



*Kemah City Council
Meeting*

05/06/2020

7:00p.m.



AGENDA

May 6, 2020 7:00P.M.

CITY OF KEMAH - CITY COUNCIL AND KEMAH PUBLIC FACILITIES CORPORATION

**Council Chambers, Kemah City Hall,
1401 State Hwy 146, Kemah, Texas**

Terri Gale – Mayor

Teresa Vazquez-Evans	Wanda Zimmer	Kyle Burks	Robin Collins	Isaac Saldaña
Council Position 1	Council Position 2	Council Position 3	Council Position 4	Council Position 5

In accordance with the Texas Open Meetings Act the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the front exterior wall of the City Hall Building, except in case of emergency meetings or emergency items posted in accordance with law.

Texas Criminal and Traffic Law Handbook Penal Code Sec. 38.13 Hindering Proceedings by Disorderly Conduct. A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance. Penal Code Section 42.05 Disrupting Meeting or Procession. A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.

The City Council reserves the right to meet in closed session on any of the below items should the need arise and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

1. Pledges

2. Prayer

3. Invitation to Address Council

(State law prohibits the Mayor and members of the City Council from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed to the entire Council, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of speaking privileges and expulsion from Council Chambers. Your comments are limited to two (2) minutes.)

4. Council Members Comments and Announcements (Items of Community Interest Only)

5. Mayor's Comments

6. City Administrator Report:

- Financials
- Economic Development
- Events and Operations

- Technology Department

7. CIP

8. Police and Emergency Management Report

- Events and Operations
- Emergency Services

9. Communications and Marketing Report

10. Consent Agenda

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests it, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of Minutes

- 2020-04-01 Council Minutes
- 2020-04-08 Council Workshop
- 2020-04-15 Council Minutes

B. Authorize the closure of Carolyn for Pipeline construction.

C. Consent to annexation of 25.6 acres of a 88.311 acre tract generally described as Abstract 18 M Muldoon Survey TR 37, into Water Control Improvement District #12.

D. Approval of the Families First FMLA Leave Expansion and Emergency Paid Sick Leave Policy – COVID-19 Pandemic

11. Consideration and Possible Action: Ordinance to amend Chapter 38, Environment, specifically –Article VIII - Stormwater Management (First Reading)

12. Consideration and Possible Action: on KCDC Board Member Appointment

13. Consideration and Possible Action: to transfer the expenditures from Good Ground Marketing taken from HOT funds to KCDC Funds pending KCDC approval.

14. Consideration and Possible Action: on cancellation of Good Ground Marketing services.

15. Consideration and Possible Action: Distribution of Masks to Kemah Residents and Local Businesses

16. Consideration and Possible Action: on modification to the Coronavirus Disaster Declaration

17. Consideration and Possible Action: to re-open City of Kemah, City Hall and other city services.

18. Consideration and Possible Action: on the formation of a Business Recovery Task Force.

19. Discussion: Update regarding police investigations.

20. Consideration and Possible Action: on outsourcing Dispatch.

EXECUTIVE SESSION

21. The Council will now hold a closed executive meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, Vernon’s Texas Codes Annotated in accordance with the authority contained in:

- A. Section 551.074(a)(1), Texas Government Code, Personnel Matters
 - Jerry Barmore’s request for sick pay
- B. Section 551.087, Local Government Code; Deliberations regarding Economic Development Negotiations
 - Update regarding contemplated development on 88 acre tract and other contemplated developments in other areas of the city.

OPEN SESSION

22. Consideration and Possible Action: on Jerry Barmore’s request for sick pay.

23. Consideration and Possible Action: regarding contemplated development on 88 acre tract and other contemplated developments in other areas of the city.

24. Council Members’ Closing Comments

25. Mayor’s Closing Comments

26. Adjourn

Online: <https://global.gotomeeting.com/join/559129405>

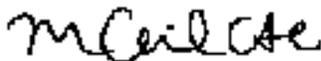
Phone: United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: [559-129-405](tel:559129405)

CERTIFICATION

This is to certify that a copy of the Notice of the Regular City Council meeting for **Wednesday, May 6, 2020**, was posted on the bulletin board at City Hall, 1401 Highway 146, Kemah, Texas, on this the 1st day of May, 2020, prior to 7:00 p.m.



Melissa Chilcote, City Secretary

05/01/2020

Date

I certify this notice was removed by me from the Kemah City Hall bulletin board on the ____ day of _____, 2020. _____



Kemah City Council Agenda Item #10A Approval of Minutes

Consent Agenda Item #10A: Minutes

- 2020-04-01 Council Minutes
- 2020-04-08 Council Workshop Minutes
- 2020-04-15 Council Minutes



MINUTES
April 1, 2020

Regular Kemah City Council Meeting
Kemah Public Facilities Corporation

Mayor Terri Gale called the Kemah Council Meeting/Kemah Public Facilities Corporation Meeting to order at 7:00 pm in the Council Chambers in Kemah City Hall. Present were City Council Members Teresa Vazquez-Evans, Wanda Zimmer, Kyle Burks, Robin Collins, and Isaac Saldaña. Mayor Terri Gale declared a quorum. Also in attendance were City Attorney Dick Gregg Jr., City Administrator/Police Chief Walter Gant, Communications and Marketing Director Debi Hart, and City Secretary Melissa Chilcote. *(The time in italics on each item indicates the approximate start time of the section in the associated audio file.)*

1. 00:00:00 Pledges

2. 00:00:00 Prayer

Led by Mayor Gale

3. 00:00:00 Invitation to Address Council

None.

4. 00:00:00 Council Members Comments and Announcements

Council Member Isaac Saldaña

Thanks to the City for stepping up

Less people on the road/nice to see not many people going out

Council Member Robin Collins

Stay safe and healthy and stay away from everyone. Prayers to everyone.

Council Member Kyle Burks

Thanks for calling in

Thank you to first responders and residents in health care. Do your part.

Council Member Wanda Zimmer

Census Day 2020

Thanks for the notifications going out to citizens

Thank you Debi

Council Member Teresa Vazquez-Evans

Today is Census Day 2020.

Check in on your family and neighbors

Stay safe

5. 00:00:00 Mayor's Comments

Thank you Bobby

Thanks to Debi/City Staff

Good Communications

Thanks to Walter/Mark and the Officers



MINUTES
April 1, 2020

Regular Kemah City Council Meeting
Kemah Public Facilities Corporation

6. 00:00:00 City Administrator Report

- Financials
 1. Budget Workshop before next meeting
 2. Staff is working remotely but coming in on Weds to check in
 3. Court Staff will also come in but working remotely most of the time
 4. Jimmy – As needed
 5. Public Works – 1 day a week per person
 6. Will be using Gradall to do ditches during this time
- Economic Development
- Events and Operations

7. 00:00:00 CIP

8. 00:00:00 Police and Emergency Management Report

- Events and Operations
 1. Calls for service – 455
 2. DWI – 1
 3. Arrests –
 4. Citations –
 5. Minor Accidents –
 6. Major Accidents –
 7. OEM sent masks
 8. Hand sanitizer
- Emergency Services

9. 00:00:00 Communications and Marketing Report

March 13th to March 26th – sent out 1 call a day with updates from Galveston County Health District.

10. 00:00:00 Consent Agenda

- A. Approval of Minutes
- 2019-12-05 Council Minutes
 - 2020-02-12 Special Council Minutes

Motion: To approve consent agenda items

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Robin Collins

Vote: **Motion carried** unanimously by all Council Members present.

11. 00:00:00 Consideration and Possible Action: on an Order of the City of Kemah, Texas postponing the May 2, 2020 Election to the November 3, 2020



**MINUTES
April 1, 2020**

**Regular Kemah City Council Meeting
Kemah Public Facilities Corporation**

Election date and authorize the signing of any other documents necessary to achieve this purpose.

Motion: To approve the order of the City of Kemah, Texas postponing the May 2, 2020 Election to the November 3, 2020 Election date and authorize the signing of any other documents necessary to achieve this purpose.

Made By: Council Member Robin Collins

Seconded By: Council Member Kyle Burks

Vote: **Motion carried** unanimously by all Council Members present.

12. 00:00:00 **Consideration and Possible Action: regarding agreement between City of Kemah and KVFD to memorialize the KVFD paying the start up cost for the ambulance service under the previous interlocal agreement between Galveston County WCID#12, Clear Lake Shores, Kemah, County of Galveston and Galveston County Health District.**

Motion: to approve the agreement between City of Kemah and KVFD to memorialize the KVFD paying the start up cost for the ambulance service under the previous interlocal agreement between Galveston County WCID#12, Clear Lake Shores, Kemah, County of Galveston and Galveston County Health District.

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Wanda Zimmer

Vote: **Motion carried** unanimously by all Council Members present.

13. 00:00:00 **Consideration and Possible Action: on selecting a construction contractor for the Bradford Ave Ride Sharing Lane Project**

Motion: selecting a construction contractor for the Bradford Ave Ride Sharing Lane Project

Made By: Council Member Wanda Zimmer

Seconded By: Council Member Robin Collins

Amended Motion: To Table

Made By: Council Member Kyle Burks

Seconded By: Council Member Robin Collins

Vote: **Motion carried** unanimously by all Council Members present.

14. 00:00:00 **Consideration and Possible Action: to schedule workshops on the proposed revision of Chapters 38 and 46 of the Kemah Code of Ordinances.**

Motion: To schedule workshops on the proposed revision of Chapters 38 on April 8th at 5:30pm and Chapter 46 on April 22nd at 5:30pm .



MINUTES
April 1, 2020

Regular Kemah City Council Meeting
Kemah Public Facilities Corporation

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Isaac Saldaña

Vote: **Motion carried** unanimously by all Council Members present.

15. 00:00:00 Council Members Closing Comments

Council Member Isaac Saldaña

Thank you for your time and effort

Council Member Robin Collins

Thank you for your effort

Council Member Kyle Burks

Great job for all your hard work.

Council Member Wanda Zimmer

Need a tailgate meeting soon

Council Member Teresa Vazquez-Evans

Agree with everyone.

16. 00:00:00 Mayor's Closing Comments

Hope Council uses video next time.

17. 00:00:00 Adjourn

Motion: To adjourn

Made By: Council Member Robin Collins

Seconded By: Council Member Wanda Zimmer

Vote: **Motion carried** unanimously by all Council Members present.

Council was adjourned at 7:51pm.



MINUTES
April 1, 2020

Regular Kemah City Council Meeting
Kemah Public Facilities Corporation

Signature Page:

APPROVED: _____

DATE: _____

ATTEST: _____

DRAFT



MINUTES
April 8, 2020

Kemah City Council Workshop
Kemah Public Facilities Corporation

Mayor Terri Gale called the Kemah Council Workshop/Kemah Public Facilities Corporation Meeting to order at 5:00 pm in the Council Chambers in Kemah City Hall. Present were City Council Members Teresa Vazquez-Evans, Wanda Zimmer, Kyle Burks, Robin Collins, and Isaac Saldaña. Mayor Terri Gale declared a quorum. Also in attendance were City Attorney Dick Gregg Jr., Police Chief/City Administrator Walter Gant, Communications and Marketing Director Debi Hart, and City Secretary Melissa Chilcote. *(The time in italics on each item indicates the approximate start time of the section in the associated audio file.)*

1. 00:00:00 Pledges

The recording was not started in time.

2. 00:00:00 Ordinance to amend Chapter 38, Environments, specifically –Article VIII -Stormwater Management

The Mayor and City Council dialogued with Jessica Koutney and Jimmy Thompson about draft changes to Chapter 38, environment, specifically –Article VIII -Stormwater Management.

There was discussion to peak runoff rates as well as detention basins.

Waiting for the changes from LJA to add.

3. 01:09:06 Adjourn

Motion: To adjourn

Made By: Council Member Robin Collins

Seconded By: Council Member Wanda Zimmer

Vote: **Motion carried** unanimously by all Council Members present.

Council was adjourned at 6:43 pm.



MINUTES
April 8, 2020

Kemah City Council Workshop
Kemah Public Facilities Corporation

Signature Page:

APPROVED: _____

DATE: _____

ATTEST: _____

DRAFT

**Kemah City Council Agenda Item
#10B Carolyn Street Closure for Magellan and INEOS Pipeline**

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for Council consideration: 05/06/2020

Prepared by: Walter Gant

Subject: Carolyn Street Closure for Magellan and INEOS Pipeline

Proceeding: Consent

Originating Department: Admin

Plan Reference: 17SP- or 17OP-

Texas Ethics Commission Form 1295 required?

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review:

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

- Magellan is replacing an 18” petroleum pipeline that runs generally north/south along the west side of SH 146. This work is being done to accommodate the TxDOT SH 146 improvement project.
- A portion of this replacement line is being installed by a horizontal directional drill (HDD). The HDD contractor Direction Services South had been at this location drilling a new line in for INEOS Corp. We are not affiliated with INEOS, we just have jobs in close proximity to one another, and I in no manner speak for INEOS.
- The Direction Services South crew is now (as of 10:00 this morning) drilling our line.
- I have revised a map and attached it to this email which now proposes a road closure from just north of 4th street to that curve where Carolyn transitions into Grove. (We’ll stay well east of the driveway to that nearest apartment complex and will not inhibit their travel.)
- Pursuant to our permit of January 28, 2019, we request a road closure beginning late Wednesday May 6, 2020 thru Saturday May 9. This is when the bore will be complete and we’ll pull pipe.
- We request a 2nd period of closure of the same road segment to accommodate our tie-ins, said closure commencing Monday May 18 through Saturday May 23rd.
- We anticipate a 3rd closure Monday June 1 through Saturday June 6.
- Aaron Kincaid of Cherokee Consulting Services LLC currently has personnel on site and is managing our traffic control for this project.
- Jim Eastin is the Magellan Project Manager on site and will manage all issues relative to this project, including traffic control and communicating updates to you at the City of Kemah.

ATTACHMENTS

Magellan Letter and Map

Magellan Pipeline/INEOS Pipeline Application

From: [Chandra Jobb](#)
To: [Melissa Chilcote](#)
Subject: FW: Magellan Pipeline Company, L.P. - HDD at Carolyn Street, City of Kemah
Date: Friday, May 01, 2020 12:17:47 PM
Attachments: [Carolyn Street Closure - Magellan.pdf](#)

Hi Melissa,

Here is the email from Magellan.

From: Hiser, Robert J. [mailto:Robert.Hiser@magellanlp.com]
Sent: Friday, May 1, 2020 12:14 PM
To: Chandra Jobb
Cc: Jim Eastin; Vasicek, Mark; aaron@cherokeeconsultingllc.org; Mark Hinson
Subject: Magellan Pipeline Company, L.P. - HDD at Carolyn Street, City of Kemah

<p>Chandra Jobb Kemah, TX 281-334-1611 Main # cjobb@kemah-TX.com</p>	<p>Jim Eastin Magellan Project Chief 18" Replacement @ SH146 (918) 370-3686 cell/text jimdeastin@oakhills.com</p>
<p>Walter Gant City Administrator Kemah, TX 281-334-1611 Main #</p>	 <p>Mark Vasicek Magellan Midstream Partners, L.P. Engineer Sr Asset Integrity Asset Integrity Eng 3 (918) 574-7698 Work (918) 606-8047 Mobile Mark.Vasicek@magellanlp.com One Williams Center Tulsa, OK 741720140</p>
<p>Aaron Kincaide Cherokee Consulting Services LLC P. O. Box 1323 Alvin, Texas 77512 281-245-9196 aaron@cherokeeconsultingllc.org</p>	<p>Bob Hiser Real Estate Services, Harris and Galveston Counties, Texas Magellan Midstream Partners, L.P. One Williams Center, MD OTC-8 Tulsa, OK 74172 <i>Working From Home</i> (918) 760-1851 Cell/Text robert.hiser@magellanlp.com</p>

Dear Ms. Jobb,

Thank you for your assistance this week in getting our proposed road closure addressed. To recap:

- Magellan is replacing an 18" petroleum pipeline that runs generally north/south along the west side of SH 146. This work is being done to accommodate the TxDOT SH 146 improvement project.
- A portion of this replacement line is being installed by a horizontal directional drill (HDD). The HDD contractor Direction Services South had been at this location drilling a new line in for INEOS Corp. We are not affiliated with INEOS, we just have jobs in close proximity to one another, and I in no manner speak for INEOS.
- The Direction Services South crew is now (as of 10:00 this morning) drilling our line.
- I have revised a map and attached it to this email which now proposes a road closure from just north of 4th street to that curve where Carolyn transitions into Grove. (We'll stay well east of the driveway to that nearest apartment complex and will not inhibit their travel.)
- Pursuant to our permit of January 28, 2019, we request a road closure beginning late Wednesday May 6, 2020 thru Saturday May 9. This is when the bore will be complete and we'll pull pipe.
- We request a 2nd period of closure of the same road segment to accommodate our tie-ins, said closure commencing Tuesday May 12 through Saturday May 16th.
- We anticipate a 3rd closure Monday June 1 through Saturday June 6.
- Aaron Kincaid of Cherokee Consulting Services LLC currently has personnel on site and is managing our traffic control for this project.
- Jim Eastin is the Magellan Project Manager on site and will manage all issues relative to this project, including traffic control and communicating updates to you at the City of Kemah.

I will continue to update you throughout the life of this project.

Thank you for your consideration of this proposal. If I may provide any additional information, or if it would help to meet at the site, let me know. Anytime we may be of assistance, please don't hesitate to contact any of us directly.

Sincerely,

Bob Hiser
Real Estate Services, Harris and Galveston Counties, Texas
Magellan Midstream Partners, L.P.
One Williams Center, MD OTC-8
Tulsa, OK 74172
Working From Home

(918) 760-1851 Cell/Text

robert.hiser@magellanlp.com

- Make Safety an Everyday Priority -

- CALL 811 BEFORE YOU DIG -

From: Hiser, Robert J.

Sent: Tuesday, April 28, 2020 8:48 AM
To: 'cjobb@kemah-TX.com' <cjobb@kemah-TX.com>
Cc: 'Jim Eastin' <jimdeastin@okhills.com>; Vasicek, Mark <Mark.Vasicek@magellanlp.com>
Subject: Magellan Pipeline Company, L.P. - HDD at Carolyn Street, City of Kemah

Dear Ms. Jobb and Mr. Gant,

We anticipate the driller on the Ineos job coming off that drill early this week and scooting over to do our drill. We'll continue to manage traffic at this location and keep you advised. We will ensure 5th Street remains open and that 4th and Grove remain easily accessible.

Anytime I may be of assistance, please don't hesitate to call my cell, or our Project Manager on-site, Jim Eastin, (918) 370-3686 cell/text.

Thank you,

Bob Hiser
 Real Estate Services, Harris and Galveston Counties, Texas
 Magellan Midstream Partners, L.P.
 One Williams Center, MD OTC-8
 Tulsa, OK 74172
Working From Home

(918) 760-1851 Cell/Text

robert.hiser@magellanlp.com

- Make Safety an Everyday Priority -

- CALL 811 BEFORE YOU DIG -

From: Hiser, Robert J.
Sent: Wednesday, April 22, 2020 5:21 PM
To: 'cjobb@kemah-TX.com' <cjobb@kemah-TX.com>
Cc: Jim Eastin <jimdeastin@okhills.com>; Vasicek, Mark <Mark.Vasicek@magellanlp.com>
Subject: Magellan Pipeline Company, L.P. - Request for Carolyn Street Closure, City of Kemah

Walter Gant City Administrator Kemah, TX 281-334-1611 Main #	Jim Eastin Magellan Project Chief 18" Replacement @ SH146 (918) 370-3686 cell/text jimdeastin@okhills.com
Chandra Jobb Kemah, TX 281-334-1611 Main # cjobb@kemah-TX.com	

	<p>Mark Vasicek Magellan Midstream Partners, L.P. Engineer Sr Asset Integrity Asset Integrity Eng 3 (918) 574-7698 Work (918) 606-8047 Mobile Mark.Vasicek@magellanlp.com One Williams Center Tulsa, OK 741720140</p>
	<p>Bob Hiser Real Estate Services, Harris and Galveston Counties, Texas Magellan Midstream Partners, L.P. One Williams Center, MD OTC-8 Tulsa, OK 74172 <i>Working From Home</i> (918) 760-1851 Cell/Text robert.hiser@magellanlp.com</p>

Dear Ms. Jobb and Mr. Gant,

Thank you for your courtesy in taking my phone call today. To recap:

- Magellan is replacing an 18" petroleum pipeline that runs generally north/south along the west side of SH 146. This work is being done to accommodate the TxDOT SH 146 improvement project.
- A portion of this replacement line is being installed by a horizontal directional drill (HDD). The HDD contractor Direction Services South is presently at this location drilling a new line in for INEOS Corp.
- When the Direction Services South crew completes their work on the INEOS line, they will move over and drill our line.
- We anticipate this work on the Magellan pipeline will commence April 27, and we request the closure of a segment of Carolyn Street from April 27 for a period of 10 days. This closure is shown on the attached map from just north of 5th Street to just south of Grove Rd.
- We request a 2nd period of closure of the same road segment to complete the project, said closure commencing May 25 and lasting 6 days.
- Jim Eastin is the Magellan Project Manager on site and will manage all issues relative to this project, including traffic control and communicating updates to you at the City of Kemah.

