



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
TUESDAY, FEBRUARY 22, 2022 at 6:00 P.M.**

Mayor:
Brooks Bass

Council Members:
Jeff Pena
Jerry Cain
Mario Muraira
Troy Brimage

City Manager:
Timothy Kelty

THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON TUESDAY, THE 22nd DAY OF FEBRUARY, 2022, AT 6:00 P.M., AT THE FREEPORT, POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD FREEPORT TEXAS

BECAUSE OF THE PUBLIC HEALTH THREAT, SEATING WILL BE POSITIONED TO MEET THE REQUIREMENTS OF THE CDC, AND ATTENDEES ARE ENCOURAGED TO WEAR A FACE MASK.

This meeting will be live streamed via Facebook Live and may be accessed on the City of Freeport Facebook page: <https://www.facebook.com/freeporttexas>

THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:

CALL TO ORDER: *The Mayor will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.*

INVOCATION AND PLEDGE OF ALLEGIANCE: (Council Member)

CITIZENS' COMMENTS:

Members of the public are allowed to address the City Council at this time, and must include name and address. *Note*, specific factual information or a recitation of existing policy may be furnished in response to an inquiry made, but any deliberation, discussion, or decision with respect to any subject about which the inquiry was made shall be limited to a proposal to place such subject on the agenda for a subsequent meeting for which notice is provided in compliance with the Texas Open meetings Act unless said notice appears herein. The public is reminded that there is a (4) minute time limit as approved by City Council on June 21, 2010.

PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff.

1. Employee of the Month for January. **(Kelty)**

CONSENT AGENDA:

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately

2. Consideration and possible action on the approval of City Council meeting minutes from February 7, 2022. **(Wells)**
3. Consideration and possible action on the approval of street closures for the Spring Market Days, on Saturday March 26 and Saturday May 14, 2022. **(Strahan)**

COUNCIL BUSINESS – REGULAR SESSION:

4. Consideration and possible action on the approval of street closures for the Earth Day and Wellness Market on April 23, 2022. **(Strahan)**
5. Consideration and possible action on approval of Construction Contract with Lucas Construction Company, for Phase 1 Concrete street reconstruction based on bid award approved on January 24, 2022. **(Kelty)**
6. Consideration and Possible action on approval of Construction Contract with Covarubias Remodeling Services for public works offices based on bid award approved on January 24, 2022. **(Kelty)**
7. Consideration and possible action on Architectural agreement with IAD Architects for preliminary Architectural design for Freeport Municipal Golf Course, Club House. **(Dybala)**
8. Consideration and possible action on Resolution 2022-2740 amending Master fee schedule setting rate for rental of Recreation Center. **(Kelty)**
9. Consideration and possible action on Ordinance 2022-2659 amending Ordinance 2021-2648 requiring all City Council and Public Board Members to disclose: all current Real Estate Assets in Brazoria County held in their personal name, immediate family's name, business name. All Business Entities owned and partnered in Texas. Any and all business agreements with any other Board or Council member. Any and all agreements or contracts with the City. **(Bass)**

WORK SESSION:

10. The City Council may deliberate and make inquiry into any item listed in the Work Session.

- A. Mayor Brooks Bass announcements and comments.
- B. Councilman Pena Ward A announcements and comments.
- C. Councilman Cain Ward B announcements and comments.
- D. Councilman Muraira Ward C announcements and comments.
- E. Councilman Brimage Ward D announcements and comments.
- F. City Manager Tim Kelty announcements and comments.
- G. Updates on current infrastructure.
- H. Update on reports / concerns from Department heads.

CLOSED SESSION:

11. Executive Session regarding a.) (Potential Litigation) consultation with city attorney, b.) (Deliberations about Real Property), East End, and Brazos Cove, c.) (Personnel Matters) Review of Job Performance Issues of City Manager, d) (Economic Development) Project 2022-C in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Sections 551.071, 551.072, 155.074, and 551.087.

COUNCIL BUSINESS – REGULAR SESSION:

ADJOURNMENT:

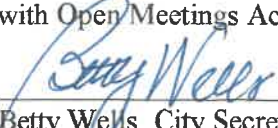
12. Adjourn.

Items not necessarily discussed in the order they appear on the agenda. The Council at its discretion may take action on any or all of the items as listed. This notice is posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code).

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

ACCESSIBILITY STATEMENT This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 233-3526.

CERTIFICATE I certify the foregoing notice was posted in the official glass case at the rear door of the City Hall, with 24 hours a day public access, 200 West 2nd Street, Freeport Texas, before 6:00 p.m. in accordance with Open Meetings Act.


Betty Wells, City Secretary,
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, February 7, 2022 at 6:00 p.m. at the Freeport Police Department, Municipal Court Room, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

City Council: Mayor Brooks Bass
Councilman Jeff Pena
Councilman Jerry Cain
Councilman Mario Muraira
Councilman Troy Brimage

Staff: Tim Kelty, City Manager
Betty Wells, City Secretary Via Facebook Live
Cathy Ezell, Finance Director
Chris Duncan, City Attorney
Lance Petty, Public Works Director
Chris Motley, Fire Chief
Kacey Roman, Building Official
Laura Cramer, Special Project Coordinator/GIS

Visitors:

Raven Wuebker	Pam Dancy
Melanie Oldham	Tommy Pearson
Desiree Pearson	Sam Reyna
Manning Rollerson	Kenny Hayes
David McGinty	Sabrina Brimage
George Matamoras	Diane McCleaster
Con McCleaster	Nicole Mireles
Dr. Kody Gordel and Wife	

Call to order.

Mayor Bass, called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation was led by City Manager Tim Kelty, Pledge was led by Mayor Bass.

CITIZENS' COMMENTS:

Sam Reyna 2002 N Ave G, spoke to council about the building inspection at 1922 N. Ave G. He said these people are still living with a generator, still waiting on an inspection Mr. Reyna said this inspection needs to be done, so that the power can be turned back on. Mr. Reyna spoke of a plumbing permit, he

said that the plumber was told no permit was needed for a plumbing inspection. Ms. Roman hung a tag, but did not go into the home to inspect the plumbing, he said he knows this because the door was not opened. He spoke of the qualifications of a Building Official, and the selection of the Building Official. Mr. Reyna said the panel to select Ms. Roman consisted of Mr. Kelty, City Manager, Mario Muraira, Dow Operator, Jerry Cain, United Rentals, Lance Petty, Streets Supervisor, Andrew Dill, Pastor, and Chris Motley, Fire Chief. Mr. Reyna said none of these people are a Building Official. Mr. Reyna spoke of the sprinkler system ordinance, and the businesses the city is losing. He spoke of how the Fire Marshall did not show up for an inspection. Mr. Reyna also announced he is resigning from the Charter Review Board, effective immediately.

Dr. Kody Gordel, Vet for the Freeport Vet Clinic, spoke to council about the new Boarding Facility. He was asking what he needs to do to get a Variance for fencing. He said the facility will be able to house 40-80 dogs at a time, and they will need the green space. Mayor Bass asked that he get with Mr. Kelty for guidance on what will need to be done.

George Matamoras 1722 N. Ave O, thanked council for starting Facebook Live for the city council meetings, he did suggest putting this information on the City Website. He said Councilman Muraira made a good point at the last city council meeting, about the lights for the soccer fields. Mr. Matamoras said it is time that the city starts spending money on our youth. Mr. Matamoras said he would like to see council start to invest in our youth.

Pam Dancy said she takes her pets to the Freeport Vet. She said they are very professional, and wonderful people.

Manning Rollerson spoke to council about being a citizen of the City of Freeport. He said he is concerned of the direction of this city. He said there is a lack of trust and transparency. He spoke of the Rental Units' Inspections, and he is 100% behind it. He said after 38 years nothing has changed. He said that the elected officials hurt the East End.

PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff.

Presentation of Quarterly Investment report.

Finance Director, Cathy Ezell presented the 1st Quarter Investment Report to Council.

COUNCIL REGULAR AGENDA:

Consideration and possible action on the approval of City Council meeting minutes from January 18, and January 24, 2022.

City Manager Tim Kelty presented to council the approval of City Council meeting minutes from January 18, and January 24, 2022.

On a motion by Councilman Brimage, seconded by Councilman Cain. With all present voting "Aye" 5-0 vote, Council unanimously approved City Council meeting minutes from January 18, and January 24, 2022.

Consideration regarding Ethics Ordinance 2019-2567, and possible action on proposed Resolution No. 2022-2738 reaffirming Ethics Ordinance.

City Manager Tim Kelty presented to council Ethics Ordinance 2019-2567, and possible action on proposed Resolution No. 2022-2738 reaffirming Ethics Ordinance. He said in 2019 the Ethics Ordinance was adopted. Mr. Kelty said this was created to encourage ethical conduct, for our Elected and appointed Officials and City Employees. Mr. Kelty said the review and re-adoption is done on an annual basis, and it is now time to do this. Staff recommends the approval of Resolution No. 2022-2738 reaffirming the Ethics Ordinance.

On a motion by Councilman Brimage, seconded by Councilman Muraira. With all present voting "Aye" 5-0 vote, Council unanimously approved Resolution No. 2022-2738 reaffirming Ethics Ordinance.

Consideration and possible action approving Ordinance No. 2022-2658 for Budget Amendment #4 for FY 2020/2021.

Finance Director Cathy Ezell presented to council Ordinance No. 2022-2658 for Budget Amendment #4 for FY 2020/2021 for the amount of \$282,235.00. Ms. Ezell said this is for FY 2020-2021. She said there were a few things that came up after the year end close out. Ms. Ezell said she is required, to charge back to when the expenditure occurred. She said the Engie Electric payment plan was \$183,000, and the payoff of the Lease for the Golf Carts \$204,830.

Mayor Bass asked if we can prevent this from happening in the future? Ms. Ezell said it is hard to prevent, because things do come in after the fact. She said we just have to monitor and closely watch to reduce the chance of it happening again.

On a motion by Councilman Brimage to approve Ordinance No. 2022-2658 for Budget Amendment #4 for FY 2020/2021, for the amount of \$282,235, seconded by Councilman Cain, with discussion that followed.

Councilman Pena asked for the total of the lease on the golf carts. Ms. Ezell said the city received \$208,000. The payoff of the lease was \$204,830, she said there was a little profit.

Mayor Bass called the motion for a vote. With all present voting "Aye" 5-0, Council unanimously approved Ordinance No. 2022-2658 for Budget Amendment #4 for FY 2020/2021, for the amount of \$282,235.

Consideration and possible action approving Resolution No. 2022-2739 amending the Personnel Policy regarding an Employee Sick Bank.

Finance Director Cathy Ezell presented to council Resolution No. 2022-2739 amending the Personnel Policy regarding an Employee Sick Bank. She said the sick leave pool will address the hardship for employees who may have run out of sick, or vacation time for life threatening injury or sickness. The policy follows IRS guidelines. This will cost the city nothing, the employees will donate their time to the pool. It is all voluntary.

Mayor Bass asked if this was requested by employees? Ms. Ezell said there were employees that requested this, as well as Directors.

On a motion by Councilman Pena to approve Resolution No. 2022-2739 amending the Personnel Policy regarding an Employee Sick Bank, seconded by Councilman Brimage, with discussion that followed.

Councilman Pena asked what the minimal required donation? Ms. Ezell said four hours. The most they may donate is 96 hours. She said they cannot donate more than 1/3 of the hours they have on the books. Employees can donate every year if they choose.

Councilman Cain said his company does something similar to this, his thinks this is a great thing.

Mayor Bass called the motion for a vote. With all present voting "Aye" 5-0, Council unanimously approved Resolution No. 2022-2739 amending the Personnel Policy regarding an Employee Sick Bank.

Discussion and direction from Council on the Heritage House.

City Manager Tim Kelty presented to council the discussion on the Heritage House. He said in the 2020 Bond Issue there was \$375,000 that was ear marked for the renovation of the Heritage House. Mr. Kelty said there is significate damage to this building. He said that according to Ron Bravarian of Freese and Nichols, the anticipated cost to the renovation to this building would be more than \$600,000 and closer to \$800,000. Because of this Council had decided to hold off on proceeding with the full architectural report and doing any work on the building. Mr. Kelty said we need direction from council on how you would like to proceed.

Councilman Brimage said this building is in bad shape. It needs an elevator, needs sprinkler system, there needs to be an escape route on the second floor. Councilman Brimage said that he and his wife gave \$10,000 to this building, along with others making donations. He said we cannot keep putting money into this building.

Councilman Cain asked what else could the \$375,000 be used for? Mr. Kelty said anything Parks and Recreation related. Lights at soccer field, renovation of Velasco House are examples.

Councilman Pena asked what is the square footage on the building? Mr. Kelty said he does not have that information. Councilman Pena asked if we have consulted with the Historical Board? He said he wants to make sure we try and preserve it. Councilman Pena said he would like to table this item.

Mayor Bass said the engineer stated we should not use this building, and since this statement the building has not been used.

Melanie Oldham said there were a lot of donations on this building rehab. She said it was not repaired properly. She said the cost of bringing this building to ADA Standards will be very expensive. She said she opposes putting more money into this building.

Pam Dancy opposes this.

Sam Reyna opposes this.

Mayor Bass asked that a Public Hearing be scheduled at Riverplace to continue this discussion before any decision is made. No further action was taken on this item.

WORK SESSION:

Mayor Bass had no comment.

Councilman Pena had no comment.

Councilman Cain had no comment.

Councilman Muraira said it looks like we need to discuss the vision for the O. A. Fleming Property and the land around it. He said that he met with Mr. Petty, and Mr. Montoya last week. He said it looks like there has been discussion in changing the soccer fields from O.A. Fleming to where the Community House was. He said we need to start thinking of what we want to do down there. Councilman Muraira said the school has closed off all of the tracks, we need to see if we are keeping the track down by O. A. Fleming. He said councilmen are wanting houses here, but he is thinking we should preserve the track. He said the soccer coach Mr. Montoya, likes the idea of the soccer fields being where the community house was, but would rather them stay at O. A. Fleming. Councilman Muraira said there was discussion of getting generators as a quick solution for lights for soccer fields. He said we talked about lights, and talked about change, but we need to discuss the property around O. A. Fleming.

Councilman Brimage asked City Manager Kelty if there has been an Air Quality Test done at City Hall? Mr. Kelty said one has been ordered, but we do not have a date. Councilman Brimage said he wants to make sure that nothing gets covered up. He said Texas Gulf Bank gave us this building for \$10 for a reason. He said he does not want to dump a bunch of money into something that we will never get back. Mr. Kelty said all the carpet has been removed in the office on the East side of the building, and sheet rock has been removed following Hurricane Nicholas. We also have recently had the duct work cleaned. Mr. Kelty said it was very bad. Mayor Bass asked where we stand on the plans for renovation for city hall? Mr. Kelty said it will probably go out for bid end of this month.

Manning Rollerson said tenants have moved out of City Hall because of all the mold.

Melanie Oldham said that City Hall needs to have an Air Quality Test. She said if she was an employee she would not want to be working in the building. This needs to be done as soon as possible.

Tim Kelty said we have hired an IT person who will be starting in the next couple of weeks.

Update on reports / concerns from Department heads

CLOSED SESSION:

Open session was closed at 8:05 pm and Council entered into Executive Session.

Executive Session regarding a.) (Potential Litigation) consultation with city attorney b.) (Deliberations about Real Property), East End in accordance with Government Code Annotated, Chapter 551, Sections 551.071, 551.072

Executive session was closed at 8:57 pm, and entered back into Open Session.

Adjourn

Mayor Bass adjourned the meeting at 8:57 P.M.

Mayor, Brooks Bass
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

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George Matamoras	Diane McCleaster
Con McCleaster	Nicole Mireles
Dr. Kody Gordel and Wife	

Call to order.

Mayor Bass, called the meeting to order at 6:00 p.m.

COUNCIL REGULAR AGENDA:

Discuss and take possible action on trash recycling.

Councilman Pena presented to council the possible action on trash recycling. He said that he brings this up because residents have reached out to him about recycling.

City Manager Tim Kelty said he has spoken with AmeriWaste and Ms. Marin asked that we put this off for a couple of months to give residents a chance to get acclimated to the new service, but she did give a couple of options. First option is city-wide curbside recycling, being the most expensive. Mr. Kelty said generally in the past, in other cities he has worked at, there is about 20 – 25 percent participation. With this option every citizen will pay for this whether they use it or not. Mr. Kelty said the second option would be a subscription service, which Ms. Marin offers in a couple of cities. With this option there will need to be a minimum number of residents who participate. In another city they service it required 240 participants with the cost being \$70.00 a year. But it could cost more here, because they will have to take it to the North Side of Houston. The third option was to have a centralized drop off location for solid waste similar to what we had before.

Councilman Pena asked so we will have 20-25% of participation in the curbside and this is paid by the residents? Mr. Kelty said yes. Councilman Pena said he is curious about the subscriber service. He said it will cost \$70.00 a year and only to those that subscribe? Mr. Kelty said yes it would only be paid by those that participate but we don't know that the cost will be \$70 a year. That was an example of an existing customer in the Houston area. It could be more. Councilman Pena asked if there is record of participation from before. Mr. Kelty said no. Councilman Pena asked if there could be a centrally located drop off site. Mr. Kelty said yes. It will probably be at the Service Center. Councilman Pena said that he would like to have a Town Hall Meeting so that the citizens may speak on this.

Councilman Muraira asked why we would put this off for several months? Mr. Kelty said this is just a suggestion from Ms. Marin, because the new changes with the new trash service this will take getting use to. There may be some kinks that may need to be worked out. Mr. Kelty said this is just a recommendation.

Councilman Pena said he would like to see this in the next 30-60 days. Mr. Kelty said he can get cost, and get an informal survey together.

Mayor Bass said the local land fills will not be accepting the recycling, so we will have to go further.

Melanie Oldham supports the recycling program. She said that there are residents that are interested in this.

Councilman Cain suggested that we get the cost first.

Manning Rollerson said when he ran for Council and for Mayor, he said the main thing he said was put the people back to work. He spoke of Lake Jacksons recycling service. He spoke about all the years and money spent in trash service, and the service has failed us. He said the containers are too small, and in his neighborhood the dogs are getting into the trash. Mayor Bass asked Mr. Rollerson to go around and teach people to be responsible and follow the rules. Mayor Bass said this company came with trash trucks on a Sunday and cleaned this city. Mayor Bass said let's all work together.

Pam Dancy said she supports and likes the new trash service, and people just need to be educated.

Melanie Oldham said that she does like the new trash service.

Mayor Bass read an email from Manning Rollerson.

Councilman Muraira said that it is unnecessary to shame a citizen.

Mayor Bass said that he is just repeating facts and these are Mr. Manning's words.

Discuss and take possible action on Beach Road Entry and Beach Plan.

Councilman Pena spoke of the entrance to Bryan Beach. He said the entrance is still needed. Councilman Pena said the EDC is in the process of implementing some entry signage for the beach. He said it makes no sense doing this with the entry as it is and the road not being right. Councilman Pena asked if Public Works Director could get the branches cleaned up out of the ditches before March, he said there is still debris at the entrance. Mr. Petty said he is not sure this can be addressed by March. Mr. Petty said the driftwood came in with the Hurricane, and Centerpoint came in and pushed all of that over to the ditches, to be able to get to electrical poles. Councilman Pena said the driftwood needs to be prioritized. Mr. Petty said that he would meet with Mr. Kelty to move forward on this.

George Matamoros opposes this. He said this is money down the drain. He said let's use the money where the money needs to be used, parks, and infrastructure.

Councilman Pena said money spent on water fronts, is the best spent money. He said this is not money wasted.

City Manager Tim Kelty said at the last meeting the cost for the proposed improvements to the main entrance was \$215,000 for asphalt the road to the dunes and, and \$41,000 for the palm trees. Councilman Pena said this increased \$45,000 from the \$167,000 stated previously. How is this increase possible? Mr. Kelty said this is not an increase. This was the same amount presented previously. The \$167,000 that Councilman Pena is confused about was the bid received for the work that was just completed by the county using Hurricane Harvey funds, not the additional work Councilman Pena is requesting currently.

Kenny Hayes said Councilman Pena is trying to gas light people until we spend the money. He said if you are going to do something to Bryan Beach have a Public Hearing, see what the public wants. Councilman Pena talks about what he wants.

Mayor Bass said that we need to hold a Public Hearing on this. Mayor Bass said that he looked at the road to the right of the entrance of the beach. He said there is some type of concrete that goes into the dunes he asked if we can find out what this base is. Mr. Petty said he is not certain what this material is but will try to find out.

Discuss and review and take possible action on Agenda Procedure Ordinance.

Mayor Bass said he thought there was an Agenda Procedure Ordinance in place. He said we passed the Ordinance in November 2021. Mayor explained the newly adopted ordinance, and with this ordinance nothing was done with Special Meetings, it was lined out because what was proposed was in violation of Open meetings requirements. Mayor explained there was an Ordinance passed for the Special Meetings as well. Mayor Bass explained this Ordinance.

Councilman Pena spoke on this item. He said it was brought back tonight just to clarify the practical application of both of these Ordinances. He said there were questions on this agenda. He said the first was "if one Councilmember requests the item, and recognizes who the co-sponsor Council Person is, that this would be acceptable". The second is there is 96 hours to call a Special Meeting, and he was puzzled because in order to add to this agenda a Special Meeting had to be called.

City Attorney Chris Duncan said there has to be request from two Councilmembers to put something on the agenda, or to schedule a Special Meeting. This requires two Councilmembers to put it in writing. The issue of Carbon Copying of the other Councilmember, can cause complications. He said to make a clean clear rule, it needs to be that both Councilmembers put it in writing.

Councilman Pena said he appreciates the legal guidance. He asked about the time tables of the meetings. He said the Special Meetings are 96 hours, and a Regular Meeting is six and half days. He said what if something comes up at 5:00?

CLOSED SESSION:

Open session was closed at 8:05 pm and Council entered into Executive Session

Executive Session regarding a.) (Personnel Matters) Review job performance issues of City Manager, in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Sections 551.074.

Executive session was closed at 8:57 pm, and entered back into Open Session.

Adjourn

Mayor Bass adjourned the meeting at 8:57 P.M.

Mayor, Brooks Bass
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas



City Council Agenda Item # 3

Title: Downtown Market Days Street Closures for Saturday March 26 and Saturday May 14, 2022.

Date: February 22, 2022

From: LeAnn Strahan, Destinations Director

Staff Recommendation:

Staff recommends approval of the requested road closures for the city hosted Downtown Market Days this spring scheduled for Saturday, March 26 and Saturday May 14, 2022.

Item Summary:

CRT staff requests permission to block off the 200-300 blocks of East & West Park at 2nd, Broad and 4th Streets. Staff will need to close the roads on event day at 8:00am to allow ample time for park set up and should reopen to traffic no later than 5:00pm after the event ends. CRT staff will coordinate with Police, Fire/EMS and Public Works for security, barricades.

Background Information:

Scheduled festivities for this free community event include craft vendors, food trucks, music, etc. More details to come.

Special Considerations

N/A

Financial Impact:

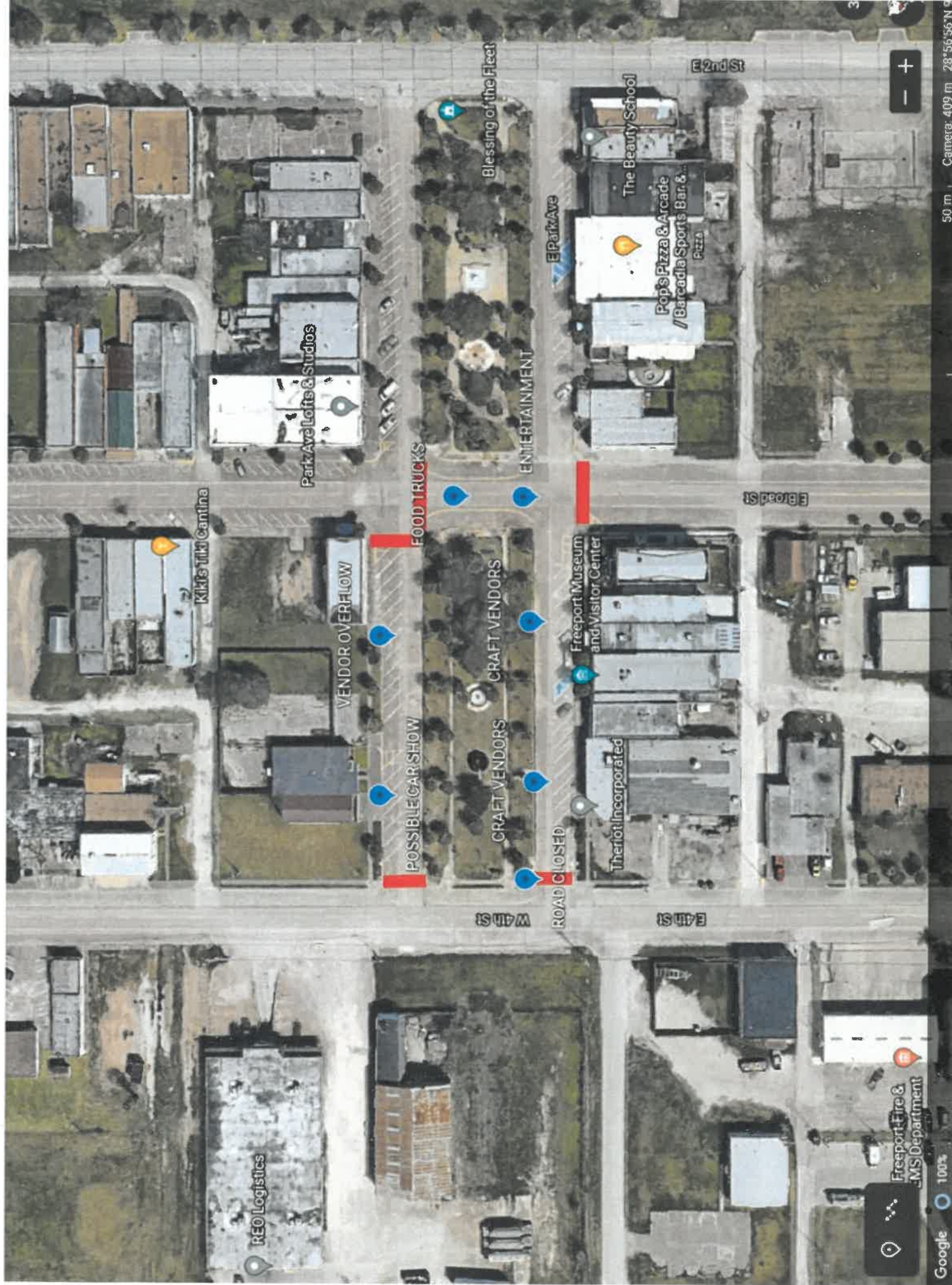
N/A

Board or 3rd Party recommendation:

At the regular Board meeting held on Thursday, February 10, 2022, the Freeport Historical Commission and Main Street Advisory Board unanimously voted to identify the event dates this spring.

Supporting Documentation:

Map – Proposed Road Blocks



New Earth Healing Festival



Guest Speakers
Food & Music
Crystals & Healing Jewelry
Massage
Energy Healers
Reiki
Plant Medicine
Tarot
Psychics & Channeling
Art
Yoga & Sound Healing
Meditation
Children's Activities



Earth Day Weekend

Saturday 4.23.22

11:00AM-5:00PM

Historic Downtown Freeport, TX



April 2022

The New Earth Healing Festival is a community event wishing to bring awareness, healing & alternative medicines to the public. Everyone will be able enjoy Music, Yoga, Crystal Bowl Sound Healing, Guided Meditation, Guest Speakers & Shopping the 50+ Vendor Booths, including Food Trucks/Refreshments.

GOALS

1. Bring awareness to healing & the Earth Connect & network with local Lightworkers
2. Bring on the spot healing & expansive experiences to the community
3. Support local businesses & entrepreneurs
4. Raise the vibration of Freeport
5. Connect & network with local Lightworkers

SCHEDULE

- Group A, B, C setup times (9:30-10: 30a.m)
- Festival starts 11 a.m.
- Yoga 11:15a.m
- Guest Speakers 12:00p.m-1: 30p.m
- Guided Meditation/Crystal Sound Bowl Circle 1:45p.m
- Band plays 2:15-4:00p.m
- Festival ends 5:00p.m
- Vendor's breakdown 5:10p.m

Founded by Freddy Aguirre – Quantum Healing



W 4th St
W 4th St

W Park Ave
W Park Ave

W Broad St
W Broad St

W Park Ave
W Broad St

E Park Ave

E Park Ave

E 4th St

Kiki's Tiki Cantina

Epic Hookah Lounge

Park Ave Lofts & Studios

Tobey Hardware

Freepoint Museum
and Visitor Center

Beach B
Taco

E Brazos



City Council Agenda Item # 5

Title: Consideration and possible action on approval of Construction Contract with Lucas Construction Company for Phase 1 Concrete street reconstruction based on bid award approved on January 24, 2022.

Date: February 22, 2022

From: Tim Kelty, City Manager

Staff Recommendation:

Staff recommends the approval of this contract.

Item Summary:

With the Bid approved and awarded by Council on January 24, 2022, Freese and Nichols prepared the proposed contract and general conditions that reflect the scope of work from the Request for Proposal and the Bid submitted.

Background Information:

The award of bid was approved for the reconstruction of various concrete streets and drainage improvements throughout the City. The City had received 5 bids with the lowest most responsive bidder being Lucas Construction Company. Freese and Nichols was familiar with this company who is currently working on a major downtown street project in Lake Jackson

The Streets included for work under this contract includes the following in no particular order:

Arbutus Street,	From 2nd Street to 4th Street
W. 10th Street,	From Velasco Street to Magnolia Street
W. 8th Street,	From Dixie Street to 1841 8th Street
W. 6th Street,	From Yaupon Street to Dixie Street
W. 7th Street,	From Yaupon Street to Dixie Street
W. 5th Street,	From Dixie Street to Court
Lynn Street,	From Dixie Street to Avalon Street
Avalon Street,	From W. 6th Street to W. 7th Street

Financial Impact: None. This is a budgeted project. The awarded amount of \$2,360,303.50 is reflected in the proposed contract.

Supporting Documentation: None. Because the agreement is nearly 350 pages, it will be sent in a separate email, with hard copies available for review at the City Council meeting.



City Council Agenda Item # 6

Title: Consideration and Possible action on approval of Construction Contract with Covarubias Remodeling Services for public works offices based on bid award approved on January 24, 2022.

Date: February 22, 2022

From: Tim Kelty, City Manager

Staff Recommendation:

Staff recommends the approval of this contract.

Item Summary:

With the Bid approved and awarded by Council on January 24, 2022, Staff has worked with the City attorney to developed the proposed contract and general conditions that reflect the scope of work from the Request for Proposal and the Bid submitted.

Background Information:

The award of bid was approved for the construction of new public works offices. The City had received 3 bids with the lowest most responsive bidder being Covarrubias Remodeling Services. The City has worked with this company on at least 3 different projects in the last 18 months.

Financial Impact: None. This is a budgeted project. The awarded amount of \$203,200.99 is reflected in the proposed contract.

Supporting Documentation: Agreement

Construction Contract Documents



City of Freeport

Construction of Public Works Building

510 S. Avenue A

Freeport Tx. 77541

City of Freeport

Mayor

Brooks Bass

City Council

Jerry Cain

Mario Muraira

Jeff Pena

Troy Brimage

City Manager

Tim Kelty

AGREEMENT

State of Texas}

County of Brazoria}

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by
and between City of Freeport Tx, of the County of Brazoria and the State of Texas, hereinafter
termed "OWNER" and _____
of the City of _____, County of _____, and State of _____,
hereinafter termed "CONTRACTOR."

WITNESSETH:

That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, and under the conditions expressed in the Bonds bearing even date herewith, the CONTRACTOR hereby agrees with the OWNER to commence and complete the construction of certain improvements as follows:

**CITY OF FREEPORT
Construction of New Public Works Building
FREEPORT, TEXAS 77541**

and all extra work in connection therewith, under the terms as stated in the GENERAL CONDITIONS, SPECIAL CONDITIONS, and SPECIAL PROVISIONS OF THE AGREEMENT, and, at CONTRACTOR'S own expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said Work, in accordance with the conditions and prices stated in BID to include (Base Bid) for the amount of **\$203,200.00** and in accordance with the INVITATION TO BIDDERS, INSTRUCTIONS TO BIDDERS, GENERAL CONDITIONS, SPECIAL CONDITIONS, and SPECIAL PROVISIONS OF THE AGREEMENT, PLANS, and other drawings and printed or therefore, hereafter called "CONTRACT" and/or "CONTRACT DOCUMENTS," which has been examined by CONTRACTOR and OWNER, together with CONTRACTOR's written BID, and the MAINTENANCE BOND, PERFORMANCE BOND, and PAYMENT BOND attached, all of which are made part hereof and collectively evidence and constitute the entire contract.

CONTRACTOR hereby agrees to begin Work within **10** calendar days after written notice to proceed has been given by CITY. Contractor also agrees to achieve substantial completion of work within **90** calendar days after the written notice to proceed. CONTRACTOR will be paid in current funds for the performance of the Contract in accordance with the BID submitted therefore, subject to additions and deductions, as provided in the CONTRACT DOCUMENTS, and to make payments on account thereof as provided therein.

IN WITNESS WHEREOF, the parties to these presents have executed this AGREEMENT in the year and day first above written.

ATTEST:

Betty Wells

City Secretary

ATTEST:

City of Freeport
OWNER

By: _____

Name: _____

Title: _____

Date: _____

Signature: _____

CONTRACTOR

By: _____

Name: _____

Title: _____

Date: _____

Signature: _____

MAINTENANCE BOND

STATE OF TEXAS

Contract Date _____

COUNTY OF _____ Date Bond Executed _____

PRINCIPAL _____

SURETY _____

OWNER City of Freeport

SUM OF BOND (in figures) _____
being 100% of the Contract Price.

KNOW ALL PERSONS BY THESE PRESENTS, that we, Principal and Surety above named, are held and firmly bound unto OWNER, its successors and assigns, in the sum of the amount stated above, for payment of which sum well and truly to be made, we bind ourselves and our respective heirs, executors, administrators, officers, directors, shareholders, partners, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal entered into that certain Contract with Owner, dated the same date as this bond, which contract is expressly incorporated herein for all purposes.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that if Principal well and truly repair any and all defects in the work occasioned by or resulting from defects in materials furnished by, or workmanship of, the Principal in performing the work covered by the Contract, including any guarantee or warranty required under the Contract, then this obligation is void; otherwise it is to remain in full force and effect. Should the Principal fail to well and truly repair and any all defects in the work occasioned by or resulting from defects in materials furnished by, or workmanship of, the Principal in performing the work as required by the Contract in all its terms, the Surety will be liable for all damages, losses, expenses and liabilities that the Owner may suffer in consequence thereof.

The parties intend this maintenance bond to be a common law bond to be constructed in accordance with Texas law.

