Americans with Disabilities Act, the City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meetings. Please contact Patrice Fogarty, City Secretary, at 281.470.5019.**

**CERTIFICATION**

I certify that a copy of the May 22, 2017 , agenda of items to be considered by the Board of the La Porte Development Corporation was placed on the City Hall Bulletin Board on May 16, 2017.

*Patrice Fogarty*

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Patrice Fogarty, City Secretary

RICHARD WARREN, PRESIDENT  
NANCY OJEDA, VICE-PRESIDENT  
CHUCK ENGELKEN, BOARD MEMBER  
VENESSA GUERRERO, BOARD MEMBER



MIKE CLAUSEN, BOARD MEMBER  
RANDY WOODARD, BOARD MEMBER  
SHELLEY FULLER, BOARD MEMBER

## MINUTES OF LA PORTE DEVELOPMENT CORPORATION BOARD MEETING OF JANUARY 9, 2017

The City of La Porte Development Corporation Board met on **January 9, 2017**, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, 77571, at **5:00 p.m.** to consider the following items of business:

### 1. CALL TO ORDER

President Richard Warren called the meeting to order at 5:00 p.m. The following members of the La Porte Development Corporation Board were present: Board members Fuller, Engelken, Guerrero, Clausen, and Ojeda. Absent: Board member Woodard. Staff Present: Corby Alexander, Traci Leach, Patrice Fogarty and Clark Askins.

### 2. CONSENT *(All consent agenda items are considered routine by the La Porte Development Corporation Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member requests an item be removed and considered separately.)*

- (a) Consider approval or other action regarding minutes of the La Porte Development Corporation Board meeting held on December 12, 2016 – P. Fogarty
- (b) Consider approval or other action authorizing Staff to execute payment in the amount of \$166,000.00 to ACT Independent Turbo Services, Inc., in accordance with terms of incentive agreement – T. Leach
- (c) Financial Report – M. Dolby

Board member Engelken moved to approve the Consent Agenda items pursuant to staff recommendations. Board member Clausen seconded the motion. **MOTION PASSED UNANIMOUSLY 6/0. Board member Woodard was absent.**

### 3. PUBLIC HEARING AND ASSOCIATED MATTERS

- (a) Public hearing to receive comments regarding proposed projects of the La Porte Development Corporation for 1) decorative fencing at Wharton Weems at the Golf Course, in the amount of \$250,000.00; 2) beautification along Spencer Highway, in the amount of \$340,200.00; and 3) Community Cooperation Projects, in the amount of \$10,000.00; consider approval or other action authorizing projects of the La Porte Development Corporation in the amount of \$250,000.00 for decorative fencing at Wharton Weems at the Golf Course; \$340,200.00 for beautification along Spencer Highway; and \$10,000.00 for Community Cooperation Projects – T. Leach

The public hearing opened at 5:01 p.m.

Assistant City Manager Traci Leach presented a summary. There being no public comments, the public hearing closed at 5:10 p.m.

Board member Engelken moved to authorize projects of the La Porte Development Corporation for 1) decorative fencing at Wharton Weems at the Golf Course, in the amount of \$250,000.00; 2) beautification along Spencer Highway, in the amount of \$340,200.00; and 3) Community Cooperation Projects, in the amount of \$10,000.00. Board member Fuller seconded the motion. **MOTION PASSED UNANIMOUSLY 6/0. Board member Woodard was absent.**

#### 4. AUTHORIZATIONS

- (a) Consider approval or other action authorizing President Richard Warren to sign a letter advocating the Texas Legislature to change language of Section 505.258(1) of the Local Government Code to allow the La Porte Development Corporation to continue to collect sales taxes as long as bonds, projects or other obligations of the Corporation exist – T. Leach

Assistant City Manager Traci Leach presented a summary.

Assistant City Attorney Clark Askins advised Board members there is not an issue due to any litigation, and the item is being presented as he understands only because the City of Webster's bond counsel suggested to the City of Webster that there could become an issue with a certain interpretation of the statute.