Thank you for your consideration of this request. If I may provide any additional information, or if it would help to meet at the site, let me know. Anytime we may be of assistance, please don't hesitate to contact any of us directly.

Sincerely,

Bob Hiser
Real Estate Services, Harris and Galveston Counties, Texas
Magellan Midstream Partners, L.P.
One Williams Center, MD OTC-8
Tulsa, OK 74172

Working From Home

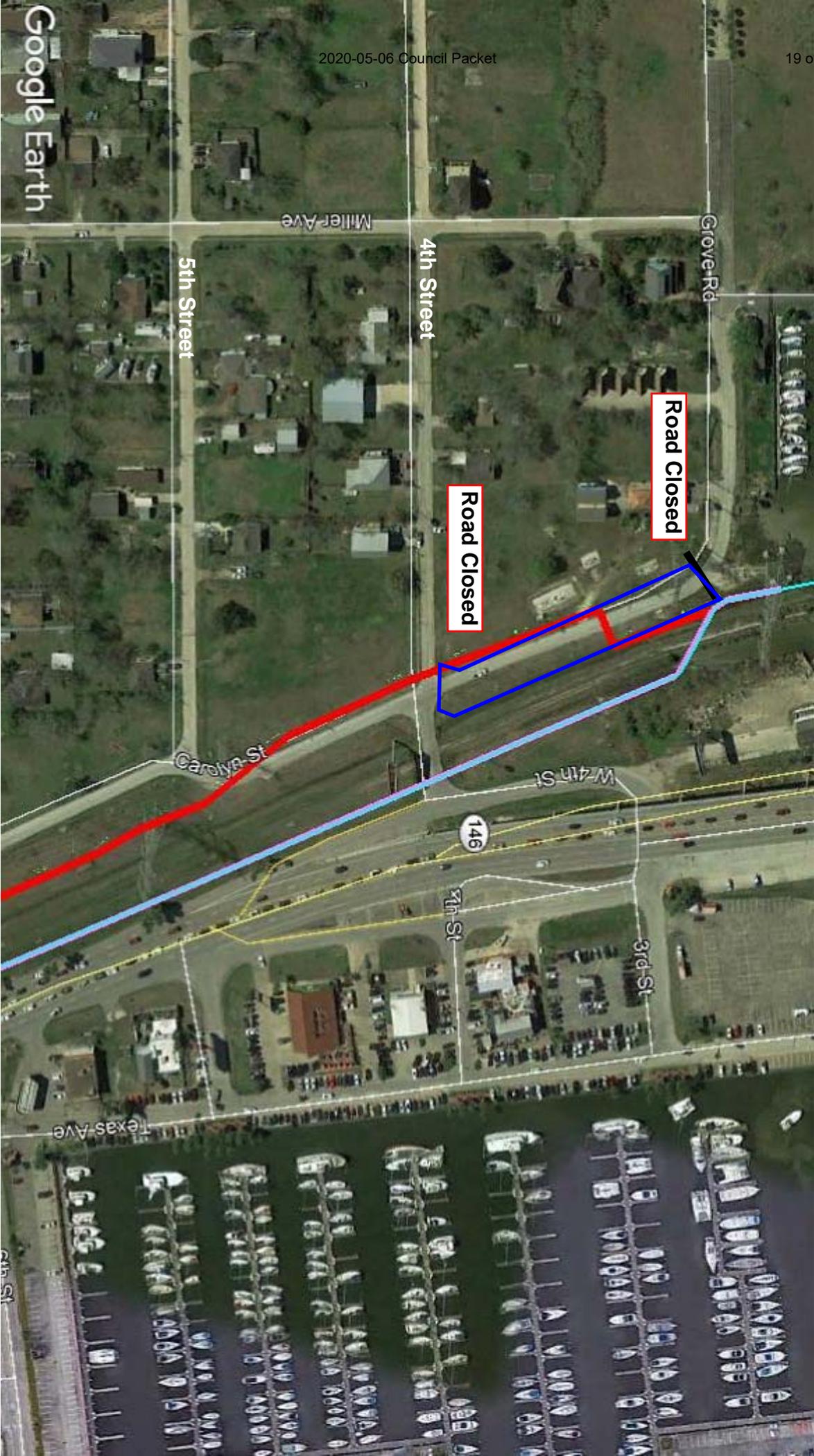
(918) 760-1851 Cell/Text

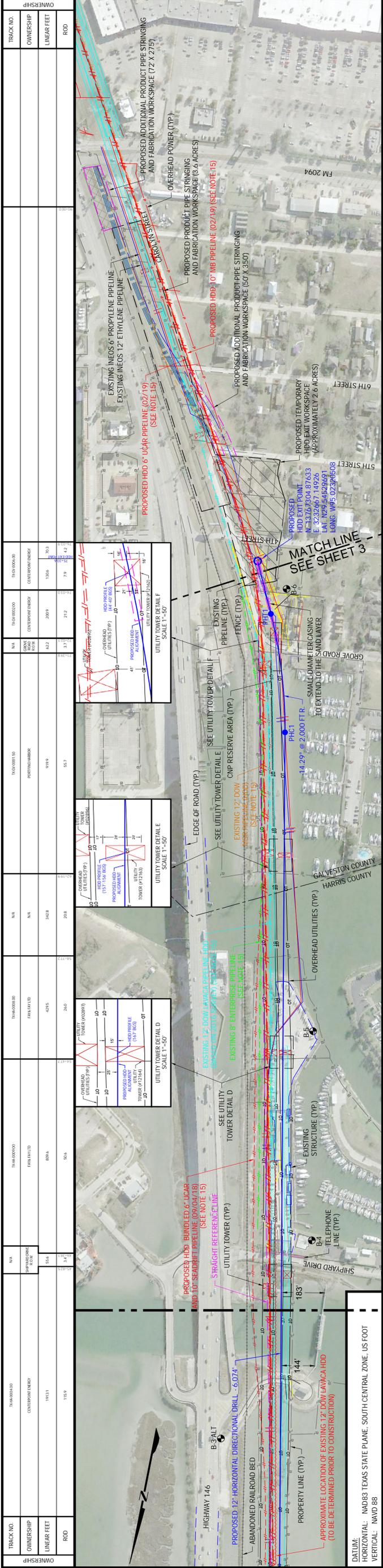
robert.hiser@magellanlp.com

- Make Safety an Everyday Priority -

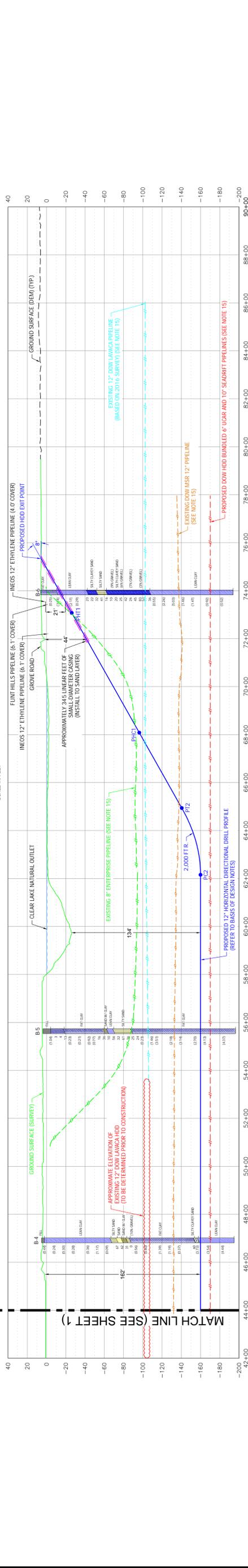
- CALL 811 BEFORE YOU DIG -

Google Earth





NOTE: THIS IS A FULL SIZE DRAWING THAT IS INTENDED TO BE PRINTED ON A 24" X 36" SHEET OF PAPER.



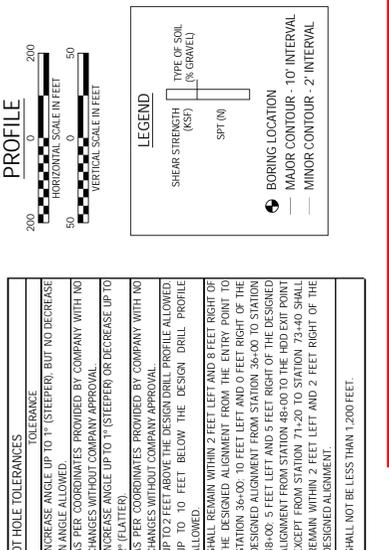
DIRECTIONAL DRILL DATA - ALIGNMENT BASED STATIONING			
DESCRIPTION	* STATION (FT)	ELEVATION (FT)	RIGHT (FT)
ENTRY	14+60.00	4.40	0.00
PVT 1	20+27.82	-116.30	-11.03
PVI 1	24+43.46	-160.00	-19.11
PVT 2	62+15.53	-160.00	-92.40
BK 1	64+93.87	-140.54	-97.81
PHT 1	73+07.18	-26.23	-51.63
EXIT	75+33.63	5.59	0.00

DIRECTIONAL DRILL DATA - STRAIGHT LINE STATIONING			
DESCRIPTION	* STATION (FT)	ELEVATION (FT)	RIGHT (FT)
ENTRY	14+60.00	4.40	0.00
PVT 1	20+27.82	-116.30	-11.03
PVI 1	24+43.46	-160.00	-19.11
PVT 2	62+15.53	-160.00	-92.40
BK 1	64+93.87	-140.54	-97.81
PHT 1	73+07.18	-26.23	-51.63
EXIT	75+33.63	5.59	0.00

PILOT HOLE TOLERANCES	
ITEM	TOLERANCE
ENTRY ANGLE	INCREASE ANGLE UP TO 1" (STEEPER), BUT NO DECREASE ALLOWED.
ENTRY LOCATION	AS PER COORDINATES PROVIDED BY COMPANY WITH NO INCREASE OR DECREASE UP TO 10 FEET.
EXIT ANGLE	INCREASE ANGLE UP TO 1" (STEEPER) OR DECREASE UP TO 2" (FLATTER).
EXIT LOCATION	AS PER COORDINATES PROVIDED BY COMPANY WITH NO CHANGES WITHOUT COMPANY APPROVAL.
DEPTH	UP TO 2 FEET ABOVE THE DESIGN DRILL PROFILE ALLOWED.
ALIGNMENT	SHALL REMAIN WITHIN 2 FEET LEFT AND 8 FEET RIGHT OF THE DESIGNED ALIGNMENT FROM THE ENTRY POINT OF THE STATION 36+00 TO 10 FEET LEFT AND 0 FEET RIGHT OF THE STATION 71+20 TO 5 FEET RIGHT OF THE STATION 73+40 EXCEPT FROM STATION 71+20 TO STATION 73+40 SHALL REMAIN WITHIN 2 FEET LEFT AND 2 FEET RIGHT OF THE DESIGNED ALIGNMENT.
MINIMUM ALLOWABLE 3-JOINT RADIUS	SHALL NOT BE LESS THAN 1,200 FEET.

DIRECTIONAL DRILL DATA - ALIGNMENT BASED STATIONING	
DESCRIPTION	* STATION (FT)
ENTRY	14+60.00
PVT 1	20+27.82
PVI 1	24+43.46
PVT 2	62+15.53
BK 1	64+93.87
PHT 1	73+07.18
EXIT	75+33.63

DIRECTIONAL DRILL DATA - STRAIGHT LINE STATIONING	
DESCRIPTION	* STATION (FT)
ENTRY	14+60.00
PVT 1	20+27.82
PVI 1	24+43.46
PVT 2	62+15.53
BK 1	64+93.87
PHT 1	73+07.18
EXIT	75+33.63



- NOTES:**
- CONTRACTOR SHALL ADHERE TO THE SPECIFICATIONS AND REQUIREMENTS PER INEOS O&P SPECIFICATIONS, CONTRACT DOCUMENTS AND SPECIAL PERMIT CONDITIONS, EXCEPT AS NOTED ON THIS DRAWING.
 - CONTRACTOR IS RESPONSIBLE FOR CALLING TEXAS ONE CALL AND LOCATING ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING CONSTRUCTION. IF ANY UTILITY IS LOCATED WITHIN 15 FEET OF THE DESIGNED HDD PROFILE AND ALIGNMENT, CONTRACTOR SHALL OBTAIN APPROVAL FROM INEOS O&P PRIOR TO INITIATING HDD OPERATIONS.
 - IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY AND PROTECT ANY FOREIGN UTILITY THAT MAY BE AFFECTED BY THE HDD OPERATIONS.
 - PLACEMENT OF THE HDD RIG IS NOT PERMITTED WITHIN THE DESIGNATED 10' BUFFER ZONE OF THE HDD OPERATIONS. PLACEMENT OF THE HDD RIG IS NOT PERMITTED WITHIN THE DESIGNATED 10' BUFFER ZONE OF THE HDD OPERATIONS.
 - ALL EQUIPMENT MUST ACCESS THE SITE ALONG THE CONSTRUCTION RIGHT-OF-WAY OR FROM APPROVED ACCESS ROADS.
 - WORKSPACE MINIMUM WORKSPACE LIMITS ARE DEPICTED. RESTRICT CLEARING TO THE WORKSPACE INDICATED AT THE LOCATION OF THE HDD RIG. CONTRACTOR SHALL OBTAIN APPROVAL FROM THE ENVIRONMENTAL INSPECTOR AND IS LIMITED TO THE AMOUNT NECESSARY TO STRING SURVEY WIRES AND INSTALL PUMPS AND PIPING TO OBTAIN WATER (WHERE APPLICABLE).
 - WATER SOURCE: DRILL WATER AND HYDROSTATIC TEST WATER SHALL BE OBTAINED FROM AN APPROVED SOURCE.
 - HYDROSTATIC TEST: PRE-INSTALLATION AND POST-INSTALLATION HYDROSTATIC TESTS SHALL BE CONDUCTED IN ACCORDANCE WITH THE HYDROSTATIC TEST PLAN. TEST WATER SHALL BE DISCHARGED INTO AN EROSION CONTROL STRUCTURE OF THE SAME MATERIAL AND SIZE AS THE EXISTING EROSION CONTROL STRUCTURE. TEST WATER SHALL BE DISCHARGED INTO A TRUCK AND HAUL TO AN APPROVED LOCATION. CONTRACTOR SHALL OBTAIN APPROVAL FROM THE ENVIRONMENTAL INSPECTOR AND THE ENVIRONMENTAL AGENCY PRIOR TO CONSTRUCTION. THE AS-BUILT INFORMATION OF THE PROPOSED HDDS SHALL BE PROVIDED TO THE ENGINEER AND PROJECT TEAM PRIOR TO CONSTRUCTION.
 - SPILL PREVENTION: REFUELING OF ALL EQUIPMENT SHALL BE COMPLETED IN ACCORDANCE WITH THE SPC PLAN.
 - EROSION AND SEDIMENT CONTROL: CONTRACTOR SHALL SUPPLY, INSTALL AND MAINTAIN SEDIMENT CONTROL STRUCTURES IN ACCORDANCE WITH CONTRACT DOCUMENTS. CONTRACTOR SHALL INSTALL ADDITIONAL EROSION CONTROL STRUCTURES AS DIRECTED BY THE ENVIRONMENTAL INSPECTOR.

ISSUED FOR PERMIT

REFERENCES

DRAWING NUMBER	REFERENCE DRAWING TITLE
39847 INEOS	PRELIM SURVEY DATA
SHEET 1.3	12" LAMICA NORTH PIPELINES
B4-MSR11046-104457	AS-BUILT 12" MSR
B4-MDT1000-109614	PROPOSED 6" & 10" PIPELINES
07027.951.0045	11384HP000140 42663 & 11384HP00020 42663 HALL CLEAR CREEK 2012 PDES

REVISIONS

NO.	DATE	BY	CHKD	APPD	DESCRIPTION
A	02/04/19	RBM	TJP		PRELIMINARY (FOR DISCUSSION ONLY)
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D	04/10/19	RBM	TJP	CGM	ISSUED FOR FINAL
E	04/25/19	RBM	TJP	CGM	ISSUED FOR PERMIT

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GEOENGINEERS

3050 South Delaware
Houston, Texas 77058
Telephone: (417) 831-9700
Fax: (417) 831-9777

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INEOS

Olefins & Polymers USA

June 17, 2019

City of Kemah
1401 Hwy 146
Kemah, Texas 77565

RE: INEOS Chocolate Bayou Pipeline LLC: 12-Inch Pipeline Extension

City of Kemah:

INEOS Chocolate Bayou Pipeline LLC (INEOS), a Delaware Limited Liability Company, respectfully proposes to construct and operate a 12-inch (12") Ethylene pipeline crossing Clear Creek Channel. INEOS plans to Horizontal Directional Drill (HDD) under Clear Creek Channel from Carolyn/Grove Street on the Kemah side (Galveston County) and at Nasa Rd on the Seabrook side (Harris County). This application is for the construction of the pipeline within the City of Kemah.

12" Pipeline Design:
12" O.D. x 0.375 W.T., X60
Design Pressure (MAOP): 2160 PSIG
Length: 1.231 miles
Product: Ethylene

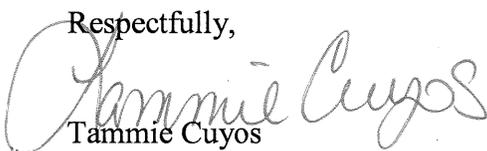
All components of the pipeline project will be operated with Best Management Practices (BMP) and in accordance with the Department of Transportation Title 49, Code of Federal Regulations, Part 195. In addition, the pipeline will meet or exceed all federal, state and/or local installation requirements, including Article IX of the City of Kemah Code of Ordinances.

This submittal includes the following:

- Cover Letter
- Plan & Profile Drawings
- \$500 Application Fee

The current schedule is to begin on or around July 15, 2019, and is estimated to be complete by October 21, 2019. Thank you in advance for your attention to this matter. Should you have any questions or require any additional information, please feel free to contact me at 281.581.3748 or tammie.cuyos@ineos.com.

Respectfully,



Tammie Cuyos
Land Resource Manager
INEOS Chocolate Bayou Pipeline LLC



CITY OF KEMAH

1401 Hwy 146
 Kemah, TX 77565
 Phone 281-334-1611 FAX 281-334-6583

RIGHT OF WAY PERMIT

PERMIT #: 190627004		DATE ISSUED:	6/27/2019
		EXPIRES:	6/26/2020
JOB ADDRESS:	CAROLYN & GROVE	LOT #:	
PARCEL ID:		BLK #:	
SUBDIVISION:		FLOOD:	
OWNER:	INEOS	CONTRACTOR:	INEOS
ADDRESS:	2600 SOUTH SHORE BLVD SUITE 50	ADDRESS:	2600 SOUTH SHORE BLVD SUITE 50
CITY, STATE ZIP:	LEAGUE CITY TX 77573	CITY, STATE ZIP:	LEAGUE CITY TX 77573
PHONE:	281-581-3748	PHONE:	
PROP. USE VALUATION:	\$ 0.00	APPLICANT:	TAMMIE CUYOS
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
DESCRIPTION OF WORK: 12 INCH ETHYLENE PIPELINE			
SPECIAL STIPULATIONS, IF ANY:			

FEE CODE	DESCRIPTION	AMOUNT
PIPELINE	PIPELINE RIGHT OF WAY	\$ 500.00
TOTAL		\$ 500.00

PERMIT ISSUED

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

WATER/SEWER AND OTHER UTILITIES ARE NOT PROVIDED BY CITY OF KEMAH.