Surety hereby agrees, for value received, that no charge, extension of time, alteration or addition to the terms of the Contract or to work performed under this Contract, or to plans, specifications or drawings accompanying the Contract, will in any way affect its obligations on this bond and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder.

The bound parties have executed this instrument pursuant to authority of their respective governing body, to be effective on the same date of the Contract.

PRINCIPAL

By _____

Name _____

Title _____

Address _____

ATTEST

By _____

Name _____

Title _____

(SEAL)

SURETY

By _____

Name _____

Title _____

(SEAL)

ATTEST

By _____

Name _____

Title _____

Physical Address:

Mailing Address:

Local Recording Agent Personal Identification Number:

Surety must attach its original Power of Attorney to this bond

ATTACH POWER OF ATTORNEY

City of Freeport

Payment Bond

PAYMENT BOND

STATE OF TEXAS

Contract Date _____

COUNTY OF _____ Date Bond Executed _____

PRINCIPAL _____

SURETY _____

OWNER City of Freeport

SUM OF BOND (in figures) _____
being 100% of the Contract Price.

KNOW ALL PERSONS BY THESE PRESENTS, that we, Principal and Surety above named, are held and firmly bound unto OWNER, its successors and assigns, in the sum of the amount stated above, for payment of which sum well and truly to be made, we bind ourselves and our respective heirs, executors, administrators, officers, directors, shareholders, partners, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal entered into that certain Contract with Owner, dated the same date as this bond, which contract is expressly incorporated herein for all purposes.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that if Principal shall promptly pay claimants for all labor, subcontracts, materials and specially fabricated materials performed or furnished under or by virtue of the Contracts, and duly authorized modifications and normal and usual extras thereto, notice of which modifications to Surety being hereby waived, then this obligation shall be void, otherwise to remain in full force and effect. Should Principal fail to promptly pay claimants for all labor, subcontracts, materials and specially fabricated materials performed or furnished under or by virtue of the Contract, Surety is hereby bound to make such payments on behalf of Principal up to a total aggregate amount equal to the sum of the bond. Labor, subcontracts, materials, and specially fabricated materials shall be construed in accordance with Chapter 2253, Texas Government Code.

PROVIDED, HOWEVER, that Owner having required Principal to furnish this Bond in order to comply with the provisions of Chapter 2253, Texas Government Code, all rights and remedies on this Bond shall inure solely to such claimants and shall be determined in accordance with the provisions, conditions, and limitations of the aforesaid Government Code to the same extent as if they were copies at length herein.

The bound parties have executed this instrument pursuant to authority of their respective governing body, to be effective on the same date of the Contract.

PRINCIPAL

ATTEST

By _____

By _____

Name _____

Name _____

Title _____

Title _____

Address _____

(SEAL)

SURETY

ATTEST

By _____

By _____

Name _____

Name _____

Title _____

Title _____

(SEAL)

Physical Address:

Mailing Address:

Local Recording Agent Personal Identification Number:

Surety must attach its original Power of Attorney to this bond

ATTACH POWER OF ATTORNEY

GENERAL CONDITIONS

1 Definitions

- 1.1 Architect/Engineer means a person registered as an architect pursuant to Article 249a, Tex. Civ. Stat. Ann., as a landscape architect pursuant to Article 249c, Tex. Civ. Stat. Ann., and/or a person licensed as a professional engineer pursuant to Article 3271a, Tex. Civ. Stat. Ann., or a firm employed by CITY to provide professional architectural or engineering services and exercising overall responsibility for the design of a Project or a significant portion thereof, and performing certain contract administration responsibilities as set forth in the Contract.
- 1.2 Contractor means the COVARRUBIAS REMODELING SERVICES, LLC, which identified in this Contract as "Contractor".
- 1.3 CITY means the CITY OF FREEPORT, Texas acting through any responsible instrumentality of the State of Texas, which is identified in this Contract as the "CITY".
- 1.4 Contract means the Contract Documents between the CITY and the Contractor.
- 1.5 Contract Date is the date of the CITY-Contractor Agreement is effective between the CITY and Contractor.
- 1.6 Contract Time means the period between Date of Commencement and the date scheduled for substantial completion in the Contract Documents, as may be amended by Change Order.
- 1.7 Day means a calendar day, unless otherwise specifically stipulated.
- 1.8 Contract Documents means the CITY-Contractor Agreement, the Conditions of the Contract the Drawings, the Specifications, the Bidding Documents, Advertisement, Invitation and Instruction to Bidders, Contractor's Proposal, Contract Award and all Addenda issued prior to and any Change Orders issued after execution of the Contract.
- 1.9 Change Order Request (COR) means a CITY-generated document which describes a change in the Work, including a description and Drawings and Specifications, as necessary, to inform the Contractor of the nature of the change.
- 1.10 Change Order Proposal Evaluation (CPE) means a Contractor-generated document in response to a Change Order Request (COR) which states the adjustment necessary to Contract Sum and Time, if any, in response to the changed work described in the Change Order Request (COR).
- 1.11 Change Order means a written modification of the Contract between the CITY and Contractor, signed by the CITY, the Contractor and, in the case of a Type I change only, the Architect/Engineer.
- 1.12 Schedule of Values means the detailed breakdown of the cost of the materials and labor necessary to accomplish the Work as described in the Contract Documents, submitted by Contractor for approval by CITY and Architect/Engineer.
- 1.13 Shop Drawings means the drawings, diagrams, illustrations, schedules, performance

charts, brochures and other data which are prepared by the Contractor or any Subcontractor, manufacturer, supplier or distributor, and which illustrate some portion of the Work

2. Compliance with Laws. In the execution of the Contract Documents and the Work, the Contractor shall comply with all applicable State and Federal laws, including but not limited to, laws governing labor, equal employment opportunity, safety, environmental protection and prevailing wage rates. The Contractor shall make itself familiar with and at all times shall observe and comply with all Federal, State and Local laws, ordinances and regulations which in any manner affect the conduct of the Work. The Contractor shall indemnify and save harmless the CITY and its official representatives against any claim arising from violation of any such law, ordinance or regulation by himself, his subcontractors and his employees. Except where expressly required otherwise by applicable laws and regulations, neither CITY nor the Architect/Engineer shall be responsible for monitoring Contractor's compliance with any laws or regulations.

2.1. The Contractor shall cooperate with the City or other governmental officials at all times where their jurisdiction applies. The Contractor shall make application pay all fees and provide supporting documentation necessary to secure permits, which are required for the performance of the Contract Documents and the Work. Contractor has a continuing obligation throughout the term of the Contract to conduct his operations under duly issued permits and, in the event Contractor loses or has revoked a necessary permit, Contractor must take immediate steps to apply for and receive another permit.

3. State Sales and Use Taxes. The CITY qualifies for exemption from State and Local Sales and Use Taxes pursuant to the provisions of Chapter 151, Texas Tax Code. The Contractor may claim exemption from payment of applicable State taxes by complying with such procedures as may be prescribed by the State Comptroller of Public Accounts.

4. Duty to Pay Prevailing Wage Rates. The Contractor shall pay not less than the wage scale of the various classes of labor as set forth by the U.S. Department of. The specified wage rates are minimum rates only. The CITY will not consider any claims for additional compensation made by any Contractor because the Contractor pays wages in excess of the applicable minimum rate contained in the Contract. The "Prevailing Wage Schedule" is not a representation that quantities of qualified labor adequate to perform the Work may be found locally at the specified wage rates. The full statutory penalty of \$60.00 per day of violation per worker shall be retained by the CITY to offset its administrative costs, pursuant to Texas Government Code §2258.023 for any infraction found to have occurred during the construction project.

5. Copies Furnished. The Contractor will be furnished free of charge a complete set of the Contract Drawings and Specifications. Additional complete sets of Drawings and Specifications, if requested, will be furnished at reproduction cost to the one requesting such additional sets.

6. Resolution of Conflicts in Documents. In the event of conflict between Drawings and Specifications, the Specifications shall prevail. In the event of conflict among provisions of Specifications, using the CSI format, what is called for in the division of the predominant discipline will govern inconsistent provisions found elsewhere.

6.1 In the event of conflict among the drawings, the large scale drawings prevail over the small scale drawings.

6.2 In order to facilitate its responsibilities for completion of the Work in accordance with and as reasonably inferable from the Contract Documents, prior to commencing the Work, the Contractor shall examine and compare: the Contract Documents; information furnished by the

CITY; relevant field measurements made by the Contractor; and any visible conditions at the Site affecting the Work.

7. Bonds. The Contractor is required to tender to CITY, performance and payment bonds, prior to commencing of the Work.

7.1 A Payment Bond is required on this project. A payment bond is payable to the CITY, in the full amount of the Contract and solely for the protection and use of payment bond beneficiaries who have a direct contractual relationship with the Contractor or a supplier of required materials or labor.

7.2 A Performance Bond is required on this project. The performance bond is solely for the protection of the CITY, in the full amount of the Contract and conditioned on the faithful performance of the Work in accordance with the Contract Documents.

7.3 Corporate sureties authorized to issue bonds shall be qualified and comply with relevant provisions of the Texas Insurance Code.

7.4 The process of requiring and accepting bonds and making claims there under shall be conducted in compliance with Chapter 2253, Texas Government Code. If for any reason a statutory payment or performance bond is not honored by the surety, the Contractor shall fully indemnify and hold the CITY harmless of and from any costs, losses, obligations or liabilities it incurs as a result.

7.5 CITY shall furnish certified copies of a payment bond and the related Contract to any qualified person seeking copies who complies with §2253.026, Texas Government Code.

7.6 Claims on Payment Bonds. Claims on payment bonds must be sent directly to the Contractor and his surety in accordance with § 2253.041, Texas Government Code. All Payment Bond claimants are cautioned that no lien exists on the funds unpaid to the Contractor on such Contract, and that reliance on notices sent to the CITY may result in loss of their rights against the Contractor and/or his surety. The CITY is not responsible in any manner to a claimant for collection of unpaid bills, and accepts no such responsibility because of any representation by any agent or employee.

7.8 Payment Claims when Payment Bond not required. When the value of the Contract between the CITY and the Contractor is less than \$25,000.00, claimants and their rights are governed by Texas Property Code, §§ 53.231 – 53.239. These provisions set out the requirements for filing a valid lien on funds unpaid to the Contractor as of the time of filing the claim, actions necessary to release the lien and satisfaction of such claims

8. Insurance Requirements.

8.1 The Contractor shall carry insurance in the types and amounts indicated in this Article for the duration of the Contract, which shall include items owned by CITY in the care, custody and control of Contractor prior to, during construction and during the warranty period. Contractor must also complete and file the declaration pages from the insurance policies with CITY whenever a previously identified policy period expires during the term of the Contract, as proof of continuing coverage. Acceptance of the insurance policy declaration pages by the CITY shall not relieve or decrease the liability of the Contractor.

8.2 Minimum Insurance Coverage's: The Contractor shall provide and maintain, until the Work covered in this Contract is completed and accepted by the CITY, the minimum insurance coverage's in the minimum amounts as described below. Coverage shall be written on an

occurrence basis by companies authorized and admitted to do business in the State of Texas and rated A- or better by A.M. Best Company or otherwise acceptable to CITY.

Type of Coverage	Limits of Liability
a. Worker's Compensation	Statutory
b. Employer's Liability	
Bodily Injury by Accident	\$500,000 Ea. Accident
Bodily Injury by Disease	\$500,000 Ea. Employee
Bodily Injury by Disease	\$500,000 Policy Limit
c. Commercial General Liability, including coverage for the following:	
1) Premises Operations	Combined Single
2) Independent Contractors	Limit for Bodily
3) Products/Completed Operations	Injury and Property Damage of
4) Personal Injury	\$1,000,000
5) Contractual Liability	Per occurrence or its equivalent.
6) Explosion, Collapse, Underground	
7) Broad form property damage, to include fire legal liability	
d. Business Automobile Liability owned/leased, owned, hired	Combined single limit for Non-Bodily Injury and Property Damage of \$1,000,000
	Per Occurrence or its Equivalent
e. CITY's Protective Liability Insurance Policy, naming the CITY, its employees, and the Architect/Engineer as insured with the following limits:	
Bodily Injury	\$1,000,000 Each Occurrence
	\$1,000,000 Aggregate
f. Builder's Risk Insurance	
An all risk policy, including workmanship acceptable to the CITY, in the amount equal at all times to 100% of the Contract Sum. The policy shall be issued in the name of the Contractor and shall name his Subcontractors as additional insured. The CITY shall be named as a loss payee on the policy. The builders risk policy shall have endorsements as follow:	
1.	This insurance shall be specific as to coverage and not considered as contributing insurance with any permanent insurance maintained on the present premises. If off site storage is permitted, coverage shall include transit and storage in an amount sufficient to protect property being transported or stored.
2.	Builder's Risk Policy shall be endorsed to include coverage for existing building structure(s).

8.3 Policies must include the following clauses, as applicable.

- a. "This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice, or ten (10) days for non-payment of premium, has been given to the CITY."
- b. "It is agreed that the Contractor's insurance shall be deemed primary with respect to any insurance or self insurance carried by the state agency for liability arising out of operations under the Contract with the CITY."
- c. "The CITY, its officials, directors, employees, representatives, and volunteers are added as additional insured as respects operations and activities of, or on behalf of the named insured performed under contract with the CITY." This is not applicable to the workers' compensation policy.
- d. "The workers' compensation and employers' liability policy will provide a waiver of subrogation in favor of the CITY."
- e. The workers' compensation insurance coverage must include the responsibility of the General Contractor to provide coverage for every worker either under the general Contractor's policy or under the policy provided by a Subcontractor. The general Contractor's policy shall provide that, in the event that a Subcontractor's policy fails to provide worker's compensation coverage of a worker that such insurance coverage is provided by the general Contractor's policy. Contractor shall obtain certificates of coverage from Subcontractors carrying their own policies, prior to any Subcontractor providing services to the Project.
- f. By signing the Contract or providing or causing to be provided a certificate of coverage, Contractor is representing to CITY that all employees of the Contractor who will provide services on the Project will be covered by workers' compensation coverage for the duration of the Project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier, or in the case of self-insured, with the Texas Workers' Compensation Commission. Providing false or misleading information may subject Contractor to administrative penalties, criminal penalties, civil penalties or other civil actions.
- g. If insurance policies are not written for the amounts specified in 8.2, Contractor shall carry Umbrella or Excess Liability Insurance for any differences in amounts specified. If Excess Liability Insurance is provided, it shall follow the form of primary coverage.
- h. The furnishing of the above listed insurance coverage must be tendered prior to execution of the Contract. Failure to provide the insurance in a timely fashion may result in loss of Contractor's bid bond.
- i. CITY shall be entitled, upon request and without expense, to receive copies of the policies and all endorsements as they apply to the limits set out in 8.2 above.

9. Preconstruction Conference. Prior to the issuance of Notice to Proceed, a conference will be held attended by the CITY, Contractor, Architect/Engineer and Subcontractors, as appropriate, to establish a working understanding among the parties as to the Work, schedules, procedures for handling Shop Drawings and other submittals, processing Applications for Payment, maintaining required records and all other matters of importance to the Project and effective communications on Site.

10. Indemnification of CITY. Contractor covenants and agrees to FULLY INDEMNIFY and HOLD HARMLESS, the CITY and the elected officials, employees, officers, directors, volunteers, and representatives of the CITY, individually or collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made upon the CITY directly or indirectly arising out of, resulting from or related to Contractor's activities under this Contract, including any acts or omissions of Contractor, any agent, officer, director, representative, employee, consultant or Subcontractor of Contractor, and their respective officers, agents, employees, directors and representatives while in the exercise of performance of the rights or duties under this Contract. The indemnity provided for in this paragraph shall not apply to any liability resulting from the negligence of CITY, officers or employees, separate contractors or assigned contractors, in instances where such negligence causes personal injury, death, or property damage. IN THE EVENT CONTRACTOR AND CITY ARE FOUND JOINTLY LIABLE BY A COURT OF COMPETENT JURISDICTION, LIABILITY SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE STATE UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW.

10.1 The provisions of this Indemnification are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

10.2 Contractor shall promptly advise the CITY in writing of any claim or demand against the CITY or Contractor known to Contractor related to or arising out of Contractor's activities under this Contract.

11. Safety - Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. It shall be the duty and responsibility of the Contractor and all of its Subcontractors to be familiar and comply with all requirements of Public Law 91-596, 29 U.S.C. §§ 651 et. seq., the Occupational Safety and Health Act of 1970, (OSHA) and all amendments thereto, and to enforce and comply with all of the provisions of the Act. Contractor shall comply with all applicable laws and regulations of any public body having jurisdiction for safety of persons or property to protect them from damage, injury or loss and shall erect and maintain all necessary safeguards for such safety and protection.

11.1 Contractor shall notify CITYs of adjacent property and of underground facilities and utility CITYs when prosecution of the Work may affect them or their facilities, and shall cooperate with them in the protection, removal, relocation and replacement of their facilities and/or utilities.

11.2. In any emergency affecting the safety of persons or property, the Contractor shall act reasonably to prevent threatened damage, injury or loss. Contractor shall give the Public Works Director of the CITY and Architect/Engineer prompt notice if Contractor believes that any significant changes in the Work or variations from Contract Documents have been caused by its emergency response or any additional compensation or extension of time claimed by the Contractor.

11.3 Authorized agents of Contractor shall respond immediately to call out at anytime of day or night when circumstances warrant the presence of Contractor to protect the Work or adjacent property from damage, restriction or limitation or to take such action pertaining to the Work as may be necessary to provide for the safety of the public. Should Contractor fail to respond,

CITY is CITY may deduct any cost of remedial action from the funds due the Contractor under the Contract.

12. Environmental Safety and Control. Upon encountering any previously unknown potentially hazardous waste material, or other materials potentially contaminated by hazardous waste, the Contractor shall immediately stop work in and secure the affected area, and notify the PUBLIC WORKS DIRECTOR. All subcontracts shall expressly bind subcontractors to the same duty. On receiving such notice, the PUBLIC WORKS DIRECTOR shall promptly engage qualified experts to make such investigations and conduct such tests as may be reasonably necessary to determine the existence or extent of any environmental hazard. As soon as possible upon completion of this investigation, the PUBLIC WORKS DIRECTOR shall issue a written report to the Contractor identifying the material or materials found and indicating any necessary steps to be taken to treat, handle, transport or dispose of the material. The CITY may hire third-party contractors to perform any or all such steps. Should compliance with the PUBLIC WORKS DIRECTOR's instructions result in an increase in the Contractor's cost of performance, or delay the Work, an adjustment in the contract price or time may be claimed by the Contractor through a change order as described on page 21. The Contractor shall fully indemnify, save and hold harmless the CITY of and from any costs, losses, damages or liabilities resulting from its failure, or the failure of its subcontractors, to comply strictly with these provisions.

13 Routine Testing. If the Contract Documents, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any work to be inspected, tested or approved, the Contractor shall give the CITY and the Architect/Engineer timely notice of its readiness and of the date arranged so the Architect/Engineer may observe such inspection, testing or approval. Should the material or work fail to comply with the requirements of the Contract Documents, the Contractor shall bear all costs of the testing, inspection or approval as well as the cost of replacement of unsatisfactory material. The costs of routine testing shall be borne by the CITY

13.1 Materials incorporated into the Project will be subject to routine tests as required to insure their compliance with the specifications. Materials to be tested include, but are not limited to, the following:

- a. Concrete - Primary mix design, slump tests and cylinder compression tests.
- b. Steel - Tensile tests.
- c. Welds - Field inspection and X-ray equipment.
- d. Soils - Subsoil investigation, physical analysis and compaction tests.
- e. Pavement - Physical analysis and compaction tests.
- f. Roofing - Samples cut from in-place roof.

Any other basic materials for which standard laboratory test procedures have been established may also be included if doubt as to their quality should arise. Any testing, as described, will be done at the discretion of the CITY who will bear all costs. The Contractor shall be held responsible for providing samples of failure, of the failure of its subcontractors, to comply strictly with these

13.2. Should any of the routine tests indicate that a material does not comply with the job requirements, the burden of proof of compliance shall be with the Contractor, subject to the following conditions?

- a. Contractor may select the laboratory for further testing, but selection must be approved by the CITY.
- b. Quality and nature of tests will be determined by the CITY.
- c. All tests shall be taken in the presence of the CITY or PUBLIC WORKS DIRECTOR.

- d. If tests prove that the material complies with specifications, the laboratory fees will be paid by the CITY. If noncompliance is proved, laboratory fees will be paid by the Contractor.
- e. Proof of noncompliance will make the Contractor liable for any corrective action which the CITY feels is prudent, including complete removal and replacement of defective material.

1.3.1. All subsequent tests on original or replaced materials conducted as a result of prior failure will be paid by the Contractor

14 Contractor's Submittals. The Contractor shall submit, with reasonable promptness consistent with the Project Schedule and in orderly sequence, all Shop Drawings, Samples or other information required by the Contract Documents, or subsequently required by the Architect/Engineer as governed by Change Orders. The Contractor shall review each submittal for compliance with Contract Documents and shall certify that it has done so by stamp, or otherwise, affixed to each copy thereof. Submittal data presented without such the Contractor certification will be returned without review or other comment, and any delay resulting therefrom will be the Contractor's responsibility.

15 Schedule of Values. Within twenty (20) days of Notice to Proceed under the Contract, the Contractor shall submit to the PUBLIC WORKS DIRECTOR and the Architect/Engineer for approval a Schedule of Values, accurately itemizing material and labor for the various classifications of the Work. The approved Schedule of Values will be used as the basis for the progress payments under the Contract.

15.1 Progress Payments. Periodic progress payments will be made to the Contractor for Work performed, and materials in place or suitably stored and protected on sites or as otherwise agreed to by the CITY and the Contractor. Payment shall not become due until receipt by the PUBLIC WORKS DIRECTOR or his designee of a correct and complete Pay Application, certified by the Architect Engineer pursuant to this article.

15.2 Preliminary Pay Worksheet. Each month, the Contractor shall submit to the Architect Engineer and the PUBLIC WORKS DIRECTOR a complete, clean copy of a Preliminary Pay Worksheet, which shall attach the following:

- 1) The Contractor's estimate of the amount of Work performed, labor furnished and materials incorporated into the Work, using the approved Schedule of Values; and may require;
- 2) A schedule update, HUB Subcontracting Plan Reports, and such additional documentation as CITY may require.

15.3 Contractor's Periodic Invoice. As soon as practicable, but in no event later than seven days after receipt of the Preliminary Pay Worksheet from the Contractor, the Architect/Engineer and PUBLIC WORKS DIRECTOR shall meet with the Contractor to review the Preliminary Pay Worksheet and to observe the condition of the Work. On the basis of this review, the PUBLIC WORKS DIRECTOR and the AE may require modifications to the Preliminary Pay Worksheet prior to the submittal of a Periodic Invoice and within seven (7) days after the periodic review meeting, the Contractor shall submit a revised pay application reflecting all required modifications to the invoice. The A/E shall within five (5) days after receipt of the Contractors Periodic Invoice, review and approve (and/or reject) Contractors periodic invoice based on completeness, and in accordance with the contract documents. The Contractor shall attach all additional documentation required by the PUBLIC WORKS DIRECTOR and AE, as well as his affidavit swearing or affirming that all payrolls, bills for labor, materials, equipment, subcontracted work or other indebtedness connected with the Contractor's Periodic Invoice have been paid or will be paid within the time specified in Chapter 2251, Government Code. Failure to provide all documentation for payment processing, with the periodic invoice, will cause the payment to not be processed and the documents to be returned to the Contractor.

15.4 CITY's Duty to Pay The CITY shall have no duty to pay the Contractor except on receipt by the PUBLIC WORKS DIRECTOR of (1) a complete Periodic Invoice certified by the AE or (2) receipt by the PUBLIC WORKS DIRECTOR of a complete Periodic Invoice accompanied by the Contractor's affidavit certifying the failure of the AE to timely certify a complete Periodic Invoice.

15.5 Retainage Retainage shall be withheld in the amount of 10% of the total amount earned to date for projects with a contract amount up to and including \$400,000 and in the amount of 5% of the total amount earned to date for projects with a contract amount exceeding \$400,000.

15.6 Retainage so withheld shall be managed in conformance with Subchapter B, Chapter 2252, Texas Government Code.

15.7 Reduction to Cover Loss The CITY may reduce any Periodic Invoice prior to payment to the extent necessary to protect the CITY from loss on account of actions of the Contractor, including, but not limited to:

- a. Defective work not remedied;
- b. Damage to work of a separate contractor;
- c. Failure to maintain scheduled progress;
- d. Failure to comply with the requirements of Texas Government Code Chapter 2258 (Prevailing Wage Law); or
- e. For Contracts with a value of less than \$25,000 for which no payment bond is posted, receipt of written notice by the CITY of unpaid bills, filed in conformance with § 53.232, Texas Property Code. Any funds so withheld shall be released to the Contractor if he furnishes a bond for release of lien.

15.8 Title to all material and Work covered by progress payments transfers to the CITY upon payment. Transfer of title to CITY does not relieve the Contractor of the sole responsibility for the care and protection of materials and work upon which payments have been made, or the restoration of any damaged work, or waive the right of the CITY to require the fulfillment of all the terms of the Contract.

15.9 Progress payments to the Contractor shall not release the Contractor or his surety from any obligations under this Contract.

16. CITY Quality Assurance. The CITY will make periodic visits to the site to familiarize itself with the progress and quality of the Work, conduct inspections and tests and to determine if the Work is proceeding in accordance with the Contract Documents. The Contractor shall provide sufficient, safe and proper facilities at all reasonable times for observation and/or inspection of the Work by the authorized representatives of the CITY.

16.1 The Contractor shall not cover up any work with finishing materials or other building components prior to an inspection of the work by the CITY. Should corrections of the work be required for approval, cover up shall be delayed until another inspection can be made and approval is indicated. Provided 48 hours notice for request for cover-up.

17 Substantial Completion Inspection(s) When the Contractor considers the entire Work Substantially Complete, the Contractor shall so notify the PUBLIC WORKS DIRECTOR and the Architect/Engineer in writing that the Work will be ready for Substantial Completion Inspection on a date certain. The Contractor shall include with this notice a list of items to be completed or corrected prior to final inspection. On the date indicated by Contractor, or as soon thereafter as is practicable, the PUBLIC WORKS DIRECTOR, the Architect/Engineer, and the Contractor shall inspect the work and if the Architect/Engineer determines that the Work is Substantially

Complete a Certificate of Substantial Completion shall be issued to the PUBLIC WORKS DIRECTOR and Contractor, fixing the date of Substantial Completion. The Architect/Engineer shall submit with this certificate a list of items to be completed prior to final inspection (the Pre-Final Punchlist). This list may include additional items not included on the Contractor's list, which are deemed necessary by the Architect/Engineer or by the CITY to correct or complete prior to Final Inspection.

17.1 Pre-Final Punch List The Contractor shall complete all outstanding items identified in the substantial completion (pre-final Punchlist). Upon completion of all items Contractor shall notify A/E and CITY within 48 hours notice to review work associated with a pre-final Punchlist. All work must be completed according to the contract documents. Final Completion shall be a condition precedent to the Contractor's right to receive Final Payment.

18 Requests for Final Payment Within Thirty (30) days following the date of Final Completion certified by the Architect/Engineer, the Contractor shall submit a certified Application for Final Payment, including all sums held as Retainage, to the Architect/Engineer for his review and approval.

18.1 Final Payment Documentation The Contractor shall submit, prior to or with the Application for Final Payment, all close out documents, including maintenance and operating instructions, guarantees and warranties, certificates, record documents and all other items required by the Contract Documents. The Contractor shall also submit an affidavit that all payrolls, bills for materials and equipment, subcontracted work and other indebtedness connected with the Work, except as specifically noted, have been paid or will be paid or otherwise satisfied within the period of time required by Chapter 2251, Texas Government Code. If required by the CITY, the Contractor shall furnish documentation establishing payment or satisfaction of all such obligations, such as receipts, releases and waivers of claims arising out of the Contract, to the extent and in such form as may be designated by the CITY. The CITY is entitled to rely upon this affidavit; the Contractor may not submit a claim on behalf of a subcontractor or vendor if that claim has not been noted as an exception in the affidavit.

18.2 Architect/Engineer Approval: Within Ten (10) days after submission of final payment by the Contractor, the A/E shall review for completeness the Contractors Final Payment, in accordance with 18.3 above.

18.3. Offsets and Deductions: The CITY may deduct from the Final Payment all sums due from the Contractor for any reason, and as Liquidated Damages. If the Certificate of Final Completion notes any Work remaining incomplete or defects not remedied, the CITY may deduct the reasonable cost of remedying such deficiencies from the Final Payment. If such deductions are made, the CITY shall identify each deduction made and the reason therefore, and furnish the Contractor with an explanation of the deduction and the amount deducted on or by the 21st day after CITY's receipt of an approved or deemed approved Application for Final Payment.

18.4. Final Payment Due. Final Payment shall become due and payable by CITY, subject to all allowable offsets and deductions, on the 31st day next following the receipt of the approved or deemed approved Application for Final Payment. If the Contractor disputes any amount deducted by the CITY, the Contractor shall give notice of the dispute on or before the thirtieth day next following receipt of Final Payment; failure to do so will bar any subsequent claim for payment of amounts deducted.

18.5 Effect of Final Payment: Final Payment shall constitute a waiver of all claims by the CITY relating to the condition of the Work except those arising from (1) faulty or defective Work

appearing after Substantial Completion (latent defects); (2) failure of the Work to comply with the requirements of the Contract Documents; (3) terms of any special warranties required by the Contract Documents, and (4) claims arising from personal injury or property damage to third parties. Final payment shall constitute a waiver of all claims by the Contractor except those specifically enumerated at the time of Final Payment. Provided, however, that the Contract shall not be deemed fully performed and closed until the expiration of all periods provided under the Contract Documents for the Contractor to submit a claim or protest a ULCO.

19 Contractor's General Warranty and Guarantee Contractor warrants to the CITY that all Work shall be executed in accordance with the Contract Documents, complete in all parts and in accordance with approved practices and customs, and of the best finish and workmanship. Unless otherwise specified, all materials and equipment incorporated in the Work under the Contract shall be new. The CITY may, at its option, agree in writing to waive any failure of the Work to conform to the Contract Documents, and to accept a reduction in the Contract Price for the cost of repair or diminution in value of the Work by reason of such defect. Absent such a written agreement, however, the Contractor's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute and is not waived by any inspection or observation by the CITY, Architect/Engineer or others, by making any progress payment or final payment by the use or occupancy of the Work or any portion thereof by the CITY, at any time, or by any repair or correction of such defect made by the CITY.

19.1 Warranty Period. Except as otherwise specified, the Contractor shall repair all defects in materials, equipment or workmanship appearing within one year from the date of Substantial Completion of the Work as a whole. Upon receipt of written notice from the CITY of the discovery of any defects, the Contractor shall promptly and at its own cost remedy the defects and replace any property damaged therefrom. In case of emergency where delay would cause serious risk of loss or damage to the CITY, or if the Contractor, after notice, fails to proceed promptly and remedy within 30 days or within another period of time which has been agreed to in writing, in compliance with the terms of the warranty and guarantee, the CITY may have the defects corrected and the Contractor and his surety shall be liable for all expenses incurred.

20 Site Visit The Contractor is responsible for having visited the Site and having ascertained pertinent local conditions such as location, accessibility, and general character of the Site or building, the character and extent of existing Work within and adjacent to the Site, and any other Work being performed thereon at the time of the submission of its proposal. Any failure to do so will not relieve it from responsibility for successfully performing the Work without additional expense to the CITY.

20.1 Concealed Site Conditions If, in the performance of the Contract, subsurface, latent or concealed conditions at the Site are found to be materially different from the information included in the bid documents, or if unknown conditions of an unusual nature are discovered differing materially from the conditions usually inherent in Work of the character shown and specified, the CITY shall be notified in writing of such conditions before proceeding with the Work. If necessary, the CITY shall develop a solution and provide it to Contractor. If the solution prompts changes to the Contract Amount and/or Time, the Contract shall be adjusted.

21 Minor Changes: The Architect/Engineer, with concurrence of the CITY, will have authority to order minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the Contract Time. Such changes shall be effected by written order, which the Contractor shall carry out promptly.

21.1 Administration: All changes in the Contract shall be administered in accordance with procedures approved by the CITY.

21.2 Routine changes All Changes must be done as requested by the A/E and as approved in writing by the CITY. The Contractor is to provide detailed breakdown of all pricing for each change, with all supportive backup documentation. Except for emergency conditions defined below, approval of the Contractor's cost proposal by the Architect/Engineer, Using Agency and CITY will be required for authorization to proceed with the Work being changed. The CITY will not be responsible for the cost of work changed without prior approval and the Contractor may be required to remove work so installed.

21.3 Emergency changes: To save life or property Emergency Changes may be initiated by the Contractor alone with the claimed cost of such work to be fully documented as to necessity and detail of the reported costs.

21.4 Allowable Overhead and Profit Costs: The amounts that the Contractor or his Subcontractors add to a Change Order for profit and overhead will also be considered by the CITY before approval is given.

1. On changes involving both additions and deletions, percentages for overhead and profit will be allowed only on the net addition.

2. The CITY does not accept and will not pay for additional contract cost detailed by accounting records under the title of "Extended Overhead" or "Cost Damages caused by Delays".

22. Contract Time. The Contract Time will be measured from the date designated in the Notice to proceed to the date specified for completion by the Contract Documents, including any modification by Change Order. Failure to achieve Substantial Completion within the Contract Time will subject the Contractor to Liquidated Damages. Unless otherwise specified in the Special Conditions or elsewhere in the Contract Documents, the date of Contract Completion shall be the date on which the Work is certified as Substantially Complete.

22.1 Work Progress Schedule. The Contractor shall submit in duplicate to the CITY and the Architect/Engineer, for review and acceptance, a proposed Progress Schedule for the Work. The Progress Schedule shall show a *schedule in a logical sequence that shows all work activities in detail as approved by the A/E and the CITY.* If required by the Special Conditions, the Contractor shall also submit a separate Submittal Schedule, correlated with the Progress Schedule that shows the dates the Contractor intends to make the required submittals.

22.2 Schedule Requirements. The Progress Schedule should be accurate and reliable representations of the progress of the Work to date, and of the Contractor's actual plans for its completion. The Progress Schedules shall be capable of measuring and forecasting the effect of delaying events on completed and uncompleted activities. Submittal of a schedule, schedule revision or schedule update constitutes the Contractor's representation to the CITY and Architect/Engineer that the Contractor will follow the schedule as submitted in performing all Work as yet not completed, and that all progress to date shown on the schedule is accurately depicted.

22.3 Schedule Updates. The Progress Schedule and Submittal Schedule (if required) shall be updated periodically to reflect progress to date, and current plans for completing the Work. The form and contents of the updates, and the required update interval, shall be as specified the Special Conditions. The updated Progress Schedule shall be submitted to the CITY, and the Architect/Engineer for acceptance, and the CITY shall have no duty to make progress payments until the updated Progress Schedule has been timely submitted. The Contractor shall show the anticipated date of completion reflecting all extensions of time granted as of the date of the update. The Contractor may revise the Progress Schedule at any time when in the

Contractor's judgment it becomes necessary for the management of the Work. The Contractor shall submit any schedule revision to CITY and AE for acceptance before it is implemented.

