

THE STATE OF TEXAS §
CITY OF BROWNSVILLE §
COUNTY OF CAMERON §

Sally Miniel Arroyo, At-large Commissioner "A"
Ricardo Longoria, Jr., District Commissioner 1
Carlos A. Cisneros, District Commissioner 3

Joseph A. Zavaletta, M.D., At-large Commissioner "B"
David A. Betancourt, District Commissioner 2
Ernesto L. De Leon, District Commissioner 4

Eddie Treviño, Jr., Mayor

**NOTICE OF PUBLIC MEETING OF THE
CITY COMMISSION OF THE CITY OF BROWNSVILLE**

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meetings Act, notice is hereby given that the City Commission of the City of Brownsville, Texas, in accordance with Article V, Section 12, of the Charter of said City, will convene a **Special Meeting**, on **Friday, July 02, 2004, at 1:00 P.M.**, in the Commission Chambers, on the Second Floor of the Brownsville City Hall – Federal Building, located at 1001 East Elizabeth Street, Brownsville, Cameron County, Texas, 78520.

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PLEDGE OF ALLEGIANCE: *UNITED STATES PLEDGE * TEXAS PLEDGE*

INVOCATION:

EXECUTIVE SESSION: 1:00 P.M.

- A) Discussion pursuant to Section 551.087 of the Texas Government Code, regarding commercial and financial information received from Neo Plan Incorporated regarding continuation of lease and/or contractual agreements with Greater Brownsville Incentives Corporation and City of Brownsville. (Jim Goza – City Attorney – 20 min.)

* * * * *

REGULAR MEETING: 1:20 P.M.

ACTION ITEMS:

- 1. Consideration and **ACTION** to approve the proposal from Neo Plan Incorporated regarding right of first refusal and lease buyout terms and conditions. (Jim Goza – City Attorney)

DISCUSSION ITEM:

- 2. Discussion regarding Zoning and Subdivision processing fees. (Ben Medina – Planning)

PUBLIC COMMENT PERIOD: PLEASE NOTE:

- ANY PERSON WITH BUSINESS BEFORE THE COMMISSION, NOT SCHEDULED ON THE AGENDA AS A **PUBLIC HEARING**, MAY SPEAK TO THE COMMISSION.
- "PUBLIC COMMENT FORMS" ARE LOCATED ON THE SECOND FLOOR AT THE ENTRANCE OF THE COMMISSION CHAMBERS.
- "PUBLIC COMMENT FORMS" MUST BE FILLED OUT AND PRESENTED TO THE CITY SECRETARY/STAFF FIFTEEN (15) MINUTES PRIOR TO THE MEETING.
- THERE IS A THREE (3)-MINUTE TIME LIMIT PER SPEAKER.
- NO FORMAL ACTION CAN BE TAKEN.


ADJOURNMENT:

NOTE: The City Commission of the City of Brownsville reserves the right to discuss any items in Executive Session whenever authorized under the Texas Open Meetings Act, Chapter 551, Title 5 of the Texas Government Code.

NOTE: The City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956/548-6037 (voice or Relay TX) by Thursday, no later than 5:00 P.M., to make proper arrangements.

**By: Eddie Treviño, Jr.
Mayor of the City of Brownsville**

I certify that a copy of the July 02, 2004, Agenda of items to be considered by the Brownsville City Commission was posted on the Bulletin Area at City Hall – Federal Building, on June 29, 2004. I further certify that the Agenda was posted on the City’s website and can be downloaded by accessing: www.cob.us/agendas.asp.


Inelda T. Garcia, City Secretary

I certify that the attached notice and Agenda of items to be considered by the City Commission were removed by me from the New City Hall bulletin areas on the _____ day of _____, 2004.