ALL WORK SUBJECT TO FIELD INSPECTIONS & APPROVALS

<input type="checkbox"/> For Building Inspections Call: 877-837-8775 or	<input type="checkbox"/> For Fire Inspections Call: 281-730-2517	<input type="checkbox"/> For Other Questions Call 281-334-1611
---	--	--



January 18, 2019

Nick Haby
City of Kemah – Office of Building and Permitting
1401 State Highway 146
Kemah, Texas 77565-3002

RE: **Magellan Pipeline Company, LLC**
State Highway 146 18" Pipeline Relocation Project
Kemah, TX (Galveston County)

Dear Mr. Haby:

Magellan Pipeline Company, LP (Magellan) is requesting permission to relocate a portion of the existing 18" diameter refined products pipeline within the City of Kemah (proposed project). The portion of the proposed relocation of the existing pipeline within the City of Kemah begins approximately 260 feet north of the intersection of League City Parkway and State Highway 146 (29° 31' 36.54" N, 95° 00' 43.70" W) and terminates near the intersection of Grove Road and Carolyn Street (29° 35' 16.3" N, 95° 01' 50.26" W) 310 feet south of the intersection of Red Bluff Road and State Highway 146 (29° 32' 46.4" N, 95° 01' 29.97" W). The proposed pipeline will cross Carolyn Street (2 separate crossings) and 4th Street and will parallel a section of Carolyn Road between 3rd and 4th Street as shown on the drawings. As part of this project, there will also be an approximate 1.6 miles portion of the existing pipeline that will be relocated in the City of Seabrook. The existing pipeline crossing of Clear Lake will remain in place.

Due to the SH 146 Expansion Project, Magellan is proposing to remove (where feasible) or abandon-in-place (cut, cap and grout) the existing 18" pipeline located within the newly purchased TxDOT right-of-way. All road crossings will be constructed by method of conventional boring or horizontal directional drilling. The construction of the proposed project is scheduled to start on or around July 2019 and is anticipated to be completed by January 2020.

A check in the amount of \$500.00, made payable to the City of Kemah, is provided for the application fee. In addition, the following project details are also included with this submittal:

- Alignment Sheets (South Side of Clear Lake)
- Road Crossing Permit 4th Street
- Road Crossing Permit Carolyn Street (1st crossing)
- Road Crossing Permit Carolyn Street (2nd crossing)

Should you have any questions or require additional information, please contact me at 918-574-7698 or mark.vasicek@magellanlp.com.

Cordially,

A handwritten signature in black ink that reads "Mark Vasicek".

Mark Vasicek
Project Manager
918-574-7698

Magellan Midstream Partners, LP, One Williams Center, OTC 9, Tulsa, OK 74172
Mark Vasicek – 918-574-7698

GALVESTON COUNTY, TEXAS

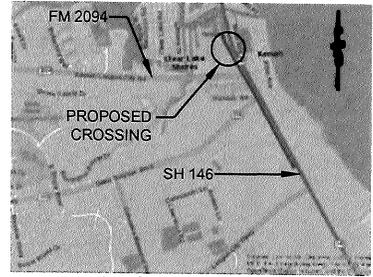
THE CONTRACTOR MUST NOTIFY THE PERMIT AGENT 48 HOURS PRIOR TO CONSTRUCTION TO ACCESS THE "UIR" PROGRAM AND GIVE 48 HOURS NOTICE INCLUDING IN THE COMMENTS BOX - THE CONSTRUCTION COMPANY NAME, CONTACT PERSON'S NAME, CELL NUMBER, AND START DATE.
 ALL ROAD BORES SHALL BE ACCOMPLISHED WITH THE CONVENTIONAL DRY AUGER, UNLESS OTHERWISE APPROVED BY A COUNTY ENGINEERING INSPECTOR, MAINTENANCE SUPERVISOR, OR AREA ENGINEER.

- LOCATION COORDINATES**
- X=3232763.09
Y=13767209.08
 - X=3232757.20
Y=13767219.56
 - X=3232751.38
Y=13767229.93

1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

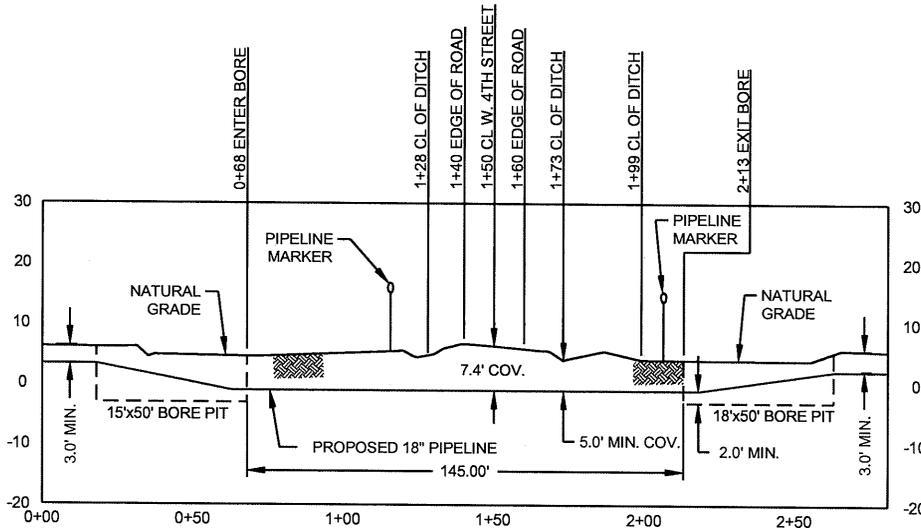
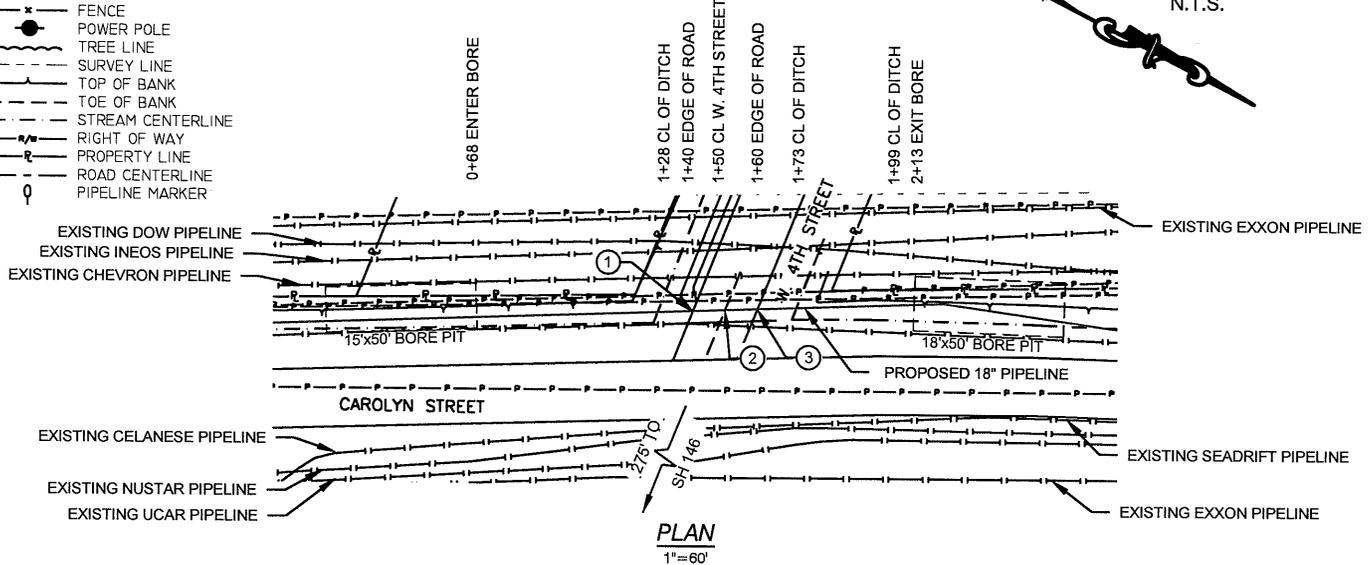
LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
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- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER



VICINITY MAP

N.T.S.



IMPROVED ROAD - BORE METHOD

PROFILE

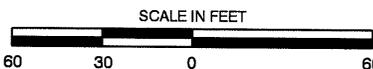
1"=60' H
1"=30' V

ISSUED FOR PERMIT
1/15/19

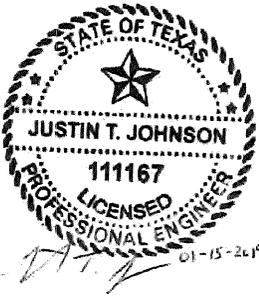
PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD

- NOTE:**
- DATUM BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, UTM NAD 83 TEXAS STATE PLANES, SOUTH CENTRAL ZONE, US FOOT, DERIVED FROM GPS OBSERVATION.
 - EXISTING UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS GENERATED FROM PREVIOUS MAPS AND SURVEY. CONTRACTOR SHALL VERIFY EXACT LOCATION AND ELEVATION OF ALL EXISTING UTILITIES IN AREA OF WORK PRIOR TO CONSTRUCTION AND CALL TEXAS ONE CALL SYSTEM AT 1-800-245-4545 AND ALL OTHER UTILITY COMPANIES AT LEAST 2 WORKING DAYS (48 HOURS) PRIOR TO CONSTRUCTION.



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	1/15/19	ISSUED FOR PERMIT	JW	DK	JJ		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		





OTRC
Results you can rely on
16350 PARK TEN PLACE, SUITE 101
HOUSTON, TX 77084
PH: (281) 616-0100
TRC PROJ. #279633, LIC. No. TX-F-82

DRAWING APPROVALS	DRAWN: JMS	DATE: 10/31/17
	CHECKED: CL	DATE: 10/31/17
	ENGINEER: YA	DATE: 10/31/17
	TRC:	DATE:
	CLIENT:	DATE:

ROAD CROSSING PERMIT

MAGELLAN - KEMAH SH 146 RELOCATION PROJECT WEST 4TH STREET CITY OF KEMAH

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=60'	279633	7005-KE-004	1 OF 1	C

GALVESTON COUNTY, TEXAS

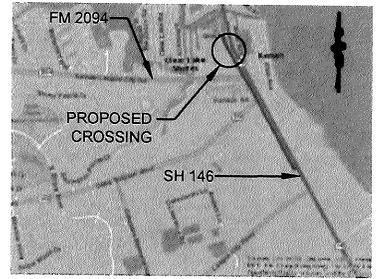
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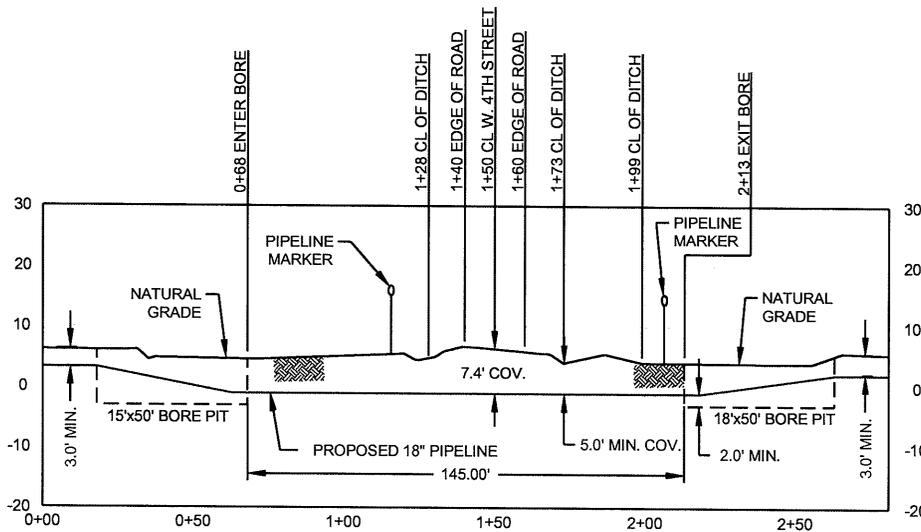
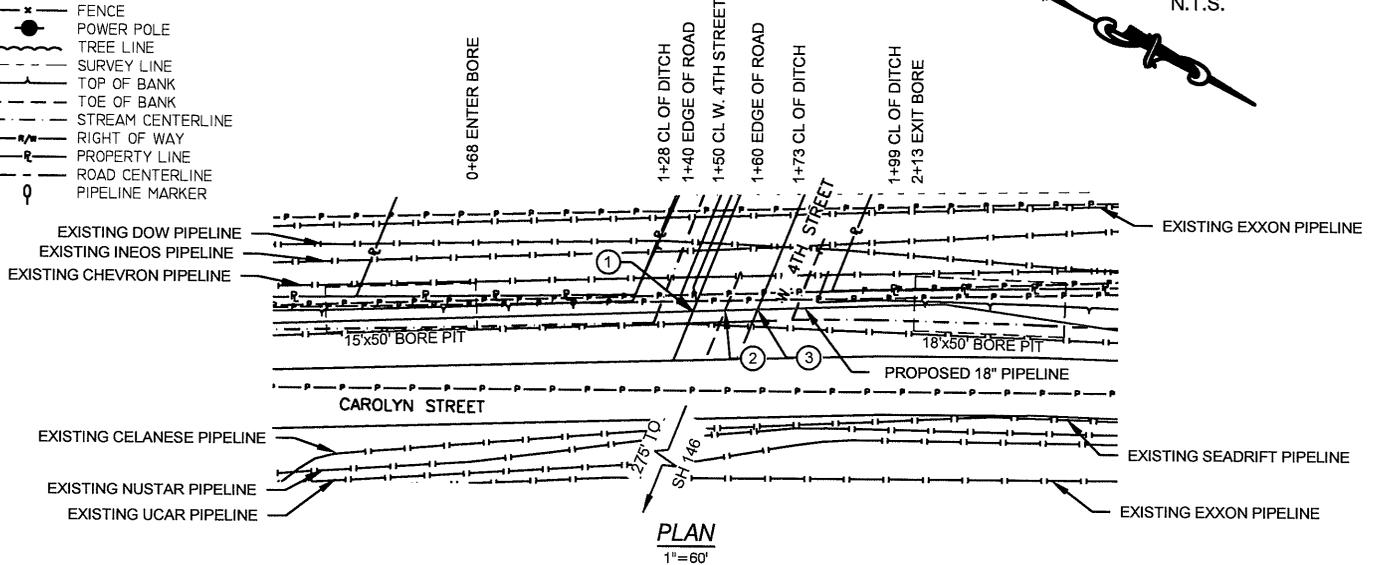
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- ROW RIGHT OF WAY
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- TOB TOP OF BANK
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VICINITY MAP
N.T.S.



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PROFILE

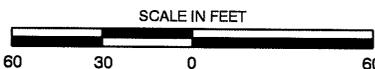
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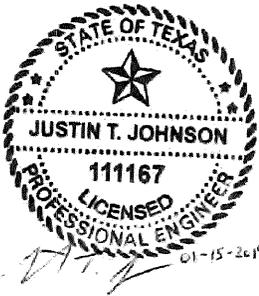
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CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	1/15/19	ISSUED FOR PERMIT	JW	DK	JJ		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		





OTRC
Results you can rely on
 16350 PARK TEN PLACE, SUITE 101
 HOUSTON, TX 77084
 PH: (281) 616-0100
 TRC PROJ. #279633, LIC. No. TX-F-82

DRAWN:	JMS	DATE:	10/31/17
CHECKED:	CL	DATE:	10/31/17
ENGINEER:	YA	DATE:	10/31/17
TRC:		DATE:	
CLIENT:		DATE:	
CLIENT:		DATE:	

ROAD CROSSING PERMIT

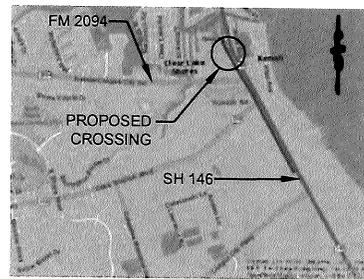
MAGELLAN - KEMAH SH 146 RELOCATION PROJECT WEST 4TH STREET CITY OF KEMAH

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=60'	279633	7005-KE-004	1 OF 1	C

GALVESTON COUNTY, TEXAS

THE CONTRACTOR MUST NOTIFY THE PERMIT AGENT 48 HOURS PRIOR TO CONSTRUCTION TO ACCESS THE "UIR" PROGRAM AND GIVE 48 HOURS NOTICE INCLUDING IN THE COMMENTS BOX - THE CONSTRUCTION COMPANY NAME, CONTACT PERSON'S NAME, CELL NUMBER, AND START DATE.
 ALL ROAD BORES SHALL BE ACCOMPLISHED WITH THE CONVENTIONAL DRY AUGER, UNLESS OTHERWISE APPROVED BY A COUNTY ENGINEERING INSPECTOR, MAINTENANCE SUPERVISOR, OR AREA ENGINEER.

- LOCATION COORDINATES**
1. X=3232763.09
Y=13767209.08
 2. X=3232757.20
Y=13767219.56
 3. X=3232751.38
Y=13767229.93

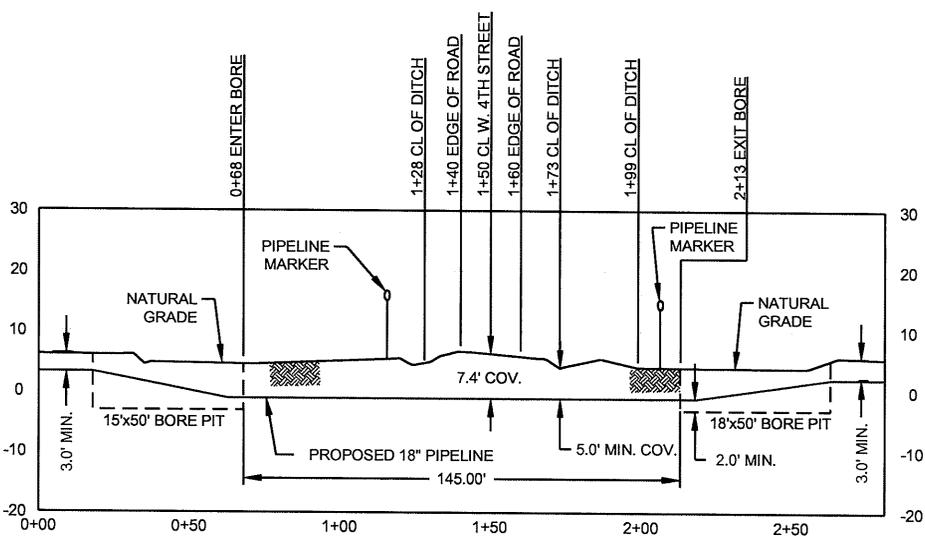
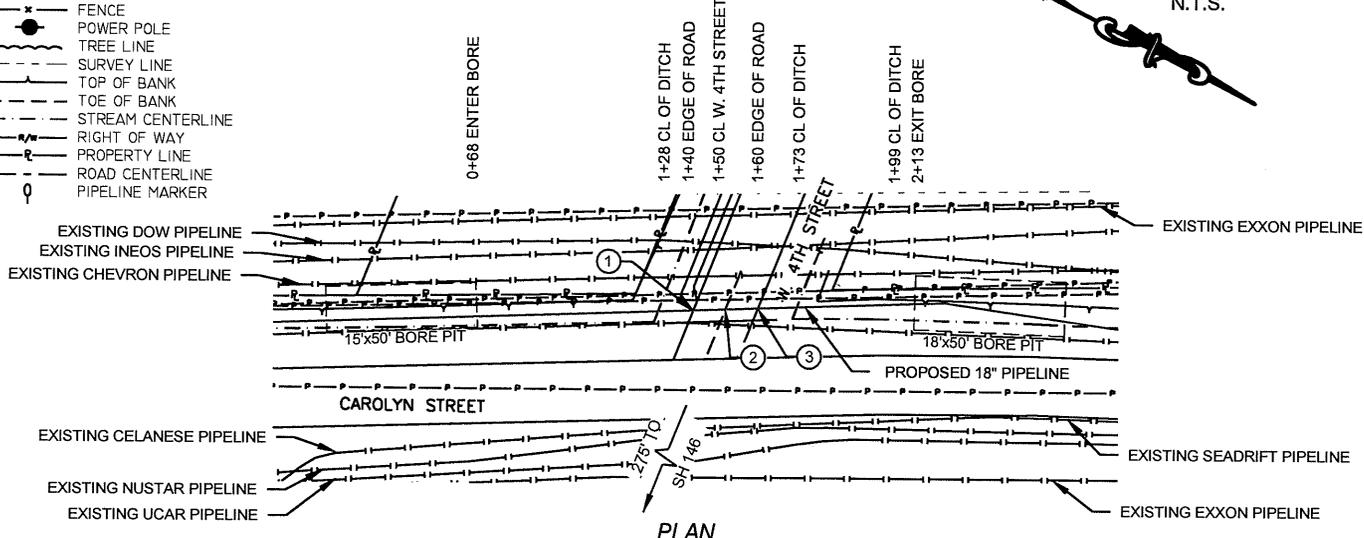


VICINITY MAP
N.T.S.