22.4 Effect of Schedule Submittal. Submittal of the Progress Schedule, and successive updates or revisions, is for the information of the CITY and Architect/Engineer, and to permit the coordination of their activities with those of the Contractor. CITY and AE shall accept or reject the submittal of a schedule within the same period allowed for review of other submittals. Acceptance of a schedule, schedule update or revision constitutes the CITY's agreement to coordinate their own activities with the Contractor's activities as shown on the schedule. Acceptance of a Progress Schedule, update or revision does not indicate the approval of the Contractor's proposed sequences and duration. Acceptance of a Progress Schedule update or revision indicating late completion does not constitute the CITY's consent to a late finish, or waive either the Contractor's responsibility for timely completion or the CITY's right to damages for the Contractor's failure to do so.

23 Time Extension Requests. If the Contractor believes that the completion of the Work has been delayed by a circumstance designated as excusable, other than inclement weather, he shall give the CITY written notice, stating the nature of the delay and the activities potentially affected, within 30 calendar days after the onset of the event or circumstance giving rise to the excusable delay. Such claims should be accompanied by sufficient written evidence to document the delay. In the case of a continuing cause of delay, only one claim is necessary. Claims for extensions of time shall be stated in numbers of whole or half calendar days. Claims for the cost of Excusable Compensable Delays shall be submitted in writing within 90 calendar days after the cessation of the cause of the delay. The Contractor and CITY recognize and agree that it is beneficial to each to identify delays and make necessary schedule adjustments promptly, and that a Progress Schedule prepared and updated by the Contractor provides an effective tool for measuring and tracking the impact of delays. Therefore, it is agreed that no extension of time will be granted unless the required notice is submitted timely, and with sufficient documentation.

23.1 Contents of Time Extension Requests. Each Time Extension Request shall be accompanied by a quantitative demonstration of the impact of the delay on project completion time, based on the current Progress Schedule. No time extensions shall be granted for delays that do not affect the Project completion time.

23.2 CITY's Response. The CITY shall respond to the Time Extension Request by providing to the Contractor written notice of the number of days granted, and giving its reason if this number differs from the number of days requested by the Contractor. Such an Extension of Time is effective on the date the CITY's notice is received by the Contractor, but a Change Order reflecting the Extension of Time shall be executed by the parties. The CITY will respond to each properly submitted Time Extension Request within 15 calendar days following its submittal; if the CITY cannot reasonably make a determination about the Contractor's entitlement to a time extension within that time, the CITY shall so notify the Contractor in writing. Upon written agreement with the Contractor, the CITY shall then have not more than 30 additional calendar days to prepare a final response.

24 Failure to Complete Work within the Contract Time. Time is of the essence of this Contract. The Contractor's failure to complete the Work within the Contract Time will cause damage to the CITY. These damages shall be liquidated by agreement of the Contractor and the CITY, as set forth in the Special Conditions.

24.1 Collection of Liquidated Damages. The CITY may collect Liquidated Damages due from the Contractor directly or indirectly by reducing the contract sum in the amount of Liquidated Damages stated in the Special Conditions and the Contract

25 Terminations by CITY for Cause The CITY may, without prejudice to any right or remedy terminate the employment of the Contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon owned by the Contractor, under the following circumstances:

- a. Persistent or repeated failure or refusal, except during complete or partial suspensions of work authorized under the Contract Documents, to supply enough properly skilled workmen or proper materials;
- b. Persistent disregard of laws, ordinances, rules, regulations or orders of any public authority having jurisdiction;
- c. Persistent failure to prosecute the work in accordance with the Contract Documents, and to insure its completion within the time, or any extension thereof, specified in this contract;
- d. Failure to remedy defective work condemned by the PUBLIC WORKS DIRECTOR;
- e. Failure to pay subcontractors, laborers, material men and suppliers pursuant to Texas Government Code Chapter 2251;
- f. Persistent endangerment, by the Contractor or its Subcontractors or other vendors, of the safety of labor or of the Work itself;
- g. Failure to supply or maintain statutory bonds, or the supply or maintain Required insurance; or
- h. Any other material breach of the Contract.

The CITY reserves the right to terminate at any time for any of the above listed causes. Failure to exercise the right to terminate in any instance or for any proper reason shall not be construed as waiver of the right to do so in any other instance or for any other proper reason.

The PUBLIC WORKS DIRECTOR shall give the Contractor and its Surety thirty days' prior written notice of its intent to terminate for any of the above reasons. If the Contractor or the Surety demonstrates, to the satisfaction of the CITY, that the condition or conditions upon which the notice of termination is based have been removed, corrected, or will not recur, then the CITY shall rescind the notice and the Contract shall continue unmodified, and the Contractor shall not be entitled an extension of time.

25.1 Completion of Work after Termination: Should the Contractor or the surety fail to so demonstrate within thirty days following receipt of such notice, or fail to satisfy the CITY that the condition or conditions upon which the notice of termination is based have been removed, corrected, or will not recur, the CITY may arrange for completion of the Work and deduct the cost thereof from the unpaid Contract sum remaining, including the cost of additional Architect/Engineer services made necessary by such default or neglect, in which event no further payment shall then be made by the CITY until all costs of completing the Work shall have been paid. If the unpaid balance of the Contract Sum exceeds the costs of finishing the Work, including compensation for the Architect/Engineer's additional services made necessary thereby, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor or his surety shall pay the difference to the CITY. This obligation for payment shall survive the termination of the Contract. The CITY reserves the right, where the Contract is terminated for cause, to take assignment of any and all contracts between the Contractor and its Subcontractors, vendors and suppliers, and the PUBLIC WORKS DIRECTOR shall promptly notify the Contractor of the contracts the CITY elects to assume. Upon receipt of such notice, the Contractor shall promptly take all steps necessary to effect such assignment.

25.2 Termination for Convenience of CITY. The CITY reserves the right, without breach, to terminate the Contract prior to, or during the performance of the Work, for unforeseen causes not limited to court orders, loss of funding, acts of the federal government to discontinue the work, etc., that may occur and render the CITY's continued performance of the Contract impossible or illegal. Upon such an occurrence, the following procedures will be adhered to:

a. The CITY will immediately notify the Architect/Engineer and the Contractor in writing, specifying the reason for and the effective date of contract termination. Such notice shall also contain any instructions necessary for the protection, storage or decommissioning of incomplete work or systems, and for safety.

b. After receipt of the notice of termination, the Contractor shall immediately proceed with the following obligations, regardless of any delay in determining or adjusting any amounts due at that point in the Contract.

1. Stop all work.
2. Place no further subcontracts or orders for materials or services.
3. Terminate all subcontracts.
4. Cancel all materials and equipment orders as applicable.
5. Take action that is necessary to protect and preserve all property related to this Contract which is in the possession of the Contractor.

c. When the Contract is terminated for the CITY's convenience, the Contractor may recover from the CITY payment for all Work executed, including any additional work required pursuant to the notice of termination, and for any provable loss and reasonable expenses attributable to the Work resulting from such termination.

25.3 Termination by Contractor. If the Work is stopped for a period of ninety (90) days under an order of any court or other public authority having jurisdiction, or as a result of an act of government, such as a declaration of a national emergency making materials unavailable, through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing any of the Work under a contract with the Contractor, then the Contractor may, upon thirty (30) additional days' written notice to the PUBLIC WORKS DIRECTOR, terminate the Contract and recover from the CITY payment for all Work executed and for any provable loss and reasonable expenses attributable to the Work resulting from such termination. If the cause of the work stoppage is removed prior to the end of the thirty (30) day notice period, the Contractor may not terminate the Contract.

25.4 Settlement on Termination. When the Contract is terminated for any reason, the Contractor shall, at any time prior to 180 days of the effective date of termination, submit a final termination settlement proposal to the CITY based upon recoverable costs. If the Contractor fails to submit the proposal within the time allowed, the CITY may determine the amount due to the Contractor because of the termination and shall pay the determined amount to the Contractor.

26 Dispute Resolution; The dispute resolution process provided for in Chapter 2260 of the Texas Government Code shall be used, as further described herein; by the CITY and the Contractor to attempt to resolve any claim for breach of contract made by the Contractor:

26.4 The submission, processing and resolution of the Contractor's claim is governed by the published rules adopted by the attorney general pursuant to Chapter 2260, as currently effective, hereafter enacted or subsequently amended.

26.5 Neither the occurrence of an event nor the pendency of a claim constitutes grounds for the suspension of performance by the Contractor, in whole or in part.

27 Severability. If any provision, sentence, clause or article of this Contract is found to be invalid or unenforceable for any reason, the remaining provisions shall continue in effect as if the invalid or unenforceable provision were not in the Contract. All provisions, sentences, clauses and articles of this Contract are severable for this purpose.

28 Parties Bound. Execution of this Contract by each party binds the entity represented as well as its employees, agents, successors and assigns to its faithful performance.

29 No waiver of Sovereign Immunity. Nothing herein shall be construed as a waiver of the state's sovereign immunity.

30. Written Notice. Written notice shall be considered to have been duly given if the document is delivered in person to the individual or member of the firm or to an officer of the corporation for whom it is intended, if delivered at or sent by registered or certified mail to the last business address known to one who gives the notice, or transmitted by fax machine, with a receipt retained to prove delivery. Notice is deemed effective when given rather than when received.



City Council Agenda Item # 7

Title: Consideration and possible action on Architectural agreement with IAD Architects for preliminary Architectural design for Freeport Municipal Golf Course, Club House.

Date: February 22, 2022

From: Tim Kelty, City Manager

Staff Recommendation:

Staff recommends approval of this Agreement with IAD Architects for Preliminary architectural design for the golf course club house in the amount of \$10,500 with the additional third rendering alternative at \$2,500 for a total contract price of \$13,000.

Item Summary:

IAD architects has provided a proposal for the development of Preliminary Architectural design and development for the proposed construction of a new clubhouse at the Freeport Municipal Golf Course. The services to be provided under the contact would be to evaluate the site for optimal location, to assess the needs and requested scope of the building. Develop preliminary conceptual floor plan and site plan. Produce 3 individual CAD renderings of a potential building, and develop preliminary architectural cost estimates for the construction of the facility

Background Information: During the 2021 strategic planning session, Council requested that a new golf course club house be considered that would better serve the public and provide for a greater economic benefit to the community. It was felt that the current facility was falling short of that potential. The current club house is old and run down. It has very limited merchandising space. Has very limited food sale capacity and no bar or banquet space other than the new separate prefab building installed 2 years ago that is not finished out on the inside and does not have Windows or A/C.

This preliminary architectural effort is the first step in developing a plan to accomplish the vision that the City Council communicated. It will allow the city to scope and size the project and plan for a financial past forward to complete the project.

Special Consideration: The city went through a comprehensive RFP for the selection of an architect for the renovation of City Hall and following that process selected IAD Architects.

Board or 3rd Party recommendation: None

Financial Impact: This is a budgeted item.

Supporting Documentation: IAD proposal

Integrated Architecture & Design

107 West Way, Suite 16
Lake Jackson, Texas 77566
979.297.1411 p. 979.297.1418 f.
www.iadarchitects.com



January 31, 2022

Mr. Tim Kelty
City Manager
City of Freeport, Texas
200 West Second St.
Freeport, Texas 77541 (Sent via email to: Mr. Tim Kelty (tkelty@freeport.tx.us))

Dear Mr. Kelty,

Thank you for the time to visit with you and Mr. Brian Dybala recently regarding some conceptual design work for a new clubhouse facility being considered at the current Freeport Municipal Golf Course. We are also grateful for the opportunity to submit this proposal for professional architectural work related to the production of conceptual ideas for consideration by the Freeport City Council and other stakeholders within the City of Freeport.

PROJECT SCOPE

As a result of our meeting and conversations with you and Mr. Dybala, we understand that this limited project scope will include the following:

- Develop a single conceptual site plan and floor plan that meets the overall needs of a new clubhouse facility and potentially a cart barn facility;
- Create two or three, 3-dimensional CAD-based concepts of structures that would serve as a new golf course clubhouse;
- Each of the design concepts will portray a different architectural style that could be considered for this proposed facility in an effort to highlight unique, but specific appearances of a new clubhouse structure;
- The concepts will be modeled and illustrated to indicate basic building materials and design elements to allow stakeholders appropriate clarity to consider decision making at this stage. We anticipate some level of review and comment and can include small revisions during this exercise, based on feedback provided.
- Produce preliminary construction costs estimates based upon the conceptual work provided;
- The goal of this conceptual phase will be to provide options that the City of Freeport can plan around a single concept that may be used in a future scope of work to develop complete construction documents for this unique and important project.

SCOPE OF BASIC SERVICES

We understand that the scope of work requested for this initial and limited project shall include professional architectural design services to generate two or three, three-dimensional CAD-based images for your review and consideration in ultimately selecting a single option to develop complete construction documents, under a future scope of work agreement.

Given the preliminary and limited scope of this exercise, it is not intended for geotechnical, structural, windstorm, mechanical, electrical, plumbing, and civil engineering services to be necessary at this time.

Deliverables for this proposed scope of work will include three dimensional concepts for consideration by the City of Freeport. We will submit both hard copies and electronic PDF versions of the work as well.

Services that are not a part of this proposal include complete design or engineering services beyond the creation of this conceptual phase. Design/engineering services necessary beyond this initial scope of work will be under a separate agreement as requested by you.

COMPENSATION FOR SERVICES

Proposed compensation to Integrated Architecture & Design (iAD Architects) for this limited scope of work to produce two, three dimensional concepts shall be a lump sum amount of \$10,500.00 (Ten thousand, five hundred dollars). This amount does include anticipated reimbursables for printing and mounting of presentation boards and other project related incidentals.

A third concept may be added for an additional amount of \$2,500.00 (Two thousand, five hundred dollars).

PAYMENT

Due to the small nature of this project, invoicing for items agreed to in this proposal shall be submitted for payment once all work is complete. Terms shall be net 30 days.

ADDITIONAL SERVICES

The following are examples of architectural services not included as a part of Basic Services under this proposal:

- Services due to changes in scope of the Project or its design, including but not limited to changes in size, complexity, schedule, or character of construction based on the descriptions of scope in this proposal.
- Revising documents and specifications which the Owner has previously approved or when changes are due to causes beyond the control of the Architect. Special meetings for changes of this type will also be Additional Services.
- Preparation of design documents for alternate systems, or out-of-sequence work.

- Providing design services relating to future facilities, systems, and equipment, which are not intended to be constructed or operated as a part of the Project.
- Providing design for value engineering of the project after the drawings have been submitted, reviewed, and approved.
- Attendance at meetings in excess of those outlined in the Construction Documents. Attendance at additional meetings or site visits during construction will be provided as requested and billed for on an hourly basis in accordance with the Per Diem Rate Schedule in this Proposal.
- Any reimbursable expenses associated with additional services defined above.

Upon request and written authorization by the Owner, Architect will provide these services as Additional Services. Billing for Additional Services shall be as per the attached Per Diem Rate Schedule unless indicated otherwise. No additional services will be provided or invoiced without the Owner's consent.

EXECUTION

Should this proposal meet your approval, please execute two copies; retain one for your records and return the other to our office.

Thank you again for the opportunity to submit this proposal. We look forward to working with you on this exercise.

Should you have any questions, please do not hesitate to call.

Best regards,



Brent K. Bowles, AIA
Principal, **iAD Architects**

Accepted by: _____ Date: _____
(Signature)

Organization: _____

Title: _____

Integrated Architecture & Design

107 West Way, Suite 16
Lake Jackson, Texas 77566
979.297.1411 p. 979.297.1418 f.
www.iadarchitects.com



PER DIEM RATE SCHEDULE

As of July 1, 2020

Please note that all architectural, design and other related professional services agreed to be compensated via terms of a Per Diem Rate shall be as follows below, and that such rates will be in effect as of the above-mentioned date on all projects in which Integrated Architecture & Design performs professional services:

<u>Integrated Architecture & Design Staff</u>	<u>Rate</u>
Architect/Principal	\$200.00/hour
Associate/Architect	\$150.00/hour
Associate/Production	\$120.00/hour
Draftsman/Production	\$90.00/hour
Clerical	\$65.00/hour

Direct non-labor expenses, such as, printing, plotting, reproduction of all project correspondence and contract documents or similar documents, postage, freight, express delivery, photography, and/or travel shall be considered as a Reimbursable Expense and subject to invoice to the client with a multiplier of 1.10.

Consultant fees will be billed directly to the Architect. The Architect will invoice the client for these fees with a multiplier of 1.10.

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. TBAE, 333 Guadalupe, Suite 2-350, Austin, TX 78701-3942. p. 512.305.9000



City Council Agenda Item # 8

Title: Consideration and possible action on a Resolution Amending the City of Freeport Master Fee Schedule setting rates for rental of the Recreation Center.

Date: February 22, 2022

From: Tim Kelty, City Manager

Staff Recommendation:

Staff recommends approval of the Resolution.

Item Summary:

The City Rents out for private use many facilities in the City, but has never had the request to rent the Rec Center and has never set a rental fee for such. The Freeport Boxing Club is requesting to use the Rec Center for a boxing tournament on April 2, 2022. The Tournament would be an all-day event with weigh ins starting at 8 a.m., and the doors opening for general admission with tickets selling for \$15 per person. The event would necessitate the closing of the Rec Center for general use and provide the club with exclusive use for the day.

Staff is proposing rental rate of \$250 for 8 hours, and \$20 per hour over 8 hours. As well as a \$300, refundable damage deposit.

Background Information:

While the boxing club has only proposed the one-time use, if successful they may hold events more often, and other groups may elect to do the same City attorney Chris Duncan is in the process of preparing contracts for the facility's rental along with liability waivers for all participants to sign.

Financial Impact: N/A

Supporting Documentation:

Resolution, Event Poster

RESOLUTION NO. 2022-2740

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS AMENDING THE MASTER FEE SCHEDULE FOR ASSESSING RATES AND FEES AND CHARGES FOR SERVICES PROVIDED BY CITY DEPARTMENTS, USE OF CITY PROPERTY, AND PURCHASE OF CERTAIN GOODS PROVIDED BY THE CITY; SPECIFICALLY SETTING FEES TO RENT PORTIONS OF THE CITY RECREATION CENTER FACILITIES; AUTHORIZING THE CITY CLERK TO MAINTAIN THE MASTER RATE SCHEDULE AND RECOMMEND ADJUSTMENTS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.

WHEREAS, the City Council of the City of Freeport, Texas ("City") seeks to provide for reasonable fees and charges for services provided by City departments, use of City property, and purchase of certain goods provided by the City in order to recoup the cost of conducting municipal business on the public's behalf without unduly relying on taxes; and

WHEREAS, the City Council finds that the Code of Ordinances of the City of Freeport, Texas ("Code") contains rates and fees throughout the Code and desires to consolidate all City rates and fees to provide a single and convenient location for a list of all rates and fees charged by the City through a Master Rate Schedule; and

WHEREAS, by Ordinance the City Council of the City authorized the establishment and maintenance of a Master Fee Schedule; and

WHEREAS, the City Council has determined that the public welfare would be best served by maintaining and amending Building/Permit Fees in the Master Fee Schedule;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

SECTION 1. FEES. Pursuant to the provisions of its Code of Ordinances, the City Council of the City hereby amends the Master Fee Schedule with the rates and fees attached hereto as Exhibit "A".

SECTION 2. EFFECTIVE DATE. This resolution and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect on the date of passage and upon execution by the mayor and city secretary as set forth below.

SECTION 3. PROPER NOTICE AND MEETING. It is hereby found and determined that the meeting at which this resolution was passed was attended by a quorum of the City Council, was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

Read, passed and adopted the _____ day of _____, 2022.

Brooks Bass, Mayor
City of Freeport, Texas

ATTEST:

Betty Wells, City Clerk
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney
City of Freeport, Texas

Exhibit "A"

Over 10 x 20		Up to \$200.00		
Rental Rates of Recreation Center				
8 hour Rental		\$250.00		
Over 8 hour Rental		\$20.00 per hour		
Refunable Damage Deposit		\$300.00		
****Vendor site fees exclude tent, electricity				
MEMBERSHIP FEES		RESIDENT	NON-RESIDENT	
Monthly Membership				
Family (same household, children 18 & under)		\$ 30.00	\$ 40.00	
Senior Family		\$ 20.00	\$ 30.00	
Active Military Family		\$ 20.00	\$ 30.00	
Youth		\$ 10.00	\$ 20.00	
Individual		\$ 20.00	\$ 30.00	
Senior 55+ / Active Military		\$ 10.00	\$ 20.00	
Annual Membership				
Family (same household, children 18 & under)		\$ 330.00	\$ 430.00	
Individual		\$ 220.00	\$ 320.00	
Senior 55+ / Active Military		\$ 110.00	\$ 210.00	
Senior Family		\$ 220.00	\$ 320.00	
Active Military Family		\$ 220.00	\$ 320.00	
Youth		\$ 110.00	\$ 210.00	
* Non-resident surcharge of \$10/month, \$100/year				
**Contract required for annual memberships				
***Annual membership paid in full or monthly auto withdrawal				
*Family memberships include up to 6 immediate family members as claimed as dependents on IRS tax return.				
**Senior Family Memberships include grandchildren up to 18 or college with valid student ID				
Rentals				
River place Rental				



SATURDAY APRIL 02ND



FREPORT BOXING CLUB

-- Proudly Present --

BATTLE IN BRAZORIA COUNTY 3



**WEIGH-INS 8AM-10AM
DOORS OPEN 12PM
SHOWTIME 1PM**

**ADMISSION:
\$15 GENERAL ADMISSION
FOR EVERYONE**

**TROPHIES FOR
WINNERS!
BELT FOR MOST
OUTSTANDING MALE
& FEMALE BOXER
OF THE NIGHT!**



***PLEASE NO OUTSIDE
FOOD OR DRINKS***

**FREPORT RECREATION CENTER
803 N FRONT ST.
FREPORT TX, 77541**



**CONTACT COACH
IJ ARREDONDO
FOR PREMATCHING
979-236-7943**





City Council Agenda Item # 9

Title: Consideration and possible action on an Ordinance amending Ordinance 2021-2648 requiring disclosure of potential financial and contractual conflicts of interest by members of the City Council and Council appointed Boards.

Date: February 22, 2022

From: Brooks Bass, Mayor

Staff Recommendation:

This item was Requested by Mayor Bass

Item Summary:

In November Council adopted ordinance 2021-2648 which requires disclosures of specified potential financial and contractual conflicts of interest, by both City Council members and Appointed City Board members. Since the adoption of this ordinance As of February 17th, out of 33 appointed board positions, eight have submitted the required disclosure information, and six have resigned. The deadline for submitting the information is February 25th

The proposed amended ordinance removes the requirement for compliance by volunteer board members that have been appointed by City Council members to their positions.

Background Information:

None.

Financial Impact: N/A

Supporting Documentation:

Ordinance

ORDINANCE NO. 2021-2659

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; AMENDING ORDINANCE 2021-2648, REQUIRING DISCLOSURE OF POTENTIAL FINANCIAL AND CONTRACTUAL CONFLICTS OF INTEREST BY MEMBERS OF THE CITY COUNCIL OF FREEPORT, TEXAS; PROVIDING THAT ANYONE VIOLATING SAID CODE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION, ASSESSED A PUNISHMENT NOT TO EXCEED TWO HUNDRED (\$200.00) DOLLARS AND THAT EACH DAY ANY SUCH VIOLATION CONTINUES OR OCCURS SHALL CONSTITUTE A SEPARATE OFFENSE; CONTAINING A SAVINGS CLAUSE; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS DESCRIPTIVE CAPTION HAS BEEN PUBLISHED TWICE IN THE BRAZOSPORT FACTS.

WHEREAS, the City of Freeport is committed to transparency and desires to uphold the highest standard of ethical conduct by members of its City Council; and,

WHEREAS, actual and potential financial and contractual conflicts of interest must be revealed in an even, fair, and transparent way, to benefit the trust of the citizens and public at large; and,

WHEREAS, the City Council desires to implement a mandatory requirement of all City Council members, to disclose certain specific information, to prevent decisions by their position, that actual or perceived impropriety; and

WHEREAS, the City Council of the City of Freeport, Texas, has determined and does here now declare that the adoption of this ordinance is necessary to the fair and orderly administration of its constitutional and statutory powers as a home-rule municipality.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

First, the provisions of Ordinance no. 2021-2648 are hereby amended with the provisions provided in this Ordinance.

Second, within 30 days of the effective date of this ordinance, or within 30 days of election or appointment, all City Council members of the City of Freeport, Texas shall deliver to the City Manager in writing, the following information:

1. All current real estate assets in Brazoria County of which the person has any ownership interest or control, whether said ownership held in their personal name, the name of their spouse, their minor child(ren), or another business entity;

2. The name of all business entities, including informal partnerships, of which the person has any ownership interest or control, and the name and contact information of every person or entity with an ownership interest in the entity;

3. Any and all business agreements with any other Council member or Council appointed Board member, with a copy of the written agreement, or, if not a written agreement, a written description of the nature of the agreement;

4. Any and all agreements or contracts with the City of Freeport for the last 10 years to present.

Third, each City Council member, deliver to the City Manager in writing any change in the above information within 30 days of such change.

Fourth, the City Manager shall make available the above information to any person of the public upon request consistent with the Texas Open Records Act.

Fifth, any person violating any provision of said Code of Ordinances as amended by this ordinance, shall be guilty of a misdemeanor and upon conviction assessed a fine not to exceed Two Hundred (\$200.00) Dollars; and each and every instance any such violation occurs shall constitute a separate offense.

Sixth, in the event any section or provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance and such remaining sections and provisions shall remain in full force and effect.

Seventh, this ordinance shall take effect and be in force from and after its descriptive caption has been published twice in the Brazosport Facts.

Eighth, the City Council specifically finds and determines that the meeting at which this ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ, PASSED AND ADOPTED this _____ day of February, 2021

Brooks Bass, Mayor

ATTEST:

Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney



Community Development

Community Development



The Community Development Department is responsible for working with the citizens of Freeport and its development community, Boards and Commissions, and the elected officials while managing current and long-range planning, permitting and inspections, code enforcement and other activities in support of the City of Freeport. Our goal is to make our City a Healthy, Safe and Prosperous place to work and live.

Building Permits & Inspections
Health Permits & Inspections
Code Enforcement
Short Term Rental Inspections
Planning & Zoning
Board of Adjustments
Permit Desk Operations

Building & Code

**Director of Building & Code/
Building Official**
Kacey Roman

Building Inspector
Vacant Position

Code Enforcement
Patti Veazey
Hope Bullman
Bob Cramer
Johnny Dahse

**Planning & Zoning
Coordinator**
Yvette Ruiz

New Employee Spotlight



Johnny Dahse, Sr is the new Code Enforcement Officer/Asst. Building Inspector. Johnny comes to the City of Freeport with over 34 years of Municipal Service and Experience.

Johnny is a Level I & II Code Enforcement Officer, a Master Peace Officer, Certified Mental Health Officer, ASE Master Certified Mechanic and a licensed Fire Marshal.

Johnny is a lifelong resident of the City of Freeport. His wife Bette is the Administrative Assistant for the City of Freeport Fire Department. They have been married for 44 years and have 2 children, 6 grandchildren and 1 great-granddaughter.

We are excited to have Johnny join the City of Freeport team!

Third Party Inspections Assistance

As of January 26, 2022, BBG Consulting Services of Houston has been hired to help with inspections. They now conduct inspections on Monday, Wednesday and Fridays.

The Building Official continues to handle all the remaining job duties of the Building Inspector; conducts all plan review, answers citizen and contractor concerns, and handles all Certificates of Occupancy and immediate needs such as Gas Tests and Electrical Service Releases.

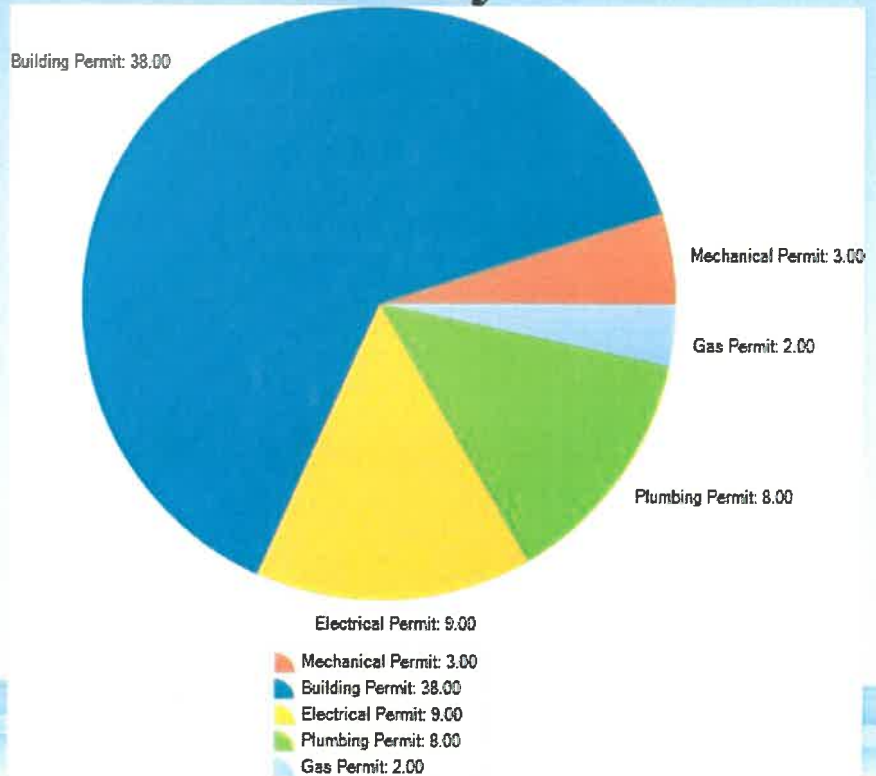
BBG can also assist with plan review as the need arises.



TX BBG CONSULTING, INC.

Building Permits Issued January 2022

- Driveway-2
- Windows- 1
- Foundation Repairs- 1
- House moving- 1
- Roof- 12
- Sheds- 1
- Fence- 4
- Remodels- 1
- Garage Sale- 1
- Siding- 1
- Doors- 1
- Sign- 1



Health Department

Health License Renewals

All Food Establishment and Child Care licenses in the City of Freeport expire December 31st annually. All Health Licenses have now been renewed and all establishments are open for business.

75 Licensed Food Establishments

2 Licensed Child Care Centers

200 W. 2nd St., Freeport, TX 579-671-0100 FAX 579-233-2172

City of Freeport, Texas
Health License
Food Establishment Permit



Business:	Owner:
Business Name	Owner Name
Physical Address	Mailing Address
Establishment Phone #	Owner Contact Phone #

Permit #: _____ Approved By: _____

This permit is valid through December 31, 2022, unless suspended or revoked. Any modification, change in equipment or transfer to a new premises requires the Health Department issuance of a permit to the City of Freeport. Special license fees may be assessed. Rules to which all regulations may not be applicable to certain areas. This permit is not transferable and is valid only for the current year. **This Health License must be posted in Public View.**



New Businesses



La Huasteca Restaurant
2005 N. Brazosport Blvd.

New South American/Mexican cuisine restaurant is now open for Business!

New Businesses



New Motel Construction - 320 S. Gulf Blvd.
All permits have been pulled,
and construction is moving steadily along!

Proposed New Business



Distillery & Whiskey Tasting Room - 202 S. Gulf Blvd.

The property has been purchased by the Distillery, and 2 Pre-Construction Meetings have been held with City Staff. A Demolition permit has been issued, however No Remodeling permits have been applied for as of 2/16/22.

Board of Adjustments– Wednesday, January 26, 2022



424 S Ave D

Declared a Dangerous Structure - BoA Issued a 30-Day Demolition Order

Board of Adjustments– Wednesday, January 26, 2022



1110 W. 2nd St.

Declared a Dangerous Structure - BoA Issued a 60-Day Demolition Order

Board of Adjustments– Wednesday, January 26, 2022



1118 W. 2nd St.



Declared a Dangerous Structure - BoA Issued a 90-Day Demolition Order

Dangerous Structures– January 2022

The City of Freeport is dedicated to improving the Health and Safety of our City through Dangerous Structure Determination and Abatement.

Board of Adjustments 30 Day Demo Order
615 W. 5th St



Dangerous Structures– January 2022

922 W. 4th St

Declared a Dangerous Structure. Ordered to Demolish within 60 days.



Code Enforcement Progress— January 2022

The City of Freeport is dedicated to improving the Health and Safety of our City not just through demolition, but by working with our citizens to restore their homes to their former glory.

Before



1715-1717 W. 7th

After



Challenges & Solutions

Challenge:

Reduced Working Hours- The City of Freeport was reduced to half staff/half days to enable safe Social Distancing Measures.

Solution:

Director continued to work full/overtime to alleviate the extra workload, and adjusted workload expectations for staff. Cross-trained staff to cover Front Desk.

Challenges & Solutions

Challenge:

Communication

There has been a lack of education in all Community Development Departments.

Solution:

Public Education

We have prepared new Forms, Applications, Helpful Handouts, and Educational Materials for Building, Health and Code Enforcement. We are currently reviewing all forms and letters to ensure compliance with the new Zoning and Subdivision Control Ordinances.

Council Concerns

Updates regarding issues brought before Council

1922 N. Ave G –

- This property originally had only an electrical permit to move the exterior panel box. Upon inspection around the exterior and what was visible through the windows, it was noted that the entire house had been gutted, but no other permits had been pulled. There were exposed electrical wires hanging outside of the house, which would be a hazard if the electrical service was connected. There was a blank City of Freeport green tag on the electrical service, with no inspector's signature. A red tag was left on the front door stating that Building, Mechanical and Plumbing permits would need to be obtained.
- The Building Permit Application was paid for on February 11, 2022. As of 2/16/22, no inspections have been requested.



Council Concerns

Updates regarding issues brought before Council

TDLR Clarification Regarding Electrical Inspections

TDLR does not regulate or have authority over electrical inspectors. The qualifications of an inspector is up to the jurisdiction/entity that hires/employs the inspector.