Board member Engelken moved to hold off authorizing President Richard Warren to sign a letter advocating the Texas Legislature to change language of Section 505.258(1) of the Local Government Code to allow the La Porte Development Corporation to continue to collect sales taxes as long as bonds, projects or other obligations of the Corporation exist. Board member Clausen seconded the motion. **MOTION PASSED UNANIMOUSLY 6/0. Board member Woodard was absent.**

#### 5. SET DATE FOR NEXT MEETING

Board members set the next meeting date for Monday, March 27, 2017, at 5:00 p.m. President Warren requested Staff provide an update on Fischer's Hardware and restroom facilities at Five Points at the next meeting.

#### 6. BOARD MEMBER COMMENTS regarding matters appearing on agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.

Board member Engelken requested an update on the status of hiring an Economic Development Coordinator. Assistant City Manager Traci Leach reported interviews are being scheduled.

President Warren wished everyone a Happy New Year.

#### 7. ADJOURN

There being no further business, Board member Engelken moved to adjourn the meeting at 5:28 p.m. Board member Clausen seconded the motion. **MOTION PASSED UNANIMOUSLY 6/0. Board member Woodard was absent.**

Respectfully submitted,

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Patrice Fogarty, City Secretary

Passed and approved on this the 27<sup>th</sup> day of March, 2017.

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President Richard Warren

RICHARD WARREN, PRESIDENT  
NANCY OJEDA, VICE-PRESIDENT  
CHUCK ENGELKEN, BOARD MEMBER  
VENESSA GUERRERO, BOARD  
MEMBER



MIKE CLAUSEN, BOARD MEMBER  
RANDY WOODARD, BOARD MEMBER  
SHELLEY FULLER, BOARD MEMBER

## MINUTES OF LA PORTE DEVELOPMENT CORPORATION BOARD MEETING OF MARCH 27, 2017

The City of La Porte Development Corporation Board met on **March 27, 2017**, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, 77571, at **5:00 p.m.** to consider the following items of business:

### 1. CALL TO ORDER

President Richard Warren called the meeting to order at 5:00 p.m. The following members of the La Porte Development Corporation Board were present: Board members Fuller, Engelken, Guerrero, Clausen, and Ojeda. Absent: Board member Woodard. Staff Present: Corby Alexander, Traci Leach, Patrice Fogarty and Clark Askins.

### 2. CONSENT *(All consent agenda items are considered routine by the La Porte Development Corporation Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member requests an item be removed and considered separately.)*

(a) Consider approval or other action regarding minutes of the La Porte Development Corporation Board meeting held on February 6, 2017 – S. Harris

(b) Financial Report – M. Dolby

Board member Engelken moved to approve the Consent Agenda items pursuant to staff recommendations. Board member Woodard seconded the motion. **MOTION PASSED UNANIMOUSLY 7/0**

### 3. AUTHORIZATIONS

(a) Consider approval or other action authorizing Staff to post required 60-day notice for public hearing on project of the La Porte Development Corporation Board for acquisition of real property located at 1218 S. Broadway for park/recreation purposes – T. Leach

Assistant City Manager Traci Leach presented a summary.

Board member Engelken moved to authorize Staff to post required 60-day notice for public hearing on project of the La Porte Development Corporation Board for acquisition of real property located at 1218 S. Broadway for park/recreation purposes. Board member Woodard seconded the motion. **MOTION PASSED UNANIMOUSLY 7/0.**

**4. DISCUSSION AND POSSIBLE ACTION**

- (a) Discussion, receive report and possible action regarding the restroom and pavilion project at Five Points – T. Leach

Assistant City Manager Traci Leach presented a summary and requested feedback from the La Porte Development Corporation Board.

- (b) Discussion and possible action regarding the proposed budget for La Porte Development Corporation Board for Fiscal Year 2017-2018 – T. Leach

Vice-President Ojeda requested sidewalks along Spencer Hwy., by the new brick fences that are going to be constructed near Valleybrook to Underwood. In addition Vice-President Ojeda informed the intersection at Underwood and Spencer Hwy needs to be looked at for beautification and sidewalk access to the trail.

**5. SET DATE FOR NEXT MEETING**

Board members set the next meeting date for Monday, May 22, 2017, at 5:00 p.m.

- 6. BOARD MEMBER COMMENTS** regarding matters appearing on agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.

Board member Engelken requested an update on the Economic Development position. City Manager Corby Alexander commented the Board will benefit from an executive session with Board members and City Council to discuss personnel issues and the vision for the position.