Name/Title



AGENDA REQUEST FORM

Executive
Session

CITY COMMISSION MEETING DATE: 07/02/2004 ITEM NUMBER: _____

DEPT. MAKING REQUEST: CITY ATTORNEY DATE SUBMITTED: 06/28/2004

CONTACT PERSON(S) NAME: JAMES R. GOZA

PHONE: 956/548-6011 FAX: 956/546-4291 E-MAIL: jimgoza@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: 20 (minutes)

(No time limit)

CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss commercial and financial information received from Neo Plan Inc. regarding continuation of lease and/or contractual agreements with Greater Brownsville Incentives Corporation and City of Brownsville.

AGENDA ITEM HISTORY: Second Reading Tabled on _____ Discussed on _____

Pending Info Received Other _____

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) Approve Deny

Table for _____ weeks Table Indefinitely Other: _____

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: YES NO

City Manager



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 07/02/2004 ITEM NUMBER: 1.
 DEPT. MAKING REQUEST: CITY ATTORNEY DATE SUBMITTED: 06/28/2004
 CONTACT PERSON(S) NAME: JAMES R. GOZA
 PHONE: 956/548-6011 FAX: 956/546-4291 E-MAIL: jimgoza@cob.us

AGENDA CATEGORY: (TIME LIMIT)
 EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: _____ (minutes)

(No time limit)

CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION regarding approval of proposal from Neo Plan Incorporated concerning right of first refusal and lease buyout terms and conditions.

AGENDA ITEM HISTORY: Second Reading Tabled on _____ Discussed on _____
 Pending Info Received Other _____

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) Approve Deny
 Table for _____ weeks Table Indefinitely Other: _____

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: YES NO

 City Manager



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 07/02/2004 ITEM NUMBER: 2.

DEPT. MAKING REQUEST: Planning & CD Dept. DATE SUBMITTED: 06/28/2004

CONTACT PERSON(S) NAME: Ben Medina, Jr. Ben Medina Jr. Digitally signed by Ben Medina Jr. DN: CN = Ben Medina Jr., C = US, O = City of Brownsville, OU = Planning Department Date: 2004.06.28 09:34:44 -0500

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: benmd@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: _____ (minutes)

(No time limit)

- CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Presentation regarding Zoning and Subdivision processing fees.
(Ben Medina Jr., Planning Director 20 minutes)

AGENDA ITEM HISTORY: Second Reading Tabled on _____ Discussed on 06/15/2004

Pending Info Received Other _____

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) Approve Deny

Table for _____ weeks Table Indefinitely Other: _____

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: YES NO

City Manager

PLANNING DEPARTMENT

Zoning and Subdivision Fee &
Revenue Review

Zoning Revenue 2003

- 90 zoning cases
- Includes use, area and specific use permit processing fees.
- Approximately \$11,000.00 in revenue in calendar year 2003

Comparison of Brownsville Zoning Fees to other Texas Cities

Residential Single Lot

Brownsville	45	Fort Worth	750
Harlingen	125	Arlington	1000
McAllen	75	Austin	925
Laredo	200	SA	800
Corpus	545		

***All cities follow identical administrative process, dictated by state law.**

Comparison of Brownsville Zoning Fee to other Texas Cities

Residential 50 Acre Tract

Brownsville	45	SA	800
Harlingen	125	Austin	925
McAllen	75	Arlington	1000
Laredo	200	Fort Worth	750
Corpus	542		

Comparison of Brownsville Zoning Fee to other Texas Cities

Commercial Single Lot

Brownsville	125	SA	700
Harlingen	125	Austin	925
McAllen	75	Arlington	1000
Laredo	200	Fort Worth	750
Corpus	542		

Comparison of Brownsville Zoning Fee to other Texas Cities

Commercial 5 Acre Tract

Brownsville	125	SA	1430
Harlingen	125	Austin	1695
McAllen	75	Arlington	1250
Laredo	300	Fort Worth	1000
Corpus	1172		

Comparison of Brownsville Zoning Fee to other Texas Cities

Industrial 35 Acre Tract

Brownsville	155	SA	2620
Harlingen	125	Austin	3300
McAllen	75	Arlington	2750
Laredo	3050	Ft Worth	1500
Corpus	2084		