Larry Reichle
Deputy Chief Electrical Inspector
Texas Department of Licensing & Regulation
RPM Division
512-779-2857
Larry.Reichle@tdlr.texas.gov

Council Concerns

Updates regarding issues brought before Council

By Lauren Crawford, TML Legal Counsel

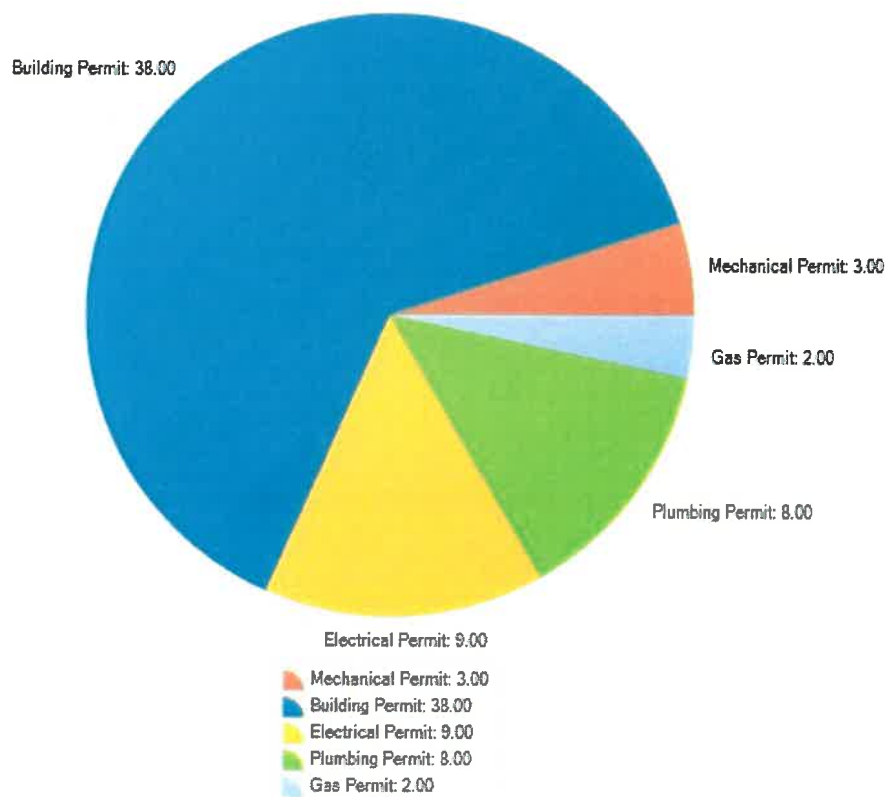
Does an individual who acts as a building inspector for the city need a license from the state?

While each city may have its own set of qualifications for building inspectors, a building inspector need only be licensed by the state to perform plumbing inspection or fire safety inspections.

Building Permits Issued - Prev Month

Run Date: 02/02/2022 10:15 AM

Type of Permit



Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/3/2022	81102209000	700 N AVE F (ROOF)	BULLDOG CONSTRUCTION	ENTIRE RE-ROOF	Building	\$8,000.00
1/4/2022	21900063000	62 MARLIN (ROOF)	JOSE OCHOA	ENTIRE RE-ROOF	Building	\$13,100.00
1/5/2022		1123 W 6th St (PLUMBING)	Mr. Hughes	Replace the 4 inch sewer line from house to city main	Plumbing	\$0.00
1/6/2022	81100116000	110 FRONT ST (REMODEL)	TROY BRIMAGE	GENERAL REMODEL SHEET ROCK, INSULATION, KITCHEN AND BATHROOM	Building	\$5,000.00
1/6/2022	42001671000	1623 W 4TH ST (ROOF)	JOSE OCHOA	ENTIRE RE-ROOF	Building	\$3,500.00
1/7/2022	20670005000	127 BRAZOS LANDING CT (FENCE)	JUAN GARCIA JR.	REPLACING CHAINLINK FENCE WITH WOODEN FENCE AND ADDING TWO GATES	Building	\$1,670.71
1/10/2022	42001289000	314 VELASCO (FENCE)	LARRY BACHUS	BULDING PRIVACY FENCE	Building	
1/11/2022	42011938000	1420 W 10TH ST (ROOF)	FREEDOM ROOFING AND CONTRACTING LLC.	ENTIRE RE-ROOF	Building	\$8,889.72
1/11/2022	42011779000	1751 W 5TH ST (ROOF)	JOSE LUIS GRANADOS	ENTIRE RE-ROOF	Building	
1/11/2022	73100047000	1937 N AVE H (ROOF)	PEDRO COBOS RAMOS	ENTIRE RE-ROOF	Building	\$0.00
1/11/2022		1740 W 4 (SIGN)	ADDI LLC	INSTALL MAX METAL WALL SIGN	Building	\$1,000.00
1/11/2022	81103534000	1515 N AVE S (DRIVEWAY)	GRISELDA RAMIREZ	INSTALL CONCRETE DRIVEWAY	Building	\$0.00
1/11/2022	81104015112	1718 N AVE M (FENCE)	SUPERIOR FENCE	REPLACE COMPLETE BACK YARD 6'6" TALL WOOD PRIVACY FENCE	Building	\$6,000.00
1/12/2022	81103357111	1400 N BRAZOSPORT BLVD (IRRIGATION)	EVR-GREEN LLC	INSTALL NEW IRRIGATION SYSTEM	Building	\$8,383.96
1/13/2022	81100874000	4 S AVE F (FOUNDATION)	D-SQUARE	FOUNDATION REPAIR PER ENGINEER CHARLES J. JENKINS # 36605	Building	\$11,640.00
1/14/2022		527 W 8th (ELECTRIC)	Juarez Electric	Replace Breaker Panel	Building	\$900.00
1/14/2022	21140286000	2008 JONES RD (ROOF)	VEGAS ROOFING	ENTIRE RE-ROOF	Building	\$6,500.00
1/14/2022	81101029000	3 N AVE F (shed)	KENNETH MURRAY	PUT UP METAL BUILDING	Building	\$5,000.00
1/14/2022	81100479000	511 S AVE F (ROOF)	JACOBO SALAZAR	ENTIRE RE-ROOF	Building	\$2,000.00
1/18/2022	73100101000	2028 N AVE H (ROOF)	Diaz Roofing	Reroof / repair 40' side of siding	Building	
1/18/2022	42011882000	1606 W 9TH ST (ROOF)	PEREZ ROOFING	ENTIRE RE-ROOF	Building	\$9,871.00
1/19/2022		1625 W 5th (GARAGE SALE)	Rosa Estvella	Garage Sale	Building	

Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/19/2022	81100252000	317 S AVE A (ROOF)	SAN MIGUEL ROOFING	ENTIRE RE-ROOF	Building	\$10,000.00
1/19/2022	77500021000	722 W 9TH ST (MECH)	PROHVAC	INSTALL SPLIT SYSTEM 2.5 TON	Building	\$5,580.00
1/20/2022		231 Front Street (MECH)	S L Lender Ac & Heat	new install for new build hvac	Building Mechanical	
1/20/2022	42000395000	311 E PARK AVE (DOORS)	COVARRUBIAS REMODELING	REMOVE THE OLD DOUBLE DOORS WITH NEW DOUBLE METAL DOORS BACK OF BUILDING	Building	
1/21/2022	42001414000	1323 W 8TH ST (PLUMBING)	Lamont Plumbing Inc	Gas Test	Building	
1/21/2022	42001721000	1603 W 7TH ST (ROOF)	JOSE OCHOA ROFING	ENTIRE RE-ROOF	Building	\$5,800.00
1/21/2022	42000203000	408 E 5TH ST (HOUSE MOVE)	CHERRY HOUSE MOVING	MOVE EXISTING HOUSE TO 510 E 2	Building	
1/24/2022	42011951000	1527 W 9TH ST (ROOF)	JOES CONSTRUCTION	BREAKOUT EXISTING CRIVEWAY AND REPLACE	Building	\$9,000.00
1/24/2022	42001630000	1503 W 5TH ST (DRIVEWAY)	GUILLERMO LOPEZ	REMOVE AND REPLACE DRIVEWAY, INSIDE PORCH AND HOUSE SIDEWALK	Building	\$0.00
1/25/2022	42001520000	1423 W 5TH ST (GAS TEST)	Lamont Plumbing	gas test	Plumbing	
1/26/2022		1118 W 11th (WINDOWS)	Gret Gatrell	Replacing front windows and siding.	Building	\$3,000.00
1/27/2022	81102630000	923 N GULF BLVD (ELECTRICAL)	Mad Max Electric	Meter Loop service	Electrical	\$25.00
1/27/2022	42011850000	1748 W 8TH ST (GAS TEST)	E W PLUMBING	GAS TEST	Plumbing	\$0.00
1/31/2022	42001362000	1222 W 5TH ST (FENCE)	ROMULO HARO	REPLACE THE FENCE AROUND THE HOUSE	Building	\$800.00
1/31/2022	81103296002	1320 N AVE H (DRIVEWAY)	IGLESIA CRISTO DE PODER	ADD TO DRIVEWAY AND PARKING	Building	\$7,000.00
1/31/2022	81100235000	318 S AVE B (FENCE)	EZEQVIEL HURTA	REPAIR AN EXISTING FENCE	Building	\$3,000.00

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/3/2022	42001316000	1122 W 2ND ST	TES TOTAL HOME ELE	SERVICE UPGRADE AND REWIRE		\$1,200.00

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/7/2022	42001267000	1102 W 6TH ST	E.I.S.A ELECTRICAL	REWIRE ENTIRE HOUSE		\$7,000.00
1/11/2022	42012007000	1407 W 10TH ST (TEMP POLE)	MAD MAX ELECTRIC	TEMP POLE		\$0.00
1/13/2022	81100651000	320 S GULF BLVD	ALANIS ELECTRIC	WIRE NEW MOTEL		\$125,000.00
1/14/2022		527 W8th (VOID)		Replace Breaker Panel		
1/20/2022	42000980120	W 2ND ST 800 BLK	TOTAL HOME ELECTRIC	400' LATERAL FOR INSTALLATION OF 5 8' 1200/60W POLE LIGHTS, RUN CONDUET PULL WIRES AND TERMANATE AT LIGHTS		\$2,208.00
1/25/2022	20670009000	121 BRAZOS LANDING CT	TURNKEYELE	INSTALL 24 KW GENERATOR AND ATOMATIC TRNFER SWITCH		\$12,000.00
1/28/2022	77500021000	722 W 9TH ST	AAK ELECTRIC LLC	NEW ELECTRICAL WIRING FOR NEW HOUSE		\$0.00
1/28/2022	77500132000	706 W 11TH ST	AAK ELECTRIC LLC	NEW ELECTRICAL WIRING AND INSTALLATION WITH AN ELECTRICAL SERVICE		

Gas Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/13/2022	42001527000	1406 W 6TH ST	clements plumbimg	gas test permit		
1/19/2022	81104045000	1714 N AVE H	Lamont Plumbing	gas test		

Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/3/2022	81102671000	702 N BRAZOSPORT BLVD	T.T AIR LLC	INSTALL NEW A/C - ROOF TOP		\$7,500.00
1/3/2022	77500132000	706 W 11TH ST	PROHVAC	INSTALL SPLIT SYSTEM 2.5 TON		\$5,580.00
1/20/2022	81100116000	110 FRONT ST	COOL RITE AIR & HEAT	A/C & HEATING SYSTEM REPLACE MENT		\$9,500.00

Plumbing Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
1/6/2022	42001188000	1002 W 6TH ST	THE PLUMBER	INSTALL NEW GAS LINE FROM METER TO HOME		\$0.00
1/7/2022	42001334000	1224 W BROAD ST	BRAZOS PLUMBING	REPAIR SEWER LINE		\$0.00
1/12/2022	42011988000	1602 W 11TH ST	EMET'S PLUMBING	GAS TEST		\$500.00
1/14/2022	42000605000	418 W 1ST ST	LUYCX PLUMBING	GAS TEST		
1/21/2022		2001 N BRAZOSPORT BLVD TRLR 137	BRAZOS PLUMBING	YARD GAS LINE / GAS TEST		
1/25/2022	81104039000	1701 N BRAZOSPORT BLVD	BACKUP UTILITY CONTRACTORS INC	REPAIR SEWER LINE		\$20,000.00
1/27/2022	42000762000	530 W BROAD ST	LEON PLUMBING	REMODEL GAS TEST, STOVE, WATERHEATER, NEW TUB, NEW TOILET FIXTURES CHANGED OUT		\$550.00
1/28/2022	73100025000	2021 N AVE G	HRQ PLUMBING	GAS TEST 3 OPENINGS		\$2,000.00

Monthly Code Reports

Run Date: 02/01/2022 8:00 AM

Create Date	Created By	Status	Address 1	Current Task	V_Summary if Violation
1/19/2022	Hope Bullman	Approved	1625 W 5th (GARAGE SALE)		
1/7/2022	Patti Veazey	In Progress	1319-1323 W 9th	Reinspection	Maybe squatters in the house
1/7/2022	Patti Veazey	In Progress	212 W BROAD ST	Reinspection	Overgrown behind commercial building also fence down
1/12/2022	Patti Veazey	In Progress	530 W 1ST ST	Reinspection	Overgrown by mailbox
1/12/2022	Patti Veazey	In Progress	502 W 1ST ST	Reinspection	structure in the back by the alley way has rotten wood and needs paint
1/14/2022	Patti Veazey	In Progress	431 W 1ST ST	Reinspection	Trailer on street and brush in yard checking on boat
1/14/2022	Patti Veazey	In Progress	830 W BROAD ST	Reinspection	Called realtor to cut property
1/19/2022	Patti Veazey	In Progress	430 W 4TH ST	Reinspection	Overgrown vac property
1/19/2022	Patti Veazey	In Progress	609 W 5TH ST	Reinspection	Letting someone run a extension cord to house for electric on camper
1/19/2022	Patti Veazey	In Progress	1130 W 9TH ST	Reinspection	Camper in back yard hooked to electric on house inoperable vehicle and debris in the yard on trailers
1/20/2022	Patti Veazey	New	726 W 5TH ST	Reinspection	large pile of brush by the street for along time
1/20/2022	Patti Veazey	In Progress	730 W 5TH ST	Reinspection	debris on side of the house and around porch
1/3/2022	Hope Bullman	Applied	327 S BRAZOSPORT BLVD		
1/3/2022	Hope Bullman	Applied	301 S Brazosport Blvd	Action Information	
1/3/2022	Hope Bullman	Approved	317 S AVE A		
1/5/2022	Hope Bullman	Approved	831 W 2ND ST		
1/5/2022	Hope Bullman	Applied	1202 N GULF BLVD	Initial Inspection	
1/5/2022	Hope Bullman	Applied	231 W 2ND ST		
1/5/2022	Hope Bullman	Applied	1011 Casko		
1/5/2022	Hope Bullman	Applied	1853 W 2ND ST	Action Information	
1/8/2022	Hope Bullman	Applied	1002 BRAZOSPORT BLVD	Action Information	
1/8/2022	Hope Bullman	Applied	4231 E HWY 332		
1/8/2022	Hope Bullman	Approved	1614 N BRAZOSPORT BLVD		
1/8/2022	Hope Bullman	Approved	402 S AVE B	Action Information	
1/8/2022	Hope Bullman	Approved	1922 W 4TH ST		
1/8/2022	Hope Bullman	Approved	1502 N BRAZOSPORT BLVD	Initial Inspection	
1/8/2022	Hope Bullman	Approved	305 N GULF BLVD		
1/8/2022	Hope Bullman	Applied	406 N GULF BLVD	Action Information	
1/8/2022	Hope Bullman	Applied	1001 N BRAZOSPORT BLVD		
1/8/2022	Hope Bullman	Applied	503 S GULF BLVD		

Create Date	Created By	Status	Address 1	Current Task	V_Summary if Violation
1/8/2022	Hope Bullman	Applied	303 B S Brazosport Blvd		
1/8/2022	Hope Bullman	Applied	331 S AVE A		
1/8/2022	Hope Bullman	Applied	401 N GULF BLVD		
1/8/2022	Hope Bullman	Applied	1200 W 11TH ST		
1/8/2022	Hope Bullman	Applied	522 N AVE B		
1/8/2022	Hope Bullman	Applied	1815 W 4TH		
1/10/2022	Hope Bullman	Applied	1103 N AVE H		
1/12/2022	Hope Bullman	Approved	1702 N BRAZOSPORT BLVD		
1/12/2022	Hope Bullman	Approved	523 W 2ND ST		
1/12/2022	Hope Bullman	Approved	1607 E Hwy 332	Initial Inspection	
1/12/2022	Hope Bullman	Applied	1815 W 4TH	Initial Inspection	
1/13/2022	Hope Bullman	Applied	1605 N BRAZOSPORT BLVD		
1/13/2022	Hope Bullman	Applied	1224 N BRAZOSPORT BLVD		
1/13/2022	Hope Bullman	Applied	1717 W 2nd St		
1/14/2022	Hope Bullman	Applied	214 S Gulf Blvd	Initial Inspection	
1/19/2022	Hope Bullman	Approved	301 N Brazosport Blvd	Initial Inspection	
1/21/2022	Hope Bullman	Applied	2101 N BRAZOSPORT BLVD	Action Information	
1/21/2022	Hope Bullman	Applied	230 W 2ND ST	Action Information	
1/21/2022	Hope Bullman	Applied	1515 N AVE J	Action Information	
1/21/2022	Hope Bullman	Applied	702 N BRAZOSPORT BLVD	Action Information	
1/21/2022	Hope Bullman	Applied	1912 VICTORIA ST	Action Information	
1/22/2022	Hope Bullman	Applied	1024 W BROAD ST	Action Information	
1/22/2022	Hope Bullman	Applied	131 E 5TH ST		
1/22/2022	Hope Bullman	Applied	1219 BRAZOSPORT BLVD	Action Information	
1/22/2022	Hope Bullman	Approved	218 S GULF BLVD		
1/27/2022	Hope Bullman	Applied	616 N GULF BLVD-A	Initial Inspection	
1/28/2022	Hope Bullman	Applied	1800 W 2nd		
1/28/2022	Hope Bullman	Applied	1800 W 2nd		
1/28/2022	Hope Bullman	Applied	1800 W 2nd		

THE CITY OF



FREEPORT

200 West Second St • Freeport, TX 77541

979.233.3526 • Fax 979.233.8867

BUILDING PERMIT APPLICATION

Fill out all applicable fields. Incomplete applications cannot be processed.

Grey Boxes for Office Use Only

Project Address:		Freeport, TX 77541		Permit No.:							
				Date Issued:							
Legal Description:		Lot:	Block:	Section:	Subdivision:						
Type of Work: <i>(Check Box)</i>		NEW <input type="checkbox"/>	ADDITION <input type="checkbox"/>	ALTER / REPAIR <input type="checkbox"/>	SIGN <input type="checkbox"/>						
		MOVE <input type="checkbox"/>	DEMOLITION <input type="checkbox"/>	OTHER: _____							
Description of Job:				Total Project Area: (S.F.)							
				Estimated Project Cost:							
Living Area Sq Ft		Garage Sq Ft		Porch/Patio Sq Ft		Lot Size Sq Ft					
Building Height		Building Width		Building Length		# Bathrooms	# Bedrooms				
# of Stories		Foundation Type		Roof Type		Floor Type	Exterior Type				
Zoning:				Setbacks-Front:		Rear:					
						Sides:					
Building Use:				Required Off Street Parking Spots:							
Building Information:		Total Area:		Flood Zone:		Base Flood Elevation:					
		Occupant Load:				Finished Floor:					
		Type of Construction (IBC Ch 5):				Lowest Adjacent Grade:					
		Fire Sprinkler System:	<input type="checkbox"/> Yes <input type="checkbox"/> No			Elevation Cert: <input type="checkbox"/> Yes <input type="checkbox"/> No					
		Fire Alarm System:	<input type="checkbox"/> Yes <input type="checkbox"/> No			V-Zone Cert: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Owner:				General Contractor:							
Street:				Street:							
City, State, Zip:				City, State, Zip:							
Phone No. :				Phone No.:							
E-Mail:				E-Mail:							
NOTE: Separate permits are required for Building, Electrical, Plumbing, and Mechanical. This permit becomes null and void if work or construction is suspended or abandoned for a period of 6 months at any time after work is commenced. This application to be accompanied by suitable detailed drawings and 2 sets of plans for approval. Failure to obtain a permit prior to commencement of work will lead to the doubling of permit fees.				<small>NOTICE: I HEREBY CERTIFY THIS APPLICATION TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE COMPLIED WITH, WHETHER SPECIFIED OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.</small>							
Additional Required Approvals:				Zoning <input type="checkbox"/> Health Dept <input type="checkbox"/> Fire Marshal <input type="checkbox"/>							
Additional Comments:				Signature of Applicant							
				Circle One Contractor- Owner- Agent -Tenant Printed Name: _____ Phone No.: _____ E-Mail: _____							
				Approved by:				Date:			
				Permit Fee				Plan Review Fee			
				Fire Review Fee				TOTAL FEE			
				Rec'd By:				Date:			



New Residential - Plan Review Checklist

Adopted Codes: 2015 ICC codes, 2014 NEC and 150 mph Ultimate Windspeed per Code Tables.

Provide Two (2) Paper Plan Sets of all Documentation, and 1 Digital Copy.

Plans must show all Building, Electrical, Mechanical, and Plumbing details, 11x17 minimum and must be clearly legible. If print cannot be read, the plan will not be accepted.

- Plot plan - Property Survey (Sealed by Surveyor) must include the following:
 - Placement of structures (foundation footprint) with distances from side, rear, and front property lines.
 - All building lines, setbacks and easements.
 - Driveways and Sidewalks along road frontage
- Provide Grading plan indicating the drainage of the property. (Type A or B, etc.)
- Provide an Energy Analysis Res Check with construction checklist meeting the 2015 IECC. www.energycodes.gov
- When applicable in Floodplain areas, provide an original (not a copy) Certificate of Elevation (three required). **X Flood Zone will NOT require an EC.**
 - First – Prior to Construction, Second – During Construction, Final – Before Certificate of Occupancy will be issued.
- Foundation plan
 - Stamped/Sealed by a Texas Professional Engineer.
 - Beam layout, steel, post tension, beam detail. Sizes, widths, and depths.
- Frame Plan including floor and roof plans
 - Stamped/Sealed by a Texas Professional Engineer.
 - Wall studs, ceiling joist, floor joist (if applicable), and rafters.
 - Details for Trusses/I-Joist. These must be designed by engineer (if applicable).
 - Rooms and dimensions, windows and window sizes, and doors etc.
- Windstorm details meeting 2015 IRC and 150 mph Ultimate Wind Speeds.
 - Stamped/Sealed
 - This will require a certified third-party company to perform the inspections.
- Electrical Plan
 - Electrical load analysis.
 - Outside disconnect and panel location.
 - Show all receptacles, light fixtures, switch locations, and smoke detectors (hard-wired and interconnected).
- Mechanical Plan
 - Mechanical details for seer rating, sizes. (Must match Res Check Energy Analysis)
 - Show all supply registers, return air, and air handler locations.
- Plumbing Plan
 - Gas isometric drawing with all pipe lengths and BTU's of gas usage.
 - Drain waste and vent isometric drawing.
 - Water isometric drawing.
 - Water heater type and location.
- Stormwater Permit Application – if more than one acre



Permit Information Helpful Info

Plumbing

The isometric drawings should include the following information: Isometric drawings of drain, waste and vent (D.W.V.) must include the size, location and type of pipe. Isometric drawings of hot and cold-water piping must include the type and size of pipe and method used for sizing pipe. All information must be submitted and signed by your licensed Master Plumber.

Electrical

The link below is to a helpful **Residential Electrical Load Calculator**. All information must be checked and signed by your Master Electrician.

Electrical Load Calculations for Residential Panel - Online Load Calculator

<https://ask-the-electrician.com/residential-electrical-load-calculation.html>

Mechanical

The Manual J residential calculation is the proper method for sizing an HVAC unit—a technique designed by the Air Conditioning Contractors of America (ACCA). The Mechanical Contractor can provide a report from the Manual J Calculation program, or the following free link below.

All information must be checked and signed by your licensed Mechanical Contractor. HVAC Load Calculation – Manual J - Whole House Load calc

<https://www.loadcalc.net/>

ResCheck

The RES check makes it fast and easy for builders, designers, and contractors to determine whether new homes, additions, and alterations meet the requirements of the IECC and state energy codes. RES check also simplifies compliance determinations for building officials, plan checkers, and inspectors by allowing them to quickly determine if a low-rise residence meets the code. This a free online service, and the final report and checklist can be printed and submitted along with the Building Permit Application.

www.energycodes.gov

FEMA Flood Zone Web Site

If you want to identify if the property is in a Flood Zone, go to the following web site.

<https://msc.fema.gov/portal/home>



Standard Operating Procedures **For Single-Family Residential Inspections**

This guide lists most of the normally required inspections for single-family residential construction. There may be more or fewer required inspections at the discretion of the Building Official to verify code compliance. It is the responsibility of the job superintendent to assure that the project is ready for inspection and accessible for the inspector. The City of Freeport adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, 2014 National Electrical Code and 2015 IECC (Energy Code) per State of Texas, and 150 mph winds per Code Tables.

To Schedule Inspections call 979-871-0109

1. All inspections

- 1.1 Proper address clearly visible from the street.
- 1.2 City approved plans on site.
- 1.3 Leave correction or approval notice at all inspections.
- 1.4 Verify previous notice on re-inspections.
- 1.5 Verify inspections comments from printout on re-inspections.
- 1.6 Check general cleanliness of job site.
- 1.7 Debris containment provided on site.
- 1.8 Construction barrier on job sites bordering occupied residence.
- 1.9 Keep the streets clear of construction materials and debris.
- 1.10 Proper extension cords are in use.
- 1.11 Water used for construction from water bibs or fire hydrants shall have a back-flow prevention device.
- 1.12 Provide temporary restroom facilities on location within 200 feet of every home under construction.
- 1.13 Provide silt fencing at perimeter of construction site, protected construction entrance, and sand bags or other approved storm water protection measure at storm sewer inlets.
- 1.14 Provide a "wash-out" area for concrete.

1. T-Pole inspections

- 2.1 Pole is secure in ground.
- 2.2 Outlets with GFCI Protection and provided with proper weatherproof covers.
- 2.3 Ground wire secure to ground rod.
- 2.4 Box is weatherproof, in good condition, and displaying location address.

2. Ground plumbing inspections (Schedule with sewer & water line inspection.)

- 3.1 DWV test: Hydrostatic (water) test with stack 10' above finished floor inside forms, visually check joints for leaks; No air test allowed for PVC (plastic pipe or fittings).
- 3.2 Building drain minimum 12" depth at building exit.
- 3.3 Pipe properly sloped.
- 3.4 Pipe is continuous bedded in solid material.
- 3.5 Sleeve all plumbing in structural beams with a min. 24" long SDR pipe 2 sizes larger than pipe being sleeved.
- 3.6 Verify proper pipe joint connection including: de-burring, primer, and glue.

3. Water line inspection (Schedule with sewer & ground plumbing inspection.)

- 4.1 Proper materials and fittings used.
 - 4.2 Line is located minimum 5' horizontally from sewer or on shelf 12" above sewer.
 - 4.3 Line is continuous bedded in solid material and will have minimum 12" of cover.
 - 4.4 Line is air tested to 60 psi minimum or city water is on.
4. Sewer line inspection (schedule with water and ground inspections).
- 5.1 Provision is made to allow a minimum of 12" of fill over sewer line.
 - 5.2 Sewer is properly sloped and bedded in sand.
 - 5.3 Clean out provided at transition from building drain to building sewer (no more than 3' away from foundation), and at any change in direction, and sewer runs greater than 100' L.F.
 - 5.4 Sewer is tested with water stack 10' above finished floor, outside form.
6. Foundation inspection (Must have a 10' hydrostatic test on PVC)
- 6.1 Closed form survey with top of slab and natural grade elevations noted. Must be delivered to Permit office before inspection.
 - 6.1.1 Call Drilled Piers in as a partial foundation inspection and coordinate with the building department for an inspection time or have the Engineer of record provide a sealed letter of inspection certifying that "the piers were installed per the engineers design and the approved plans".
 - 6.1.2 Piling survey to be submitted to office before scheduling a piling inspection (Elevated home only)
 - 6.1.3 Site inspection of pilings to verify placement and compliance with setbacks and easements (elevated home only)
 - 6.2.1 Provide FEMA elevation certificates in required areas. There will be three certificates in total, Construction documents, Building under construction, and Final construction.
 - 6.2.2 AE zones, the lowest floor must be above base flood elevation by a minimum of 18".
 - 6.2.3 AO zones, the lowest floor must be above the highest adjacent existing natural grade at least as high in feet on the city's FIRM plus 18".
 - 6.2.4 X zones, top of form must be 18" above natural grade (NG). No elevation certificate required for X zone.
 - 6.3 Beam layout, beam sizes, tendon count, corner bars, and reinforcing steel per city approved plans **with engineer stamp.**
 - 6.4 Provide an electrode located near bottom of foundation consisting of 20' of reinforcing bar minimum 1/2", or 20' of bare copper not smaller than 4 AWG.
 - 6.5 Pads are firm and even.
 - 6.6 Provide string lines to verify slab thickness.
 - 6.7 Beams are firm in bottom, no water covering steel or tendons.
 - 6.8 No holes in vapor barrier, vapor barrier taped at all seams with min overlap of 6".
 - 6.9 No structural steel in slab shall be supported by steel supports in contact with ground (tape or wrapped steel supports not allowed).
 - 6.10 Mastic barrier on all exposed PVC to 4" above finished floor minimum.
 - 6.11 Plumbing DWV system shall be tested after installation by hydrostatic (water) test of 10' head. No air test on PVC.
 - 6.12 Pipes passing under a footing or passing thru a beam shall be provided a pipe sleeve, two pipe sizes larger than the pipe passing through it.
 - 6.13 All tub buckets to have a minimum of 4" of clearance to vapor barrier on all sides.
7. Cover-up inspections – Structure is dried-in: roofing complete, all doors and windows installed sheathing and moisture barrier installed and sealed. The plumbing and gas shall have a pressurized test on system. Install temporary guard rails at stairs and balconies (frame, electric, plumbing, gas, mechanical, and fire blocking). **Must have engineer letter of approval for 150 mph winds per 2015 IRC wind maps.** Provide a FEMA elevation certificate for Homes elevated on pilings based on building under construction to the building department: For VE zones, the bottom of the lowest horizontal structural member must be above base flood elevation by a minimum of 12".

7.1 WALLS

- 7.1.1 Studs shall be a minimum No. 3, standard or stud grade lumber.
- 7.1.2 The size, height, and spacing of studs shall be in accordance with table R602.3 (with exceptions).
- 7.1.3 Where joists, trusses or rafters are spaced more than 16" on center and the bearing studs are spaced 24" on center, such members shall bear within 5" of studs beneath (with exceptions).
- 7.1.4 Notching of any stud in an exterior wall or bearing partition may be cut or notched to a depth not exceeding 25% of its width. Nonbearing partitions may not exceed 40% of a single stud.
- 7.1.5 Drilling and boring of any stud, the diameter of the resulting hole shall not be more than 60% of the stud's width, the edge of the hole is no more than 5/8 inch to the edge of the stud, and the hole is not located in the same section as a cut or notch. Studs located in exterior walls or bearing partitions drilled over 40% and up to 60% shall be doubled with no more than 2 successive doubled studs bored (with exception).
- 7.1.6 Top plates shall not be less than 2" nominal thickness and have a width at least equal to the width of the stud (with exception).
- 7.1.7 Bottom (sole) plate, studs shall have full bearing on a nominal 2-by or larger plate or sill having a width at least equal to the width of the studs.
- 7.1.8 Drilling and cutting of the top plate by more than 50% of its width shall require a galvanized metal plate to be fastened across and to the plate at each side of the opening with not less than 8 16D nails at each side (with exception).
- 7.1.9 Fire blocking shall be provided to cut off all concealed draft openings (both vertical and horizontal) and to form a barrier between stories and between a top story and roof space.
- 7.1.10 Headers over all openings sized properly.
- 7.1.11 Where opening of an operable window is located more than 72" above finish grade or surface below, the lowest part of the clear opening of the window shall be a minimum of 24" above finish floor of the room located (with exception).
- 7.1.12 Glazing requirements for windows shall refer to section R308.

7.2 CEILING/FLOOR

- 7.2.1 Ceiling joists sized per city-approved plans
- 7.2.2 Habitable rooms, hallways, corridors, bathrooms, toilet rooms, laundry rooms, and basements shall have a ceiling height of not less than 7' measured from finish floor to lowest projection of ceiling (with exceptions).
- 7.2.3 Ends of joist shall not have less than 1.5" of bearing on wood or metal and not less than 3" on masonry or concrete.
- 7.2.4 Joist framing from opposite sides of bearing wall shall lap a minimum of 3" and nailed together with a minimum (3) 10D face nails.
- 7.2.5 Ceiling joist shall be supported by approved framing anchors or on ledger strips not less than nominal 2" x 2".
- 7.2.6 Ceiling joist shall be supported laterally at the ends by full depth solid blocking (minimum 2" nominal thickness), or by attachment to a full-depth header, band, or rim board/joist, or to an adjoining stud or otherwise provided with lateral support to prevent rotation (Rat Run).
 - 7.2.6.1 Ceiling joist exceeding a nominal 2" x 12" shall be supported laterally by solid blocking, diagonal bridging or a continuous 1" x 3" strip nailed across bottom in intervals not exceeding 8'.
 - 7.2.6.2 Drilling and notching of structural ceiling/floor members shall not be cut bored or notched in excess of the limitations allowed.
- 7.2.7 Buildings with combustible ceiling or roof construction shall have an attic access opening (22 x 30) to attic areas that exceed 30 square feet and have a vertical height of 30" or more.

- 7.3 ROOF
 - 7.3.1 Rafters shall be framed to ridge board (1 inch minimum) nominal thickness and hip and valley ridges (2 inch minimum) nominal thickness and shall be supported by a brace to a bearing partition to distribute load.
 - 7.3.2 Where ceiling joists are not connected at rafters, rafter ties shall be installed to provide a continuous tie, minimum 2 x 4 nominal.
 - 7.3.3 Hip and valley ridges that are spliced must be laminated on both sides with 1/2-inch plywood extending a minimum of 18" from both sides of splice.
 - 7.3.4 Purlins shall be sized no less than the required size of the rafters they support. Purlins shall be continuous and supported by 2 x 4 braces installed to bearing walls at a slope not less than 45° from horizontal and spaced not more than 4' on center and the unbraced length of braces not to exceed 8'.
 - 7.3.5 The ends of rafters and ceiling joist shall have not less than 1-1/2" of bearing on wood/metal and not less than 3" on masonry/concrete.
 - 7.3.6 Rafters and ceiling joist exceeding 2 x 10 (nominal dimension) shall be provided with lateral support at points of bearing to prevent rotation.
 - 7.3.7 Rafters and ceiling joists exceeding 2 x 12 (nominal dimension) shall be supported laterally by solid blocking, diagonal bridging or continuous 1 x 3 nailed across at intervals not exceeding 8'.
 - 7.3.8 All valleys, hip ridges, and braces to be supported with 2 or more studs at load bearing walls (departmental policy).