Vice-President Ojeda requested an update on the theater on W. Main.

**7. ADJOURN**

There being no further business, Board member Engelken moved to adjourn the meeting at 5:33 p.m. Vice- President Ojeda seconded the motion. **MOTION PASSED UNANIMOUSLY 7/0.**

Respectfully submitted,

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Patrice Fogarty, City Secretary

Passed and approved on this the 22<sup>nd</sup> day of May, 2017.

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President Richard Warren

*This is an Unaudited Statement.*

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**City of La Porte  
La Porte Development Corporation (038) Fund Summary  
(Section 4B Sales Tax)**

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	<u>Previous Report</u>	<u>FY 2016-17</u>	<u>FY 2015-16</u>
<i>Unaudited Beginning Fund Balance 9/30</i>	\$ 5,494,900	\$ 5,494,900	\$ 4,544,417
<b>Plus Year to Date Revenues:</b>			
1/2 Cent Sales Tax	585,883	781,967	782,903
Interest Income	13,370	15,633	6,620
Total Revenues	<u>599,253</u>	<u>797,600</u>	<u>789,523</u>
<i>Equals Total Resources</i>	6,094,153	6,292,500	5,333,940
<b>Less Year to Date Expenditures:</b>			
Payroll	8,239	10,322	46,595
Supplies	63	150	944
Services & Charges (Memberships, Training, Advertising, Legal, Utilities)	20,562	56,450	44,467
Incentive Grants	351,000	351,000	135,500
Debt Service Transfer *	285,520	342,624	340,334
Capital Projects Transfers **	558,417	670,100	-
Total Expenditures	<u>1,223,801</u>	<u>1,430,646</u>	<u>567,840</u>
<i>Estimated Year to Date Fund Balance as of 03/31/2017</i>	\$ 4,870,352	\$ 4,861,854	\$ 4,766,100
<b>Commitments</b>			
Pipeline Grill		\$ 200,000	
Fischer's Hardware		120,000	
Richard Industrial Group		10,000	
Debt Service Reserve		<u>1,083,817</u>	
		\$ 1,413,817	
<i>Adjusted Year to Date Fund Balance</i>		\$ 3,448,037	

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**Projection Through Year End**

<i>Adjusted Year to Date Fund Balance</i>	\$ 3,448,037
<i>Plus: Estimated Sales Tax</i>	1,430,533
<i>Less: Estimated Operational Costs</i>	(187,812)
<i>Less: Debt Service Transfers</i>	(342,623)
<i>Less: Capital Projects Transfers</i>	<u>(670,100)</u>
<i>Projected Year End Fund Balance</i>	\$ 3,678,035

*Sales tax revenues for Fiscal Year 2017 are estimated to be \$2,212,500.*

**Capital Improvement Projects (Accounted for in Fund 015 - General CIP Fund)**

	<b>Budget</b>	<b>Expenditures</b>	<b>Balance</b>
Façade Grants	407,669	169,703	237,966
Restroom/Pavilion at Five Points	400,000	-	400,000
Parking Spaces at Pecan Park	350,000	-	350,000
Fencing at Golf Course	250,000	-	250,000
Fencing on Spencer Highway	340,200	-	340,200
Available Balance	<b>1,747,869</b>	<b>169,703</b>	<b>1,578,166</b>

*\*Debt Service Payments for Library, Bay Area Boulevard & Canada Road and Ballfields.*

## REQUEST FOR LA PORTE DEVELOPMENT CORPORATION AGENDA ITEM

Agenda Date Requested: <u>May 22, 2017</u> Requested By: <u>Traci Leach</u> Department: <u>Economic Development/Tourism</u> Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;"><u>Appropriation</u></td> </tr> <tr> <td>Source of Funds:</td> <td><u>Fund 038</u></td> </tr> <tr> <td>Account Number:</td> <td>_____</td> </tr> <tr> <td>Amount Budgeted:</td> <td>_____</td> </tr> <tr> <td>Amount Requested:</td> <td>_____</td> </tr> <tr> <td>Budgeted Item:</td> <td><input checked="" type="radio"/> YES <input type="radio"/> NO</td> </tr> </table>	<u>Appropriation</u>		Source of Funds:	<u>Fund 038</u>	Account Number:	_____	Amount Budgeted:	_____	Amount Requested:	_____	Budgeted Item:	<input checked="" type="radio"/> YES <input type="radio"/> NO
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**Exhibits:**

1. [Proposed Wave Pool Play Structures](#)
2. [Northwest Pool Photos](#)
3. [Main Street Lighting](#)

### SUMMARY & RECOMMENDATIONS

On April 22, 2017, the City Council held the annual Pre-Budget retreat to discuss proposed special projects/programs for inclusion in the upcoming FY18 budget. Among these projects were several projects that are eligible to be funded through the Development Corporation.