Single Family Residential Proposed Zoning Fees

> 5000 sq ft	100
> 10000 sq ft	300
> 43560 sq ft	500
< 43560	1000 + 50 Per acre

Multi-Family Residential Proposed Zoning Fees

2 to 4 units	150
5 to 10 units	300
10 to 20	1500
21+ units	2000 + 50 per unit

Office District Proposed Zoning Fees

> 5000 sq ft	200
> 10000 sq ft	400
> 43560 sq ft	1000
<43560 sq ft	1000 + 200 per acre

Commercial, Retail, Industrial Proposed Zoning Fees

>5000 sq ft	300
>10000 sq ft	750
>43560 sq ft	1500
<43560 sq ft	1500 + 250 per acre

Specific Use Permit Proposed Fees

Residential	200
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Residential Commercial	300
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Multi-Family

2-4	200
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5-10	500
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10-20	1500
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21+	2000 + 50 per unit
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Specific Use Proposed Fees Cont.

Office

>5000 sq ft 200

>10000 sq ft 300

>43560 sq ft 1000

<43560 sq ft 1000

+200

per Acre

Specific Use Proposed Fees Cont.

Retail/Commercial/Industrial

>5000 sq ft	500
>10000 sq ft	750
>43560 sq ft	1500
<43560 sq ft	1500
	+250
	per Acre

Planning Department Zoning Administrative Fees

Zoning Verification Letter	50
Zoning Postponement	200
Computer Generated Maps	15 per linear ft

Zoning Area and Use amendments will use same fee
Schedule.

Subdivision Revenue 2003

Subdivision Revenues

Preliminary Plat Fee

Final Plat Fee

Repeat Screening Fee

\$17,000.00 in revenue for fiscal year
2003

Subdivision Fees Comparison to other Texas Cities

	Brownsville	Harlingen	McAllen	Edinburg
PLAT				
Prelim	25	100	25	175
Final	60 +2 per lot	50	25	100

Subdivision Fees Comparison to other Texas Cities

	Austin	Laredo	Arlington
Prelim	550 + 40 per ac	300+ 7.50 per lot	550 40/ac
Final	715 + 9 per ac	300+ 5 per lot 40 per ac	500 45/ac

Subdivision Fees Comparison to other Texas Cities

Fort Worth

Pre 550

Final 260 Add 700 if concept
with multiple units

Subdivision Fees Comparison to other Texas Cities

San Antonio Major Plat

SF 625+64 per lot

Non SF 625+480 Ac

Minor Plat

0-3 595+58 per lot

3-10 805 +58 per lot

10 -20 1075+58 per lot

>20 1610 +110 per ac over 20, +
58 per lot

Proposed Fee Major Subdivision

Single Family	750+25 per lot
Non Single Family	1000+250 per ac

Proposed Fee Minor Subdivision

Acres

0-1	200	15.1 - 20	950
1.1 - 3	350	20.1+	1200+25
3.1 - 5	500		per lot +
5.1 - 10	650		100 per
10.1 - 15	800		ac

Proposed Fee Planned Unit Developments

Acres

0-1	500	15.1 - 20	1750
1.1 - 3	750	20.1+	2000+50
3.1 - 5	1000		per lot +
5.1 - 10	1250		150 per
10.1 - 15	1500		ac

Zoning & Subdivision Admin. Expenses

Zoning and Subdivision, Comprehensive Personnel Services	\$464,480.00
Supplies & Maintenance	\$41,000.00
P&Z Commission	\$31,000.00
■ TOTAL	\$536,480.00

Does not include % of clerical, Director or reviewing departments personnel costs.

Current Planning Revenue Sources

- Community Development Block Grants
- General Fund
- Fees

Current & Proposed Revenue/Expenses

- Expenses **\$540,000**
- Revenues **\$28,000**

- Proposed Expenses **\$540,000**
- Proposed Revenues **\$375,389**

Planning & Zoning Commission

- Last fee study 10 years ago.
- Planning and Zoning Commission unanimously recommends approval of fee amendments.