- 7.4 STAIRS
 - 7.4.1 Stair minimum width of 36" in clear width at all points above the permitted handrail height and below the required headroom height.
 - 7.4.2 The minimum headroom in all parts of the stairway shall not be less than 6' 8".
 - 7.4.3 Stair riser's 7-3/4" maximum with 3/8 of inch variance over all.
 - 7.4.4 Minimum tread depth of 10" with a nosing of no less than 3/4" and not greater than 1 1/4" with 3/8 inch variance over all (with exceptions).
 - 7.4.5 Handrails shall be provided on at least one side of each continuous run of treads or flight with 4 or more risers.
 - 7.4.6 Handrail height, measured vertically from nosing shall not be less than 34" and no more than 38" (with exceptions).

- 7.5 ELECTRICAL
 - 7.5.1 Wiring is properly imbedded in walls
 - 7.5.2 Minimum wire size recommendation of 12 gauge.
 - 7.5.3 Aluminum wire not allowed past meter.
 - 7.5.4 Outlets shall be installed so that no point measured horizontally along the floor line in any wall space is more than 6'.
 - 7.5.5 A wall space is considered any space 2' or more in width, including around corners and unbroken along floor line.
 - 7.5.6 Hallways 10' or more in length shall have at least one outlet.
 - 7.5.7 Outlets installed at kitchen counter tops 12" or wider and no point along wall is more than 24" horizontally from an outlet (with exception).
 - 7.5.8 Island and Peninsular counter spaces shall have at least one outlet installed.
 - 7.5.9 Outlets are allowed to be located above, but not more than 20" above countertop.
 - 7.5.10 Outlets at islands are to be located no more than 12" below the top of countertop. Outlets shall not be located below a countertop where the countertop extends more than 6" beyond its base.
 - 7.5.11 At least one outlet shall be installed in bathrooms within 36" of the outside edge of each basin (with exception).
 - 7.5.12 Proper box fill (number of conductors and appliances in embedded electrical box).

- 7.5.13 Where subject to damage, wiring methods thru notched/bored holes less than 1-1/4" from the nearest edge of the stud shall be protected with a nail plate 1/16-inch thick and appropriate length.
- 7.5.14 All smoke detectors shall be listed in accordance with UL 217 and installed with the provision of this code and the household fire warning equipment provision of NFPA 72.

7.6 PLUMBING

- 7.6.1 Water distribution piping to be tested to 60 psi, visually check system for leaks.
- 7.6.2 DWV to be tested with Hydrostatic (water) test 5' above the highest fitting connection or the highest point of the completed system. No air test allowed for PVC (plastic pipe or fittings).
- 7.6.3 All installed shower pans on test for inspection (filled with water 2" at a minimum).
- 7.6.4 Water distribution piping properly sized, correct material used, joints properly made water portability correctly protected.
- 7.6.5 Drains properly sized and sloped, correct materials used, fitting properly utilized, joints properly made, traps correctly protected with vent.
- 7.6.6 Drilling or notching of structural members within allowable limits or correctly repaired.
- 7.6.7 All piping (other than steel or cast iron) within 1-1/4" of edge of wood members shall be protected with 16-gauge shield plates.
- 7.6.8 Lead test; check solder content in water distribution piping joints for lead content.
- 7.6.9 Fixtures provided with adequate space and clearances.
- 7.6.10 No plumbing vent terminal within 10' of operable windows, doors, or soffit vents unless 2' above opening.
- 7.6.11 Toilet flanges on wood decking secured with minimum of 4 fasteners.
- 7.6.12 Plumbing cleanouts provided with proper clearance.
- 7.6.13 Water heater installed properly; T&P discharge pipe made of correct materials and joints, not trapped, contains no more than (4) 90° fittings and no longer than 30' in developed length unless pipe is upsized (manufacturer); drain pan required where leakage may cause damage with minimum 1" drain line. The T&P line can drain to the pan with an air gap, as long as the pan drains to the outside.
- 7.6.14 Dual water heaters can be installed in parallel with equal hot water connections, not in series.

7.7 GAS

- 7.7.1 Rough inspection; Gas test minimum 40 psi with a SPRING type test gauge. Gas METER or GTO inspection; Gas test min 5 psi using a DIAPHRAGM type test gauge.
- 7.7.2 Gas piping proper size per sizing table 2015 International Code.
- 7.7.3 Gas piping within structural concrete foundations shall be installed inside conduit, sealed where piping enters/exits conduit, and conduit is vented to outside.
- 7.7.4 All gas vents terminated with approved cap the correct distance above roof and away from walls, windows, soffits, etc.; roof penetration properly flashed.
- 7.7.5 Recommend to Install a full bore gas valve between gas meter and house.
- 7.7.6 The 6" City cleanout for lots at the tap area must remain. Example: there is a 6" by 4" double Y so the 6" cleanout must extend to above the ground.

7.8 MECHANICAL

- 7.8.1 Appliances installed in rooms shall be accessed by an opening or door, unobstructed passageway not less than 24" wide, a level service space not less than 30" deep and the height of the appliance.
- 7.8.2 Appliances installed in attics shall be provided with an opening and clear and unobstructed passageway for removal of largest appliance, passageway 24" wide, a level service space 30" deep and 30" wide, with a clear access opening a minimum 20" x 30" (with exceptions).

- 7.8.3 A luminaire shall be located at the required opening controlled by a switch and a receptacle outlet at or near appliance.
- 7.8.4 Pipes installed thru bored holes, notches in studs, joist, and rafters less than 1-1/4" from nearest edge to be protected with shield plates to extend 2" above bottom plate and 2" below top plate.
- 7.8.5 Foundations and supports for outdoor mechanical systems shall be raised a minimum 3" above finished grade.
- 7.8.6 Secondary A/C drains terminated at an exterior conspicuous point of disposal, or installation for float switch in drain pan wired to disable the mechanical unit in place of a secondary drain line.
- 7.8.7 Condensate drain line size shall be not less than 3/4-inch (internal diameter), shall not be decreased in size from drain to point of disposal and installed at a uniform slope.
- 7.8.8 Primary drain line to be insulated from unit to point of entry at top plate (departmental policy).
- 7.8.9 Mechanical units and ducts properly supported to building structure.
- 7.8.10 Prohibited locations for return air for air heating or cooling systems (with exceptions).
- 7.8.11 Fireplace appliances with class B gas vents installed per manufacturer instructions.
- 7.8.12 Overhead exhaust hoods, a clearance of 24" shall be maintained between the cooking surface and the combustible material or cabinet.
- 7.8.13 Exhaust ducts for clothes dryers shall terminate to outside and not less than 3' in any direction from openings into building.
- 7.8.14 Four (4) inch clothes dryer exhausts ducts shall not exceed 35' with deductions of 2.5' for 45° and 5' for 90° changes of direction.
- 7.8.15 Dryer exhausts pipe size min 4" and shall not be reduced or increased. The exhaust pipe must be the same size throughout to termination.
- 7.8.16 Exhaust termination shall not be screened and shall have a damper type end fitting.

7.9 FIRE BLOCKING

- 7.9.1 Fire blocking shall be provided to cut off all concealed draft openings (vertical and horizontal) and to form an effective fire barrier between stories, and between a top story and a roof space.
- 7.9.2 Fire blocking shall be provided for chimneys and fireplaces.
- 7.9.3 The integrity of all fire blocks shall be maintained.
- 7.9.4 Fire blocking material shall consist of nominal lumber, 2 layers of 5/8" OSB, 3/4" plywood, 1/2" sheetrock, or 1/4" hardiplank. Batts and blankets of mineral wool or glass fiber or other approved materials installed and secured in place shall be permitted.

7.10 CHIMNEYS AND FIREPLACES

- 7.10.1 Hearth extensions shall extend at least 16" in front and 8" beyond each side of the fire place opening. Where the fire place opening is 6 square feet or larger, the hearth extension shall extend 20" in front and 12" beyond each side of the opening.
- 7.10.2 Fire place clearance of all wood beams, joists, studs and other combustible material shall have a clearance of not less than 2" (with exceptions).
- 7.10.3 All spaces between chimneys and floors and ceilings through which chimneys pass shall be fire blocked with noncombustible material securely fastened in place.
- 7.10.4 Factory-built fire places shall be listed and labeled and shall be installed in accordance with the conditions of the listing (manufacturer).
- 7.10.5 Hearth extensions of approved factory-built fireplaces shall be installed in accordance with the listing of the fireplace.
- 7.10.6 Factory-built chimneys shall be listed and labeled and shall be installed and terminated in accordance with the manufacturer's installation instructions.

8. Brick Tie Inspections and Lathe inspections (separate inspections)

- 8.1 Ties 16" on center vertically and horizontally. Two nails per tie.
- 8.2 Masonry veneer shall be anchored to the supporting wall with corrosion-resistant metal ties.

- 8.3 Ties shall be placed around all wall openings greater than 16" in either dimension. Install ties within 12" of all openings.
 - 8.4 A water-resistive barrier shall be applied as a means of draining water to the exterior of the veneer; not less than a 2-inch overlap applied horizontal and a 6-inch overlap applied vertical.
 - 8.5 All lath and lath attachments (weep screeds) shall be corrosion-resistant material.
 - 8.6 Service entrance conductors entering or on the exterior of building shall be insulated.
 - 8.7 Exterior wall penetrations shall be made watertight, sealed, and rodent-proof. All electrical, plumbing, and gas lines penetrating exterior walls shall be insulated and protected from corrosion.
9. Driveway/sidewalk/flatwork inspection(s) (See City detail.)
- 9.1 No vegetation within formed area.
 - 9.2 Level grade properly (4" depth minimum).
 - 9.3 Proper tie-in to street per city detail.
 - 9.4 Two (200) hundred square feet maximum without expansion joints.
 - 9.5 Sidewalks, doweled expansion joint 36' and 4' to control joints.
 - 9.6 Rebar splices will overlap 30 times the diameter of rebar spliced.
 - 9.7 Expansion joint provided between structure and outdoor paving (dowels not required).
 - 9.8 Minimum #4 rebar dowels 12" minimum through expansion joints in driveways, #3 rebar minimum at sidewalks and patios (not required into foundations) maximum 24" O.C." or #6 wire mesh.
10. Electrical Meter Inspection for temporary utilities, TCI (**TEMPORARY POWER form must be received and approved in office prior to inspection request.**)
- 10.1 Grounding electrodes properly connected to service panel.
 - 10.2 Rod and pipe electrodes not less than 8' in length.
 - 10.3 Verify metal water piping shall be bonded to the service equipment.
 - 10.4 Verify Gas system is bonded back to service equipment.
 - 10.5 Main disconnect located at exterior of building next to meter, not higher than 6'-7" above grade.
 - 10.6 Proper meter can per utility provider, Center Point, or Texas New Mexico.
Service panel is weather tight and no slots are left open in panel.
 - 10.7 A minimum clear space is provided at front of the service panel 30" wide and 36" deep.
 - 10.8 **Aluminum** wire is not allowed as conductors past the meter to the service panel. Service provider will feed aluminum wire from transformer to meter. (This only applies to Texas New Mexico. Center Point will not do this service.)
 - 10.9 An Electrical inspection without an approved TCI form will require that all wiring to be terminated in fixtures, outlets, and switches (no open wiring, electrical system complete).
11. Gas Test/Meter Inspection (Recommend a full bore gas valve between the gas meter and house).
- 11.1 All gas-fired and vented appliances properly installed and safe to operate.
 - 11.2 Sediment trap installed on furnace and water heaters not equipped with integrated trap.
 - 11.3 Gas-fired water heater relief valve(s) and discharge piping complete.
 - 11.4 Gas test minimum 5 psi using a **diaphragm** type test gauge; observe 15 minutes for pressure drop.
 - 11.5 All gas piping complete to equipment shut-off valve which is within 6' maximum of appliance and readily accessible; gas line is connected to appliance or line is capped past valve if appliance will be added later (clothes dryer, range, grill); sediment trap correctly installed between shut-off valve and water heater or furnace
 - 11.6 All gas vents properly installed and (manufacturer); supported; terminated with approved cap the correct distance above roof and away from walls, windows, soffits, etc.; roof penetration properly flashed {G2426.7.5}; sloped minimum 1/4" per foot; horizontal run of vent connector does not exceed vertical rise from draft hood to terminal; proper clearance to combustibles maintained (manufacturer).
 - 11.7 Clearances around appliances maintained (manufacturer).
 - 11.8 Appliances provided with correct combustion and ventilation air

- 11.9 Appliances in an attic, provide a minimum 30"x 22" opening, a clear and unobstructed minimum 24" wide catwalk by 30" high continuous to be a path that is no longer than 20' from opening to the appliance and terminating to a minimum 30" x 30" platform in front of the service side of appliance.
- 11.10 Disappearing attic Ladder installed correctly "with a minimum of (8) 16D nails or 4 1/2" x 4" lag screws.
- 11.11 Clearances around gas meter from ignition sources (electrical meter & panels and A/C) per utility provider requirements are minimum 3'-0".
- 11.12 Gas piping system bonded back to service panel per electrical code.

12. Public works Inspection. Available upon request.

13. Final Occupancy Inspection

- 13.1 Provide Final Proof of Windstorm by engineer letter to meet 150 mph winds per Code Tables.
- 13.2 Provide the final Elevation Certificates and Final Survey – marked "Finished Construction."

13.3 BUILDING

- 13.3.1 Permanent address in place.
- 13.3.2 Portable restrooms and silk screen fencing removed from site.
- 13.3.3 Windstorm panels and connections located on site.
- 13.3.4 Weep holes open at bottom of brick walls and over all lintels, maximum spacing of 33".
- 13.3.5 Tendon ends grouted, nails removed.
- 13.3.6 Lot graded for proper drainage, minimum of two rows of sod at street for run-off protection.
- 13.3.7 Doors operate properly and without the use of keys.
- 13.3.8 Handrails (34" to 38" height) and guardrails (36" minimum height) with guards spaced no greater than 4" apart.
- 13.3.9 All penetrations at exterior of structure are properly sealed.
- 13.3.10 All construction debris, port-a-cans removed from site.

13.4 ELECTRICAL

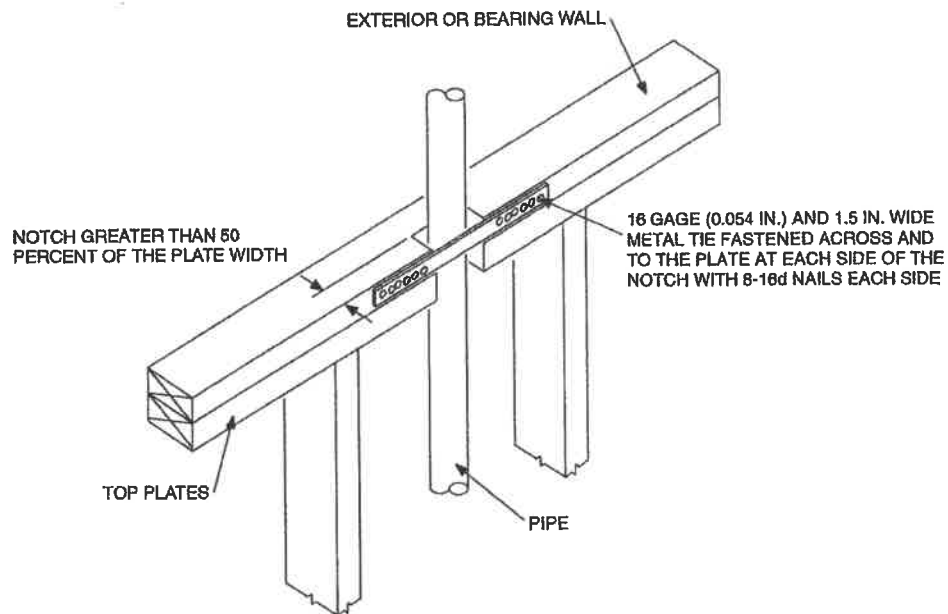
- 13.4.1 Main disconnect located at exterior next to meter, at a maximum height of 6' 7" above grade.
- 13.4.2 Main breaker and all circuits must have permanent labels (Ink no pencil) in service panel and face plate secured in place.
- 13.4.3 T-Pole disconnected and removed from site.
- 13.4.4 All exterior receptacles shall have ground-fault circuit-interrupter protection.
- 13.4.5 Operable switch, lights, and plugs in all habitable rooms.
- 13.4.6 All light fixtures installed interior and exterior and sealed properly, no blank plates at boxes.
- 13.4.7 Check for operation of dishwasher, food waste grinder, cook top, cook top exhaust/microwave, and oven.
- 13.4.8 Required ground-fault circuit-interrupter GFCI protected receptacles function properly, reset on same floor, outside resets in garage.
- 13.4.9 Kitchen receptacles that serve countertop surfaces shall have ground-fault circuit-interrupter GFCI protection.
- 13.4.10 Spa tub disconnect in proper location – 5' minimum from tub.
- 13.4.11 Check all outlets, switches, and appliances for proper operation.

13.5 PLUMBING

- 13.5.1 Plumbing fixtures set and connected correctly to supply and drain.
- 13.5.2 Fixtures provided with adequate space and clearances.
- 13.5.3 Hot water provided and is on the left-hand side of fitting/fixture.
- 13.5.4 Pipes above grade or in attic protected from freezing.
- 13.5.5 All required valves accessible: main shutoff, water heater supply, and water closet supply.

- 13.5.6 Clean outs installed correctly with proper access and spacing.
 - 13.5.7 All potable water outlets properly protected from backflow/backsiphonage; hose bibs have permanently attached vacuum breakers.
 - 13.5.8 Water heater temperature and pressure relief valve(s) operate freely without leaks.
- 13.6 MECHANICAL
- 13.6.1 Outdoor condenser is secured against uplift per Windstorm Requirements (150mph).
 - 13.6.2 Breaker properly sized per manufacturer's specifications for min and max sizes.
 - 13.6.3 All penetrations and exhaust vents sealed properly.
 - 13.6.4 Central air conditioning is operable.
 - 13.6.5 Heater/furnace flue pipe is properly installed per manufacturer's specifications.
 - 13.6.6 Heating and cooling equipment and ducts are properly supported by building structure.
 - 13.6.7 Manufactured fireplaces functioning properly.
 - 13.6.8 Pan under cooling coil is installed with proper slope to drain line.

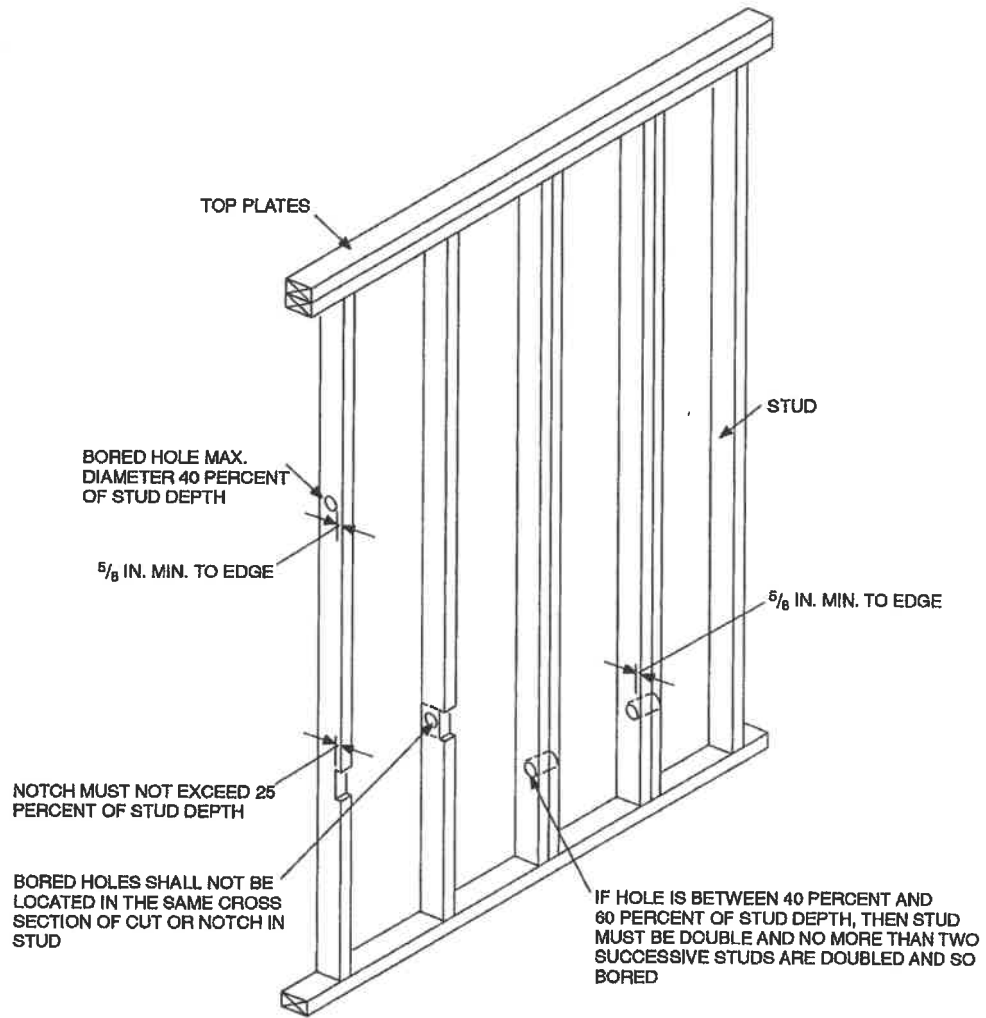
Figures for boring and notching of structural members



For SI: 1 inch = 25.4 mm.

**FIGURE R602.6.1
TOP PLATE FRAMING TO ACCOMMODATE PIPING**

Figures for boring and notching of structural members Cont.

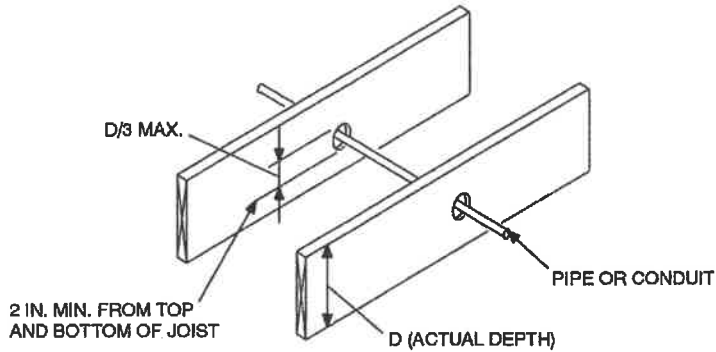
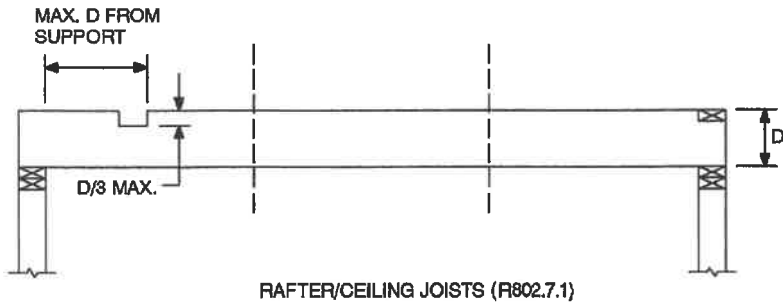
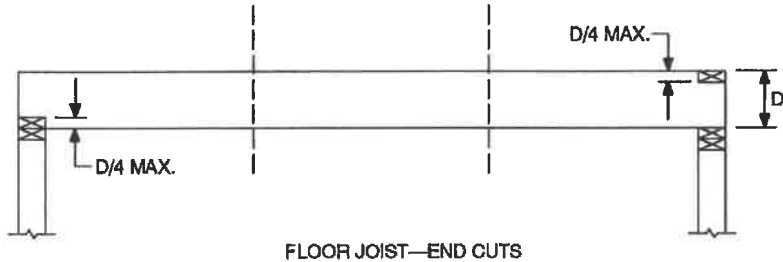
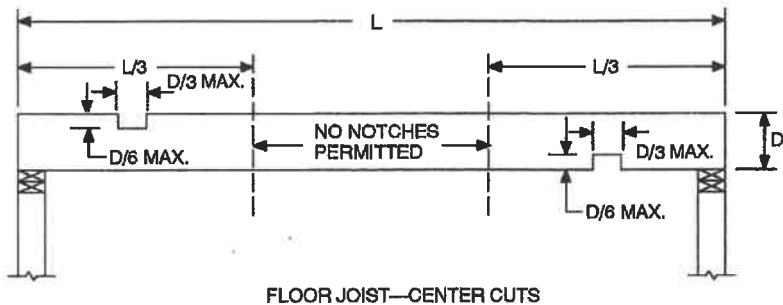


For SI: 1 inch = 25.4 mm.

NOTE: Condition for exterior and bearing walls.

FIGURE R602.6(1)
NOTCHING AND BORED HOLE LIMITATIONS FOR EXTERIOR WALLS AND BEARING WALLS

Figures for boring and notching of structural members Cont.



1 inch = 25.4 mm.

**FIGURE R502.8
CUTTING, NOTCHING AND DRILLING**



Estándar de Procedimientos Operativos

Para inspecciones residenciales unifamiliares

Esta guía enumera la mayoría de las inspecciones requeridas normalmente para la construcción de viviendas unifamiliares. Puede haber más o menos inspecciones requeridas a discreción del Oficial de la Construcción para verificar el cumplimiento del código. Es responsabilidad del superintendente de trabajo asegurarse de que el proyecto esté listo para ser inspeccionado y accesible para el inspector. La Ciudad de Freeport se adhiere y hace cumplir los Códigos Residenciales Internacionales de 2015, los Códigos de Construcción Internacionales de 2015, el Código Eléctrico Nacional de 2014 y el IECC (Código de Energía) de 2015 según el estado de Texas, y vientos de 150 mph según las Tablas de Códigos.

Para programar inspecciones, llame al 979-871-0109

1. Todas las inspecciones

- 1.1 Dirección adecuada claramente visible desde la calle.
- 1.2 Planes aprobados por la ciudad en el sitio.
- 1.3 Deje un aviso de corrección o aprobación en todas las inspecciones.
- 1.4 Verificar aviso previo sobre reinspecciones.
- 1.5 Verifique los comentarios de las inspecciones de la impresión en las reinspecciones.
- 1.6 Verifique la limpieza general del lugar de trabajo.
- 1.7 Contención de escombros proporcionada en el sitio.
- 1.8 Barrera de construcción en los sitios de trabajo que bordean la residencia ocupada.
- 1.9 Mantenga las calles libres de materiales de construcción y escombros.
- 1.10 Se utilizan cables de extensión adecuados.
- 1.11 El agua que se usa para la construcción a partir de bebederos o bocas de incendio debe tener un dispositivo de prevención de reflujo.
- 1.12 Proporcionar instalaciones sanitarias temporales en un lugar dentro de los 200 pies de cada casa en construcción.
- 1.13 Proporcionar cercas de sedimento en el perímetro del sitio de construcción, entrada protegida de la construcción y bolsas de arena u otra medida aprobada de protección contra aguas pluviales en las entradas de alcantarillado luvial.
- 1.14 Proporcione un área de "lavado" para el concreto.

2. Inspecciones de T-Pole

- 2.1 El poste está seguro en el suelo.
- 2.2 Tomacorrientes con protección GFCI y provistos de cubiertas adecuadas a prueba de intemperie.
- 2.3 Cable de tierra asegurado a la varilla de tierra.
- 2.4 La caja es resistente a la intemperie, está en buenas condiciones y muestra la dirección de la ubicación.

3. Inspecciones de plomería de tierra (programa con inspección de alcantarillado y tubería de agua).

- 3.1 Prueba DWV: Prueba hidrostática (agua) con una pila de 10' por encima del piso terminado dentro de los encofrados, verifique visualmente las juntas en busca de fugas; No se permiten pruebas de aire para PVC (tuberías o accesorios de plástico).
- 3.2 Desagüe del edificio con una profundidad mínima de 12" a la salida del edificio.

- 3.3 Tubería con pendiente adecuada.
 - 3.4 La tubería tiene un lecho continuo de material sólido.
 - 3.5 Cubra toda la plomería en vigas estructurales con un mín. Tubería SDR de 24 "de largo 2 tamaños más grande que la tubería que se va a revestir.
 - 3.6 Verifique que la conexión de la junta de la tubería sea adecuada, lo que incluye: desbarbado, imprimación y pegamento.
4. Inspección de la línea de agua (programa con inspección de alcantarillado y plomería).
- 4.1 Materiales y accesorios adecuados utilizados.
 - 4.2 La línea está ubicada a un mínimo de 5 'horizontalmente de la alcantarilla o en un estante a 12 "por encima de la alcantarilla.
 - 4.3 La línea es continua revestida de material sólido y tendrá un mínimo de 12 "de cobertura.
 - 4.4 La línea se prueba con aire a un mínimo de 60 psi o el agua de la ciudad está encendida.
5. Inspección de la línea de alcantarillado (horario con inspecciones de agua y suelo).
- 5.1 Se toman medidas para permitir un mínimo de 12 "de relleno sobre la línea de alcantarillado.
 - 5.2 El alcantarillado está debidamente inclinado y cubierto de arena.
 - 5.3 Limpieza proporcionada en la transición del drenaje del edificio al alcantarillado del edificio (a no más de 3 'de distancia de los cimientos), y en cualquier cambio de dirección, y el alcantarillado corre más de 100' LF
 - 5.4 La alcantarilla se prueba con una pila de agua a 10 'sobre el piso terminado, fuera de la forma.
6. Inspección de cimientos (debe tener una prueba hidrostática de 10 'en PVC)
- 6.1 Levantamiento de forma cerrada con la parte superior de la losa y elevaciones de nivel natural anotadas. Debe entregarse en la oficina de permisos antes de la inspección.
 - 6.1.1 Llame a Drilled Piers como una inspección parcial de los cimientos y coordine con el departamento de construcción para un tiempo de inspección o haga que el ingeniero de registro proporcione una carta de inspección sellada que certifique que "los pilares se instalaron según el diseño de los ingenieros y los planos aprobados".
 - 6.1.2 La encuesta de pilotes debe enviarse a la oficina antes de programar una inspección de pilotes (solo en casas elevadas)
 - 6.1.3 Inspección del sitio de los pilotes para verificar la ubicación y el cumplimiento de los contratiempos y servidumbres (solo viviendas elevadas)
 - 6.2.1 Proporcionar certificados de elevación de FEMA en las áreas requeridas. Habrá tres certificados en total, Documentos de construcción, Edificio en construcción y Construcción final.
 - 6.2.2 Zonas AE, el piso más bajo debe estar por encima de la elevación de inundación base por un mínimo de 18 ".
 - 6.2.3 Zonas AO, el piso más bajo debe estar por encima del grado natural existente adyacente más alto al menos tan alto en pies en el FIRM de la ciudad más 18 ".
 - 6.2.4 Zonas X, la parte superior del encofrado debe estar a 18 "por encima del nivel natural (NG). No se requiere certificado de elevación para la zona X.
 - 6.3 Disposición de las vigas, tamaños de las vigas, número de tendones, barras de esquina y acero de refuerzo según los planos aprobados por la ciudad **con sello de ingeniero**.
 - 6.4 Proporcione un electrodo ubicado cerca de la parte inferior de la base que consta de 20 'de barra de refuerzo como mínimo 1/2 ", o 20' de cobre desnudo no menor de 4 AWG.
 - 6.5 Las almohadillas son firmes y uniformes.
 - 6.6 Proporcione líneas de cuerda para verificar el espesor de la losa.
 - 6.7 Las vigas son firmes en la parte inferior, sin agua que cubran el acero o los tendones.
 - 6.8 Sin agujeros en la barrera de vapor, barrera de vapor pegada con cinta en todas las uniones con una superposición mínima de 6 ".
 - 6.9 Ningún acero estructural en la losa debe estar soportado por soportes de acero en contacto con el suelo (no se permiten soportes de acero envuelto o cinta adhesiva).
 - 6.10 Barrera de masilla en todo el PVC expuesto a 4 "por encima del piso terminado como mínimo.
 - 6.11 El sistema de plomería DWV se probará después de la instalación mediante una prueba hidrostática (agua) de 10 pies de altura. Sin prueba de aire en PVC.

- 6.12 Las tuberías que pasan por debajo de una zapata o que atraviesan una viga deben tener una manga de tubería, dos tamaños de tubería más grande que la tubería que pasa a través de ella.
- 6.13 Todos los cubos de la tina deben tener un mínimo de 4 "de espacio libre a la barrera de vapor en todos los lados.

7. Inspecciones de encubrimiento : la estructura se secó: techo completo, todas las puertas y ventanas instaladas, revestimiento y barrera contra la humedad instalados y sellados. La plomería y el gas deben tener una prueba presurizada en el sistema. Instale barandillas temporales en escaleras y balcones (marcos, electricidad, plomería, gas, mecánicos y bloqueos contra incendios). **Debe tener una carta de aprobación del ingeniero para vientos de 150 mph según los mapas de viento del IRC de 2015.**

Proporcionar al departamento de construcción un certificado de elevación de FEMA para las casas elevadas sobre pilotes según el edificio en construcción: Para las zonas VE, la parte inferior del miembro estructural horizontal más bajo debe estar por encima de la elevación de inundación base en un mínimo de 12 ".

7.1 PAREDES

- 7.1.1 Los postes deben ser de madera de grado mínimo N ° 3, estándar o de tipo postes.
- 7.1.2 El tamaño, la altura y el espaciado de los montantes deben estar de acuerdo con la tabla R602.3 (con excepciones).
- 7.1.3 Cuando las viguetas, armaduras o vigas están espaciadas a más de 16 "en el centro y los montantes de apoyo están espaciados a 24" en el centro, dichos miembros deben apoyarse dentro de las 5 "de los montantes debajo (con excepciones).
- 7.1.4 Las muescas de cualquier montante en una pared exterior o tabique de apoyo se pueden cortar o hacer muescas a una profundidad que no exceda el 25% de su ancho. Las particiones no portantes no pueden exceder el 40% de un solo montante.
- 7.1.5 Al taladrar y perforar cualquier perno, el diámetro del agujero resultante no debe ser más del 60% del ancho del perno, el borde del agujero no debe estar a más de 5/8 de pulgada hasta el borde del perno y el agujero no es ubicado en la misma sección que un corte o muesca. Los postes ubicados en muros exteriores o tabiques portantes perforados en más del 40% y hasta el 60% se deben doblar con no más de 2 postes dobles sucesivos perforados (con excepción).
- 7.1.6 Las placas superiores no deben tener menos de 2 "de espesor nominal y un ancho por lo menos igual al ancho del montante (con excepción).
- 7.1.7 Placa inferior (suela), los pernos deben tener rodamiento completo o una placa o alféizar nominal de 2 pulgadas o más que tenga un ancho al menos igual al ancho de los montantes.
- 7.1.8 Perforar y cortar la placa superior en más del 50% de su ancho requerirá que se sujete una placa de metal galvanizado a través y a la placa a cada lado de la abertura con no menos de 8 clavos 16D en cada lado (con excepción).
- 7.1.9 Se debe proporcionar un bloqueo contra incendios para cortar todas las aberturas de tiro ocultas (tanto verticales como horizontales) y para formar una barrera entre los pisos y entre un piso superior y el espacio del techo.
- 7.1.10 Encabezados sobre todas las aberturas del tamaño adecuado.
- 7.1.11 Cuando la abertura de una ventana operable se ubica a más de 72 "sobre el nivel de acabado o la superficie debajo, la parte más baja de la abertura libre de la ventana debe estar a un mínimo de 24" sobre el piso de acabado de la habitación ubicada (con excepción).
- 7.1.12 Los requisitos de acristalamiento para ventanas deben referirse a la sección R308.