Project	Description	FY18 Impact	Future Year Impact
Wave Pool Renovations	Replaster pool and install mosaic tile on back wall Replace deck around pool Replace shade structures including concrete pads Umbrellas over existing tables Restroom upgrades	\$410,000	\$500,000/year in FY 19 and FY20 to prefund new play structure and splashpad at Wave Pool
Main Street Lighting	Install commercial grade lights across Main Street from 3 <sup>rd</sup> Street to S. Broadway	\$180,000 (includes 20% contingency/construction inflation)	
New Recreation Center	Construction of a new fitness center with minimum of 9,000 square feet (location and features will vary depending on pricing)	\$500,000 for design	Construction costs to be allocated in future years
Northwest Pool Renovations	Replaster pool Replace deck around pool Shade structure for deck Restroom/Office/Pump House Water features	\$800,000	
<b>Total</b>		\$1,890,000	\$4,000,000 to \$6,000,000

These projects would be included in the public hearing notice and would be required to be designated as projects prior to moving forward. Section 505.152 of the Local Government Code outlines permissible

recreational or community facilities.

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**Action Required by the La Porte Development Corporation:**

Consider approval or other action to include the above referenced projects in the proposed FY18 Development Corporation Budget.

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**Approved for the La Porte Development Corporation Agenda**

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**Corby D. Alexander, City Manager**

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**Date**



## NORTHWEST POOL PICTURES



Exposed concrete under the plaster



Outdated lighting



Outdated water amenities



Worn wood on slide

## NORTHWEST POOL PICTURES



Damaged Concrete Decking



Open Air Showers and Restrooms



## REQUEST FOR LA PORTE DEVELOPMENT CORPORATION AGENDA ITEM

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**Exhibits:**

1. [Location Map](#)
2. [Trail Masterplan](#)

### SUMMARY & RECOMMENDATIONS

At the March 27, 2017 EDC Board meeting, staff solicited project ideas from the Board regarding the upcoming FY18 budget. At that time, sidewalks along Spencer Highway from Valley Brook to Underwood was identified as a project that the Board would like to explore.

The Spencer Highway corridor is included in the City’s Trail masterplan. The stretch between Valley Brook and Underwood is approximately 2,184 linear feet. Based on the City’s most recent sidewalk contract, the cost to construct a 5’ wide sidewalk would be \$70,000 and includes construction of ADA ramps where required and a few manhole adjustments based on the location and limited right-of-way. This cost does not include design, geotechnical testing, contingency amount for unforeseen field conditions, bonding/insurance, or construction inflation. Staff would recommend including at least 40% to cover all of these costs.

There is one critical issue that may complicate this project- the proposed beautification wall along Spencer Highway. In the FY17 budget, half of the proposed budget for this project is included in the EDC budget. The FY18 budget will include the second part of the funding. Location has yet to be determined. Given the extremely limited right-of-way available along Spencer Highway, there may not be adequate room to include the sidewalk. Design work has not yet begun for the beautification screening wall.

Should the Board like to move forward and include this in the EDC FY18 budget, staff would recommend including this within the scope of work for the beautification wall to ensure a comprehensive design and add \$98,000 to the beautification budget to account for this additional scope of work.

**Action Required by the La Porte Development Corporation:**

Consider approval or other action to include sidewalks on Spencer Highway from Valley Brook to Underwood in the FY18 beautification screening wall budget in an amount not to exceed \$98,000.

**Approved for the La Porte Development Corporation Agenda**

\_\_\_\_\_  
**Corby D. Alexander, City Manager**

\_\_\_\_\_  
**Date**



**Disclaimer:** This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Gov. C. §2501.102. The user is encouraged to independently verify all information contained in this product. The City of La Porte makes no representation or warranty as to the accuracy of this product or to its fitness for a particular purpose. The user: (1) accepts the product AS IS, WITH ALL FAULTS; (2) assumes all responsibility for the use thereof; and (3) releases the City of La Porte from any damage, loss, or liability arising from such use.