1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
- POWER POLE
- TREE LINE
- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER



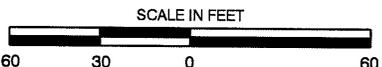
IMPROVED ROAD - BORE METHOD PROFILE

1"=60' H
1"=30' V

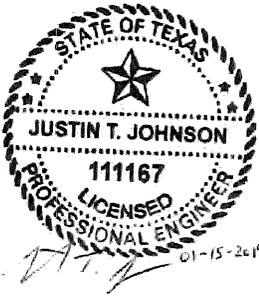
- NOTE:**
1. DATUM BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, UTM NAD 83 TEXAS STATE PLANES, SOUTH CENTRAL ZONE, US FOOT, DERIVED FROM GPS OBSERVATION.
 2. EXISTING UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS GENERATED FROM PREVIOUS MAPS AND SURVEY. CONTRACTOR SHALL VERIFY EXACT LOCATION AND ELEVATION OF ALL EXISTING UTILITIES IN AREA OF WORK PRIOR TO CONSTRUCTION AND CALL TEXAS ONE CALL SYSTEM AT 1-800-245-4545 AND ALL OTHER UTILITY COMPANIES AT LEAST 2 WORKING DAYS (48 HOURS) PRIOR TO CONSTRUCTION.

ISSUED FOR PERMIT
1/15/19

PIPE SPECIFICATIONS
 CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	1/15/19	ISSUED FOR PERMIT	JW	DK	JJ		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
Results you can rely on
 16350 PARK TEN PLACE, SUITE 101
 HOUSTON, TX 77084
 PH: (281) 616-0100
 TRC PROJ. #279633, LIC. No. TX-F-82

DRAWING APPROVALS	DRAWN: JMS	DATE: 10/31/17
	CHECKED: CL	DATE: 10/31/17
	ENGINEER: YA	DATE: 10/31/17
	TRC:	DATE:
	CLIENT:	DATE:

ROAD CROSSING PERMIT

MAGELLAN - KEMAH SH 146 RELOCATION PROJECT WEST 4TH STREET CITY OF KEMAH

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=60'	279633	7005-KE-004	1 OF 1	C

GALVESTON COUNTY, TEXAS

THE CONTRACTOR MUST NOTIFY THE PERMIT AGENT 48 HOURS PRIOR TO CONSTRUCTION TO ACCESS THE "UIR" PROGRAM AND GIVE 48 HOURS NOTICE INCLUDING IN THE COMMENTS BOX - THE CONSTRUCTION COMPANY NAME, CONTACT PERSON'S NAME, CELL NUMBER, AND START DATE.
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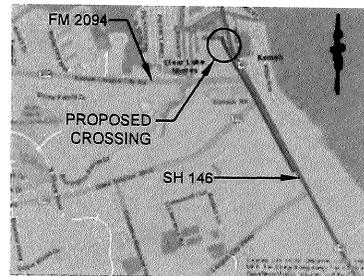
- LOCATION COORDINATES**
1. X=3232656.28
Y=13767458.15
 2. X=323266.91
Y=13767462.72
 3. X=3232673.73
Y=13767466.92

1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

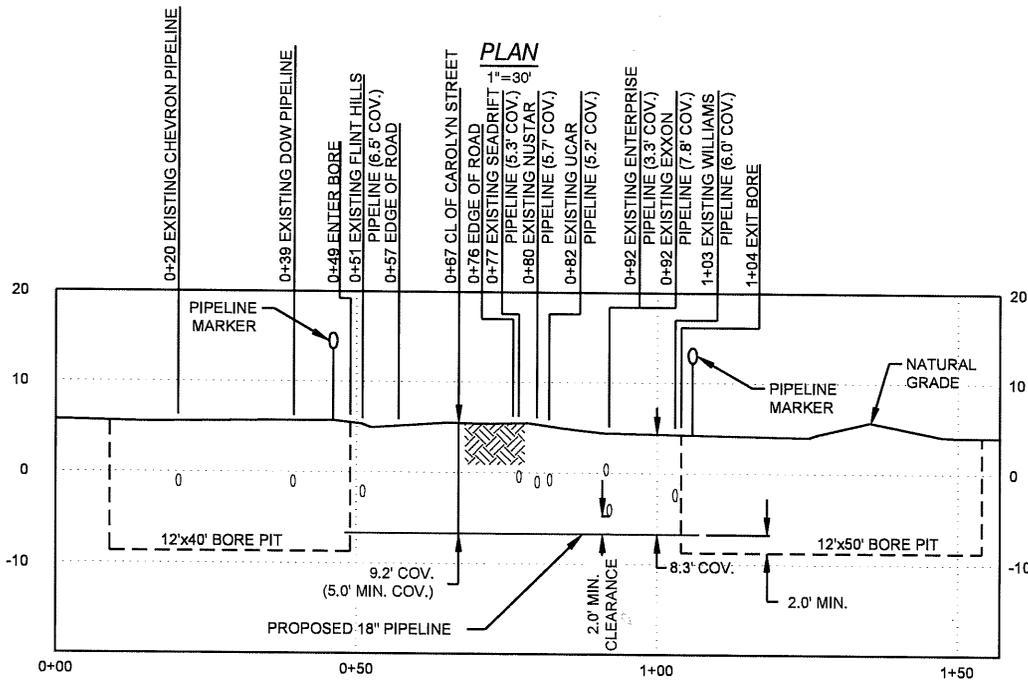
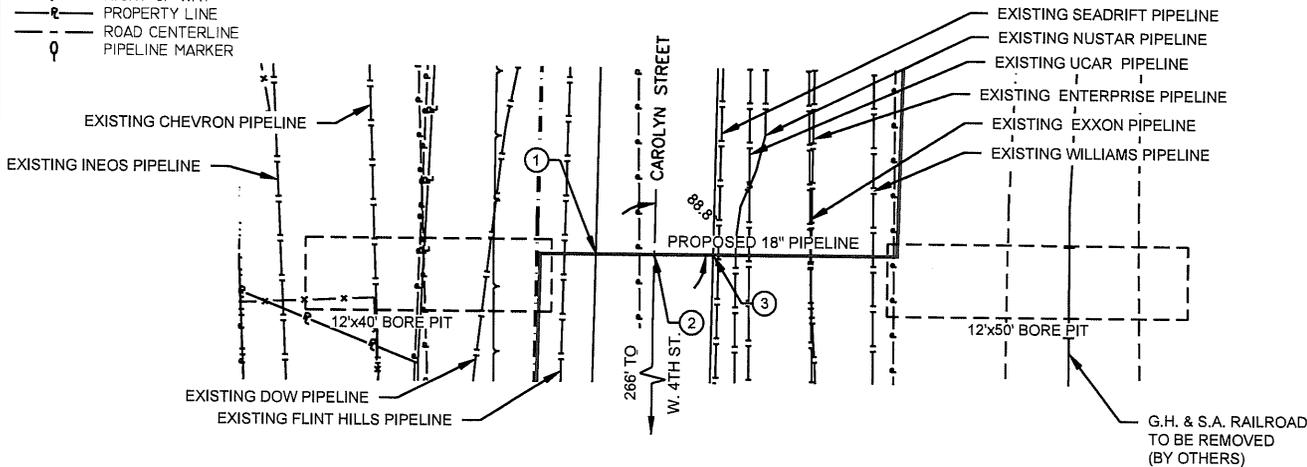
LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
- POWER POLE
- TREE LINE
- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER

- 0+99 ENTER BORE
- 1+01 EXISTING FLINT HILLS PIPELINE (6.5' COV.)
- 1+07 EDGE OF ROAD
- 1+13 OVER HEAD POWER LINE
- 1+17 CL OF CAROLYN STREET
- 1+26 EDGE OF ROAD
- 1+27 EXISTING SEADRIFT PIPELINE (5.3' COV.)
- 1+30 EXISTING NUSTAR PIPELINE (5.7' COV.)
- 1+32 EXISTING UCAR PIPELINE (5.2' COV.)
- 1+42 EXISTING ENTERPRISE PIPELINE (3.3' COV.)
- 1+42 EXISTING EXXON PIPELINE (7.8' COV.)
- 1+53 EXISTING WILLIAMS PIPELINE (6.0' COV.)
- 1+54 EXIT BORE
- 1+56 OVER HEAD POWER LINE



VICINITY MAP
N.T.S.



IMPROVED ROAD - BORE METHOD PROFILE

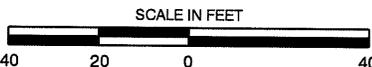
1"=30' H
1"=20' V

ISSUED FOR PERMIT
01/15/19

PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION: IMPROVED ROAD BORE METHOD

- NOTE:
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NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	01/15/19	ISSUED FOR PERMIT	KDF	JJ	JS		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
Results you can rely on
 16350 PARK TEN PLACES, SUITE 101
 HOUSTON, TX 77064
 PH: (281) 616-0100
 TRC PROJ. #279633, Lic. No. TX-F-82

ROAD CROSSING PERMIT

**MAGELLAN - KEMAH SH 146
 RELOCATION PROJECT
 CAROLYN STREET
 CITY OF KEMAH**

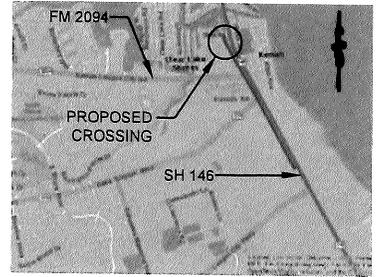
DRAWING APPROVALS	DRAWN:	JMS	DATE:	10/31/17
	CHECKED:	CL	DATE:	10/31/17
	ENGINEER:	YA	DATE:	10/31/17
	TRC:		DATE:	
	CLIENT:		DATE:	

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=30'	279633	7005-KE-005	1 OF 1	C

GALVESTON COUNTY, TEXAS

THE CONTRACTOR MUST NOTIFY THE PERMIT AGENT 48 HOURS PRIOR TO CONSTRUCTION TO ACCESS THE "UIR" PROGRAM AND GIVE 48 HOURS NOTICE INCLUDING IN THE COMMENTS BOX - THE CONSTRUCTION COMPANY NAME, CONTACT PERSON'S NAME, CELL NUMBER, AND START DATE.
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- (X) LOCATION COORDINATES**
1. X=3232656.28
Y=13767458.15
 2. X=3232666.91
Y=13767462.72
 3. X=3232673.73
Y=13767466.92

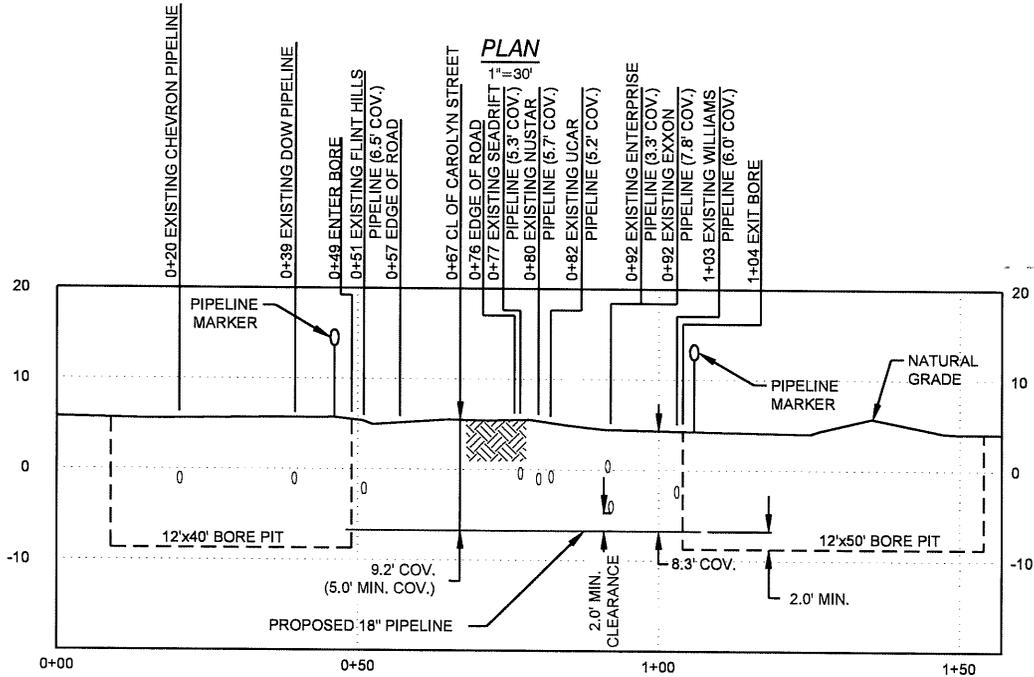
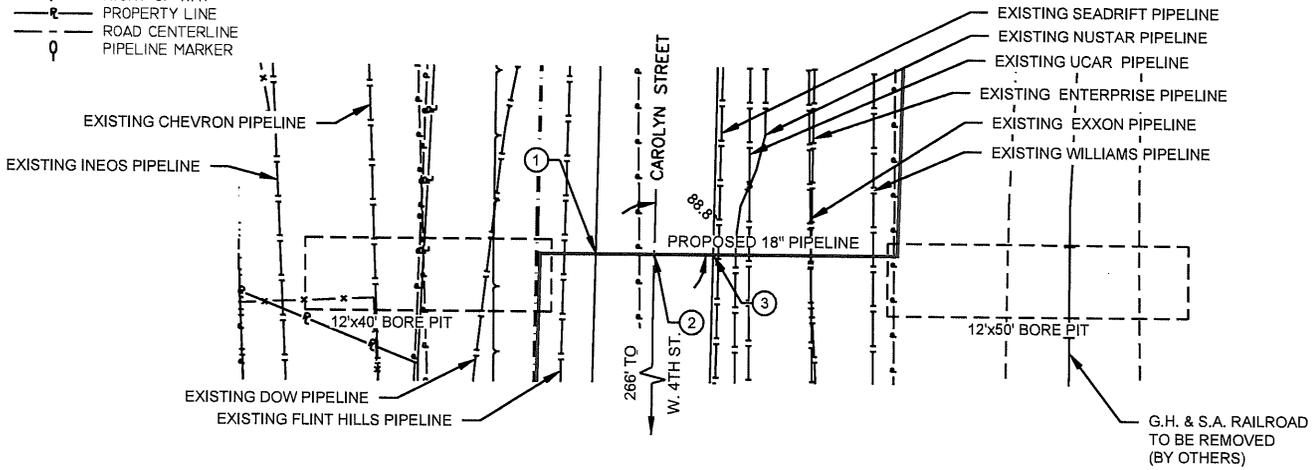


1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
- POWER POLE
- TREE LINE
- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER

- 0+98 ENTER BORE
- 1+01 EXISTING FLINT HILLS PIPELINE (6.5' COV.)
- 1+07 EDGE OF ROAD
- 1+13 OVER HEAD POWER LINE
- 1+17 CL OF CAROLYN STREET
- 1+26 EDGE OF ROAD
- 1+27 EXISTING SEADRIFT PIPELINE (5.3' COV.)
- 1+30 EXISTING NUSTAR PIPELINE (5.7' COV.)
- 1+32 EXISTING UCAR PIPELINE (5.2' COV.)
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- 1+53 EXISTING WILLIAMS PIPELINE (6.0' COV.)
- 1+54 EXIT BORE
- 1+56 OVER HEAD POWER LINE



IMPROVED ROAD - BORE METHOD

PROFILE

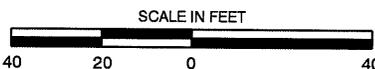
1"=30' H
1"=20' V

- NOTE:**
1. DATUM BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, UTM NAD 83 TEXAS STATE PLANES, SOUTH CENTRAL ZONE, US FOOT, DERIVED FROM GPS OBSERVATION.
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ISSUED FOR PERMIT
01/15/19

PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	01/15/19	ISSUED FOR PERMIT	KDF	JJ	JS		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
Results you can rely on
 16350 PARK TEN PLACE, SUITE 101
 HOUSTON, TX 77084
 PH: (281) 616-0100
 TRC PROJ. #279633, LIC. No. TX-F-82

ROAD CROSSING PERMIT

**MAGELLAN - KEMAH SH 146
 RELOCATION PROJECT
 CAROLYN STREET
 CITY OF KEMAH**

DRAWING APPROVALS

DRAWN: JMS	DATE: 10/31/17
CHECKED: CL	DATE: 10/31/17
ENGINEER: YA	DATE: 10/31/17
TRC:	DATE:
CLIENT:	DATE:
CLIENT:	DATE:

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=30'	279633	7005-KE-005	1 OF 1	C