7.2 TECHO / PISO

- 7.2.1 Viguetas de cielorraso del tamaño de los planos aprobados por la ciudad
- 7.2.2 Las habitaciones, pasillos, pasillos, baños, baños, cuartos de lavado y sótanos habitables deben tener una altura de techo de no menos de 7 'medidos desde el piso terminado hasta la proyección más baja del techo (con excepciones).
- 7.2.3 Los extremos de las viguetas no deben tener menos de 1.5 "de apoyo en madera o metal y no menos de 3" en mampostería u hormigón.
- 7.2.4 El armazón de viguetas de lados opuestos del muro de carga debe traslaparse un mínimo de 3" y clavarse con un mínimo de (3) clavos frontales 10D.
- 7.2.5 La viga del cielo raso debe estar soportada por anclajes de armazón aprobados o en listones de listones no menores a 2 "x 2" nominales.

- 7.2.6 La vigueta del cielo raso debe apoyarse lateralmente en los extremos mediante un bloque sólido de profundidad total (espesor nominal mínimo de 2"), o mediante fijación a un dintel, banda o tabla de borde / vigueta de profundidad completa, o a un montante contiguo o provisto de otro modo con soporte para evitar la rotación (Rat Run).
 - 7.2.6.1 Las viguetas de cielo raso que excedan un valor nominal de 2"x 12" deben estar apoyadas lateralmente por bloques sólidos, puentes diagonales o una tira continua de 1"x 3" clavada en la parte inferior en intervalos que no excedan los 8'.
 - 7.2.6.2 La perforación y la entalladura de los miembros estructurales del techo / piso no se deben cortar ni perforar más allá de las limitaciones permitidas.
- 7.2.7 Los edificios con techos o techos combustibles deben tener una abertura de acceso al ático (22 x 30) a las áreas del ático que excedan los 30 pies cuadrados y tengan una altura vertical de 30" o más.

7.3 TECHO

- 7.3.1 Las vigas se enmarcarán a una tabla de cumbrera (mínimo de 1 pulgada) de espesor nominal y las crestas de limatesa y valle (mínimo de 2 pulgadas) de espesor nominal y deberán estar soportadas por una riostra a una partición de apoyo para distribuir la carga.
- 7.3.2 Cuando las vigas del cielo raso no estén conectadas a las vigas, se deben instalar amarres para vigas para proporcionar un amarre continuo, mínimo 2 x 4 nominal.
- 7.3.3 Las crestas de limatesa y valle que se empalman deben laminarse en ambos lados con madera contrachapada de 1/2 pulgada que se extienda un mínimo de 18 pulgadas desde ambos lados del empalme.
- 7.3.4 Las correas deben tener un tamaño no menor que el tamaño requerido de las vigas que soportan. Las correas deben ser continuas y estar soportadas por tirantes de 2 x 4 instalados en muros de carga en una pendiente no menor a 45 ° desde la horizontal y espaciados no más de 4' en el centro y la longitud no reforzada de los tirantes no debe exceder los 8'.
- 7.3.5 Los extremos de las vigas y las vigas del cielo raso no deben tener menos de 1-1 / 2" de apoyo en madera / metal y no menos de 3" en mampostería / concreto.
- 7.3.6 Las vigas y las vigas del techo que excedan 2 x 10 (dimensión nominal) deberán contar con soporte lateral en los puntos de apoyo para evitar la rotación.
- 7.3.7 Las vigas y las vigas del cielo raso que excedan 2 x 12 (dimensión nominal) deben estar soportadas lateralmente por bloques sólidos, puentes diagonales o clavos continuos de 1 x 3 a intervalos que no excedan los 8'.
- 7.3.8 Todos los valles, crestas de cadera y tirantes deben apoyarse con 2 o más postes en las paredes de restricción de carga (política departamental).

7.4 ESCALERAS

- 7.4.1 Escalera con un ancho mínimo de 36" de ancho libre en todos los puntos por encima de la altura permitida del pasamanos y por debajo de la altura del espacio para la cabeza requerida.
- 7.4.2 El espacio libre mínimo en todas las partes de la escalera no debe ser menor de 6'8".
- 7.4.3 Máximo de 7-3 / 4" del contrahuella con una variación de 3/8 de pulgada sobre todo.
- 7.4.4 Profundidad mínima de la banda de rodadura de 10" con un reborde de no menos de 3/4" y no mayor de 1 1/4" con una variación de 3/8 de pulgada sobre todo (con excepciones).
- 7.4.5 Deberán proporcionarse pasamanos en al menos un lado de cada tramo continuo de peldaños o tramo con 4 o más contrahuellas.
- 7.4.6 La altura del pasamanos, medida verticalmente desde la nariz, no debe ser menor de 34" ni mayor de 38" (con excepciones).

7.5 ELÉCTRICO

- 7.5.1 El cableado está correctamente incrustado en las paredes
- 7.5.2 Recomendación de tamaño mínimo de cable de calibre 12.
- 7.5.3 Alambre de aluminio no permitido más allá del metro.
- 7.5.4 Los tomacorrientes deben instalarse de manera que ningún punto medido horizontalmente a lo largo de la línea del piso en cualquier espacio de la pared sea más de 6'.
- 7.5.5 Un espacio de pared se considera cualquier espacio de 2' o más de ancho, incluso alrededor de las esquinas y sin interrupciones a lo largo de la línea del piso.
- 7.5.6 Los pasillos de 10' o más de largo deben tener al menos una salida.

- 7.5.7 Los tomacorrientes instalados en las encimeras de la cocina de 12" o más anchos y ningún punto a lo largo de la pared está a más de 24" horizontalmente de un tomacorriente (con excepción).
- 7.5.8 Los espacios de mostrador de la Isla y Peninsular deberán tener al menos un tomacorriente instalado.
- 7.5.9 Se permite que los enchufes estén ubicados arriba, pero no más de 20" por encima de la encimera.
- 7.5.10 Los enchufes en las islas deben ubicarse a no más de 30 cm (30 cm) por debajo de la parte superior de la encimera. Los tomacorrientes no deben ubicarse debajo de una encimera donde la encimera se extienda más de 6" más allá de su base.
- 7.5.11 Se debe instalar al menos una salida en los baños dentro de las 36" del borde exterior de cada lavabo (con excepción).
- 7.5.12 Llenado adecuado de la caja (número de conductores y electrodomésticos en la caja eléctrica empotrada).
- 7.5.13 Cuando estén sujetos a daños, los métodos de cableado a través de orificios con muescas / perforaciones a menos de 1-1 / 4" del borde más cercano del montante se protegerán con una placa de clavos de 1/16 de pulgada de grosor y la longitud adecuada.
- 7.5.14 Todos los detectores de humo deben estar listados de acuerdo con UL 217 e instalados con la disposición de este código y la disposición de equipos de advertencia de incendios domésticos de NFPA 72.

7,6 PLOMERÍA

- 7.6.1 La tubería de distribución de agua se probará a 60 psi, verifique visualmente que no haya fugas en el sistema.
- 7.6.2 DWV para ser probado con prueba hidrostática (agua) 5' por encima de la conexión de conexión más alta o el punto más alto del sistema completo. No se permiten pruebas de aire para PVC (tuberías o accesorios de plástico).
- 7.6.3 Todas las bandejas de ducha instaladas en prueba para inspección (llenas de agua 2" como mínimo).
- 7.6.4 Tubería de distribución de agua del tamaño adecuado, uso del material correcto, juntas hechas correctamente, portabilidad del agua correctamente protegidas.
- 7.6.5 Drenajes del tamaño adecuado e inclinados, materiales correctos utilizados, ajuste correctamente utilizado, juntas hechas correctamente, trampas correctamente protegidas con ventilación.
- 7.6.6 Perforación o entalladura de miembros estructurales dentro de los límites permitidos o reparados correctamente.
- 7.6.7 Toda la tubería (que no sea de acero o hierro fundido) dentro de 1-1 / 4" del borde de los miembros de madera debe estar protegida con placas de protección de calibre 16.
- 7.6.8 Prueba de plomo; Verifique el contenido de soldadura en las juntas de las tuberías de distribución de agua para ver si hay contenido de plomo.
- 7.6.9 Accesorios provistos de espacio y espacios libres adecuados.
- 7.6.10 No se permiten terminales de ventilación de plomería a 10' de las ventanas, puertas o ventilaciones del plafón operables a menos de 2' por encima de la abertura.
- 7.6.11 Bridas de inodoro en tarimas de madera aseguradas con un mínimo de 4 sujetadores.
- 7.6.12 Limpiezas de plomería provistas con el espacio adecuado.
- 7.6.13 Calentador de agua instalado correctamente; La tubería de descarga de T&P hecha de materiales y juntas correctos, sin trampas, no contiene más de (4) conexiones de 90 ° y no más de 30' de longitud desarrollada a menos que la tubería sea de mayor tamaño (fabricante); Se requiere una bandeja de drenaje donde las fugas pueden causar daños con una línea de drenaje de al menos 1". La línea T&P puede drenar a la sartén con un espacio de aire, siempre que la sartén se drene hacia el exterior.
- 7.6.14 Los calentadores de agua dobles se pueden instalar en paralelo con conexiones de agua caliente iguales, no en serie.

7.7 GAS

- 7.7.1 Inspección aproximada; Prueba de gas mínimo 40 psi con un manómetro de prueba tipo RESORTE. Inspección del MEDIDOR de gas o GTO; Prueba de gas mínimo 5 psi usando un medidor de prueba tipo DIAFRAGMA.
- 7.7.2 Tubería de gas del tamaño adecuado según la tabla de tamaños del Código Internacional 2015.
- 7.7.3 La tubería de gas dentro de los cimientos de concreto estructural debe instalarse dentro del conducto, sellada donde la tubería entra / sale del conducto y el conducto se ventila al exterior.
- 7.7.4 Todos los respiraderos de gas terminados con una tapa aprobada a la distancia correcta sobre el techo y lejos de las paredes, ventanas, plafones, etc.; Penetración del techo debidamente tapada.
- 7.7.5 Se recomienda instalar una válvula de gas de paso total entre el medidor de gas y la casa.
- 7.7.6 Debe permanecer la limpieza de la ciudad de 6" para los lotes en el área del grifo. Ejemplo: hay una doble Y de 6" por 4", por lo que la limpieza de 6" debe extenderse por encima del suelo.

7.8 MECÁNICO

- 7.8.1 Se debe acceder a los artefactos instalados en las habitaciones por una abertura o puerta, un pasillo sin obstrucciones de no menos de 24 "de ancho, un espacio de servicio nivelado de no menos de 30" de profundidad y la altura del artefacto.
- 7.8.2 Los electrodomésticos instalados en áticos deben tener una abertura y un pasillo despejado y sin obstrucciones para retirar el electrodoméstico más grande, un pasillo de 24 "de ancho, un espacio de servicio nivelado de 30" de profundidad y 30 "de ancho, con una abertura de acceso despejada de un mínimo de 20" x 30 " (con excepciones).
- 7.8.3 Se debe ubicar una luminaria en la abertura requerida controlada por un interruptor y un tomacorriente en o cerca del electrodoméstico.
- 7.8.4 Tuberías instaladas a través de orificios perforados, muescas en montantes, viguetas y vigas a menos de 1-1 / 4 "del borde más cercano para protegerlas con placas de protección que se extiendan 2" por encima de la placa inferior y 2 "por debajo de la placa superior.
- 7.8.5 Los cimientos y soportes para sistemas mecánicos exteriores deben elevarse un mínimo de 3 "por encima del nivel terminado.
- 7.8.6 Drenajes secundarios de A / C terminados en un punto exterior visible de eliminación, o instalación para interruptor de flotador en bandeja de drenaje cableado para desactivar la unidad mecánica en lugar de una línea de drenaje secundaria.
- 7.8.7 El tamaño de la línea de drenaje de condensado no debe ser menor de 3/4 de pulgada (diámetro interno), no debe reducirse de tamaño desde el drenaje hasta el punto de eliminación ni debe instalarse en una pendiente uniforme.
- 7.8.8 La línea de drenaje principal se aislará desde la unidad hasta el punto de entrada en la placa superior (política departamental).
- 7.8.9 Unidades mecánicas y conductos debidamente apoyados a la estructura del edificio.
- 7.8.10 Ubicaciones prohibidas para el retorno de aire para sistemas de calefacción o enfriamiento de aire (con excepciones).
- 7.8.11 Aparatos de chimenea con respiraderos de gas de clase B instalados según las instrucciones del fabricante.
- 7.8.12 En las campanas extractoras de techo, se debe mantener un espacio libre de 24 "entre la superficie de cocción y el material combustible o el gabinete.
- 7.8.13 Los conductos de escape de las secadoras de ropa deben terminar hacia el exterior y no menos de 3 'en cualquier dirección desde las aberturas hacia el edificio.
- 7.8.14 Los conductos de escape de la secadora de ropa de cuatro (4) pulgadas no deben exceder los 35 'con deducciones de 2.5' para cambios de dirección de 45 ° y 5 'para cambios de dirección de 90 °.
- 7.8.15 La secadora tiene un tamaño de tubería mínimo de 4 "y no se debe reducir ni aumentar. El tubo de escape debe ser del mismo tamaño hasta la terminación.
- 7.8.16 La terminación de escape no debe estar protegida y debe tener un accesorio de extremo de tipo amortiguador.

7,9 BLOQUEO CONTRA INCENDIOS

- 7.9.1 Se debe proporcionar un bloqueo contra incendios para cortar todas las aberturas de tiro ocultas (verticales y horizontales) y para formar una barrera contra incendios efectiva entre los pisos y entre un piso superior y un espacio en el techo.
- 7.9.2 Se proporcionará bloqueo contra incendios para chimeneas y chimeneas.
- 7.9.3 Se mantendrá la integridad de todos los bloques cortafuegos.
- 7.9.4 El material de bloqueo contra incendios debe consistir en madera nominal, 2 capas de OSB de 5/8 ", madera contrachapada de 3/4", placa de yeso de 1/2 "o plancha dura de 1/4". Se permitirán bloques y mantas de lana mineral o fibra de vidrio u otros materiales aprobados instalados y asegurados en su lugar.

7,10 CHIMENEAS Y CHIMENEAS

- 7.10.1 Las extensiones de la chimenea deben extenderse por lo menos 16 "al frente y 8" más allá de cada lado de la abertura de la chimenea. Cuando la abertura de la chimenea sea de 6 pies cuadrados o más, la extensión del hogar se extenderá 20 "al frente y 12" más allá de cada lado de la abertura.
- 7.10.2 El espacio libre del lugar del fuego de todas las vigas de madera, viguetas, postes y otros materiales combustibles debe tener un espacio libre de no menos de 2 "(con excepciones).

- 7.10.3 Todos los espacios entre las chimeneas y los pisos y techos a través de los cuales pasan las chimeneas deben estar bloqueados contra incendios con material incombustible asegurado en su lugar.
- 7.10.4 Las chimeneas construidas en fábrica deben estar listadas y etiquetadas y deben instalarse de acuerdo con las condiciones de la lista (fabricante).
- 7.10.5 Las extensiones de hogar de las chimeneas construidas en fábrica aprobadas deben instalarse de acuerdo con el listado de la chimenea.
- 7.10.6 Las chimeneas construidas en fábrica deben estar enumeradas y etiquetadas y deben instalarse y terminarse de acuerdo con las instrucciones de instalación del fabricante.

8. Inspecciones de amarres de ladrillos e inspecciones de tomos (inspecciones separadas)

- 8.1 Se ata a 16 "en el centro vertical y horizontalmente. Dos clavos por corbata.
- 8.2 El revestimiento de mampostería se anclará a la pared de soporte con bridas metálicas resistentes a la corrosión.
- 8.3 Se deben colocar amarres alrededor de todas las aberturas de la pared mayores de 16 "en cualquier dimensión. Instale amarres a 12 "de todas las aberturas.
- 8.4 Se aplicará una barrera resistente al agua como medio para drenar el agua al exterior del revestimiento; no menos de una superposición de 2 pulgadas aplicada horizontalmente y una superposición de 6 pulgadas aplicada verticalmente.
- 8.5 Todos los listones y accesorios de listones (reglas de drenaje) deben ser de material resistente a la corrosión.
- 8.6 Los conductores de entrada de servicio que entren o se encuentren en el exterior del edificio deberán estar aislados.
- 8.7 Las penetraciones en las paredes exteriores deben ser herméticas, selladas y a prueba de roedores. Todas las líneas eléctricas, de plomería y de gas que penetren en las paredes exteriores deberán estar aisladas y protegidas de la corrosión.

9. Inspección (es) de calzada / acera / terraplén (Ver detalle de la ciudad).

- 9.1 No hay vegetación dentro del área formada.
- 9.2 Nivele la pendiente correctamente (4 "de profundidad como mínimo).
- 9.3 Conexión adecuada a la calle según el detalle de la ciudad.
- 9.4 Máximo de dos (200) pies cuadrados sin juntas de expansión.
- 9.5 Aceras, junta de expansión con clavijas de 3/4" y 4" para controlar juntas.
- 9.6 Los empalmes de barras de refuerzo se superpondrán 30 veces el diámetro de las barras de refuerzo empalmadas.
- 9.7 Se proporciona junta de dilatación entre la estructura y el pavimento exterior (no se requieren tacos).
- 9.8 Clavijas de refuerzo # 4 mínimo 12 "mínimo a través de juntas de expansión en entradas de vehículos, mínimo de varilla # 3 en aceras y patios (no se requiere en los cimientos) máximo 24" OC "o malla de alambre # 6.

10. Inspección del medidor eléctrico para servicios públicos temporales, TCI (el formulario de ENERGÍA TEMPORAL debe recibirse y aprobarse en la oficina antes de la solicitud de inspección) .

- 10.1 Los electrodos de puesta a tierra están correctamente conectados al panel de servicio.
- 10.2 Electrodo de varilla y tubería de no menos de 8 'de largo.
- 10.3 Verifique que las tuberías de agua metálicas estén unidas al equipo de servicio.
- 10.4 Verifique que el sistema de gas esté unido al equipo de servicio.
- 10.5 Desconexión principal ubicada en el exterior del edificio junto al medidor, a no más de 6'-7 "sobre el nivel del suelo.
- 10.6 El medidor adecuado puede ser proveedor de servicios públicos, Center Point o Texas New Mexico.
El panel de servicio es hermético y no quedan ranuras abiertas en el panel.
- 10.7 Se proporciona un espacio libre mínimo en la parte delantera del panel de servicio de 30 "de ancho y 36" de profundidad.
- 10.8 No se permite el uso de cables de aluminio como conductores más allá del medidor hasta el panel de servicio. El proveedor de servicios alimentará alambre de aluminio desde el transformador hasta el medidor. (Esto solo se aplica a Texas New Mexico. Center Point no prestará este servicio).
- 10.9 Una inspección eléctrica sin un formulario TCI aprobado requerirá que todo el cableado termine en accesorios, enchufes e interruptores (sin cableado abierto, sistema eléctrico completo).

11. Prueba de gas / inspección del medidor (se recomienda una válvula de gas de paso total entre el medidor de gas y la casa).

- 11.1 Todos los aparatos a gas y ventilados están correctamente instalados y son seguros de operar.
- 11.2 Trampa de sedimentos instalada en hornos y calentadores de agua no equipados con trampa integrada.
- 11.3 Válvula (s) de alivio del calentador de agua a gas y tubería de descarga completa.
- 11.4 Prueba de gas mínimo 5 psi usando un manómetro de prueba de tipo **diafragma** ; observe 15 minutos para la caída de presión.

- 11,5 Todas las tuberías de gas se completan hasta la válvula de cierre del equipo que se encuentra a 6' como máximo del aparato y es fácilmente accesible; la línea de gas está conectada al electrodoméstico o la línea está tapada más allá de la válvula si el electrodoméstico se agregará más tarde (secadora de ropa, estufa, parrilla); Trampa de sedimentos correctamente instalada entre la válvula de cierre y el calentador de agua o el horno.
- 11,6 Todos los respiraderos de gas correctamente instalados y (fabricante); soportado; terminado con una tapa aprobada a la distancia correcta sobre el techo y lejos de las paredes, ventanas, plafones, etc.; la penetración del techo con tapajuntas correctamente {G2426.7.5}; inclinado mínimo 1/4" por pie; el tramo horizontal del conector de ventilación no excede la elevación vertical desde la campana de tiro hasta la terminal; Se mantiene el espacio libre adecuado a los combustibles (fabricante).
- 11,7 Se mantienen los espacios libres alrededor de los electrodomésticos (fabricante).
- 11,8 Aparatos provistos de un correcto aire de combustión y ventilación.
- 11,9 Los electrodomésticos en un ático deben tener una apertura mínima de 30" x 22", una pasarela de un mínimo de 24" de ancho claro y sin obstrucciones por 30" de alto continuo para que sea un camino que no tenga más de 20' desde la apertura hasta el electrodoméstico y termine al mínimo. Plataforma de 30" x 30" frente al lado de servicio del electrodoméstico.
- 11.10 Escalera para ático que desaparece instalada correctamente "con un mínimo de (8) clavos 16D o tirafondos de 4 1/2" x 4".
- 11.11 Los espacios libres alrededor del medidor de gas de las fuentes de ignición (medidores y paneles eléctricos y A / C) según los requisitos del proveedor de servicios públicos son como mínimo de 3'-0".
- 11.12 El sistema de tuberías de gas está unido al panel de servicio según el código eléctrico.

12. Inspección de obras públicas. Disponible bajo pedido.

13. Inspección de ocupación final

- 13,1 Proporcione prueba final de tormenta de viento mediante carta del ingeniero para cumplir con vientos de 150 mph según las tablas de códigos.
- 13,2 Proporcione los certificados de elevación finales y la inspección final, marcados como "Construcción terminada".

13,3 EDIFICIO

- 13.3.1 Dirección permanente en el lugar.
- 13.3.2 Baños portátiles y cercas de serigrafía removidas del sitio.
- 13.3.3 Paneles de tormenta de viento y conexiones ubicadas en el sitio.
- 13.3.4 Los orificios de drenaje se abren en la parte inferior de las paredes de ladrillo y sobre todos los dinteles, con un espaciado máximo de 33".
- 13.3.5 Extremos de los tendones enlechados, clavos removidos.
- 13.3.6 Lote clasificado para un drenaje adecuado, mínimo de dos hileras de césped en la calle para protección contra escorrentías.
- 13.3.7 Las puertas funcionan correctamente y sin el uso de llaves.
- 13.3.8 Pasamanos (34" a 38" de altura) y barandillas (36" de altura mínima) con protectores separados no más de 4".
- 13.3.9 Todas las penetraciones en el exterior de la estructura están debidamente selladas.
- 13.3.10 Todos los escombros de construcción, port-a-latas retirados del sitio.

13,4 ELÉCTRICO

- 13.4.1 Desconexión principal ubicada en el exterior junto al medidor, a una altura máxima de 6'7" sobre el nivel del suelo.
- 13.4.2 El disyuntor principal y todos los circuitos deben tener etiquetas permanentes (tinta sin lápiz) en el panel de servicio y la placa frontal asegurada en su lugar.
- 13.4.3 T-Pole desconectado y retirado del sitio.
- 13.4.4 Todos los receptáculos exteriores deben tener protección de interruptor de circuito de falla a tierra.
- 13.4.5 Interruptor, luces y enchufes operables en todas las habitaciones habitables.
- 13.4.6 Todos los artefactos de iluminación se instalaron en el interior y el exterior y se sellaron correctamente, sin placas en blanco en las cajas.
- 13.4.7 Verifique el funcionamiento del lavavajillas, la trituradora de desperdicios de alimentos, la superficie de cocción, el extractor / microondas de la superficie de cocción y el horno.
- 13.4.8 Los receptáculos protegidos GFCI del interruptor de circuito de falla a tierra requeridos funcionan correctamente, se restablecen en el mismo piso, se restablecen en el exterior en el garaje.

13.4.9 Los receptáculos de cocina que sirven a las superficies de las encimeras deben tener protección GFCI con interruptor de circuito de falla a tierra.

13.4.10 Desconecte la bañera de hidromasaje en la ubicación adecuada, a 5 pies como mínimo de la bañera.

13.4.11 Verifique que todos los enchufes, interruptores y electrodomésticos funcionen correctamente.

13,5 PLOMERÍA

13.5.1 Los accesorios de plomería están colocados y conectados correctamente al suministro y al drenaje.

13.5.2 Accesorios provistos de espacio y espacios libres adecuados.

13.5.3 Se proporciona agua caliente y se encuentra en el lado izquierdo del accesorio / accesorio.

13.5.4 Tuberías sobre rasante o en ático protegidas del congelamiento.

13.5.5 Todas las válvulas requeridas accesibles: cierre principal, suministro de calentador de agua y suministro de inodoro.

13.5.6 Las salidas de limpieza se instalaron correctamente con el acceso y el espacio adecuados.

13.5.7 Todas las salidas de agua potable debidamente protegidas contra reflujo / contrasifonaje; los baberos de las mangueras tienen interruptores de vacío conectados permanentemente.

13.5.8 Las válvulas de alivio de presión y temperatura del calentador de agua funcionan libremente sin fugas.

13,6 MECÁNICO

13.6.1 El condensador exterior está asegurado contra la elevación según los requisitos de tormentas de viento (150 mph).

13.6.2 Interruptor del tamaño adecuado según las especificaciones del fabricante para tamaños mínimo y máximo.

13.6.3 Todas las penetraciones y rejillas de ventilación selladas correctamente.

13.6.4 El aire acondicionado central funciona.

13.6.5 El tubo de humos del calefactor / calefactor está instalado correctamente según las especificaciones del fabricante.

13.6.6 El equipo y los conductos de calefacción y refrigeración están debidamente apoyados por la estructura del edificio.

13.6.7 Chimeneas fabricadas funcionando correctamente.

13.6.8 La bandeja debajo del serpentín de enfriamiento está instalada con la pendiente adecuada a la línea de drenaje.



Permit Information Helpful Info

Plumbing

The isometric drawings should include the following information: Isometric drawings of drain, waste and vent (D.W.V.) must include the size, location and type of pipe. Isometric drawings of hot and cold-water piping must include the type and size of pipe and method used for sizing pipe. All information must be submitted and signed by your licensed Master Plumber.

Electrical

The link below is to a helpful **Residential Electrical Load Calculator**. All information must be checked and signed by your Master Electrician.

Electrical Load Calculations for Residential Panel - Online Load Calculator

<https://ask-the-electrician.com/residential-electrical-load-calculation.html>

Mechanical

The Manual J residential calculation is the proper method for sizing an HVAC unit—a technique designed by the Air Conditioning Contractors of America (ACCA). The Mechanical Contractor can provide a report from the Manual J Calculation program, or the following free link below.

All information must be checked and signed by your licensed Mechanical Contractor. HVAC Load Calculation – Manual J - Whole House Load calc

<https://www.loadcalc.net/>

ResCheck

The RES check makes it fast and easy for builders, designers, and contractors to determine whether new homes, additions, and alterations meet the requirements of the IECC and state energy codes. RES check also simplifies compliance determinations for building officials, plan checkers, and inspectors by allowing them to quickly determine if a low-rise residence meets the code. This a free online service, and the final report and checklist can be printed and submitted along with the Building Permit Application.

www.energycodes.gov

FEMA Flood Zone Web Site

If you want to identify if the property is in a Flood Zone, go to the following web site.

<https://msc.fema.gov/portal/home>

Información útil sobre permisos

Plomería

Los dibujos isométricos deben incluir la siguiente información: Los dibujos isométricos de drenaje, residuos y ventilación (D.W.V.) deben incluir el tamaño, la ubicación y el tipo de tubería. Los dibujos isométricos de tuberías de agua caliente y fría deben incluir el tipo y el tamaño de la tubería y el método utilizado para dimensionar la tubería. Toda la información debe ser enviada y firmada por su Maestro Fontanero con licencia.

Eléctrico

El siguiente enlace es a una útil **calculadora de carga eléctrica residencial**.

Toda la información debe ser verificada y firmada por su Maestro Electricista.

Cálculos de carga eléctrica para paneles residenciales - Calculadora de carga en línea

<https://ask-the-electrician.com/residential-electrical-load-calculation.html>

Mecánico

El cálculo residencial Manual J es el método adecuado para dimensionar una unidad de HVAC, una técnica diseñada por Air Conditioning Contractors of America (ACCA). El Contratista Mecánico puede proporcionar un informe del programa Manual J Calculation, o el siguiente enlace gratuito a continuación.

Toda la información debe ser verificada y firmada por su Contratista Mecánico con licencia.

Cálculo de carga HVAC – Manual J - Calc de carga de toda la casa

<https://www.loadcalc.net/>

ResCheck

La verificación RES hace que sea rápido y fácil para los constructores, diseñadores y contratistas determinar si las casas nuevas, adiciones y alteraciones cumplen con los requisitos del IECC y los códigos de energía estatales. La verificación de RES también simplifica las determinaciones de cumplimiento para los funcionarios de edificios, verificadores de planes e inspectores al permitirles determinar rápidamente si una residencia de poca altura cumple con el código. Este es un servicio en línea gratuito, y el informe final y la lista de verificación se pueden imprimir y enviar junto con la Solicitud de permiso de construcción.

www.energycodes.gov

Sitio web de FEMA Flood Zone

Si desea identificar si la propiedad se encuentra en una zona de inundación, visite el siguiente sitio Web.

<https://msc.fema.gov/portal/home>



Commercial Plan Review Checklist

Adopted Codes: 2015 ICC codes, 2014 NEC, 150 mph Ultimate Windspeed per Code Tables.

COMMERCIAL –

- Three Building Plan Sets (Paper) and 1 Digital Copy
- Two Civil Plan Sets for Engineering, and 1 Digital Copy

- Plot plan - Provide a Stamped Survey showing placement of structure with distances from side, rear, and front property lines, including all building lines, setbacks and easements.
 - Plot plan must show foundation footprint, sidewalks along road frontage (required) and driveways.
- When applicable in floodplain areas, provide an original (not a copy) Certificate of Elevation (as the first of three required). *X Flood Zone will not require an EC.*
 - First – Prior to Construction
 - Second – During Construction
 - Final – Before Certificate of Occupancy will be issued.
- Provide Grading plan indicating the drainage of the property. (With Seal by a Texas Professional Engineer). Note: After permit is issued, all detention and drainage must be in place and operational before foundations or impervious cover are installed.
- Provide the Architectural Barriers (ADA) registration number and plan for projects over \$50,000 in value.
- Dumpster and Pad Detail
- Provide proof of Windstorm for 150 mph winds per the Code Tables. This will also require a certified third-party company to perform the inspections.
- Provide an Energy analysis per the 2015 IECC. (ComCheck), meeting the 2015 IECC. www.energycodes.gov
- Storm Water Permit Application (when applicable)
- Provide Storm Water Pollution Prevention Plan (SWPPP) when applicable.
- Landscape Plan
- Parking Plan. -Light Standards must have engineer stamp for 150mph.
- Roof AC Unit – Ladder or Hatch Access. 4:12 slope or 16' in height.
- Plans must show Building, Electrical, Mechanical, and Plumbing details. All Mechanical, Electrical and Plumbing (MEP's) plans for over 5,000 square feet must have an Engineer's Seal.
- At completion of the project the contractor must provide "As-Built" drawings on a Digital format. (CD, Flash Drive, Dropbox, etc.)
- Total occupant load and show intended egress paths.
- Existing projects may require an (Asbestos Survey) before areas to be disturbed.

**COMERCIAL -**

- Tres juegos de planos de construcción (papel) y 1 copia digital
- Dos conjuntos de planos civiles para ingeniería y 1 copia digital

- Plano de la parcela: proporcione una encuesta sellada que muestre la ubicación de la estructura con las distancias de los límites de propiedad laterales, traseros y frontales, incluidas todas las líneas de construcción, contratiempos y servidumbres.
 - o El plano de la parcela debe mostrar la huella de los cimientos, las aceras a lo largo de la fachada de la carretera (obligatorio) y los caminos de entrada.
- Cuando corresponda en áreas de llanuras aluviales, proporcione un certificado de elevación original (no una copia) (como se requiere el primero de los tres).
 - Primero: antes de la construcción
 - Segundo: durante la construcción
 - Final: antes de que se emita el certificado de ocupación.
- Proporcionar plano de nivelación que indique el drenaje de la propiedad. (Con sello de un ingeniero profesional de Texas). Nota: Después de emitir el permiso, toda la detención y el drenaje deben estar en su lugar y en funcionamiento antes de que se instalen los cimientos o la cubierta impermeable.
- Proporcione el número de registro de Architectural Barriers (ADA) y planifique proyectos de más de \$ 50,000 en valor.
- Detalle de contenedor y almohadilla
- Proporcione prueba de tormenta de viento para vientos de 150 mph según las tablas de códigos. Esto también requerirá que una empresa externa certificada realice las inspecciones.
- Proporcione un análisis de energía según la IECC de 2015. (ComCheck), cumpliendo con la IECC 2015. www.energycodes.gov
- Solicitud de permiso para aguas pluviales (cuando corresponda)
- Proporcionar un Plan de prevención de la contaminación de aguas pluviales (SWPPP) cuando corresponda.
- Plan de paisaje
- Plan de estacionamiento. -Los estándares de luz deben tener un sello de ingeniero para 150 mph.
- Unidad de aire acondicionado en el techo: acceso por escalera o trampilla. 4:12 pendiente o 16 'de altura.
- Los planos deben mostrar detalles de construcción, eléctricos, mecánicos y de plomería. Todos los planos mecánicos, eléctricos y de plomería (MEP) de más de 5,000 pies cuadrados deben tener un sello de ingeniero.
- Al finalizar el proyecto, el contratista debe proporcionar dibujos "As-Built" en formato digital. (CD, unidad flash, Dropbox, etc.)
- Carga total de ocupantes y muestra las rutas de salida previstas.
- Los proyectos existentes pueden requerir una (Encuesta de asbesto) antes de que se alteren las áreas.



Commercial Inspections *Standard Operating Procedures*

This guide lists all normally required inspections for commercial construction. There may be more or fewer required inspections at the discretion of the Building Official in order to verify code compliance. The City of Freeport adheres to and enforces the 2015 International Codes, the 2014 National Electrical Code, and the NFPA 101 Life Safety Code.