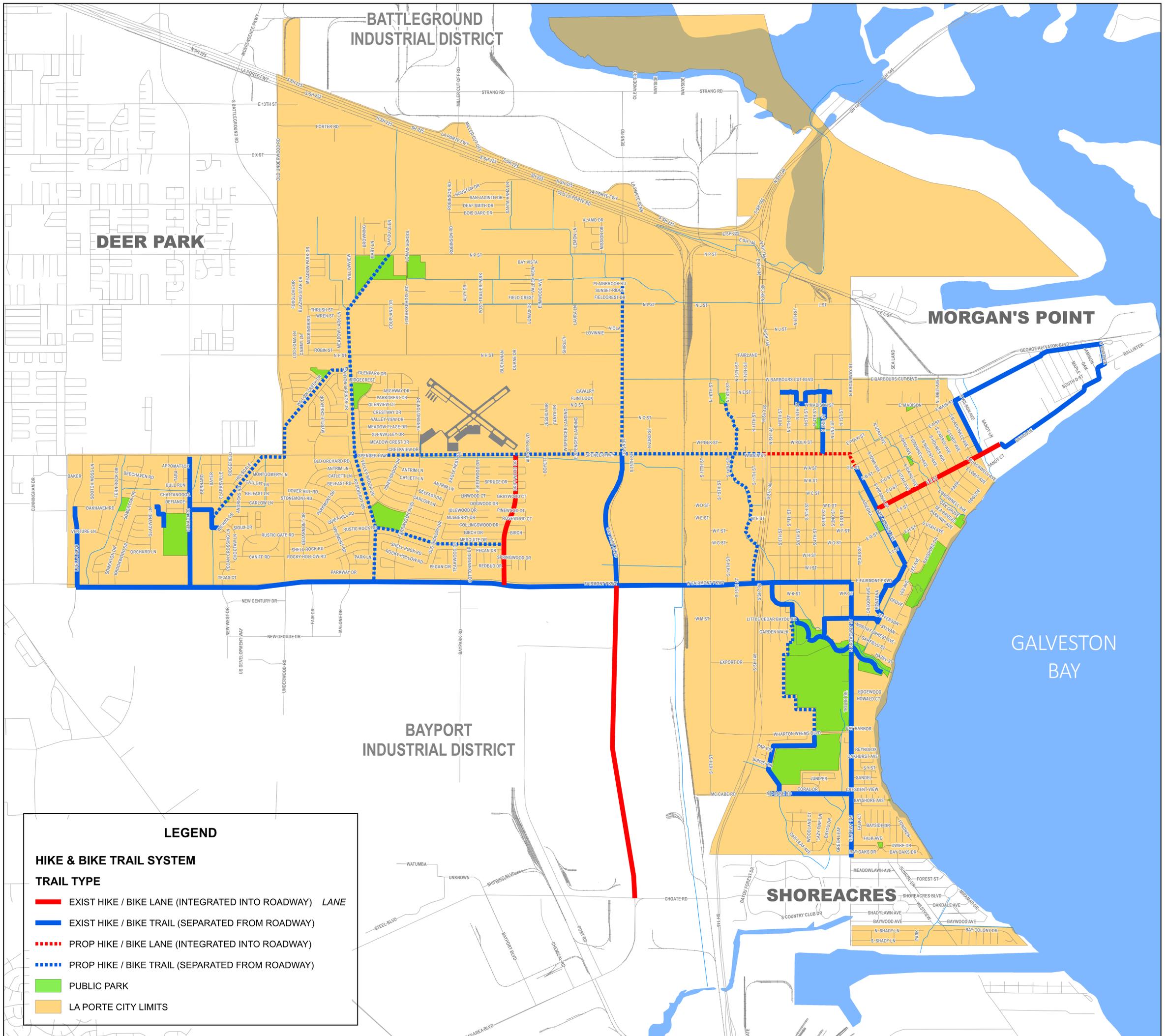


**City of La Porte**  
 604 W. Fairmont Parkway  
 La Porte, TX 77571  
 (281) 471-5020  
 www.laportetx.gov

# La Porte GIS Mapping

1" = 391'