GALVESTON COUNTY, TEXAS

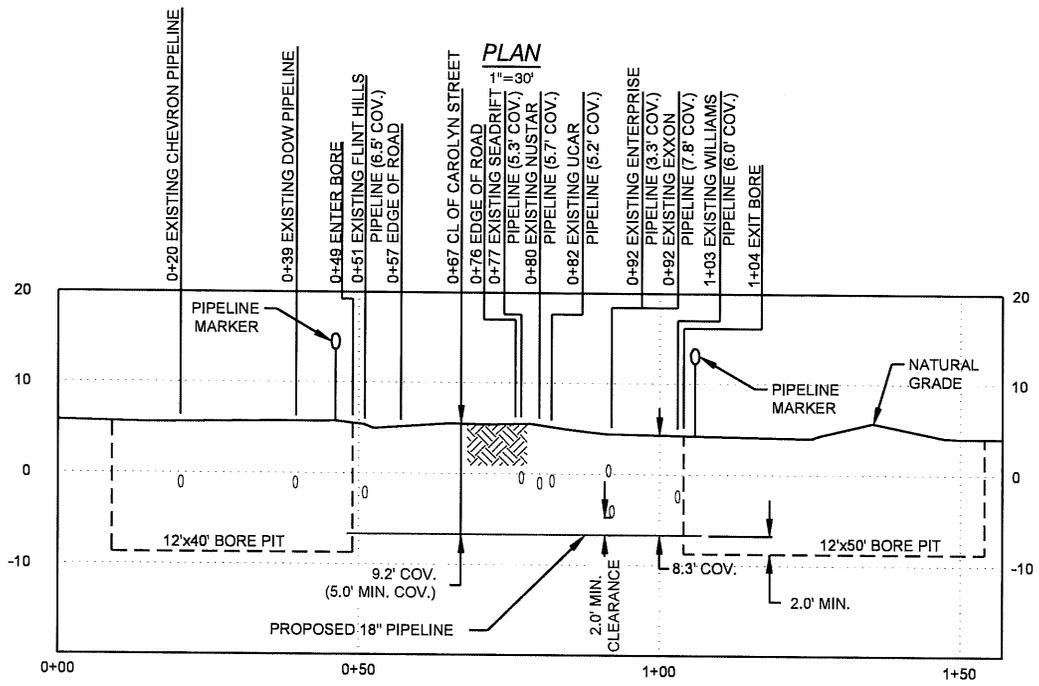
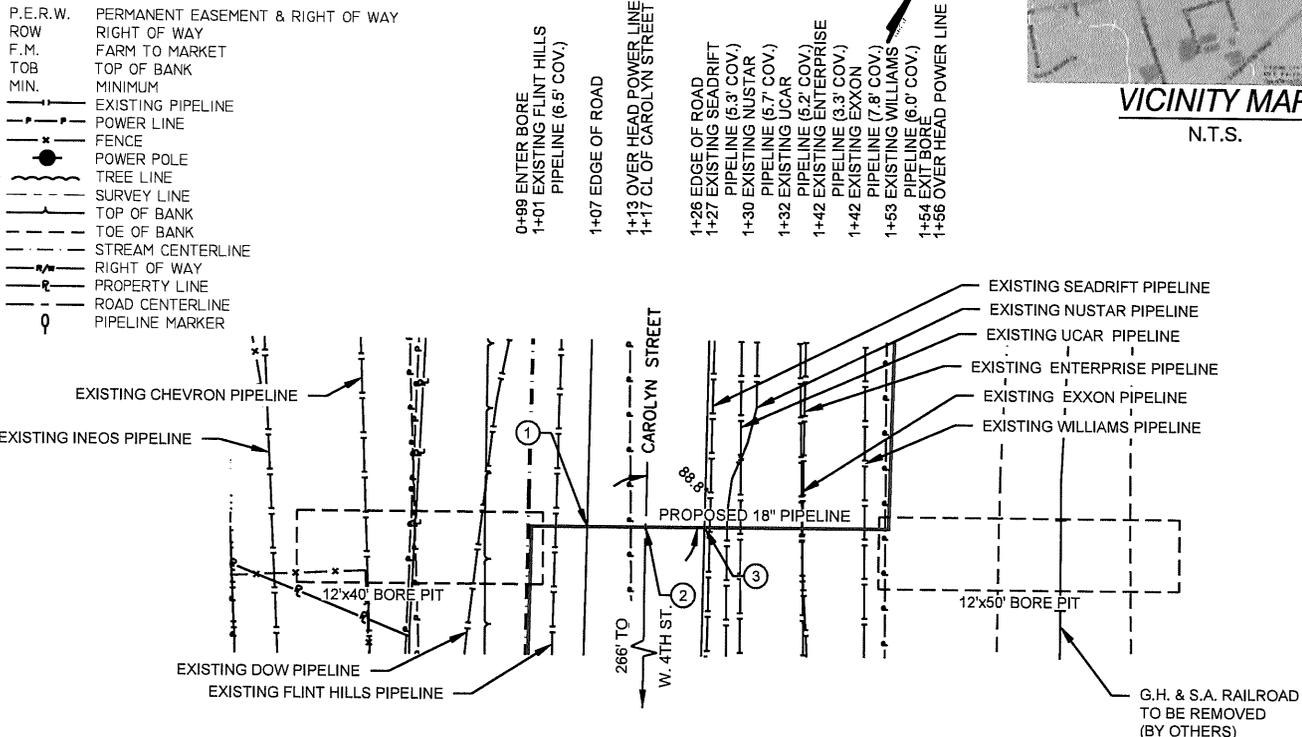
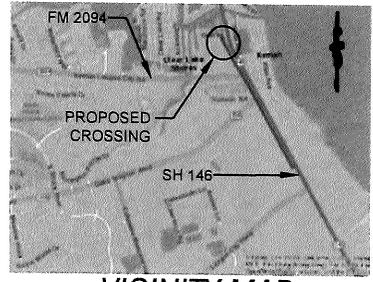
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 - X=323266.91
Y=13767462.72
 - X=3232673.73
Y=13767466.92

1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
- POWER POLE
- TREE LINE
- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
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- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER



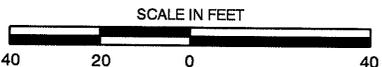
NOTE:

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ISSUED FOR PERMIT
01/15/19

PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
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A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
Results you can rely on
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 HOUSTON, TX. 77084
 PH: (281) 616-0100
 TRC PROJ. #279633, LIC. No. TX-F-82

DRAWING APPROVALS	DATE:
DRAWN: JMS	DATE: 10/31/17
CHECKED: CL	DATE: 10/31/17
ENGINEER: YA	DATE: 10/31/17
TRC:	DATE:
CLIENT:	DATE:
CLIENT:	DATE:

ROAD CROSSING PERMIT

**MAGELLAN - KEMAH SH 146
 RELOCATION PROJECT
 CAROLYN STREET
 CITY OF KEMAH**

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=30'	279633	7005-KE-005	1 OF 1	C

GALVESTON COUNTY, TEXAS

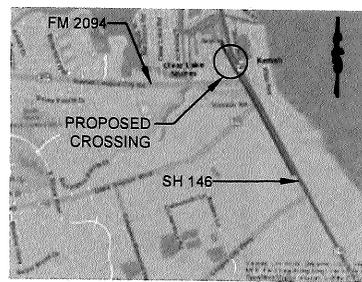
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(X) LOCATION COORDINATES

1. X=3232946.04
Y=13766940.73
2. X= 3232931.42
Y= 13766955.99
3. X=3232909.15
Y=13766979.24

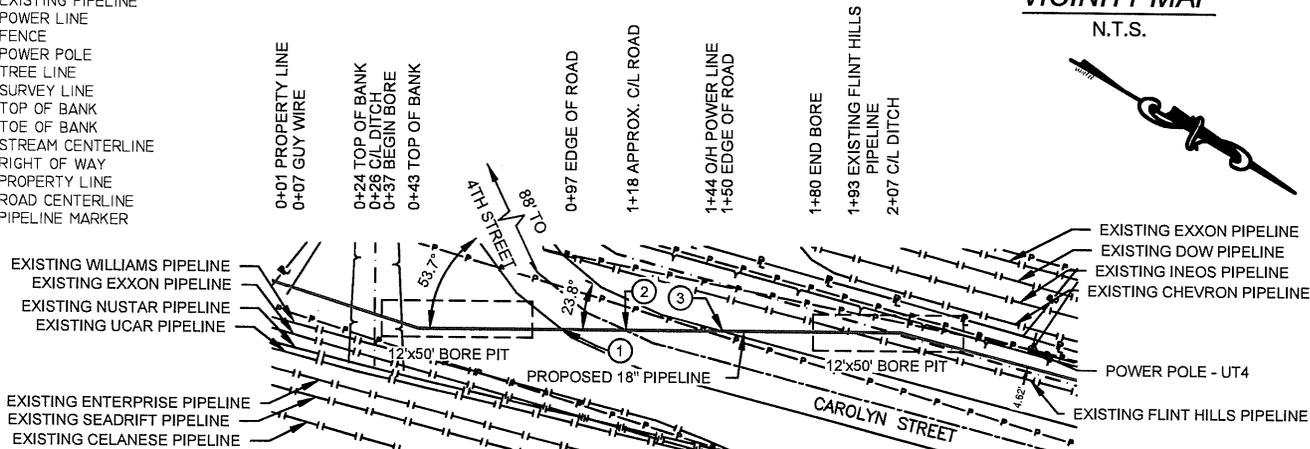


VICINITY MAP

N.T.S.

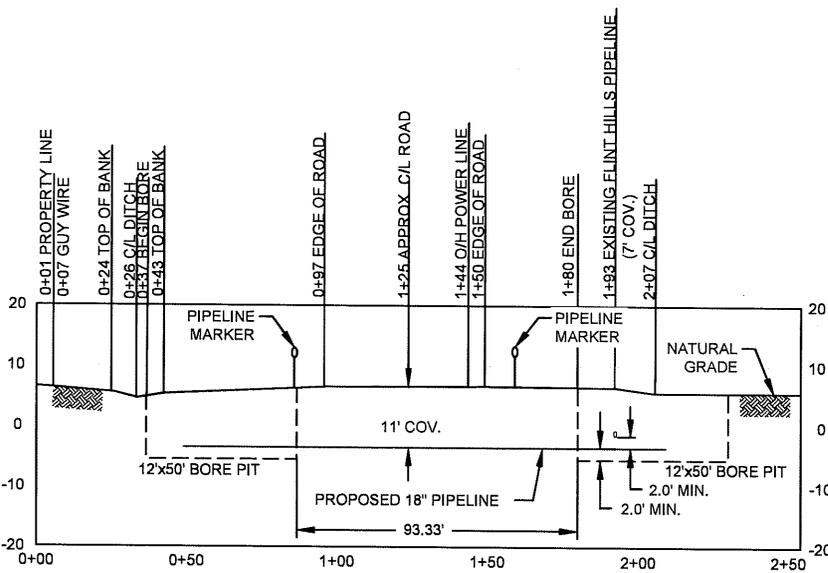
LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
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- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER



PLAN

1"=60'



IMPROVED ROAD - BORE METHOD

PROFILE

1"=60' H
1"=30' V

ISSUED FOR PERMIT
01/15/19

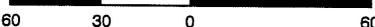
PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
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CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
COATING: 14 FBE, 35 MILS ARO MIN.
M.O.P.: 1,440 PSIG
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METHOD OF INSTALLATION:
IMPROVED ROAD BORE METHOD

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SCALE IN FEET



NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	01/15/19	ISSUED FOR PERMIT	KDF	JJ	JS		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
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16350 PARK TEN PLACE, SUITE 101
HOUSTON, TX. 77084
PH: (281) 818-0100
TRC PROJ. #279633, LIC. No. TX-F-82

ROAD CROSSING PERMIT

**MAGELLAN - KEMAH SH 146
RELOCATION PROJECT
CAROLYN STREET
CITY OF KEMAH**

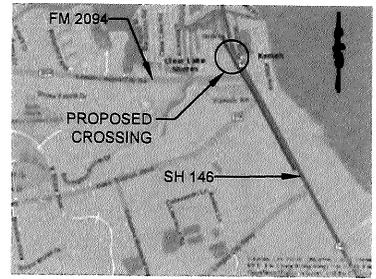
DRAWING APPROVALS	DRAWN:	JMS	DATE:	10/31/17
	CHECKED:	CL	DATE:	10/31/17
	ENGINEER:	YA	DATE:	10/31/17
	TRC:		DATE:	
	CLIENT:		DATE:	

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=60'	279633	7005-KE-003	1 OF 1	C

GALVESTON COUNTY, TEXAS

THE CONTRACTOR MUST NOTIFY THE PERMIT AGENT 48 HOURS PRIOR TO CONSTRUCTION TO ACCESS THE "UIR" PROGRAM AND GIVE 48 HOURS NOTICE INCLUDING IN THE COMMENTS BOX - THE CONSTRUCTION COMPANY NAME, CONTACT PERSON'S NAME, CELL NUMBER, AND START DATE.
 ALL ROAD BORES SHALL BE ACCOMPLISHED WITH THE CONVENTIONAL DRY AUGER, UNLESS OTHERWISE APPROVED BY A COUNTY ENGINEERING INSPECTOR, MAINTENANCE SUPERVISOR, OR AREA ENGINEER.

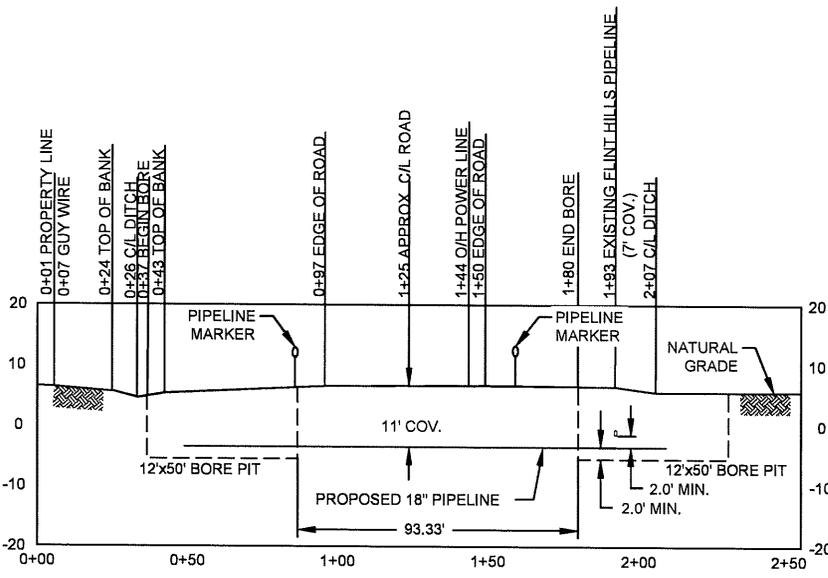
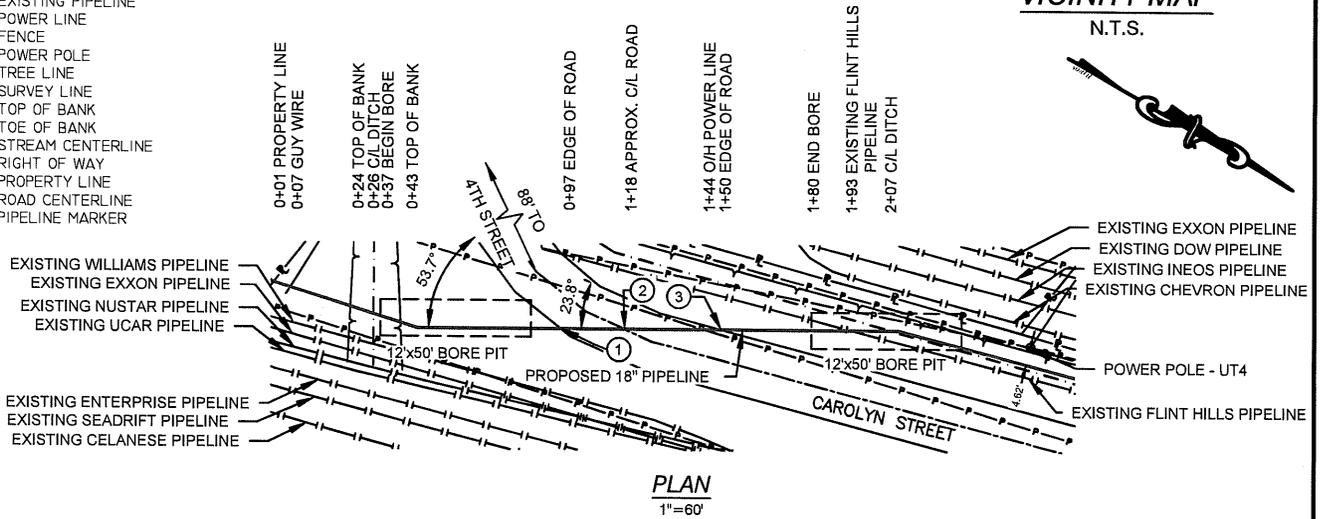
- (X) LOCATION COORDINATES**
- X=3232946.04
Y=13766940.73
 - X= 3232931.42
Y= 13766955.99
 - X=3232909.15
Y=13766979.24



1. ALL MINIMUM DEPTH REQUIREMENTS MEASURED AT THE TOP OF PIPE OR CASING.

LEGEND

- P.E.R.W. PERMANENT EASEMENT & RIGHT OF WAY
- ROW RIGHT OF WAY
- F.M. FARM TO MARKET
- TOB TOP OF BANK
- MIN. MINIMUM
- EXISTING PIPELINE
- POWER LINE
- FENCE
- POWER POLE
- TREE LINE
- SURVEY LINE
- TOP OF BANK
- TOE OF BANK
- STREAM CENTERLINE
- RIGHT OF WAY
- PROPERTY LINE
- ROAD CENTERLINE
- PIPELINE MARKER



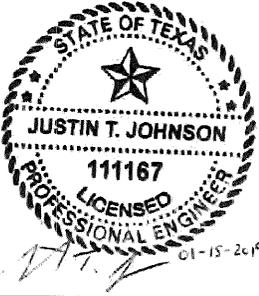
NOTE:

- DATUM BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, UTM NAD 83 TEXAS STATE PLANES, SOUTH CENTRAL ZONE, US FOOT, DERIVED FROM GPS OBSERVATION.
- EXISTING UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS GENERATED FROM PREVIOUS MAPS AND SURVEY. CONTRACTOR SHALL VERIFY EXACT LOCATION AND ELEVATION OF ALL EXISTING UTILITIES IN AREA OF WORK PRIOR TO CONSTRUCTION AND CALL TEXAS ONE CALL SYSTEM AT 1-800-245-4545 AND ALL OTHER UTILITY COMPANIES AT LEAST 2 WORKING DAYS (48 HOURS) PRIOR TO CONSTRUCTION.

PIPE SPECIFICATIONS

CONTENTS: REFINED PRODUCTS
 DESIGN FACTOR: 0.60
 CARRIER PIPE: 18"Ø, 0.500" w.t., API 5L X52, PSL2
 COATING: 14 FBE, 35 MILS ARO MIN.
 M.O.P.: 1,440 PSIG
 PIPELINE CATHODICALLY PROTECTED
 METHOD OF INSTALLATION:
 IMPROVED ROAD BORE METHOD

NO.	DATE	REVISION	BY	CHK	APPR	APPR	APPR
C	01/15/19	ISSUED FOR PERMIT	KDF	JJ	JS		
B	08/08/18	ISSUED FOR REVIEW	AT	CL	BM		
A	11/28/17	ISSUED FOR REVIEW	JMS	CL	YA		



OTRC
Results you can rely on
 16350 PARK TEN PLACE, SUITE 101
 HOUSTON, TX. 77064
 PH: (281) 616-0100
 TRC PROJ. #279633, LIC. No. TX-F-82

DRAWING APPROVALS	DRAWN: JMS	DATE: 10/31/17	
	CHECKED: CL	DATE: 10/31/17	
	ENGINEER: YA	DATE: 10/31/17	
	TRC:	DATE:	
	CLIENT:	DATE:	
	CLIENT:	DATE:	

ROAD CROSSING PERMIT

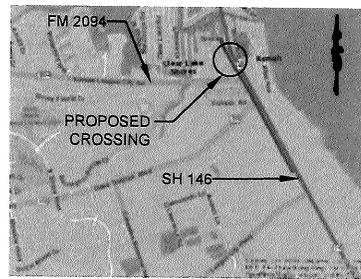
**MAGELLAN – KEMAH SH 146
 RELOCATION PROJECT
 CAROLYN STREET
 CITY OF KEMAH**

SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
1"=60'	279633	7005-KE-003	1 OF 1	C

GALVESTON COUNTY, TEXAS

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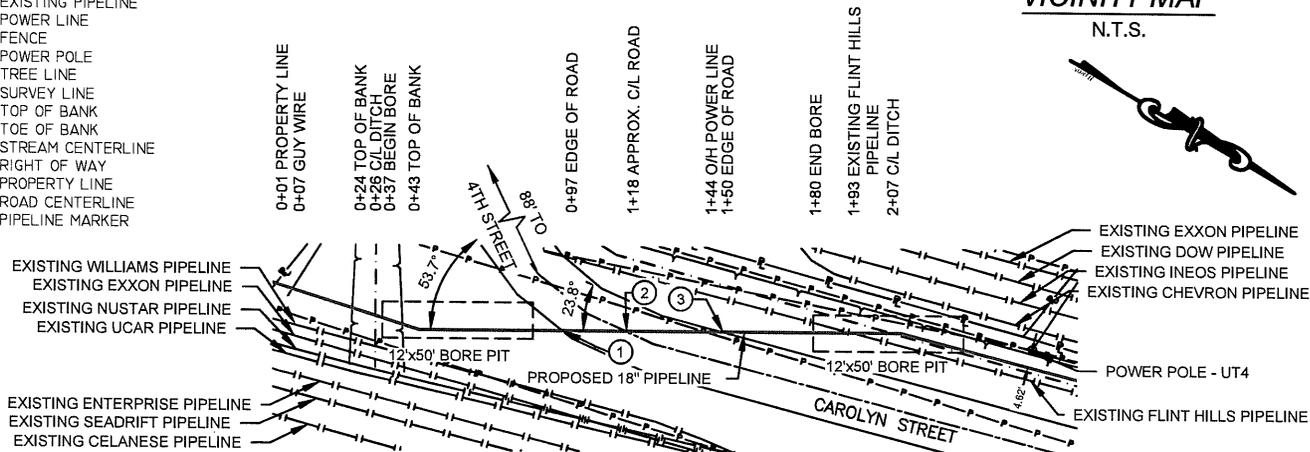
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VICINITY MAP

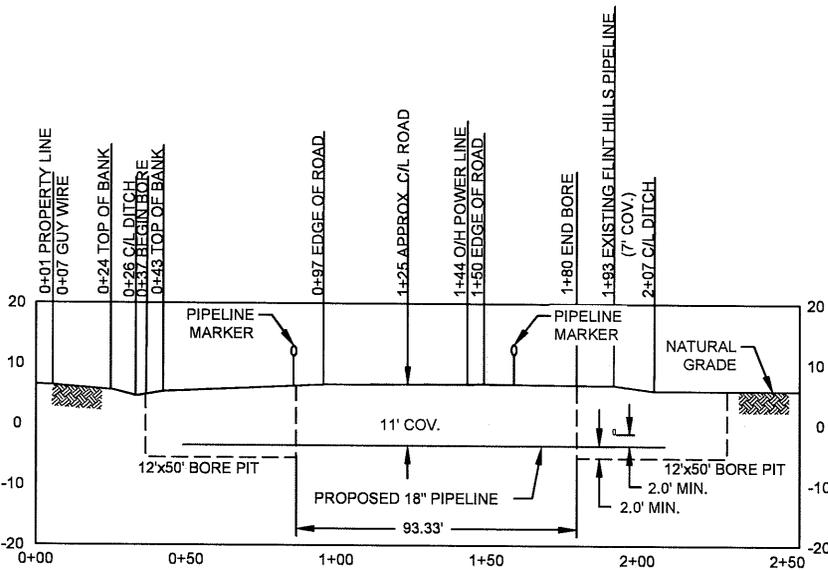
N.T.S.