1. All inspections

- 1.1 Proper address clearly posted on job site.
- 1.2 City-approved plans on site.
- 1.3 Inspector will leave Correction or approval notice at all inspections.
- 1.4 Inspector will verify correction of previous inspection notice items left on site at re-inspections.
- 1.6 Check general cleanliness of job sites.
- 1.7 Debris containment provided on site.
- 1.8 Maintain SWPPP on job sites at all time.
- 1.9 Maintain streets such that they are clear of construction debris and mud.
- 1.10 Proper extension cords in use (no romex).
- 1.11 Water used for construction from hose bibs or fire hydrants shall have an approved back flow prevention device.
- 1.12 No construction activity between 10:00 p.m. thru 7:00 a.m.
- 1.13 Provide a minimum of one portable restroom facility on site.
- 1.14 **Any changes to the approved plans must be resubmitted for approval or Addressed on As-Built plan set prior to final (With Building Official approval)**

2. T-Pole inspections

- 2.1 Pole is secure in ground.
- 2.2 Outlets with GFCI Protection and provided with proper weatherproof covers.
- 2.3 Ground wire secure to ground rod.
- 2.4 Box is weatherproof, in good condition, and displaying location address.

3. Ground plumbing inspections

- 3.1 DWV test: Hydrostatic test with stack 10' above finished floor inside forms, visually check joints for leaks; observe test for 15 minutes (test to remain through foundation inspection).
- 3.2 Building drain minimum 12" depth at building exit.
- 3.3 Pipe properly sloped.
- 3.4 Pipe is continuous bedded in solid material.
- 3.5 Sleeve all plumbing in structural beams with a minimum 24" long SDR pipe 2 pipe sizes larger than the pipe being sleeved.

4. Water line inspection

- 4.1 Proper materials and fittings used.

- 4.2 Line is located minimum 5' horizontally from sewer or on shelf 12" above sewer.
- 4.3 Line is continuous bedded in solid material and will have minimum 12" of cover.
- 4.4 Line is air tested to 60 psi minimum or city water is on.

5. Sewer line inspection

- 5.1 Provision is made to allow a minimum of 12" of fill over sewer line.
- 5.2 Sewer is properly sloped and bedded in sand.
- 5.3 Two way clean out provided at transition from building drain to building sewer (no more than 3' away from foundation).
- 5.4 Sewer is tested with water stack 10' above finished floor, outside form.

6. Foundation inspection – Note: Call Drilled Piers in as a partial foundation inspection and coordinate with the building department for an inspection time or have the Engineer of record provide a sealed letter of inspection certifying that "the piers were installed per the engineers design and the approved plans".

- 6.1 Piling survey submitted to office before scheduling a piling inspection (Elevated Buildings only)
- 6.2 Site inspection of pilings to verify placement and compliance with setbacks and easements (elevated home only)
- 6.3 Closed form survey to be submitted to office before scheduling a foundation Inspection (slab on grade only)
- 6.4 For structures located *inside* the FEMA regulatory floodplain (AE zone or VE), one of the following shall apply:
 - 6.4.1 Provide an elevation certificate for AE zones, where the top of the bottom floor must be above the base flood elevation by a minimum of 18".
 - 6.4.2 Provide an elevation certificate for VE zones, where the bottom of the lowest horizontal structural member must be above the base flood elevation by a minimum of 18" and the walls be breakaway.
- 6.5 For structures located *outside* the FEMA regulatory floodplain, one of the following shall apply:
 - 6.3.1 Provide elevation certificate for structures in shaded X zones (also known as the 500-year floodplain or the 0.2% annual chance flood hazard). The top of the bottom floor must be above the nearest base flood elevation by a minimum of 18".
 - 6.3.2 Provide a form survey showing applicable elevation or an elevation certificate for structures in X zones. The top of the bottom floor must be above the crown of the street or the highest adjacent grade by a minimum of 18".
- 6.4 Beam layout, beam sizes, tendon count, corner bars, and reinforcing steel per City-approved plans.
- 6.6 Pads are firm and even.
- 6.7 Provided string lines to verify slab thickness, 4" minimum.
- 6.8 Beams are firm in bottom, no water covering steel or tendons.
- 6.9 Maintain vapor barrier, vapor barrier taped at all seams.
- 6.10 No structural steel in slab shall be supported by steel supports in contact with ground (taped steel supports not allowed).
- 6.11 Mastic barrier on all exposed PVC to 4" above finished floor minimum.
- 6.12 PVC on test to 10' above finish floor or provide air test with gauge test to 5 psi inside forms. Any repairs to PVC must be re-inspected by plumbing inspector.
- 6.13 No construction activity from 10:00 p.m. thru 7:00 a.m.

7. Wall cover inspections – Structure must be dried-in prior to inspection including roof and all doors,

and windows installed. Cover inspections will be based on City-approved plans that should remain on site at all times.

7.1 ELECTRICAL

- 7.1.1 All walls shall be framed and braced according to plans, having all electrical boxes (outlets and switches) and conduit installed. Membrane penetrations shall comply with section 712.3.2.
- 7.1.2 Minimum wire size 12 gauge per City Ordinance.
- 7.1.3 Ground wire installed at lug in metal boxes.
- 7.1.4 Aluminum wiring not allowed past meter per City Ordinance.
- 7.1.5 Exterior walls – section 704 shall be fire-resistance rated and have opening protection as required.

7.2 STAIRS

- 7.2.1 Stairs shall have a minimum width of 44" free of obstruction, and have a minimum headroom clearance of 80" measured vertically from the stair nosing.
- 7.2.2 Stair riser shall be 4" minimum and 7" maximum.
- 7.2.3 Stair depth shall be 11" minimum.
- 7.2.4 The width of landings shall not be less than the width of the stairway they serve.
- 7.2.5 Stairways shall have handrails on each side and shall comply with section 1014. Handrail height measured above stair tread nosing shall not be less than 34" and not more than 38" (required at final inspection).

7.3 PLUMBING

- 7.3.1 Water distribution piping tested to 60 psi or on city water pressure, visually checks system for leaks.
- 7.3.2 DWV test: hydrostatic test to minimum 10' above finished floor visually check joint for leaks; observe pressure for 15 minutes.
- 7.3.3 All installed shower pans on test for inspection (filled with water 2" minimum).
- 7.3.4 Water distribution piping properly sized, correct material used, joints properly made, water portability correctly protected.
- 7.3.5 Drains properly sized and sloped, correct materials used, fitting properly utilized, joints properly made, traps correctly protected with vent.
- 7.3.6 Fixtures provided with adequate space and clearances.
- 7.3.7 No plumbing vent terminal within 10' of operable windows, doors, or soffit vents unless 2' above opening.
- 7.3.8 Plumbing cleanouts provided with proper clearance.
- 7.3.9 Water heater installed properly; T&P discharge pipe made of correct materials and joints, not trapped, contains no more than 4 (per manufacturer) 90° fittings and no longer than 30' in developed length unless pipe is upsized (per manufacturer); drain pan required where leakage may cause damage with minimum 1" drain line.

7.4 GAS

- 7.4.1 Gas test minimum 5 psi on diaphragm gauge.
- 7.4.2 Gas piping proper size, correct pipe material, fittings, and joints; no piping in HVAC ducts or chases, or clothes chutes; no unions, tubing fittings, etc. in concealed locations; piping properly supported; boring and notching in structural members within allowed limits or correctly repaired.
- 7.4.3 Gas piping within structural concrete foundations shall be installed inside conduit, sealed where piping enters/exits conduit, conduit is vented to outside.
- 7.4.4 All gas vents terminated with approved cap the correct distance above roof and away from walls, windows, soffits, etc.; roof penetration properly flashed.

8. Ceiling cover inspection
 - 8.1 Duct seal inspection required.
 - 8.2 Secondary air conditioning drains terminated at an exterior conspicuous point of disposal, or installation for float switch in drain pan wired to disable the mechanical unit in place of a secondary drain line.
 - 8.3 Mechanical units properly supported to building structure.
 - 8.4 Four (4) inch clothes dryer exhausts shall not exceed 35' in length with deductions of 2.5' for 45° and 5' for 90° changes of direction. Booster fans are not allowed.
 - 8.5 Fire resistance rated construction shall comply with sections 701 thru 721.
 - 8.6 All fire rated walls with HVAC duct penetration are required to provide fire dampers.
 - 8.7 Demising walls are required to be fire caulked at decking and penetrations.
 - 8.8 Primary drain from unit insulated to top plate of wall.
 - 8.9 Smoke detectors should be located on the return air plenum or manufacturally installed with unit.
 - 8.10 All ducts, registers, exhaust and fixtures installed at grid.
 - 8.11 Wire ties at light fixtures (1 per end), clips on light fixtures fold down at grid or screw fixtures to grid.
 - 8.12 A means for providing a disconnect at the air conditioning unit and electrical water heater shall be installed.
 - 8.13 All openings and penetrations at exterior walls are required to be caulked and sealed.
 - 8.14 When equipment and appliances requiring access are installed on roofs or elevated structures at a height exceeding 16', such access shall be provided by a permanent approved means from grade or floor level to the equipment or appliance.
 - 8.15 Clearance of vent and exhaust pipe/fans from fresh air intakes at roof top units (10').
 - 8.16 Service outlets provided for roof top units (within 25' of unit).
 - 8.17 Condensate drains shall be trapped as required by the equipment or appliance manufacturer.
 - 8.18 Address or suite number should be listed on unit.
9. Fire blocking
 - 9.1 Fire resistance rated construction shall comply with sections 701 thru 721.
 - 9.2 All fire rated walls with HVAC duct penetration are required to provide fire dampers.
 - 9.3 Demising walls are required to be fire caulked at decking and penetrations.
 - 9.4 Membrane penetrations shall comply with section 712.3.2.
 - 9.5 All penetrations at exterior walls to be caulked and sealed.
 - 9.6 "Pyro Guard" fire treated wood to be used with type 1 and 2 construction as required.
10. Brick tie inspections and lathe inspections (separate inspections)
 - 10.1 Ties 16" on center vertically and horizontally.
 - 10.2 Ties secured to structure with a non-corrosive connector.
 - 10.3 Moisture barrier or flashing around windows, doors, or openings.
 - 10.4 Sleeve home run for electrical service penetrating brick or stucco with schedule 40 PVC or galvanized service nipple.
 - 10.5 Sleeve all electric, plumbing, and gas lines penetrating stucco.
11. Electrical inspection for temporary utilities, TCI (TCI form must be received and approved in office prior to inspection request.)
 - 11.1 Grounding electrodes properly connected to service panel.
 - 11.2 Verify gas, water, building steel and sprinkler system is bonded back to service panel.
 - 11.3 Main disconnect located at exterior of building next to meter, not higher than 6'-7" above adjacent grade.
 - 11.4 Proper meter can per utility provider, Center Point

- 11.5 Service panel is weather tight and no slots are left open in panel.
 - 11.6 A minimum clear space is provided in front of the service panel 30" wide and 36" deep.
 - 11.7 For electrical undergrounds, trenches must be at proper depth with and located properly per city approved plans. Schedule 40 conduit in place and bedded properly with marking tape 12" above.
 - 11.8 For light pole standards, shafts bored to the proper depth with properly sized steel in place per City-approved plans. Steel is to be grounded at all poles.
12. Gas meter inspection
- 12.1 All gas-fired and vented appliances properly installed and safe to operate.
 - 12.2 Sediment trap installed on furnace and water heaters not equipped with integrated trap.
 - 12.3 Gas-fired water heater relief valve(s) and discharge piping complete.
 - 12.4 Gas test minimum 5 psi on diaphragm gauge; observe 15 minutes for pressure drop.
 - 12.5 All gas piping complete to equipment shut-off valve which is within 6' maximum of appliance and readily accessible; gas line is connected to appliance or line is capped past valve if appliance will be added later (clothes dryer, range, grill – excluded from sediment trap); sediment trap correctly installed between shut-off valve and water heater or furnace.
 - 12.6 All gas vents properly installed supported, and terminated with approved cap the correct distance above roof and away from walls, windows, soffits, etc.; roof penetration properly flashed; sloped minimum 1/4" per foot; horizontal run of vent connector does not exceed vertical rise from draft hood to terminal; proper clearance to combustibles maintained (manufacturer).
 - 12.7 Clearances around appliances maintained (manufacturer).
 - 12.8 Appliances provided with correct combustion and ventilation air.
 - 12.9 Appliances in attic provided with minimum 30" x 22" opening, a clear and unobstructed minimum 24" wide and 30" high continuous path that is no longer than 20' from opening to appliance and terminating with a minimum 30" x 30" platform in front of the service side of appliance.
 - 12.10 Disappearing attic ladder installed correctly "with a minimum of 8 16D nails or 4 1/2" x 4" lag screws.
 - 12.11 Clearance around gas meter from ignition sources maintained per utility provider requirements minimum 3'-0".
 - 12.12 Gas piping system bonded back to service panel per electrical code.
13. Final occupancy inspection
- 13.1 **COMPLETED WORK AND DOCUMENTATION**
 - 13.1.1 Provide TDI windstorm certification, energy certification letter – verification of storm protection of all windows/doors.
 - 13.1.2 Provide finished construction elevation certificate. If located in AE or VE flood zone, final inspection will be performed by a Certified Floodplain Manager. Finished construction elevation certificates are required for final occupancy.
 - 13.1.3 All site work to be completed at the time of final inspection.
 - 13.1.4 T-pole removed from site.
 - 13.1.5 Grading at retention pond per City-approved plans (engineered letter).
 - 13.1.6 All landscaping has been completed (plans on site to verify).
 - 13.1.7 All paving striped and handicap logos in place.
 - 13.1.8 Dumpster enclosure in-place (screened-in if visible from street).
 - 13.1.9 Verify impact resistant glass or storm impact panels provided on site.
 - 13.2 **BUILDING**
 - 13.2.1 Permanent address in place.
 - 13.2.2 Provide letter regarding provisions for windstorm panels if not installed on site.

- 13.2.3 All openings and penetrations sealed at exterior.
- 13.2.4 Weep holes open at bottom of brick walls and over all lintels, maximum spacing of 33".
- 13.2.5 Handrails minimum 34" and maximum 38" in height. Guard rails 42" minimum height with guards spaced 4" maximum.

13.3 ELECTRICAL

- 13.3.1 Main disconnect located at exterior next to meter, at a maximum height of 6'-7" above grade.
- 13.3.2 All circuits and main labeled in service panel.
- 13.3.3 T-Pole disconnected and removed from site.
- 13.3.4 Operable switch, light, or plug in all spaces.
- 13.3.5 Required GFCI protected receptacles function properly, reset on same floor.
- 13.3.6 For structures located in the FEMA regulatory floodplain (AE zone or VE zone), all electrical equipment must be above the base flood elevation by a minimum of 18".

13.4 PLUMBING

- 13.4.1 Plumbing fixtures set and connected correctly to supply and drain.
- 13.4.2 Fixtures provided with adequate spaces and clearances.
- 13.4.3 Hot water provided and is on the left-hand side of fitting/fixture.
- 13.4.4 Pipes above grade or in attic protected from freezing.
- 13.4.5 All required valves accessible: main shutoff, water heater supply, and water closet supply.
- 13.4.6 Clean outs installed correctly w/ proper access and spacing.
- 13.4.7 All potable water outlets properly protected from backflow/back-siphonage; hose bibs have permanently attached vacuum breakers.
- 13.4.8 Water heater temperature and pressure relief valve(s) operate freely without leaks.

13.5 MECHANICAL

- 13.5.1 Outdoor mechanical equipment is secured against uplift per inland windstorm requirement.
- 13.5.2 Central air conditioning and heating is operable.
- 13.5.3 Heater flue pipe is properly installed per manufacturer's specifications.
- 13.5.4 Heating equipment, cooling equipment, and ducts are properly supported by building structure.
- 13.5.5 Pan under cooling coil is installed with proper slope to drain line.
- 13.5.6 All breakers to meet manufacturer specifications.
- 13.5.7 For structures located in the FEMA regulatory floodplain (AE zone or VE zone), all mechanical equipment must be above the base flood elevation by a minimum of 18".



CONSTRUCTION DOCUMENT SUBMITTALS: A **digital copy** of construction documents are required for plan review. Documents must be submitted along with a completed plan review form.

NOTE: Drawings must be drawn to scale, dimensioned and of sufficient clarity. Drawings containing a label such as “not for construction” or “for pricing only” will not be accepted for permit application.

PROFESSIONAL LICENSE: Each drawing and document shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Designer, where applicable as required by the State of Texas Engineering and Architect Practice Act.

REQUIRED DRAWINGS AND DOCUMENTS

(City may request additional information if necessary)

- ___ Recorded plat
- ___ Site Plan (including [parking plan and analysis](#), [landscape plans](#) and fire lanes)
- ___ Architectural sheets to include code analysis Floor Plans, Exterior Elevations, Door schedules, window schedules, hardware schedules Construction details; interior elevations and interior finish schedule. ([when a licensed architect is required](#))
- ___ Structural plans and [WPI-2](#): Foundation plans, roof and floor framing plans, wall sections and details Designed in accordance with [TDI requirements](#) for the [required windspeed](#)
- ___ Mechanical, electrical and plumbing plans and schedules ([designed by a licensed engineer when applicable](#))
- ___ Certified Energy Compliance Report (U.S. Dept. of Energy, www.energycodes.org)
- ___ Asbestos Survey (For renovation or demolition permits. [Tx Dept. of Health](#), 512-834-6600)
- ___ Texas Dept. of Licensing and Regulation architectural barriers project [registration information](#)
(If \$50,000 or over: 1-800-803-9202,)
- ___ Grading/Site Drainage Plan ([Chapter 46 of City Code](#))
- ___ [TxDOT permit](#) and engineered plans for driveways accessing State Highways (if applicable)
- ___ Storm Water Pollution Prevention Plan (1 Acre +) & Notice of Intent filed with TCEQ
- ___ [Elevation Certificate](#) (For projects within [100 year Flood Hazard Area](#))
(Construction Drawings : Building Under Construction : Finished Construction)
- ___ Letter of Capacity or Concurrence for Water and Sanitary Sewer Service from the Municipal Utility or Water District of record
- ___ Traffic Impact Analysis (Only required for development greater than 25 acres with 100 trips/peak hr. or 1,000 trips/day)



REQUIRED DRAWINGS AND DOCUMENTS

(City may request additional information if necessary)

- ___ Plat (Required for land being subdivided into tract(s) of less than 5 acres)
- ___ Site Plans (plot plans) drawn to scale of 1" = 20'. Site plans must show lot dimensions, footprint of building and [distance from building to property lines](#), platted building lines, driveways, all easements, and the address and legal description of the lot.
- ___ Floor plans drawn to scale of ¼" = 1'. Floor plans must show all dimensions, room names, size and type of windows and doors, cabinets and fixtures, and ceiling heights.
- ___ Exterior elevation plans drawn to a scale of ¼" = 1'. Exterior elevation plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs
- ___ Structural plans and [WPI-2](#). Structural plans must show second floor framing, ceiling framing, roof framing, headers and beams and windstorm connections. Must be designed by a Licensed engineer compliant with [windspeed](#) and [TDI Requirements](#)
- ___ Foundation plans (must be sealed by a State of Texas Licensed Engineer). Foundation plans must show all dimensions, location and spacing of beams, location of post-tensioning cables (if applicable), location and sizes of rebar (if applicable), concrete specifications, slab thickness, beam sizes and details, post-tensions cable details (if applicable), other notes and requirements by the Engineer, and the address and legal description of the lot.
- ___ Electrical plans (may be combined with floor plan) drawn to scale of ¼" = 1'. Electrical plans must show location of receptacles and other outlets, exhaust fans, smoke detectors, light fixtures, service equipment and panels.
- ___ Mechanical layout ([including HVAC system load sizing documents](#))
- ___ Plumbing plans (may be combined with floor plan) drawn to scale of ¼" = 1'. Plumbing plans must show locations of fixtures water heaters, and gas outlets.
- ___ Letter of Capacity or Concurrence for Water and Sanitary Sewer Service from the Municipal Utility or Water District of record
- ___ [Elevation Certificate](#) (For projects within [100 year Flood Hazard Area](#))
(Construction Drawings : Building Under Construction : Finished Construction)
- ___ Drainage plans ([46-107](#)), site fill calculations([46-111](#)) and building elevation ([46-107](#)) compliant with City code of ordinance
- ___ Certified Energy Compliance Report (U.S. Dept. of Energy, <https://www.energycodes.gov/rescheck:>)

NOTE: A Form Survey sealed by a State of Texas Licensed Surveyor verifying finished floor elevation and an elevation certificate (if applicable) will be required prior to scheduling a foundation inspection.



Foundation Repair

Standard Operating Procedure

The City of Freeport adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, and the 2014 National Electrical Code.

2015 IRC-R401.2 Requirements. Foundation construction shall be capable of accommodating all loads according to Section R301 and of transmitting the resulting loads to the supporting soil. Fill soils that support footings and foundations shall be designed, installed and tested in accordance with accepted engineering practice. Gravel fill used as footings for wood and precast concrete foundations shall comply with Section R403.

Two (2) sets of drawings and 1 digital set of engineer design showing placement of piers are required for plan submittal. These plans require an engineer seal and a job copy must be kept at the job site for inspection.

For Drilled Piers:

- Placement is checked per engineer plans.
- Hole size and depth per engineer plans.
- Steel is to be made up and lying nearby.
- The plans must show an elevation detail of depth and steel.

For Cable Lock and Non-Cable Type Cylinders:

- Placement is checked per engineer plans.
- Leave upper area uncovered to see blocking and shims.
- The Plan must show the elevation detail.

Any changes require an engineer letter of approval.

**To Schedule Inspections call
979-871-0109**



Reparación de cimientos

Procedimiento Operativo Estándar

La ciudad de Freeport se adhiere y hace cumplir los Códigos residenciales internacionales de 2015, los Códigos internacionales de construcción de 2015 y el Código eléctrico nacional de 2014.

Requisitos del IRC-R401.2 de 2015. La construcción de la cimentación deberá ser capaz de acomodar todas las cargas de acuerdo con la Sección R301 y de transmitir las cargas resultantes al suelo de soporte. Los suelos de relleno que soportan zapatas y cimientos deben diseñarse, instalarse y probarse de acuerdo con las prácticas de ingeniería aceptadas. El relleno de grava utilizado como zapatas para cimientos de madera y hormigón prefabricado debe cumplir con la Sección R403.

Se requieren dos (2) juegos de dibujos de diseño de ingeniería que muestren la ubicación de los pilares para la presentación del plano. Estos planes requieren un sello ingeniero y una copia de trabajo deben mantenerse en el lugar de trabajo para la inspección.

Para muelles perforados:

- La ubicación se verifica según los planes del ingeniero.
- Tamaño y profundidad del agujero según los planos del ingeniero.
- El acero se fabricará y se colocará cerca.
- Los planos deben mostrar un detalle de elevación de profundidad y acero.

Para cilindros tipo cable y sin cable:

- La ubicación se verifica según los planes del ingeniero.
- Deje el área superior descubierta para ver bloqueos y calzas.
- El Plan debe mostrar el detalle de elevación.

Cualquier cambio requiere una carta de aprobación de un ingeniero.

**Para programar inspecciones, llame al
979-871-0109**

THE CITY OF



FREEPORT

200 West Second St • Freeport, TX 77541

979.233.3526 • Fax 979.233.8867

City of Freeport Health Inspections Laws and Regulations

City of Freeport Code of Ordinances

https://codelibrary.amlegal.com/codes/freeportx/latest/freeport_tx/0-0-0-1

Minimum Standards for Child-Care Centers (texas.gov)

<https://www.hhs.texas.gov/sites/default/files/documents/doing-business-with-hhs/provider-portal/protective-services/ccl/min-standards/chapter-746-centers.pdf>

<https://www.hhs.texas.gov/providers/protective-services-providers/child-care-licensing/minimum-standards>

2015 International Building Code

<https://codes.iccsafe.org/content/IBC2015>

2015 National Electrical Code

<https://up.codes/code/nfpa-70-national-electrical-code-2014>

2015 International Plumbing Code

<https://codes.iccsafe.org/content/IPC2015>

2015 International Mechanical Code

<https://codes.iccsafe.org/content/IMC2015>

2015 International Property Maintenance Code

<https://codes.iccsafe.org/content/IPMC2015>

Statutes and Laws - Retail Food Establishments

Health and Safety Code

- [Chapter 437 - Regulation of Food Service Establishments, Retail Food Stores, Mobile Food Units & Roadside Vendors](https://statutes.capitol.texas.gov/Docs/HS/htm/HS.437.htm)
<https://statutes.capitol.texas.gov/Docs/HS/htm/HS.437.htm>
- [Chapter 438 - Public Health Measures Relating To Food](https://statutes.capitol.texas.gov/Docs/HS/htm/HS.438.htm)
<https://statutes.capitol.texas.gov/Docs/HS/htm/HS.438.htm>

Rules & Regulations

Texas Administrative Code, Title 25

- [Chapter 228 - Texas Food Establishments Rules \(TFER\)](https://dshs.texas.gov/foodestablishments/pdf/GuidanceDocs/TFER-2021_TAC-228_August-2021.pdf)
https://dshs.texas.gov/foodestablishments/pdf/GuidanceDocs/TFER-2021_TAC-228_August-2021.pdf
- [Chapter 229 \(U\) - Permitting Retail Food Establishments](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=U&rl=Y)
[https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=U&rl=Y](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=U&rl=Y)
- [Chapter 229 \(Z\) - Inspection Fees for Retail Food Establishments](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=Z&rl=Y)
[https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=Z&rl=Y](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=Z&rl=Y)

Resources

- [FDA Food Code 2017](https://www.fda.gov/food/fda-food-code/food-code-2017) (Weblink) **NEW 8/2021**
<https://www.fda.gov/food/fda-food-code/food-code-2017>
- [FAQs on Texas Food Establishment Rules](https://dshs.texas.gov/foodestablishments/faq-technical.aspx)
<https://dshs.texas.gov/foodestablishments/faq-technical.aspx>
- [HB 970 - Relating To Regulation Of Cottage Food Products And Cottage Food Production Operations](https://capitol.texas.gov/tlodocs/83R/billtext/html/HB00970F.htm)
<https://capitol.texas.gov/tlodocs/83R/billtext/html/HB00970F.htm>
- [Regulatory Guidance and Clarifications for Food Establishment Rules](https://dshs.texas.gov/foodestablishments/guidance.aspx)
<https://dshs.texas.gov/foodestablishments/guidance.aspx>



Permit Desk

Call in all inspections

979-871-0109

Kacey Roman

Director of Building & Code
Building Official

kroman@freeport.tx.us

(O) 979-871-0109

(C) 979-709-6573

Lance Petty

Director of Public Works

lpetty@freeport.tx.us

(C) 979-709-5700

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Veolia – Utilities

979-233-4281



Gas Test Standard Operating Procedures

The City of Freeport adheres to and enforces the 2015 International Residential Code, 2015 International Fuel Gas Code and 2014 National Electrical Code.

- System test with a diaphragm type test gauge to min 5 pounds.
- All appliances must have shut off valves and must be safe and operational.
- All gas appliance exhaust must be safe and operational.
- Water heater T&P and pan drains must terminate to the outside.
- Water heaters located in garages or in a room off garage must be elevated per code. Ignition source 18" above floor. (or installed to manufacture specifications)

When is a gas test inspection required?

1. Whenever a new system is installed (new construction).
2. When leaks are found in an existing system.
3. When a gas system has been turned off for more than 180-days.
4. When alternations are made to an existing gas piping system.

**Center Point Energy will not turn on new service or restore serve that has been turned off to any customer unless a gas test inspection has been performed and approved by the City of Freeport.

How to prepare for a successful result:

1. Obtain a permit from the Freeport Building Department. Permit may be obtained by a contractor holding a Master Plumbing License or the homeowner.

NOTE: Homeowner may only be issued a permit for work physically performed by the homeowner on a property owned and occupied by him as his homestead. Landlords and tenants will not be issued a permit.

2. Obtain an approved test gauge. The test gauge shall be a calibrated diaphragm type gauge. NOTE: SPRING TYPE TESTS GAUGES ARE NOT PERMITTED. Required test pressure for a standard low pressure residential system is 5 psig. The test pressure must be maintained for at least 15-minutes with no visible loss. For large commercial systems, longer test duration may be required. If pressure loss is observed, leaks must be located and repaired.

3. All piping must be tested from the point of attachment at the meter to the shut off valves for each individual gas appliance. Shut off valves must be turned off at the appliance. The yard line and inside piping system must be tested in every case. For medium pressure commercial tests regulators must be removed or isolated and both high and low sides must be tested.

4. Correct any dangerous conditions present at gas appliances. Some examples are listed below:

- a. Copper gas lines or gas connectors must be replaced with approved gas connectors. Approved connectors will be identified with the CSA u.s. mark. **No flexible gas connector

may enter the housing cabinet of a furnace. Rigid black pipe must be installed through the housing and inside the furnace. The final connection outside the housing may be made with an approved flex connector.

b. All flue vents must be in sound condition, not disconnected, pulled apart or dropped below the roof deck. No single wall metal pipe will be permitted to extend through the attic. Make sure you have at least 1" clearance to combustible materials for double wall vent and 6" clearance for single wall vent.

c. Any unvented gas heater or decorative appliance not equipped with an approved oxygen depletion sensor must be removed or permanently capped. The most common example of an UNAPPROVED appliance is the ceramic bathroom heater.

d. Any closet in which gas burning appliances are installed must have a source of fresh air (combustion air) supplied to the closet. Many closets will have a screened vent at the closet ceiling. Make sure this vent is not blocked with insulation or dust. Fine mesh screens should be removed to prevent future clogging.

****NOTE:** Appliances are not required to be brought up to all current Code requirements, but any hazardous condition must be corrected before gas test will be approved. The above items do not constitute a complete list of hazardous conditions, but the most common ones found.

When do I call for inspection? Call 979-871-0109

(1) Permit is obtained

(2) Any hazardous situation is corrected

(3) Gas test is holding pressure with not visible drop for a bare minimum of 15-minutes. (A tight system should hold pressure for much longer than this.) Large commercial systems may require longer test duration.

(4) An adult (18+ years of age) is present to allow entry inside a building to the inspector.

What's next? If the inspection is approved, the plumbing inspector will release the service to Center Point Energy and give approval to restore or connect service. The customer will also need to contact Center Point Energy to request service. Center Point will let you know when you can expect service to be turned on.

NOTE: Center Point may require that the test gauge be removed, the meter be reconnected and any open trench be filled before they will turn on gas service.

If an inspection is not approved, a list of needed corrections will be provided by the plumbing inspector. Once the corrections have been made, call for a re-inspection.

To Schedule Inspections call 979-871-0109



Prueba de Gas

Estándar de Procedimientos Operativos

La ciudad de Freeport se adhiere y hace cumplir el Código Residencial Internacional de 2015, el Código Internacional de Gas Combustible de 2015 y el Código Eléctrico Nacional de 2014.

- Prueba del sistema con un manómetro de prueba de tipo diafragma a un mínimo de 5 libras.
- Todos los artefactos deben tener válvulas de cierre y deben ser seguros y operativos.
- Todos los gases de escape de los aparatos de gas deben ser seguros y estar operativos.
- El calentador de agua T&P y los desagües de la bandeja deben terminar hacia el exterior.
- Los calentadores de agua ubicados en garajes o en una habitación fuera del garaje deben estar elevados según el código. Fuente de ignición a 18 "sobre el piso.

¿Cuándo se requiere una inspección de prueba de gas?

1. Siempre que se instale un nuevo sistema (nueva construcción).
2. Cuando se encuentran fugas en un sistema existente.
3. Cuando un sistema de gas ha estado apagado durante más de 180 días.
4. Cuando se realizan cambios en un sistema de tuberías de gas existente.

** Center Point Energy no activará un nuevo servicio ni restablecerá el servicio que se haya desactivado para ningún cliente a menos que la ciudad de Freeport haya realizado una inspección de prueba de gas y la haya aprobado.

Cómo prepararse para un resultado exitoso:

1. Obtenga un permiso del Departamento de Construcción de Freeport. El permiso puede ser obtenido por un contratista que posea una Licencia Maestra de Plomería o por el propietario de la vivienda.

NOTA: Al propietario de la vivienda solo se le puede emitir un permiso para el trabajo realizado físicamente por el propietario en una propiedad que él posee y ocupa como su propiedad. Los propietarios e inquilinos no recibirán un permiso.

2. Obtenga un medidor de prueba aprobado. El manómetro de prueba será un manómetro calibrado de tipo diafragma. NOTA: NO SE PERMITEN MEDIDORES DE PRUEBA DE TIPO DE RESORTE BARATOS. La presión de prueba requerida para un sistema residencial estándar de baja presión es de 5 psig. La presión de prueba debe mantenerse durante al menos 15 minutos sin pérdida visible. Para grandes sistemas comerciales, es posible que se requiera una mayor duración de la prueba. Si se observa pérdida de presión, las fugas deben localizarse y repararse.
3. Todas las tuberías deben probarse desde el punto de conexión en el medidor hasta las válvulas de cierre de cada aparato de gas individual. Las válvulas de cierre deben estar cerradas en el aparato. La línea de patio y el sistema de tuberías interiores deben probarse en todos los casos. Para pruebas comerciales de presión media, los reguladores deben retirarse o aislarse y deben probarse los lados alto y bajo.
4. Corrija las condiciones peligrosas presentes en los aparatos de gas. A continuación se enumeran algunos ejemplos:
 - A. Las líneas de gas de cobre o los conectores de gas deben reemplazarse por conectores de gas aprobados. Los conectores aprobados se identificarán con la CSA u.s. Marcos.

**** Ningún conector de gas flexible puede entrar en el gabinete de la carcasa de un horno. Se debe instalar una tubería negra rígida a través de la carcasa y dentro del horno. La conexión final fuera de la carcasa se puede realizar con un conector flexible aprobado.**

B. Todos los conductos de ventilación deben estar en buenas condiciones, no desconectados, separados o caídos debajo de la plataforma del techo. No se permitirá que ningún tubo de metal de pared simple se extienda a través del ático. Asegúrese de tener al menos 1 "de espacio libre para materiales combustibles para ventilación de pared doble y 6" para ventilación de pared simple.

C. Cualquier calentador de gas sin ventilación o artefacto decorativo que no esté equipado con un sensor de agotamiento de oxígeno aprobado debe retirarse o taparse permanentemente. El ejemplo más común de un aparato NO APROBADO es el calentador de baño de cerámica.

D. Cualquier armario en el que se instalen aparatos de gas debe tener una fuente de aire fresco (aire de combustión) suministrada al armario. Muchos armarios tendrán una ventilación con mosquitero en el techo del armario. Asegúrese de que esta ventilación no esté bloqueada con aislamiento o polvo. Se deben quitar las pantallas de malla fina para evitar futuras obstrucciones. ** NOTA: No se requiere que los electrodomésticos cumplan con todos los requisitos del Código actual, pero cualquier condición peligrosa debe corregirse antes de que se apruebe la prueba de gas. Los elementos anteriores no constituyen una lista completa de condiciones peligrosas, sino las más comunes encontradas.****

¿Cuándo llamo para una inspección? Llame al 979-871-0109

(1) Se obtiene el permiso

(2) Se corrige cualquier situación peligrosa

(3) La prueba de gas mantiene la presión sin caída visible durante un mínimo de 15 minutos. (Un sistema hermético debe mantener la presión durante mucho más tiempo). Los sistemas comerciales grandes pueden requerir una duración de prueba más prolongada.