**LEGEND**

**HIKE & BIKE TRAIL SYSTEM**

**TRAIL TYPE**

- EXIST HIKE / BIKE LANE (INTEGRATED INTO ROADWAY) LANE
- EXIST HIKE / BIKE TRAIL (SEPARATED FROM ROADWAY)
- - - PROP HIKE / BIKE LANE (INTEGRATED INTO ROADWAY)
- - - PROP HIKE / BIKE TRAIL (SEPARATED FROM ROADWAY)
- PUBLIC PARK
- LA PORTE CITY LIMITS



**CITY OF LA PORTE, TEXAS**  
**HIKE & BIKE TRAIL MAP**



## REQUEST FOR LA PORTE DEVELOPMENT CORPORATION AGENDA ITEM

Agenda Date Requested: <u>May 22, 2017</u> Requested By: <u>Traci Leach</u> Department: <u>Economic Development/Tourism</u> Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right;"><u>Appropriation</u></td> <td></td> </tr> <tr> <td>Source of Funds:</td> <td><u>Fund 038</u></td> </tr> <tr> <td>Account Number:</td> <td>_____</td> </tr> <tr> <td>Amount Budgeted:</td> <td>_____</td> </tr> <tr> <td>Amount Requested:</td> <td>_____</td> </tr> <tr> <td>Budgeted Item:</td> <td><input checked="" type="radio"/> YES <input type="radio"/> NO</td> </tr> </table>	<u>Appropriation</u>		Source of Funds:	<u>Fund 038</u>	Account Number:	_____	Amount Budgeted:	_____	Amount Requested:	_____	Budgeted Item:	<input checked="" type="radio"/> YES <input type="radio"/> NO
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<b>Exhibits:</b>													

### SUMMARY & RECOMMENDATIONS

At the March 27, 2017 Board meeting, the Board requested an update on the former Port Theater at an upcoming meeting.

Staff met with Jason and Horace Leopard, the new owners. The Leopard's are working on some interior repairs that resulted from the vacancy (ie- rotted wood, etc). At this time, the owner plans to utilize the facility for a variety of uses ranging from community theater to screening of current and/or vintage movies, specials events, and live music events.

Staff has provided the owners with information regarding available incentive programs.

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**Action Required by the La Porte Development Corporation:**

Receive report and take appropriate action.

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**Approved for the La Porte Development Corporation Agenda**

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**Corby D. Alexander, City Manager**

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**Date**

## REQUEST FOR LA PORTE DEVELOPMENT CORPORATION AGENDA ITEM

Agenda Date Requested: <u>May 22, 2017</u> Requested By: <u>Traci Leach</u> Department: <u>Economic Development/Tourism</u> Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right;"><u>Appropriation</u></td> <td></td> </tr> <tr> <td>Source of Funds:</td> <td><u>Fund 038</u></td> </tr> <tr> <td>Account Number:</td> <td>_____</td> </tr> <tr> <td>Amount Budgeted:</td> <td>_____</td> </tr> <tr> <td>Amount Requested:</td> <td>_____</td> </tr> <tr> <td>Budgeted Item:</td> <td><input checked="" type="radio"/> YES <input type="radio"/> NO</td> </tr> </table>	<u>Appropriation</u>		Source of Funds:	<u>Fund 038</u>	Account Number:	_____	Amount Budgeted:	_____	Amount Requested:	_____	Budgeted Item:	<input checked="" type="radio"/> YES <input type="radio"/> NO
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<b>Exhibits:</b>													

### SUMMARY & RECOMMENDATIONS

One of the projects that would benefit Main Street is addressing the condition of the sidewalks from S. Broadway to SH 146. The existing sidewalks are uneven, cracked and in need of maintenance. In some locations along Main, there are stretches that do not have sidewalks at all.

Staff obtained quotes for several different levels of addressing the sidewalks on Main Street- from complete reconstruction to slab-jacking and rehabbing existing panels.

**Action Required by the La Porte Development Corporation:**

Receive report and take appropriate action.

**Approved for the La Porte Development Corporation Agenda**

\_\_\_\_\_  
**Corby D. Alexander, City Manager**

\_\_\_\_\_  
**Date**