- LEGEND**
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 - ROW RIGHT OF WAY
 - F.M. FARM TO MARKET
 - TOB TOP OF BANK
 - MIN. MINIMUM
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 - TREE LINE
 - SURVEY LINE
 - TOP OF BANK
 - TOE OF BANK
 - STREAM CENTERLINE
 - RIGHT OF WAY
 - PROPERTY LINE
 - ROAD CENTERLINE
 - PIPELINE MARKER



PLAN

1"=60'



IMPROVED ROAD - BORE METHOD

PROFILE

1"=60' H
1"=30' V

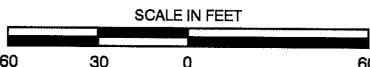
ISSUED FOR PERMIT
01/15/19

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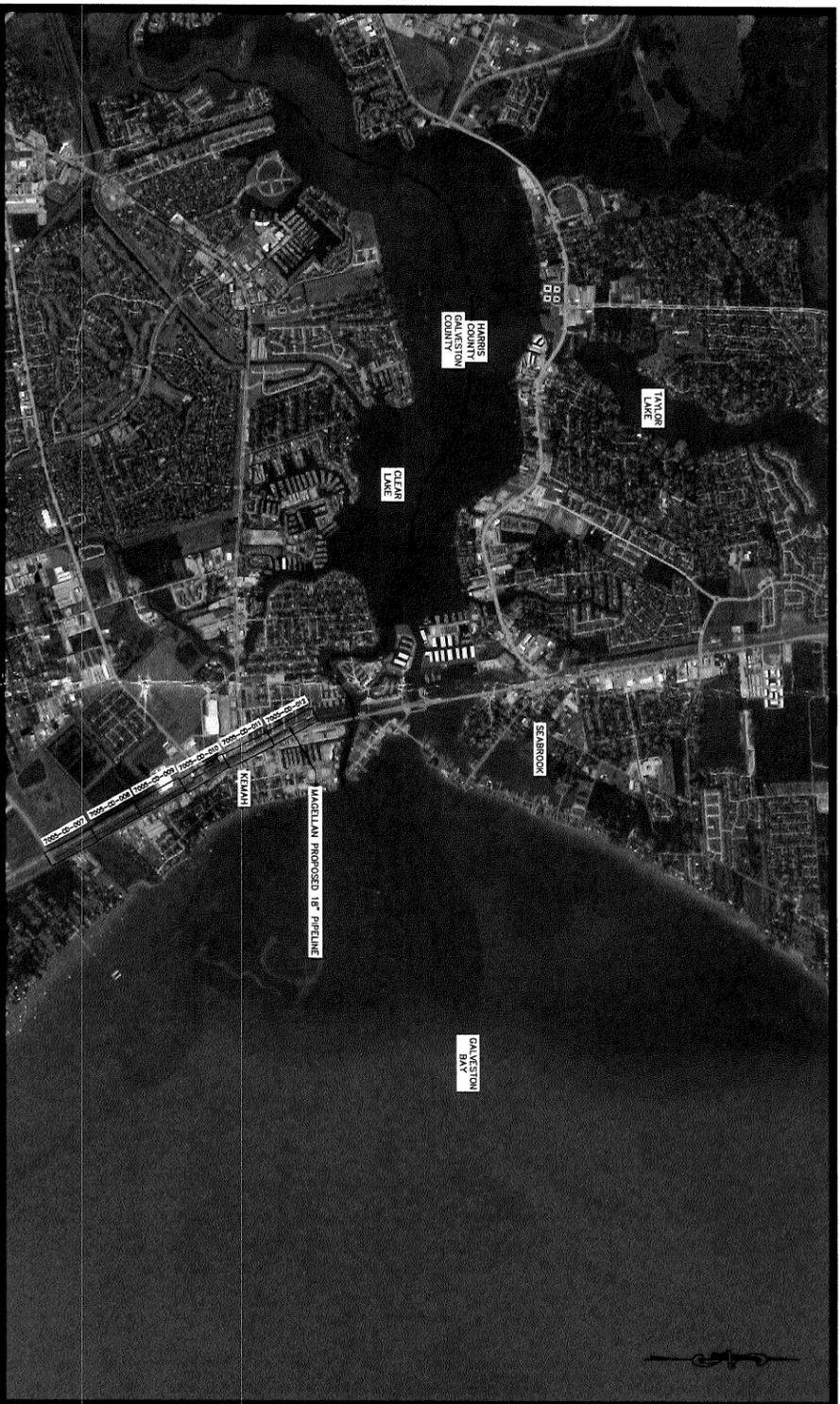


ROAD CROSSING PERMIT

**MAGELLAN - KEMAH SH 146
 RELOCATION PROJECT
 CAROLYN STREET
 CITY OF KEMAH**

DRAWING APPROVALS	DATE	SCALE	PROJECT NO.	DRAWING NO.	SHEET	REV.
DRAWN: JMS	DATE: 10/31/17	1"=60'	279633	7005-KE-003	1 OF 1	C
CHECKED: CL	DATE: 10/31/17					
ENGINEER: YA	DATE: 10/31/17					
TRC:	DATE:					
CLIENT:	DATE:					

MAGELLAN PIPELINE COMPANY, L.P.
 18" PIPELINE RELOCATION @
 STATE HIGHWAY 146



NO.		ISSUED FOR REVIEW		REVISION - DESCRIPTION		BY	DATE	CHK'D	APP'D	CL	BM	FILE NAME	PILOT DATE	FILE NO.	SCALE	1" = 1'
A		ISSUED FOR REVIEW		REVISION - DESCRIPTION		JW	8/7/18									

ISSUED FOR REVIEW
 Issue Date: 8/7/18

MAGELLAN
 MIDSTREAM PARTNERS, L.P.

OTRC
 1400 ROBERTSON WAY, SUITE 101
 HOUSTON, TEXAS 77056
 THE TRUSTEES OF OTRC, INC. REG. NO. 34-14-82

STATE HIGHWAY 146 - RELOCATION
 PROPOSED 18" PIPELINE (7005)
 STA. 0+00 TO STA. 83+32
 COVER SHEET
 GALVESTON COUNTIES TEXAS

PROJECT NO. 279633
 PREVIOUS DWG. NO.
 SHEET 1 OF 1
 DWG. NO. PO-01
 SHEET 1 OF 1

MAGELLAN PIPELINE COMPANY, L.P.
 18" PIPELINE RELOCATION @
 STATE HIGHWAY 146

DWG#	REV.	DRAWING NAME
P0-01	A	COVER SHEET
P1-01	A	INDEX DRAWING SHEET
7005-GD-007	A	ALIGNMENT SHEET STA. 0+00 - 14+00
7005-GD-008	A	ALIGNMENT SHEET STA. 14+00 - 28+00
7005-GD-009	A	ALIGNMENT SHEET STA. 28+00 - 42+00
7005-GD-010	A	ALIGNMENT SHEET STA. 42+00 - 56+00
7005-GD-011	A	ALIGNMENT SHEET STA. 56+00 - 70+00
7005-GD-012	A	ALIGNMENT SHEET STA. 70+00 - 83+32
7005-GD-020	A	HDD - UNDER DECK SLAYTON BLVD./FM 518
7005-TX-001	A	PERMIT - UNDER DECK SLAYTON BLVD./FM 518
7005-TX-002	A	PERMIT - FM 2094
7005-KE-001	A	PERMIT - CAROLYN ROAD (1st X-ING)
7005-KE-002	A	PERMIT - W 4TH STREET
7005-KE-003	A	PERMIT - CAROLYN ROAD (2nd X-ING)
7005-SK-001	A	TIE-IN DRAWING @ STA. 0+00 & STA. 83+32

NO.	ISSUED FOR REVIEW	REVISION - DESCRIPTION	BY	DATE	CHK'D	APPR'D	DWG. STATUS	CHECKED	APPROVED	PL/STA. NO. ACCOUNT NO.	CONSTRUCTION YEAR	2015	 	STATE HIGHWAY 146 - RELOCATION PROPOSED 18" PIPELINE (7005) STA. 0+00 TO STA. 83+32 DRAWING INDEX GALVESTON COUNTIES TEXAS	PRODUCT NO. 7005 PREVIOUS DWG. NO. SHEET 1 OF 1 DWG. NO. P1-01 SHEET 1 OF 1
			JW	8/7/18	CL	BM	PREL.Y	BY DATE	BY DATE	DESIGN	BY DATE	8/7/18			

ISSUED FOR REVIEW
 Issue Date: 8/7/18





CITY OF KEMAH

1401 Hwy 146
 Kemah, TX 77565
 Phone 281- 334-1611 FAX 281-334-6583

RIGHT OF WAY PERMIT

PERMIT #: 190128002	DATE ISSUED: 1/28/2019
	EXPIRES: 1/28/2020
JOB ADDRESS: CAROLYN ST	LOT #:
PARCEL ID:	BLK #:
SUBDIVISION:	FLOOD:
OWNER: MAGELLAN PIPELINE COMPANY	CONTRACTOR: MAGELLAN PIPELINE COMPANY
ADDRESS: MAGELLAN PIPELINE COMPANY, LP	ADDRESS: MAGELLAN PIPELINE COMPANY, LP
CITY, STATE ZIP: TULSA OK 74172	CITY, STATE ZIP: TULSA OK 74172
PHONE: 918-574-7698	PHONE:
PROP. USE:	APPLICANT: MARK VASICEK
VALUATION: \$ 15,000,000.00	
SQ FT: 0.00	
OCCP TYPE:	
CNST TYPE:	

DESCRIPTION OF WORK: RELOCATE 18 IN TEXAS CITY - PASADENA PIPELINE TO ACCOMODATE EXPANSION OF SH146. THE PIPELINE TRANSPORTS REFINED PETROLEUM PRODUCT.

SPECIAL STIPULATIONS, IF ANY:

FEE CODE	DESCRIPTION	AMOUNT
PIPELINE	PIPELINE RIGHT OF WAY	\$ 500.00
TOTAL		\$ 500.00

PERMIT ISSUED

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

BUILDING PERMITS ISSUED BY THE CITY OF KEMAH SHALL BE VISIBLY POSTED IN A CONSPICUOUS LOCATION AS CLOSE TO THE STRUCTURE'S FRONT DOOR WHERE APPLICABLE, OR IN A CONSPICUOUS AND VISIBLE LOCATION ON THE TRACT AFFECTED BY THE ASSOCIATED BUILDING PERMIT, UNTIL SUCH TIME AS A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED FOR THE PROJECT AND/OR THE PROJECT HAS BEEN RECOGNIZED AS COMPLETE BY THE CITY OF KEMAH.

WATER/SEWER AND OTHER UTILITIES ARE NOT PROVIDED BY CITY OF KEMAH.

ALL WORK SUBJECT TO FIELD INSPECTIONS & APPROVALS

<input type="checkbox"/> For Building Inspections Call: 877-837-8775 or	<input type="checkbox"/> For Fire Inspections Call: 281-730-2517	<input type="checkbox"/> For Other Questions Call 281-334-1611
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Kemah City Council Agenda Item #10C Consent to Annexation into WCID #12

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for Council consideration: 05/06/2020

Prepared by: Walter Gant

Subject: Consent to annexation into WCID #12

Proceeding: Resolution

Originating Department: Admin

Texas Ethics Commission Form 1295 required? *n/a*

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review:

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

Applicant has asked the City of Kemah to consent to an annexation into WCID 12 an area of land (attached).

Tract is approximately 25.6 acres of an 88.311 acre tract, just located at the northeast corner of F. M. 518 and Kemah Oaks Drive.

Annexation resolution is pursuant to Sections 49.301 and 54.016, Texas Water Code, as amended and Section 42.042 Local Government Code, as amended.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Consent to annexation resolution will be forwarded on to WCID 12

RECOMMENDATIONS

Approve consent to annexation resolution

ATTACHMENTS

Packet

Resolution

Exhibit A

RESOLUTION NO. 2020-XX

**A RESOLUTION OF THE CITY OF KEMAH, TEXAS,
CONSENTING TO THE ANNEXATION BY GALVESTON COUNTY
WATER CONTROL AND IMPROVEMENT DISTRICT NO. 12 OF
DESCRIBED LANDS (25.6 Acres of an 88.311 Acre Tract in the
Michael Muldoon Survey, TR 37, Galveston County, Texas)**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEMAH, TEXAS, THAT:

The City Council of the City of Kemah, Texas, consents to the application for Consent to Include Land described in the attached description (25.6 Acres of the 88.311 Tract in the Michael Muldoon Survey, Abstract 18, Galveston County, Texas) more particularly described in Exhibit A. The application is made pursuant to Sections 49.301 and 54.016, Texas Water Code, as amended and Section 42.042 Local Government Code, as amended. It seeks inclusion of the attached 25.6 acre within the boundaries of Galveston County Water Control and Improvement District #12. Reference is here made to the application filed with the City for an exact description of the land included. It is incorporated herein by reference.

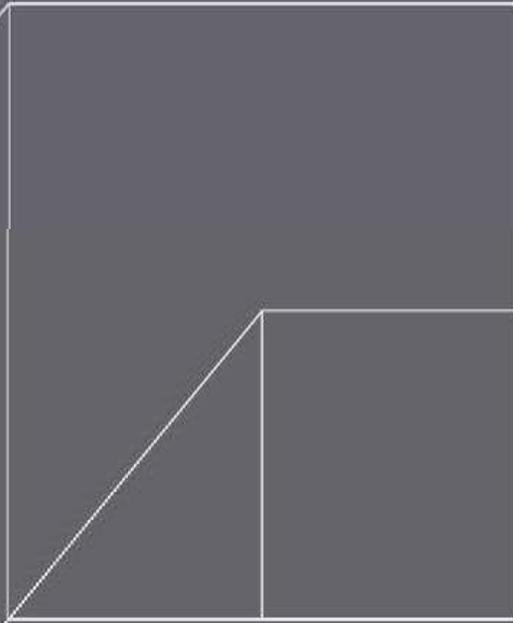
PASSED, APPROVED AND RESOLVED THIS THE 6th DAY OF MAY, 2020.

TERRI GALE
MAYOR

ATTEST: _____
MELISSA CHILCOTE
CITY SECRETARY

Related Development LLC

Submittal: April 17, 2020



Town Kemah

Project Location: Northeast Corner
of Deke Slayton Blvd & Kemah
Oaks

APN 135176

PROJECT TEAM

APPLICANT

RD Kemah, LLC
14636 N. SCOTTSDALE ROAD, SUITE 150
SCOTTSDALE AZ, 85254

ARCHITECT

HUMPHREYS & PARTNERS ARCHITECTS

5339 Alpha Road
Dallas, TX 75240
PHONE: 972.701.9639

CIVIL ENGINEERING

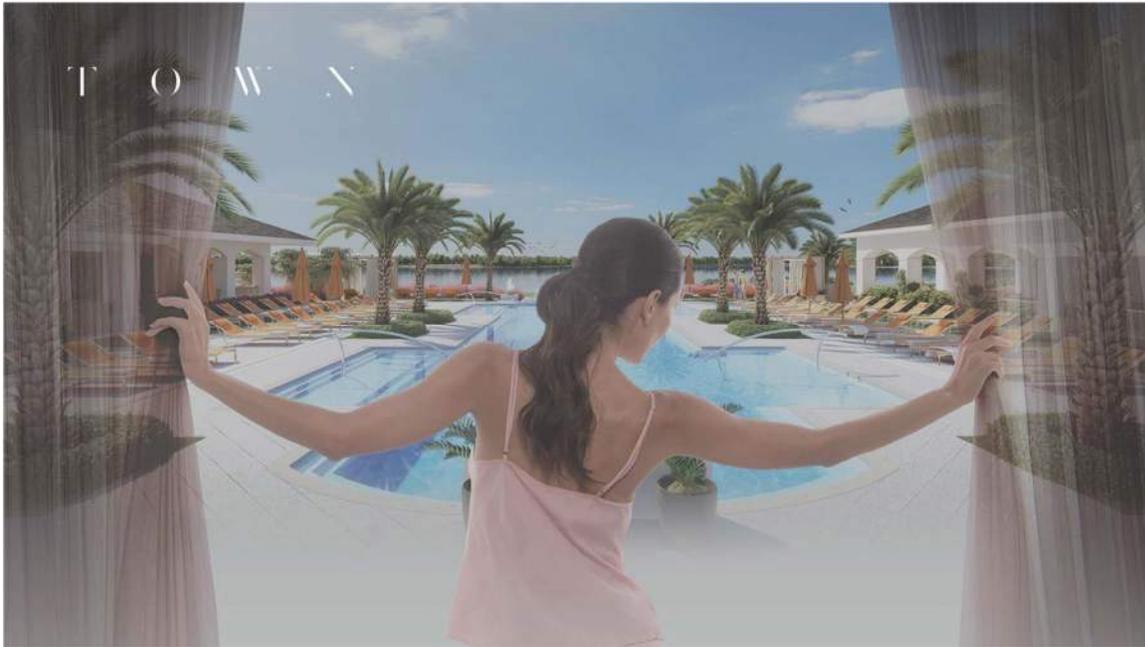


10777 Westheimer
Suite 400
Houston, TX 77042
PHONE: 281.558.8700

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- I. Introduction
 - A. Project Overview
 - B. Summary of Requests
- II. SITE SETTING
 - A. History
 - B. Relationship of Adjacent Properties
 - C. Community Benefit
- III. Preliminary Development Plan
 - A. Introduction
 - B. Site Plan
 - C. Vehicular and Pedestrian Circulation
 - D. Architecture
 - E. Landscaping Architecture
 - F. Multi-Family Housing Policy and Compliance
 - G. Phasing Plan
- IV. Summary
- V. Exhibits

I. Introduction to Town Kemah Luxury Residential Community



A. Project Overview

RD Kemah ("Applicant") proposes to develop Town Kemah, a luxury residential community (the "Project") in unincorporated Galveston County on approximately 25.6 acres located at the northeast corner of F. M. 518 and Kemah Oaks Drive (the "Property"). The Project includes 396 residential units within a modern living environment including lush landscaping reminiscent of a five star resort including a serene pool courtyard with outdoor dining area, open-air loggia with large screen TV's and cozy seating areas, game lawns, palm line walks, ramadas, fire pits an "Uber lounge", package concierge, and a resident co-working office amenity in the clubhouse along with a state-of-the art fitness center that will cater to the renter-by-choice demographic with easy access to nearby employment and regional retail and dining amenities.

The Property is currently undeveloped and has been utilized as a cow pasture. The Property is now surrounded by robust residential, retail, and employment centers. The Project would further realize the vision of a work, live, play environment by establishing a high-quality multifamily community on this vacant site to fill that market need for increased housing opportunities in close proximity to restaurants, retailers, entertainment venues, and major transportation corridors.

B. Summary of Request

This application is to request the approval of the City of Kemah to approve the annexation of this property located in unincorporated Galveston County into the Galveston County Water Control and Improvement District #12 (WCID#12).

The Applicant has requested water and sewer service from WCID #12 in March of 2020. As part of WCID agree to reserve water and sewer capacity for the proposed development, the property must be annexed in to WCID. The City of Kemah must approve the annexation given that the property is inside the City of Kemah's Extraterritorial Jurisdiction.

Construction permits associated with the development will be issued by Galveston County. However, platting of the property would require to be approved by the City of Kemah.



Town Trelago Maitland FL

II. Proposed Development

A. History

The site has remained undeveloped.



**redshaded property are inside the WCID#12 jurisdiction*

B. Relationship to Adjacent Properties

The following table describes the uses for the properties immediately adjacent to the Property.

Table 1 – Surrounding Uses

Direction	Surrounding Use
North	Undeveloped pasture with an existing CenterPoint high voltage transmission line.
East	Undeveloped pasture abutting a retail Including Advance Auto, Aldi, Wing Stop, Walgreens
South	Kemah Oaks Subdivision
West	Proposed Auto Lube & Car Wash

C. Community Benefit

This proposal is goals are as follows:

- This Project will create a community of hundreds of new residents who, with their local spending, will help ensure continued economic activity in this major node for regional retail, restaurants and keep the area competitive and viable for further employment and commercial investment.
- The Project will revitalize a long-abandoned site and provide compatible infill development that further adds to the mix of housing options in the area.
- Higher density multi-family development within walking and biking distance of everyday uses works toward satisfying the City's goal of reducing the overall carbon footprint of the City.
- This Project addresses many of the goals and objectives related to Community Placemaking that encourages accessibility to and within Growth Areas as well as pedestrian and bicycle connectivity to transit facilities.

Town Kemah will be also providing bicycle parking spaces for residents. These design elements support the objective of supporting alternative power sources and technologies. The Project's provision of an "Uber lounge" and package concierge at the clubhouse supports trip reduction objective of reducing the overall carbon footprint of residential operations.

Town Kemah will fulfill the need for modern living for workers that have been brought to this area as the result of over two decades of sound planning and economic development.



TOWN Trelargo Maitland, FL

III. Preliminary Development Plan

A. Introduction

RD Kemah is proposing 396-unit modern luxury living multi-family development in the heart of one of Galveston County's identified Growth Areas. This particular Growth Area has seen this significant Property sit vacant and idle for over decades. During that time, investments in expanded retail, office and entertainment venues have driven demand for new housing. This urban scale development is necessary to develop this site and support the continuing needs of area employers and retailers and adds luxury-level living to the mix of housing choices for current and future residents.

The multi-family development consists of approximately 25.5 acres with rental townhomes, and 3-story residential stacked flats with tuck-under garages and a clubhouse interconnected to a series of large interior courtyards. The amenities include swimming pool area, spa, lawn beach, cabanas, interactive water features, game event lawn, several fire pits, several outdoor kitchens.



Town Trelargo Maitland, FL

B. Site Plan

The site plan provides a total of 396 units (approximately 15.5 dwelling units per acres) consisting of, 206 one-bedroom, 144 two-bedroom, 36 three-bedroom units, and 10 townhomes. There are 19 separate residential buildings with 3 residential building

types plus the clubhouse and the construction type will be wood frame (V-A) construction.

The vehicular parking will be configured in 560 surface stalls, 10 detached tuck under garages, 64 attached garages. The tandem parking spaces are located behind the tuck-under garage spaces will provide a full-length parking space in front of the tuck-under garage.

The trash collection will consist of a trash compactor, individual trash enclosures plus recycling trash enclosures.

C. Vehicular and Pedestrian Circulation

The main goal for the overall circulation network is to have a friendly, interactive, intermodal and safe circulation network that encourages walking, bicycling, golf cart and the safe distribution of motorized and pedestrian traffic. The layout of the circulation is based upon establishing connectivity (pedestrian linkage), accessibility (accessible routes, ADA), safety, comfort, convenience (drop-off points) and aesthetics.

Vehicular Circulation

Access to the site is provided from FM 518 on the south, proposed extension of Kemah Oaks Drive on the East. The extension of Kemah Oaks Drive will allow access to a full movement signalized intersection. The development is a gated community, with access gates pulled back to accommodate an expanded rideshare and package delivery drop-off and pick-up zone for community residents.

Pedestrian Circulation

Pedestrian circulation emphasis is on pedestrian connections internally and externally (connections to the public realm along F.M. 518).

The provided pedestrian network throughout the site provides pedestrian furnishings and spaces with seating, canopy trees, and lighting that creates comfort, convenience and safety. The Project provides outdoor bicycle parking throughout the site for residents.

The dining, entertainment, and retail offerings at the Lighthouse District and Kemah Boardwalk are directly 1 mile east from this Property. Marshall's, Ross, Ulta, Whataburger, Walmart, Target, Home Depot, Office Depot, Pier 1 imports, Spec's, Safe, convenient and attractive pedestrian access.

D. Architecture

Architectural Character/Style

The Town Kemah Apartments are proposed as a more contemporary urban architecture. Building on the transition in the surrounding neighborhood toward this more contemporary, walkable urban environment, the architecture is proposed as an upscale modern resort character. This character of clean lines, open floor plans and a connection to the outdoors, both visually and physically provides a high design aesthetic. The proposed character creates movement in the architecture with a significant change in materials.

The overall architectural character for the development should respond to a regional awareness and history of the Bay Area both visually and environmentally by: (1) acknowledging climate and solar considerations; (2) utilizing natural light as much as possible; (3) using vertical scale for contrast and importance; (4) choosing appropriate forms and materials; (5) utilizing landscape materials to provide continuity and aesthetics; and (6) building a positive identity through a "sense of place" and architecture.

Building forms and elevations are detailed and articulated to create interesting rooflines with strong patterns of shade and shadow. Architectural structures like overhangs, covered walkways and entries, canopies, arcades, and courtyards have been created. Maintaining human scale building proportions along street frontages create visual interest. Indoor spaces are integrated with outdoor spaces.



Building Material/Color

Accessory structures should be of similar architectural design and constructed of compatible materials. Low reflective materials, textures, and colors will be used to reduce solar radiation. Choose colors which relate well to one another, to the proposed buildings and landscape materials and which are appropriate to the architecture and the surrounding.



Town Westshore Tampa FL

Sustainability:

The Town Kemah Apartments are designed with a focus on a range of sustainable considerations to provide green building opportunities for the development through building orientation/location, shading, window design, building mechanics, conservation of energy and water.

The following are sustainable practices that are integrated into the Project:

- Reusing a vacant infill property for the proposed multi-family development
- Responding to the harsh southeast Texas climate by incorporating materials and design method suitable for the region
- Recognizing the value of human comfort zones and providing appropriate landscaping and adequate shading
- Installing energy efficiency, Low E windows
- Providing low volatile organic (VOC) paints, carpet and flooring
- Providing light emitting diode (LED) and energy efficient lighting technology into lighting constructed on the site including the parking lots

- Providing low flow plumbing fixtures to reduce water usage
- Installing a minimum of Energy Star rated ceiling fans.
- Installing Energy Star rated hot water heater.
- Providing high efficiency HVAC units
- Incorporating "Smart" irrigation control systems into the design
- Shading surface parking spaces using vegetation and/or carports
- Landscaping and stormwater management that seeks to retain stormwater runoff where appropriate and allow it to provide water for landscaping and improve groundwater conditions.
- Providing electrical charging compatible outlets within garages
- Providing open bike parking areas to allow residents an opportunity to have an alternative mode of transportation

E. Landscaping Architecture

Landscape Concept

The overall landscape theme of Town Kemah is inspired by the subtropical style palette to create an attractive experience for residents and visitors alike. The design and materials create a sense of place within the site, while adding a fresh approach to a timeless bayside environment for the surrounding community. All the plant species proposed adhere to, "Low Water Use Plant" in order to promote water efficiency stewardship and incorporate native vegetation into the landscape environment. Site landscape will be irrigated by means of a low volume irrigation system that utilizes moisture sensing and weather-based technology.

The landscaping theme draws from the lush resort look and feel of an adapted bayside landscape, crafted for the Southeast Texas climate through the use of drought tolerant and native adapted elements.

All plant material will utilize the applicable spacing enough to allow plants to reach their natural mature size and form. Plant massing, coverage and density for parking areas, common open space/retention basins; intersection setback areas; landscape setback areas; other perimeter landscape strips and rights-of-way. The grouping of plant species commonly found together in natural associations or of common environmental requirements (soil type, water, sun exposure, temperature limitations, etc.) has been considered throughout the Project design.

Open Space

The two main entry portals will be defined by palm trees and supporting accent trees to create an inviting, oasis entry experience. Internal to the site we find the primary

use trees as shade producing parking lot island trees. Enhancing the parking environment, flowering and durable shrubs will be placed to enhance the arrive sequence. The central spine of the site will feature a variety of oasis-based amenities accented with Palms. The perimeter of the site will be planted with drought tolerant species of trees, shrubs and groundcover so as to cohesively integrate with the adjacent landscape environment.

The design of pedestrian areas relate to "human scale." Common open spaces are central features throughout the Project. Landscaping is of sufficient intensity to create a pleasant and comfortable living environment with the amount of plant material dependent on the size of the vegetation as well as the shape and size of areas to be landscaped.



Town Southern, Royal Palm Beach FL

Screen Walls

Surface parking will be screened by architecturally compatible, integrally colored masonry walls, 36-inches in height.

Lighting

Site lighting will be used along with landscape and hardscape elements to promote crime prevention through environmental design. Lighting is provided for both convenience and security. Pole light fixtures and bollards will be in an architectural style that is in keeping with the contemporary character of the development.

F. Multi-Family Housing Policy and Compliance

The following information considers the Project's adherence to design features encouraged in the Multifamily Housing.

Building Items

Building forms and elevations are detailed and articulated to create interesting rooflines with strong patterns of shade and shadow. When considering proximity of single-story residential homes.

The proposed street character of the townhome buildings along F.M. 515 will ease the scale of the development and compliment the single-family homes in Kemah Oaks. Building massing is varied with the 3-story concentrated in the center of the site surrounding generous courtyards. Each cluster has a slight variation on the architecture character utilizing change in color and material. Massing of the individual units is woven together with articulated balconies connecting the various massing. The primary 3-story buildings vary the massing at the parapets creating movement both up and down as well as in and out. Window detailing avoids flat wall surfaces except as necessary for the architectural style.

Metal carports are provided which relate to the metal components of the architecture in terms of material and color. The proposed carports are painted metal to match the metal fascia of the building canopies. Tuck-under garages are integrated into the 3-story architecture. Garages are not visible from the street as they are integrated into the 4-story buildings.

Patios will have a low wall and gate. Balconies will have metal railing with solid enclosure at the 2nd floor balcony. Balconies have storage units.

Security is supplemented with crime prevention through environmental design (CPTED). Lighting throughout the Project is decorative and sufficient to illuminate all public spaces. Open spaces shall be observable to minimize the opportunity for unruly conduct and to create the feeling of "ownership" by residents.

Site Items

Town Kemah is planned to create a strong urban edge along the street with openings between buildings to see into the site. With the desire to be compatible to adjacent neighbors, the perimeter along F.M. 518 is primarily townhome buildings. Three-story buildings are in the center of the Project, connecting to an internal central circulation

spine that links the main central courtyard clubhouse to all residents. Retention is minimized along the street frontage to also allow for usable open space.

There is limited parking in between the building along the adjacent street frontage thus providing greater building separation to soften the street view of the Project. Placing buildings along the streets greatly reduces the exposed parking and covered parking structures; screen walls are provided at the parking pockets between buildings. Amenity areas are placed between large parking areas. Landscape strips are located in between parking aisles to allow for additional landscape. Parking is proposed in clusters adjacent to building as much as possible and reduced pavement is provided with tuck-under parking. Landscape areas in front of the parking along street frontage vary.

The main entry to Town Kemah has identifying signage in a well-landscaped setting. Site directories are located at common access points for viewing by pedestrians and people in vehicles. Paving treatments are used at entryways, crosswalks and amenity areas.

At pedestrian nodes and focal point areas, sidewalks are enhanced with accent paving adequate to support increased use around community features. Amenities areas are designed as an integral part of common open spaces. Gas barbecue grills are available to residents.

Patios and balconies are located to take advantage of internal open space and amenities as much as possible in relationship to the extensive outdoor amenities provided above the City's open space requirement.

Electrical transformers or other ground mounted utility equipment will be painted to match the building to blend in with the Project architecture and landscaping.



Property Management

As a comprehensive and fully vertically integrated real estate development services company, The Related Group maintains our own property management division internal to our company. TRG Management is the premier manager of multifamily apartment communities in the State of Florida, with over 10,000 residential units currently under their care. The TRG team works in concert with Related Group's development team to ensure that its investments are performing optimally. The TRG Team also provides a unique perspective on the management of an asset from an owner's view. <https://www.relatedgroup.com/company.html>

The goal of TRG Management is to create an exceptional living environment while diligently ensuring that assets are performing a peak level. They accomplish this by utilizing the most current technology as well as providing exceptional customer service and strong leadership. Backed by Related Group's successful 30-year track record, TRG provides expertise in all areas of Property Management, including marketing, training, financial reporting, construction management and maintenance.

TRG will deploy a local team in Texas to attend to our assets at the highest quality standard of care and operation. Our team will work as an integral part of the Kemah community, to meet and/or exceed Kemah's Neighborhood Standards and Maintenance policies and present an 'A' class property that the entire community will be proud to showcase. All associates receive an intensive two-week initial orientation period and work under an experienced regional manager. All TRG staff attend semi-annual training programs specific for property management business functions and care.

G. Phasing Plan and Development Schedule

Town Kemah will be constructed in a single phase. Individual buildings, together with the necessary site work and infrastructure for those buildings.

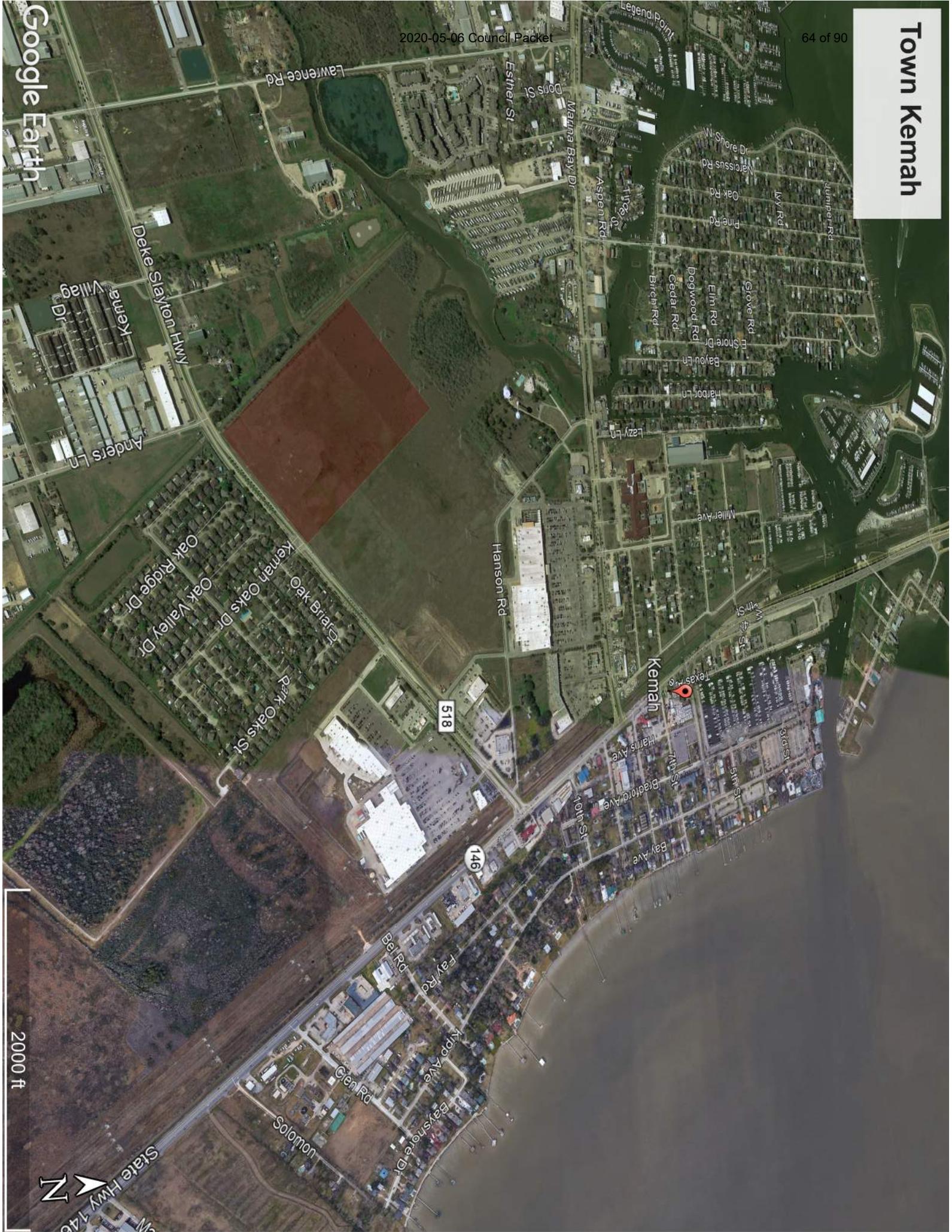
Land Contract / Control	Obtained
Land Closing	December 2020
Obtain Building Permit	1 st Quarter 2021
Groundbreaking	1 st Quarter 2021
Initial Occupancy	1 st Quarter 2022
Final Completion	2 nd Quarter 2022
Stabilization	2 nd Quarter 2023

IV. Summary

The proposed development is intended to promote the goals and objectives of the City of Kemah, and will provide a modern, luxury residential community for the area. The Town Kemah Project will be a great complementary asset to the surrounding uses and represent the highest and best use for this currently vacant Property.

V. Exhibits

1. Aerial Map, in color
2. Site Plan



UNIT TABULATION - 3 STORY BREEZEWAY AND 2 STORY TOWN HOMES					2/12/20	
UNIT NAME	UNIT TYPE	NET AREA(SF)	UNIT COUNT	PERCENTAGE	TOTAL AREA	% BREAKDOWN
A1	1br/1ba	625	30	8%	18,750	
A2	1br/1ba	750	80	20%	60,000	52%
A3	2br/1ba	850	96	24%	81,600	
B1	2br/2ba	1,020	72	18%	73,440	36%
B2	2br/2ba	1,170	72	18%	84,240	
C1	3br/2ba	1,300	36	9%	46,800	
TOWNHOME	3br/2.5ba	2,000	10	3%	20,000	12%
TOTALS			396	100%	384,830	

UNIT AVERAGE NET SF : **972**

* NET AREA IS COMPUTED TO INCLUDE SQUARE FOOTAGE FROM EXTERIOR FACE OF ALL EXTERIOR FRAME WALLS THAT ENCLOSE AC SPACE. IT DOES NOT INCLUDE PATIOS, BALCONIES, PATIO/BALCONY STORAGE.

PROJECT DATA

UNIT AVERAGE NET SF :

972 S.F.

ACREAGE:

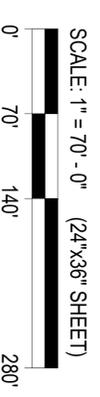
25.00 GROSS ACRES

DENSITY:

16 UNITS/ACRE

PARKING:

- PREFERRED 594 SPACES (1.5 SPACES / UNIT)
- PROVIDED 634 SPACES
- CARPORIT PARKING 0 CARPORIT SPACES
- DETACHED GARAGE 10 GARAGE SPACES
- ATTACHED GARAGE 64 GARAGE SPACES
- SURFACE PARKING 560 SURFACE SPACES
- 1.60 SPACES/UNIT



SP03

KEMAH
KEMAH, TX
HPA# 20007

Kemah City Council Agenda Item #10D Policy & Procedure in response to Families First Coronavirus Response Act

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for Council consideration: May 6, 2020

Prepared by: Chandra Jobb

Subject: Policy & Procedure in response to Families First Coronavirus Response Act

Proceeding: Consent

Originating Department: Human Resources

Plan Reference: 17SP- or 17OP-

Texas Ethics Commission Form 1295 required?

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review: N/A

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

This policy was created to comply with the Families First Coronavirus Response Act: Employee paid leave rights. It contains two parts: 1) FMLA Leave Expansion and 2) Emergency Paid Sick Leave

This policy is to assist qualifying employees affected by the COVID-19 outbreak with job-protected leave and emergency paid sick leave. This policy will be in effect from April 1, 2020, until December 31, 2020.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

ATTACHMENTS

Families First Coronavirus Response Act: Employee paid leave rights

Families First Paid Leave Policy



Wage and Hour Division

Families First Coronavirus Response Act: Employee Paid Leave Rights

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. The Department of Labor's (Department) Wage and Hour Division (WHD) administers and enforces the new law's paid leave requirements. These provisions will apply from the effective date through December 31, 2020.

Generally, the Act provides that employees of covered employers are eligible for:

- *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or*
- *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; and*
- *Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.*

Covered Employers: The paid sick leave and expanded family and medical leave provisions of the FFCRA apply to certain public employers, and private employers with fewer than 500 employees.[1] Most employees of the federal government are covered by Title II of the Family and Medical Leave Act, which was not amended by this Act, and are therefore not covered by the expanded family and medical leave provisions of the FFCRA. However, federal employees covered by Title II of the Family and Medical Leave Act are covered by the paid sick leave provision.

Small businesses with fewer than 50 employees may qualify for exemption from the requirement to provide leave due to school closings or child care unavailability if the leave requirements would jeopardize the viability of the business as a going concern.

Eligible Employees: *All employees* of covered employers are eligible for two weeks of paid sick time for specified reasons related to COVID-19. *Employees employed for at least 30 days* are eligible for up to an additional 10 weeks of paid family leave to care for a child under certain circumstances related to COVID-19.[2]

Notice: Where leave is foreseeable, an employee should provide notice of leave to the employer as is practicable. After the first workday of paid sick time, an employer may require employees to follow reasonable notice procedures in order to continue receiving paid sick time.

Qualifying Reasons for Leave:

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work (**or unable to telework**) due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for expanded family leave if the employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

Duration of Leave:

For reasons (1)-(4) and (6): A full-time employee is eligible for 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period.

For reason (5): A full-time employee is eligible for up to 12 weeks of leave (two weeks of paid sick leave followed by up to 10 weeks of paid expanded family & medical leave) at 40 hours a week, and a part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

Calculation of Pay:[3]

For leave reasons (1), (2), or (3): employees taking leave are entitled to pay at either their regular rate or the applicable minimum wage, whichever is higher, up to \$511 per day and \$5,110 in the aggregate (over a 2-week period).

For leave reasons (4) or (6): employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate (over a 2-week period).

For leave reason (5): employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate (over a 12-week period). [4]

[1] Certain provisions may not apply to certain employers with fewer than 50 employees. See Department FFCRA regulations (expected April 2020).

[2] Under the Act, special rules apply for Health Care Providers and Emergency Responders.

[3] Paid sick time provided under this Act does not carryover from one year to the next. Employees are not entitled to reimbursement for unused leave upon termination, resignation, retirement, or other separation from employment.

[4] An employee may elect to substitute any accrued vacation leave, personal leave, or medical or sick leave for the first two weeks of partial paid leave under this section.

-
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 - [For Employers](#)
 - [Resources](#)
 - [Interpretive Guidance](#)
 - [State Laws](#)
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-



Wage and Hour Division

An agency within the U.S. Department of Labor

200 Constitution Ave NW
Washington, DC 20210
1-866-4-US-WAGE
1-866-487-9243

www.dol.gov

FEDERAL GOVERNMENT

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CITY POLICY AND PROCEDURE

Effective Date: 04/01/2020

Expire Date: 12/31/2020

Families First FMLA Leave Expansion and Emergency Paid Sick Leave Policy

COVID-19 Pandemic

PURPOSE

To comply with the Families First Coronavirus Response Act (which includes Family Medical Leave Expansion and Emergency Paid Sick Leave) and to assist employees affected by the COVID-19 outbreak with job-protected leave and emergency paid sick leave. This policy will be in effect from April 1, 2020, until December 31, 2020. The City of Kemah's existing FMLA leave policy still applies to all other reasons for leave outside of this policy.

SCOPE

FMLA Leave Expansion (A) and the **Emergency Paid Sick Leave Act (B)** provide paid leave to all full-time and part-time employees when unable to work for reasons outlined in this policy. In the event this policy is in conflict with any local, state or federal laws, the federal or state or local laws take precedent.

EMPLOYEE RESPONSIBILITIES

Employees who think they qualify for Extended FMLA or Emergency Paid Leave under this policy, must notify their supervisor and/or Human Resources as soon as possible, and will be required to complete the request form for emergency leave. This notification allows the City to take appropriate workplace precautions to protect other employees. Any medical information provided to the City is confidential. Only appropriate, need to know, information will be provided to City management, Human Resources or other first aid/safety personnel as required for implementing appropriate workplace precautions to maintain a safe work environment.

Employees are required to provide appropriate medical documentation to support the usage of leave for this policy. When applicable, employees are also required to provide appropriate documentation for any school or day care closures. Human Resources will exercise flexibility regarding timeliness of when appropriate documentation is submitted by employees. The Extended FMLA will be implemented for those who are eligible.

Employees who are on leave per the reasons outlined within this policy, must contact their supervisor on a weekly basis, or as soon as practical, to provide updated work status information.

The employee may not take leave, or refuse to work, simply to avoid possible exposure to a causative agent in the workplace. Employees who may have a disability that creates an increased risk associated with the emergency are encouraged to notify Human Resources to discuss possible accommodations in accordance with the Americans with Disabilities Act.

A. FMLA EXPANSION

Definitions

- **FMLA (Family Medical Leave Act)** – As authorized by the Family and Medical Leave Act, an unpaid leave designation for up to 12 weeks for qualified employees experiencing serious health conditions themselves or by their immediate family members.
- **Quarantine/Isolation-** A requirement set forth by local, state or Federal Government or healthcare provider requiring an individual to seclude themselves from contact with others by remaining in their home for a specified period of time.
- **Family Member-** As defined by the Family Medical Leave Act: an employee’s spouse, child, step-child, parent or step-parent or dependent as defined by IRS regulations.
- **Child** - a “son or daughter” is your own child, which includes your biological, adopted, or foster child, your stepchild, a legal ward, or a child for whom you are standing in loco parentis (someone with day-to-day responsibilities to care for or financially support a child), who is (A) under 18 years of age; or (B) 18 years of age or older and incapable of self-care because of a mental or physical disability.
- **Public Safety Employee** – An employee who is a first (emergency) responder defined as a certified Police Officer, emergency medical services personnel, certified Firefighter-Paramedic and Public Safety (911) Dispatcher.

Employee Eligibility

All employees who have been employed with the City of Kemah for at least 30 days.

Reason for Extended FMLA Leave

Eligible employees who are unable to work (or telework) due to a need to care for their child when the school or place of care has been closed, or the regular childcare provider is unavailable due to a public health emergency with respect to COVID-19.

Duration of Leave

Employees will have up to 12 weeks of leave to use from April 1, 2020, through December 31, 2020, for the purposes stated above. This time is included in and not in addition to the total FMLA leave entitlement of 12 weeks in a 12-month period.

For example, if an employee has already taken 6 weeks of FMLA leave, that employee would be eligible for another 6 weeks of FMLA leave under this policy. This leave may be taken intermittently by those employees who are able to work part of their regular work schedule or telecommute.

Pay During Leave

Leave will be unpaid for the first 10 days of leave; however, employees may use any accrued paid vacation, sick or personal leave during this time. The employee may also elect to use the paid leave provided under the Emergency Paid Sick Leave Act, as further explained below. After the first 10 days, leave will be paid at two-thirds ($\frac{2}{3}$) of an employee's regular rate of pay for the number of hours the employee would otherwise be scheduled to work; however, pay will not exceed \$200 per day, and \$10,000 in total. Any unused portion of this pay will not carry over to the next year.

For employees with varying hours, one of two methods for computing the number of hours paid will be used:

- The average number of hours that the employee was scheduled per day over the 6-month period ending on the date on which the employee takes leave, including hours for which the employee took leave of any type. Or,
- If the employee has worked less than 6 months, the expected number of hours to be scheduled per day at the time of hire.

Employee Status and Benefits During Leave

While an employee is on leave, the City will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. While on paid leave, the City will continue to make payroll deductions to collect the employee's share of the premium. During any unpaid portions of leave, the employee must continue to make this payment per instructions from the HR department.

Procedure for Requesting Leave

All employees requesting Extended FMLA Leave must provide written notice, where possible, of the need for leave to their supervisor or Human Resources as soon as practicable. Verbal notice will otherwise be accepted until written notice can be provided. Once an employee notifies his or her supervisor of the intent to request emergency Paid Sick Leave, the eligible employee shall complete the emergency request leave form and submit to HR.

The notice the employee provides must include the reason for leave, and if possible, the expected duration. If the employee has been approved for telecommuting, they must provide an estimated number of hours to be used each day for hours they are unable to work and intend to utilize Extended FMLA Leave. Timesheets must be completed using correct leave codes to reflect actual time worked versus time on Extended FMLA Leave.

A form will be provided once requested. Verbal notification will be accepted until practicable to provide written notice.

On a basis that does not discriminate against employees on FMLA leave, the City may require an employee on Extended FMLA Leave to report periodically on the employee's status and intent to return to work.

Employee Status After Leave

Generally, an employee who takes FMLA leave will be able to return to the same position or a position with equivalent status, pay, benefits and other employment terms.

B. EMERGENCY PAID SICK LEAVE

Employee Eligibility

All full-time and part-time employees who are unable to work (or telework) due to one of the following reasons for leave:

1. The employee is subject to a federal, state or local quarantine or isolation order related to COVID-19.
2. The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
3. The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
4. The employee is caring for an individual who is subject to either number 1 or 2 above.
5. The employee is caring for his or her child if the school or place of care of the child has been closed, or the childcare provider of such child is unavailable, due to COVID-19 precautions.
6. The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

Amount of Paid Sick Leave

All eligible full-time employees will have up to 80 hours of paid sick leave available to use for the qualifying reasons above. Eligible part-time employees are entitled to the number of hours worked, on average, over a two-week period.

For employees with varying hours, one of two methods for computing the number of hours paid will be used:

- The average number of hours that the employee was scheduled per day over the 6-month period ending on the date on which the employee takes leave, including hours for which the employee took leave of any type. Or,
- If the employee has worked less than 6 months, the expected number of hours to be scheduled per day at the time of hire.

Rate of Pay

Paid emergency sick leave will be paid at the employee's regular rate of pay, or minimum wage, whichever is greater, for leave taken for reasons 1-3 above. Employees taking leave for reasons 4-6 will be compensated at two-thirds ($\frac{2}{3}$) of their regular rate of pay. Pay will not exceed:

- \$511 per day and \$5,110 in total for leave taken for reasons 1-3 above;
- \$200 per day and \$2,000 in total for leave taken for reasons 4-6 above.

Interaction with Other Paid Leave

The employee may use Emergency Paid Sick Leave under this policy before using any other accrued paid time off for the qualifying reasons stated above.

Employees on expanded FMLA leave under this policy may use emergency paid sick leave during the first 10 days of normally unpaid FMLA leave.

Procedure for Requesting Emergency Paid Sick Leave

All employees requesting Emergency Paid Sick Leave will utilize the same form as used for extended FMLA.

The notice the employee provides must include the reason for paid leave, and if possible, the expected duration. If the employee has been approved for telecommuting, they must provide an estimated number of hours to be used each day for hours they are unable to work and intend to utilize Emergency Paid Sick Leave. Timesheets must be completed using correct leave codes to reflect actual time worked versus time utilizing Emergency Paid Sick Leave.

A form will be provided once requested. Verbal notification will be accepted until practicable to provide written notice.

Once emergency paid sick leave has begun, the employee and his or her supervisor must determine reasonable procedures for the employee to report periodically on the employee's status and intent to continue to receive paid sick time until such time as the 80 hours of Emergency Paid Sick Leave is exhausted.

Carryover

Paid emergency sick leave under this policy will not be provided beyond December 31, 2020. Any unused paid sick leave will not carry over to the next year or be paid out to employees.

Job Protections

No employee who appropriately utilizes Emergency Paid Sick Leave under this policy will be discharged, disciplined or discriminated against for work time missed due to this leave.

ACCOUNTABILITY

Human Resources will review and update this policy as additional information is provided by the Department of Labor.

ENFORCEMENT

Employees who are found to be in violation of any part of this policy or falsification of any information or documentation related to this policy, may be subject to disciplinary action as outlined in the Employee Policy Manual.

POLICY HISTORY

- 2020: Policy created for COVID-19 Pandemic

FORMS / EXHIBITS

Request Form for Emergency Paid Leave

SIGNATURES

ACCOUNTING & HR MANAGER: _____ DATE: _____
Chandra Jobb

CITY ADMINISTRATOR: _____ DATE: _____
Walter Gant

MAYOR: _____ DATE: _____
Terri Gale

Kemah City Council Agenda Item

#11 Ordinance to amend Chapter 38, Environment, specifically – Article VIII - Stormwater Management (First Reading)

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for Council consideration: 05/06/2020

Prepared by: Jimmy Thompson/Jessica Koutney

Subject: 1st Reading to amend Chapter 38, Environment, specifically –Article VIII - Stormwater Management (First Reading)

Proceeding: Ordinances

Originating Department: Admin

Texas Ethics Commission Form 1295 required? *n/a*

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review: *Yes*

Expenditure Required: *n/a* Amount Budgeted:

Appropriation Required: Source of Funds:

Finance Approval: *n/a*

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

See draft ordinance

RECOMMENDATIONS

Approve on 1st Reading

ATTACHMENTS



Kemah City Council Agenda Item #12 Appointment to KCDC Board

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for City Council consideration: 05/06/2020

Prepared by: Melissa Chilcote

Subject: Appointment to KCDC

Proceeding: Consideration and Possible Action

Originating Department: Administration

City Attorney Review:

Expenditure Required: NA Amount Budgeted: NA Appropriation Required: NA

Source of Funds: NA Finance Approval: NA

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

Filling Steve McGough’s unexpired term through February 2024.

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Keeping a full board of KCDC members allows for the maximum participation.

RECOMMENDATIONS

ATTACHMENTS

Steve McGough’s Resignation letter

From: [Steve McGough](#)
To: [Doug Meisinger](#); [Melissa Chilcote](#)
Subject: KCDC Term
Date: Tuesday, April 28, 2020 8:00:39 AM

Doug/Melissa

We intend to open our offices next week and with the fallout from the Covid virus, my commitment to my current chairmanship in ARTBA, and the travel that has been building over the stay at home orders as well as upcoming travel, I believe it is best if I resign from the remainder of my term in KCDC.

Our company has over 350 employees and my focus throughout this year will need to be on our business. I'm not sure what process needs to happen for this to go through so please let me know, when you can.

Please confirm you received.

Steve

Kemah City Council Agenda Item

#13 to transfer the expenditures from Good Ground Marketing taken from HOT funds to KCDC Funds pending KCDC approval.

Council Member generated Agenda Item

**Kemah City Council Agenda Item
#14 on cancellation of Good Ground Marketing services.**

Council Member generated Agenda Item

**Kemah City Council Agenda Item
#15 Distribution of Masks to Kemah Residents and Local Businesses.**

Council Member generated Agenda Item

Kemah City Council Agenda Item #16 modification to the Coronavirus Disaster Declaration

At the last Council Meeting on April 29th, Council requested the Declaration Disaster be on every agenda until further notice.

Attached is the Second Amended Declaration Disaster.



CITY OF KEMAH

SECOND AMENDED

DECLARATION OF DISASTER

WHEREAS, the City of Kemah, in the County of Galveston County, Texas on the 12th day of March, 2020, has suffered widespread or severe damage, injury, or loss of life or property (or there is imminent threat of same) resulting from COVID-19 (novel coronavirus); and

WHEREAS, the Mayor of Kemah has determined that extraordinary measures must be taken to alleviate the suffering of people and to protect or rehabilitate property.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF KEMAH:

1. That a local state of disaster is hereby declared for the City of Kemah pursuant to §418.108(a) of the Texas Government Code;
2. Pursuant to §418.108(b) of the Government Code, the state of disaster shall continue for a period of not more than thirty days from the date of this second amended declaration unless continued or renewed by the City Council of Kemah;
3. Pursuant to §418.108 (c) of the Government Code, this second amended declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the City Secretary;
4. Pursuant to §418.108 (d) of the Government Code, this declaration of a local state of disaster that activates the City Emergency Management Plan and the Galveston County Emergency Management Plan.
5. Current guidance as published by the Center of Disease Control (CDC) must be followed by all citizens and businesses at all times;
6. “Mass gatherings”, as guided by the current CDC standards, are prohibited;
7. That this proclamation shall take effect immediately from and after its issuance; and
8. Governor Abbott ordered and declared on March 19, 2020 that beginning on Friday March 20, 2020 and ending on April 3, 2020:
 - a) Every person in Texas must avoid social gatherings that have more than 10 people.

- b) People should avoid eating and drinking at bars, restaurants and food courts or visiting gyms. There will be no dining at bars or restaurant dining rooms since they will be closed. Restaurants can still offer take-out options.
- c) People shall not visit nursing homes, retiring centers or long-term care facilities unless they're providing critical care assistance.
- d) All Texas schools must close temporarily. This does not mean that education stops. Superintendents will continue to work with the Texas Education Agency to continue online or additional educational options.

Restaurants are still allowed to offer to-go, take-out and delivery options. The governor is allowing some Texas restaurants to deliver alcohol with any food purchase. The alcoholic beverages include wine, beer and mixed drinks. This is in an effort to help the hospitality industry.

ORDERED this the 29th day of April, 2020.

Terri Gale, Mayor

Attest:

Melissa Chilcote, City Secretary

**Kemah City Council Agenda Item
#17 re-open City of Kemah, City Hall and other city services.**

Council Member generated Agenda Item

**Kemah City Council Agenda Item
#18 the formation of a Business Recovery Task Force.**

Council Member generated Agenda Item

Kemah City Council Agenda Item

#19 Discussion: Update regarding police investigations.

Council Member generated Agenda Item

Kemah City Council Agenda Item #20 Outsourcing Dispatch

Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.

Date requested for Council consideration: 05/06/2020

Prepared by: Walter Gant

Subject: Outsourcing Dispatch

Proceeding: Consideration and Possible Action

Originating Department: Admin

Texas Ethics Commission Form 1295 required? *n/a*

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review:

Expenditure Required: Amount Budgeted:

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval: (Walter Gant)

SUMMARY / ORIGINATING CAUSE

At the last Council Meeting, Staff was tasked to get information for outsourcing dispatch to League City or Galveston County.

- A draft contract from League City
- Quality analysis for services
- What Services they provide
- Budget Comparison
- References from other customers with League City/Galveston County

IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

RECOMMENDATIONS

City Staff is working with both entities to get the information requested.

ATTACHMENTS

PackeExhibit A