(4) Un adulto (mayor de 18 años) está presente para permitir la entrada del inspector al interior de un edificio. ¿Que sigue? Si se aprueba la inspección, el inspector de plomería entregará el servicio a Center Point Energy y dará su aprobación para restaurar o conectar el servicio. El cliente también deberá comunicarse con Center Point Energy para solicitar el servicio. Center Point le informará cuándo puede esperar que se active el servicio.

NOTA: Center Point puede requerir que se retire el medidor de prueba, se vuelva a conectar el medidor y se llene cualquier zanja abierta antes de que se encienda el servicio de gas.

Si no se aprueba una inspección, el inspector de plomería proporcionará una lista de las correcciones necesarias. Una vez que se hayan realizado las correcciones, solicite una nueva inspección.

Para programar inspecciones, llame al 979-871-0109

Grease Interceptor Sizing Worksheet

The Uniform Plumbing Code Formula

Company		Calculated By		Date	
Project		Location			

Follow these six simple steps to determine grease interceptor size.

Enter Calculations Here >	No of Meals Per Peak Hours	Waste Flow Rate	Retention Time	Storage Factor	Calculated Interceptor Size	Grease Interceptor
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6

1	Number of Meals Per Peak Hour (Recommended Formula): Seating Capacity <input type="text"/> X Meal Factor <input type="text"/> = Meals per Peak Hour <input type="text"/> Establishment Type: Fast Food (45 min) Meal Factor 1.33 Restaurant (60 min) Meal Factor 1.00 Leisure Dining (90 min) Meal Factor 0.67 Dinner Club (120 min) Meal Factor 0.50	Notes:
	Waste Flow Rate: Condition With a Dishwashing Machine Flow Rate 6 Gallons Without a Dishwashing Machine Flow Rate 5 Gallons Single Service Kitchen Flow Rate 2 Gallons Food Waste Disposer Only Flow Rate 1 Gallon	Notes:
3	Retention Time Commercial Kitchen Waste Dishwasher 2.5 Hours Single Service Kitchen Single Serving 1.5 Hours	Notes:
4	Storage Factor Kitchen Type Fully Equipped Commercial Hours of Operation 8 Hours Storage Factor 1.00 12 Hours Storage Factor 1.50 16 Hours Storage Factor 2.00 24 Hours Storage Factor 3.00 Single Service Kitchen Storage Factor 1.50	Notes:
5	Calculate Liquid Capacity Multiply the values obtained from step 1, 2, 3 and 4. The result is the approximate grease interceptor size for this application	Notes:
6	Select Grease Interceptor Using the approximate required liquid capacity from step 5, select an appropriate size as recommended by the manufacturer.	Notes:



Irrigation System Installation Standard Operating Procedure

This guide lists normally required inspections for irrigation installations. There may be more or fewer required inspections at the discretion of the Building Official to verify code compliance. It is the responsibility of the job superintendent or homeowner to assure that the project is ready for inspection and accessible for the inspector. The City of Freeport adheres to and enforces the 2015 International Codes, and the 2014 National Electrical Code.

1. Irrigation plans submittals

- 1.1 The irrigation plan must include complete coverage of the area to be irrigated. If a system does not provide complete coverage of the area to be irrigated, it must be noted on the irrigation plan.
- 1.2 All irrigation plans used for construction must be drawn to scale. The plan must include, at a minimum, the following information:
 - The irrigator's seal, signature, and date of signing
 - All major physical features and the boundaries of the areas to be watered
 - A North arrow
 - A legend
 - The zone flow measurement for each zone
 - Location and type of controller and sensor (or example, but not limited to, rain, moisture, wind, flow, or freeze)
 - The scale used
 - The design pressure
 - Location, type, and size of each of the following:
 - Water source, but not limited to a water meter and point(s) of connection
 - Backflow prevention device
 - Water emission device, including, but not limited to, spray heads, rotary sprinkler heads, quick-couplers, bubblers, drip, or micro-sprays
 - Valve, including, but not limited to, zone valves, master valves, and isolation valves
 - Pressure regulation component
 - Main line and lateral piping

2. All of the following is required for inspections of irrigation installation

- 2.1 Proper address clearly visible from the street.
- 2.2 City-approved Plans on site.
- 2.3 Leave Correction or Approval notice at all inspections.
- 2.4 Check general cleanliness of job sites.

3. Inspection Requirements

- 3.1 Locate backflow preventer and Freeport test report sheet. Verify information on the sheet matches the backflow preventer serial number and address.
- 3.2 Verify that the test results are correct.
- 3.3 No spray heads in areas less than 48" in length or width (not including impervious services). Narrow paved walkways, jogging paths, etc. located in cemeteries, parks, golf courses, or other public areas may be exempted if the run off drains into a landscaped area.
- 3.4 Pop up or spray heads used in new irrigation systems must be direct flow away from a hard scape and cannot be installed 4" from a hard scape.

- 3.5 Spray heads must not spray water over concrete, asphalt, brick, wood, stones set with mortar, or other impervious materials on walls, fences, sidewalks, streets, etc.
- 3.6 Supply line from meter and tie in locations must be a minimum of SH-40 PVC or type M copper, 12" deep.
- 3.7 Supply line to backflow preventer to be insulated and the backflow preventer to be a minimum of one foot above the highest spray head.

Minimum design and installation requirements (per TCEQ rule §344.62)

- 4.1 No irrigation design or installation shall require the use of any component, including the water meter, in a way which exceeds the manufacturer's published performance limitations for the component.
- 4.2 The maximum spacing between emission devices must not exceed the manufacturer's published radius or spacing of the device(s). The radius or spacing is determined by referring to the manufacturer's published specs for a specific emission device at a specific operating pressure.
- 4.3 New irrigation systems shall not utilize above-ground spray emission devices in landscapes that are less than 48" not including the impervious surfaces in either length or width and which contain impervious pedestrian or vehicular traffic surfaces along two or more perimeters. If pop-up sprays or rotary sprinkler heads are used in a new irrigation system, the sprinkler heads must direct flow away from any adjacent surface and shall not be installed closer than 4" from a hard scape, such as, but not limited to, a building foundation, fence, concrete, asphalt, pavers, or stones set with mortar.
- 4.4 Narrow paved walkways, jogging paths, golf cart paths or other small areas located in cemeteries, parks, golf courses or other public areas may be exempted from this requirement if the runoff drains into a landscaped area.
- 4.5 For water pressure, emission devices must be installed to operate at the minimum and not above the maximum sprinkler head pressure as published by the manufacturer for the nozzle and head spacing that is used. Methods to achieve the water pressure requirements include, but are not limited to, flow control valves, a pressure regulator, or pressure compensating spray heads.
- 4.6 Piping in irrigation systems must be designed and installed so that the flow of water in the pipe will not exceed a velocity of 5' per second for polyvinyl chloride (PVC) pipe.
- 4.7 Irrigation systems shall have separate zones based on plant material type, microclimate factors, topographic features, soil conditions, and hydrological requirements.
- 4.8 Zones must be designed and installed so that all of the emission devices in that zone irrigate at the same precipitation rate.
- 4.9 Irrigation systems shall not spray water over surfaces made of concrete, asphalt, brick, wood, stones set with mortar, or any other impervious material, such as, but not limited to, walls, fences, sidewalks, streets, etc.
- 4.10 When provided, a master valve shall be installed on the discharge side of the backflow prevention device on all new installations.
- 4.11 All new irrigation systems that are installed using PVC pipe and fittings shall be primed with a colored primer prior to applying the PVC cement in accordance with the IPC (Sec. 605).
- 4.12 All new automatically controlled irrigation systems must include sensors or other technology designed to inhibit or interrupt operation of the irrigation system during periods of moisture or rainfall. Rain or moisture shut-off technology must be installed according to the manufacturer's published recommendations. Repairs to existing automatic irrigation systems that require replacement of an existing controller must include a sensor or other technology designed to inhibit or interrupt operation of the irrigation system during periods of moisture or rainfall.
- 4.13 All new irrigation systems must include an isolation valve between the water meter and the backflow prevention device.
- 4.14 Piping in all irrigation systems must be installed according to the manufacturer's published specifications for depth coverage of piping.
 - 4.14.1 If the manufacturer has not published specifications for depth coverage of piping, the piping must be installed to provide minimum depth coverage of 6" of select backfill, between the top of the pipe and the natural grade of the topsoil. All portions of the irrigation system that fail to meet this standard must be noted on the irrigation plan. If the area being irrigated has rock at a depth of 6" or less, select backfill may be mounded over the pipe. Mounding must be noted on the irrigation plan and discussed with the irrigation system owner or owner's representative to address any safety issues.
 - 4.14.2 If a utility, man-made structure or roots create an unavoidable obstacle, which makes the 6-inch depth coverage requirement impractical, the piping shall be installed to provide a minimum of 2" of select backfill between the top of the pipe and the natural grade of the topsoil.
 - 4.14.3 All trenches and holes created during installation of an irrigation system must be backfilled and compacted to the original grade.
- 4.15 Underground electrical wiring used to connect an automatic controller to any electrical component of the irrigation system must be listed by Underwriters Laboratories as acceptable for burial underground.
- 4.16 Electrical wiring that connects any electrical components of an irrigation system must be sized according to the manufacturer's recommendation.
- 4.17 Electrical wire splices which may be exposed to moisture must be waterproof as certified by the wire splice manufacturer.
- 4.18 Underground electrical wiring that connects an automatic controller to any electrical component of the irrigation system must be buried with a minimum of 6" of select backfill.
- 4.19 Water contained within the piping of an irrigation system is deemed to be non-potable. No drinking or domestic water usage, such as, but not limited to, filling swimming pools or decorative fountains, shall be connected to an irrigation system. If a hose bib (an outdoor water faucet that has hose threads on the spout) is connected to an irrigation system for the purpose of providing supplemental water to an area, the hose bib must be installed using a quick coupler key on a quick coupler installed in a covered purple valve box and the hose bib and any hoses connected to the bib must be labeled "non-potable, not safe for drinking." An isolation valve must be installed upstream of a quick coupler connecting a hose bib to an irrigation system.



Instalación del sistema de riego

Procedimiento Operativo Estándar

Esta guía enumera las inspecciones que normalmente se requieren para las instalaciones de riego. Puede haber más o menos inspecciones requeridas a discreción del Oficial de la Construcción para verificar el cumplimiento del código. Es responsabilidad del superintendente de trabajo o del propietario asegurarse de que el proyecto esté listo para ser inspeccionado y accesible para el inspector. La Ciudad de Freeport se adhiere y hace cumplir los Códigos Internacionales de 2015 y el Código Eléctrico Nacional de 2014.

1. Presentaciones de planes de riego

- 1.1 El plan de riego debe incluir una cobertura completa del área a regar. Si un sistema no proporciona una cobertura completa del área a regar, debe anotarse en el plan de riego.
- 1.2 Todos los planes de riego utilizados para la construcción deben dibujarse a escala. El plan debe incluir, como mínimo, la siguiente información:
 - El sello, la firma y la fecha de la firma del irrigador.
 - Todas las características físicas principales y los límites de las áreas a regar.
 - Una flecha hacia el norte
 - Una leyenda
 - La medición de caudal de zona para cada zona
 - Ubicación y tipo de controlador y sensor (o ejemplo, pero no limitado a, lluvia, humedad, viento, flujo o congelación)
 - La escala utilizada
 - La presión del diseño
 - Ubicación, tipo y tamaño de cada uno de los siguientes:
 - Fuente de agua, pero no limitado a un medidor de agua y puntos de conexión
 - Dispositivo de prevención de reflujos
 - Dispositivo de emisión de agua, que incluye, entre otros, rociadores, rociadores giratorios, acopladores rápidos, burbujeadores, goteo o microaspersores
 - Válvula, incluidas, entre otras, válvulas de zona, válvulas maestras y válvulas de aislamiento
 - Componente de regulación de presión
 - Línea principal y tubería lateral

2. Todo lo siguiente es necesario para las inspecciones de la instalación de riego.

- 2.1 Dirección adecuada claramente visible desde la calle.
- 2.2 Planes aprobados por la ciudad en el sitio.
- 2.3 Deje un aviso de Corrección o Aprobación en todas las inspecciones.
- 2.4 Verifique la limpieza general de los lugares de trabajo.

3. Requisitos de inspección

- 3.1 Localice el dispositivo de prevención de reflujos y la hoja de informe de prueba de Freeport. Verifique que la información de la hoja coincida con el número de serie y la dirección del dispositivo de prevención de reflujos.
- 3.2 Verifique que los resultados de la prueba sean correctos.

- 3.3 No se permiten rociadores en áreas de menos de 48 "de largo o ancho (sin incluir los servicios impermeables). Los pasillos estrechos pavimentados, senderos para trotar, etc. ubicados en cementerios, parques, campos de golf u otras áreas públicas pueden estar exentos si la escorrentía desagua en un área ajardinada.
- 3.4 Los cabezales de aspersión o pop-up utilizados en los nuevos sistemas de riego deben tener un flujo directo lejos de un escape duro y no pueden instalarse a 4 "de un escape duro.
- 3.5 Los cabezales rociadores no deben rociar agua sobre concreto, asfalto, ladrillo, madera, piedras colocadas con mortero u otros materiales impermeables en paredes, cercas, aceras, calles, etc.
- 3.6 La línea de suministro desde el medidor y las conexiones deben tener un mínimo de PVC SH-40 o cobre tipo M, de 30 cm (30 cm) de profundidad.
- 3.7 La línea de suministro al dispositivo de prevención de reflujos debe aislarse y el dispositivo de prevención de reflujos debe estar como mínimo a un pie por encima del cabezal rociador más alto.

Requisitos mínimos de diseño e instalación (según la regla TCEQ §344.62)

- 4.1 Ningún diseño o instalación de riego requerirá el uso de ningún componente, incluido el medidor de agua, de una manera que exceda las limitaciones de rendimiento publicadas por el fabricante para el componente.
- 4.2 La separación máxima entre los dispositivos de emisión no debe exceder el radio o la separación de los dispositivos publicados por el fabricante. El radio o espaciado se determina consultando las especificaciones publicadas por el fabricante para un dispositivo de emisión específico a una presión de operación específica.
- 4.3 Los nuevos sistemas de irrigación no deben utilizar dispositivos de emisión de rocío sobre el suelo en paisajes que midan menos de 48 "sin incluir las superficies impermeables ni de largo ni de ancho y que contengan superficies impermeables de tránsito peatonal o vehicular a lo largo de dos o más perímetros. Si se utilizan rociadores emergentes o rociadores giratorios en un nuevo sistema de riego, los rociadores deben dirigir el flujo lejos de cualquier superficie adyacente y no deben instalarse a menos de 4 "de un escape duro, como, entre otros, cimientos de un edificio, cerca, concreto, asfalto, adoquines o piedras colocadas con mortero.
- 4.4 Los pasillos estrechos y pavimentados, los senderos para trotar, los senderos para carritos de golf u otras áreas pequeñas ubicadas en cementerios, parques, campos de golf u otras áreas públicas pueden estar exentos de este requisito si la escorrentía drena hacia un área ajardinada.
- 4.5 Para la presión del agua, los dispositivos de emisión deben instalarse para operar al mínimo y no por encima de la presión máxima de la cabeza del rociador según lo publicado por el fabricante para la boquilla y el espacio de la cabeza que se utiliza. Los métodos para lograr los requisitos de presión de agua incluyen, entre otros, válvulas de control de flujo, un regulador de presión o cabezales rociadores compensadores de presión.
- 4.6 Las tuberías en los sistemas de riego deben diseñarse e instalarse de manera que el flujo de agua en la tubería no exceda una velocidad de 5 'por segundo para tuberías de cloruro de polivinilo (PVC).
- 4.7 Los sistemas de riego deben tener zonas separadas según el tipo de material vegetal, los factores microclimáticos, las características topográficas, las condiciones del suelo y los requisitos hidrológicos.
- 4.8 Las zonas deben diseñarse e instalarse de modo que todos los dispositivos de emisión en esa zona rieguen con la misma tasa de precipitación.
- 4.9 Los sistemas de riego no deben rociar agua sobre superficies de concreto, asfalto, ladrillo, madera, piedras colocadas con mortero o cualquier otro material impermeable, como, entre otros, muros, cercas, aceras, calles, etc.
- 4.10 Cuando se proporcione, se instalará una válvula maestra en el lado de descarga del dispositivo de prevención de reflujos en todas las instalaciones nuevas.
- 4.11 Todos los sistemas de riego nuevos que se instalen con tuberías y accesorios de PVC deberán imprimirse con una imprimación de color antes de aplicar el cemento de PVC de acuerdo con la IPC (Sec. 605).
- 4.12 Todos los nuevos sistemas de riego controlados automáticamente deben incluir sensores u otra tecnología diseñada para inhibir o interrumpir el funcionamiento del sistema de riego durante los períodos de humedad o lluvia. La tecnología de corte de lluvia o humedad debe instalarse de acuerdo con las recomendaciones publicadas por el fabricante. Las reparaciones a los sistemas de riego automático existentes que requieren el reemplazo de un controlador existente deben incluir un sensor u otra tecnología diseñada para inhibir o interrumpir el funcionamiento del sistema de riego durante los períodos de humedad o lluvia.
- 4.13 Todos los sistemas de riego nuevos deben incluir una válvula de aislamiento entre el medidor de agua y el dispositivo de prevención de reflujos.
- 4.14 Las tuberías en todos los sistemas de riego deben instalarse de acuerdo con las especificaciones publicadas por el fabricante para la cobertura de profundidad de las tuberías.
 - 4.14.1 Si el fabricante no ha publicado especificaciones para la cobertura de profundidad de la tubería, la tubería debe instalarse para proporcionar una cobertura de profundidad mínima de 6 "de relleno seleccionado, entre la parte superior de la tubería y el grado natural de la capa superior del suelo. Todas las partes del sistema de riego que no cumplan con este estándar deben anotarse en el plan de riego. Si el área que se está irrigando tiene rocas a una profundidad de 6 "o menos, se puede colocar un relleno seleccionado sobre la tubería. Los montículos deben anotarse en el plan de riego y discutirse con el propietario del sistema de riego o con el representante del propietario para abordar cualquier problema de seguridad.
 - 4.14.2 Si un servicio público, una estructura artificial o raíces crean un obstáculo inevitable, lo que hace que el requisito de cobertura de profundidad de 6 pulgadas no sea práctico, la tubería se instalará para proporcionar un mínimo de 2 pulgadas de relleno seleccionado entre la parte superior de la tubería y la tubería natural. grado de la capa superior del suelo.
 - 4.14.3 Todas las zanjas y agujeros creados durante la instalación de un sistema de riego deben rellenarse y compactarse al nivel original.
- 4.15 El cableado eléctrico subterráneo utilizado para conectar un controlador automático a cualquier componente eléctrico del sistema de riego debe estar listado por Underwriters Laboratories como aceptable para el enterramiento subterráneo.
- 4.16 El cableado eléctrico que conecta cualquier componente eléctrico de un sistema de riego debe dimensionarse de acuerdo con las recomendaciones del fabricante.
- 4.17 Los empalmes de cables eléctricos que pueden estar expuestos a la humedad deben ser impermeables según lo certificado por el fabricante del empalme de cables.
- 4.18 El cableado eléctrico subterráneo que conecta un controlador automático a cualquier componente eléctrico del sistema de riego debe estar enterrado con un mínimo de 6 "de relleno seleccionado.
- 4.19 El agua contenida en las tuberías de un sistema de riego se considera no potable. Ningún uso de agua potable o doméstica, como, entre otros, el llenado de piscinas o fuentes decorativas, se conectará a un sistema de riego. Si un grifo de manguera (un grifo de agua exterior que tiene roscas de manguera en el pico) está conectado a un sistema de riego con el propósito de proporcionar agua suplementaria a un área, el grifo de la manguera debe instalarse usando una llave de acoplamiento rápido en un acoplador rápido instalado. en una caja de válvula cubierta de color púrpura y el grifo de la manguera y cualquier manguera conectada al babero deben estar etiquetados como "no potable, no apto para beber". Se debe instalar una válvula de aislamiento aguas arriba de un acoplador rápido que conecte un grifo de manguera a un sistema de riego.



Swimming Pool

Standard Operating Procedures

The City of Freeport adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, and the 2014 National Electrical Code.

1. **Building permit** – All swimming pools built in Freeport require a building permit. Two Copies of Plans must be submitted and shall include, at a minimum, the following:
 - Survey** of the property showing easements, building lines, setbacks, the pool location including the pool equipment, shade structures, summer kitchens, and decks. Pool equipment shall NOT be located within 24" of the property line or within a UE (Utility Easement)
 - Detail drawing** reflecting the methods and materials to be used. The depth of the pool must be shown as well as the distance to any existing structures.
 - List of equipment** provided which must include a backwash line to a P-Trap extending from the main sewer line.
 - Provide a **gas riser diagram** showing pipe section size/length, fixture BTU's, developed length, and total system BTU's (for proposed pool heater).
 - Pools that are located within 5' from the water's edge to the structure's foundation must provide a **detail from an engineer** with his signature, seal, and dated.
 - 1.1 A barricade of the pool must be maintained at all times during construction.
 - 1.2 Pools are not allowed to be constructed in the aerial easement.
 - 1.2.1 Exception – Provide letter of encroachment from the electrical utility company permitting the use of the easement for a swimming pool.
2. **Steel or structural inspections**
 - 2.1 Permit and city approved plan must be posted on site.
 - 2.2 Request for a pool stake out inspection for location approval before digging.
 - 2.3 Plot/Survey showing location of pool, equipment, and shade structures, in relation to property easements, pool setbacks, and existing structures.
 - 2.4 Pool site must be completely fenced at the time of inspection. A temporary construction barricade at a minimum of 4' in height is acceptable during construction.
 - 2.5 Steel – concrete cover for reinforcing bars shall be a minimum of 2".
 - 2.5.1 No steel in ground supporting reinforcing steel.
 - 2.5.2 No standing water obstructing view of steel.
 - 2.5.3 No major cave-ins affecting pool integrity.

3. Plumbing inspections

- 3.1 Gas piping for pool heaters, fireplaces, and pits must comply with sizing of the IRC and IPC tables and installations.
- 3.2 All materials must be approved per IRC and IPC.
- 3.3 Gas piping requires a test with a diaphragm gauge – minimum 5 lbs.
- 3.4 Install a sediment trap for pool heater, but not outdoor grills, fire pits or illuminating appliance.
- 3.5 Gas-fired pool heaters must be a minimum of 4' from operable windows (see manufacturer's specifications).
- 3.6 All backwash piping must go to the sewer. Must have a minimum 4" P-Trap at the cleanout riser or in line. For cartridge filters, a backwash is not required.
- 3.7 Main cleanout for house must be accessible.
- 3.8 Pool fill must have a backflow protection device located a minimum 12" above pool.
- 3.9 High-pressure gas lines must stub up at meter location only. Center Point Entex will connect. Regulators must be installed at appliance location.

4. Electrical inspections

- 4.1 Burial depth of PVC conduit is a minimum of 18 (6" if metallic conduit) (12" if GFCI). Conduit under concrete is exempt from these requirements.
- 4.2 Schedule 40 conduits may be installed underground and schedule 80 above ground.
- 4.3 Bonding of pool at pool equipment. Ground at light fixture at pool with water resistant epoxy at ground lighting.
- 4.4 Ground on handrails, ladders, and slides containing metal parts.
- 4.5 Ground all metal objects including fences within 5' of the pool.
- 4.6 No receptacles within 6' of water's edge, even if GFCI.

5. Decking inspections

- 5.1 Grounding of steel of decking.
- 5.2 Expansion joints throughout form work and existing structure (foundation).
- 5.3 Proper depth of decking.

6. Final inspections

- 6.1 All fencing/gates shall be at least 48" in height above grade. Maximum clearance between grade and bottom of barrier shall be 2".
- 6.2 Gates shall open outward from pool and shall be self-closing and self-latching.
- 6.3 All latching devices must be located a minimum of 54" from the bottom of the gate. Where the latching device is located less than the 54", the following shall apply:
 - 6.3.1 The release mechanism shall be located on the pool side of gate at least 3" below the top of gate.
 - 6.3.2 The gate and barrier shall have no opening larger than 1/2-inch within 18" of the release mechanism.
- 6.4 All doors with access to pool should have an UL 2017 listed audible alarm. Doors lending access to pool area from garage must be self-closing or have an audible alarm.



Piscina

Estándar de Procedimientos Operativos

La ciudad de Freeport se adhiere y hace cumplir los Códigos residenciales internacionales de 2015, los Códigos internacionales de construcción de 2015 y el Código eléctrico nacional de 2014.

1. **Permiso de construcción** : todas las piscinas construidas en Freeport requieren un permiso de construcción. Se deben enviar dos copias de los planos que deben incluir, como mínimo, lo siguiente:
 - Estudio** de la propiedad que muestre servidumbres, líneas de construcción, retrocesos, la ubicación de la piscina, incluido el equipo de la piscina, las estructuras de sombra, las cocinas de verano y las terrazas. El equipo de la piscina NO debe estar ubicado dentro de las 24 "de la línea de propiedad o dentro de un UE (Utility Servidumbre)
 - Dibujo detallado** que refleja los métodos y materiales a utilizar. Debe indicarse la profundidad de la piscina y la distancia a cualquier estructura existente.
 - Lista de equipo** provisto que debe incluir una línea de retrolavado a una trampa P que se extiende desde la línea principal de alcantarillado.
 - Proporcione un **diagrama de tubo ascendente** que muestre el tamaño / longitud de la sección de la tubería, las BTU del accesorio, la longitud desarrollada y las BTU totales del sistema (para el calentador de piscina propuesto).
 - Las piscinas que están ubicadas dentro de los 5 'desde el borde del agua hasta los cimientos de la estructura deben proporcionar un **detalle de un ingeniero** con su firma, sello y fecha.
- 1.1 Se debe mantener una barricada de la piscina en todo momento durante la construcción.
- 1.2 No se permite la construcción de piscinas en la servidumbre aérea.
 - 1.2.1 Excepción: proporcione una carta de usurpación de la compañía de servicios eléctricos que permita el uso de la servidumbre para una piscina.
2. **Inspecciones estructurales o de acero**
 1. El permiso y el plan aprobado por la ciudad deben publicarse en el sitio.
 2. Solicite una inspección de replanteo de la piscina para la aprobación de la ubicación antes de excavar.
- 2.3 Parcela / Encuesta que muestre la ubicación de la piscina, el equipo y las estructuras de sombra, en relación con las servidumbres de propiedad, los retrocesos de la piscina y las estructuras existentes.
- 2.4 El sitio de la piscina debe estar completamente cercado en el momento de la inspección. Una barricada de construcción temporal a un mínimo de 4 'de altura es aceptable durante la construcción.
- 2.5 La cubierta de acero y hormigón para las barras de refuerzo debe tener un mínimo de 2 ".
 - 2.5.1 Sin acero en acero de refuerzo de soporte de suelo.
 - 2.5.2 No hay agua estancada que obstruya la vista del acero.
 - 2.5.3 Sin derrumbes importantes que afecten la integridad de la piscina.

3. Inspecciones de fontanería

- 3.1 Las tuberías de gas para calentadores de piscinas, chimeneas y fosas deben cumplir con el tamaño de las mesas e instalaciones de IRC e IPC.
- 3.2 Todos los materiales deben estar aprobados por el IRC y el IPC.
- 3.3 La tubería de gas requiere una prueba con un manómetro de diafragma - mínimo 5 libras.
- 3.4 Instale una trampa de sedimentos para el calentador de piscina, pero no parrillas al aire libre, fogatas o artefactos de iluminación.
- 3.5 Los calentadores de piscinas a gas deben estar a un mínimo de 4' de las ventanas operables (consulte las especificaciones del fabricante).
- 3.6 Toda la tubería de retrolavado debe ir a la alcantarilla. Debe tener un mínimo de 4" P-Trap en el tubo ascendente de limpieza o en la línea. Para los filtros de cartucho, no se requiere un retrolavado.
- 3.7 La limpieza principal de la casa debe ser accesible.
- 3.8 El relleno de la piscina debe tener un dispositivo de protección contra reflujo ubicado a un mínimo de 12" por encima de la piscina.
- 3.9 Las líneas de gas de alta presión deben terminar en la ubicación del medidor únicamente. Center Point Entex se conectará. Los reguladores deben instalarse en la ubicación del aparato.

4. Inspecciones eléctricas

- 4.1 La profundidad de enterramiento del conducto de PVC es de un mínimo de 18" (6" si es un conducto metálico) (12" si es un GFCI). Los conductos debajo del hormigón están exentos de estos requisitos.
- 4.2 Los conductos cédula 40 se pueden instalar bajo tierra y cédula 80 por encima del suelo.
- 4.3 Unión de la piscina al equipo de la piscina. Conecte a tierra en el artefacto de iluminación de la piscina con epoxi resistente al agua en la iluminación del suelo.
- 4.4 Suelo en pasamanos, escaleras y toboganes que contienen partes metálicas.
- 4.5 Conecte a tierra todos los objetos metálicos, incluidas las cercas, a menos de 5' de la piscina.
- 4.6 No hay receptáculos a menos de 6' del borde del agua, incluso si es GFCI.

5. Inspecciones de terrazas

- 5.1 Puesta a tierra de acero de tarima flotante.
- 5.2 Juntas de expansión en todo el encofrado y la estructura existente (cimentación).
- 5.3 Profundidad adecuada de la plataforma.

6. Inspecciones finales

- 6.1 Todas las cercas / puertas deben tener al menos 48" de altura sobre el nivel del suelo. El espacio libre máximo entre el nivel y el fondo de la barrera debe ser de 2".
- 6.2 Las puertas se abrirán hacia afuera de la piscina y se cerrarán y se engancharán automáticamente.
- 6.3 Todos los dispositivos de cierre deben ubicarse a un mínimo de 54" desde la parte inferior de la puerta. Cuando el dispositivo de enganche esté ubicado a menos de 54", se aplicará lo siguiente:
 - 6.3.1 El mecanismo de liberación debe estar ubicado en el lado de la piscina de la puerta al menos 3" por debajo de la parte superior de la puerta.
 - 6.3.2 La puerta y la barrera no deben tener una abertura mayor a 1/2 pulgada dentro de las 18 pulgadas del mecanismo de liberación.
- 6.4 Todas las puertas con acceso a la piscina deben tener una alarma audible listada en UL 2017. Las puertas que dan acceso al área de la piscina desde el garaje deben cerrarse automáticamente o tener una alarma audible.



Roof Permits

Standard Operating Procedures

The City of Freeport adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, and the 2014 National Electrical Code.

Please contact Texas Department of Insurance (TDI) 1-800-248-6032 or online at www.tdi.texas.gov/wind

Contractor must provide proof of Windstorm Application already submitted to TDI. (WPI-1)

- 150 mph wind speed per Code Tables.
- Asphalt shingles per ASTM D3462 and table R905.2.4.1

Roof inspection:

Outside visual

- Drip ledge
- Ridge vents
- Sanitary vent flashings
- Furnace and water heater exhaust flashings

Attic access

- Sanitary vents through roof
- Furnace and water heater exhaust through roof and clearances
- Check bottom side of roof for nail patterns. (six nails per shingle.)
- Check bottom side of roof for opening under ridge vents

After installation is complete the contractor must provide proof of Windstorm. (WPI-8)



Permisos de techo

Estándar de Procedimientos Operativos

La ciudad de Freeport se adhiere y hace cumplir los Códigos residenciales internacionales de 2015, los Códigos internacionales de construcción de 2015 y el Código eléctrico nacional de 2014.

Comuníquese con el Departamento de Seguros de Texas (TDI) al 1-800-248-6032 o en línea en www.tdi.texas.gov/wind

El contratista debe proporcionar prueba de la Solicitud de tormenta de viento ya enviada a TDI. (WPI-1)

Velocidad del viento de 150 mph según las tablas de códigos.

Tejas de asfalto según ASTM D3462 y tabla R905.2.4.1

Inspección del techo:

Exterior visual

- Repisa de goteo
- Ventilaciones de cresta
- Tapajuntas de ventilación sanitaria
- Tapajuntas de escape de hornos y calentadores de agua

Acceso al ático

- Ventilaciones sanitarias a través del techo
- Escape del horno y del calentador de agua a través del techo y espacios libres
- Revise la parte inferior del techo para ver si hay patrones de clavos. (seis clavos por teja).
- Revise la parte inferior del techo para ver si hay apertura debajo de las ventilaciones de la cumbre

Una vez completada la instalación, el contratista debe proporcionar prueba de Windstorm. (WPI-8)



Demolition Permit Requirements

Guidelines: **Site Protection:** All demolition sites must be maintained in a safe condition during demolition operations.

Authorization: Provide an authorization letter from the building and property owner.

Grading: All Premises shall be graded and maintained to prevent erosion, the accumulation of water, and the discharge of water onto adjacent private property.

Asbestos Abatement: All commercial demolitions will require an asbestos survey and abatement per Texas Asbestos Health Protection Rules (TAHRP). For further information contact the Texas Department of State Health Services. Proof of a completed asbestos survey must be provided to the building official.

Inspection Requirements:

Disconnecting of Utilities: When disconnection of water, sewer, or Gas lines a City of Freeport plumbing inspection will be required to verify that the utility has been properly disconnected at the source (tap area).

Decommissioning Private Water or Sewer: decommissioning private water supply's or removing private sewer systems. Inspections will be required to verify that the system has been disabled or removed.

Asbestos Abatement: Prior to beginning demolition actions, proof of completed asbestos abatement must be provided to the building official for Commercial projects only.

Foundations: All foundations must be removed.

Final Inspection: A final inspection is required on all demolition permit sites to verify completion of demolition work and proper grading of the property.



Gas (Propane)

Standard Operating Procedures

**This guide lists most of the required inspections for LP gas installation. There may be more or fewer required inspections at the discretion of the Building Official in order to verify code compliance. It is the responsibility of the job superintendent to assure that the project is ready for inspection and accessible for the inspector.

To Schedule Inspections call 979-871-0109.

ALL LP GAS (PROPANE) INSTALLED IN THE CITY OF FREEPORT REQUIRES A BUILDING PERMIT. PLANS MUST BE SUBMITTED IN DUPLICATE AND SHALL INCLUDE AT A MINIMUM THE FOLLOWING:

1. A legal survey of the property, with the location of the proposed tank (hand drawn on the copy of survey) showing measurements from property lines and structures.
2. Size of the LP gas (propane) tank to be installed, riser diagram (including line size, length, pressures and regulators).
3. Information on who will be installing the tank.

Setback and Separation Requirements LP gas (propane) tanks must be installed:

1. In accordance with 2015 IFC.
2. LP gas (propane) tanks may not be located within any utility easement.
3. All LP gas (propane) tanks must be secured to their foundation.

The following minimum inspection is required:

1. Onsite inspection of the actual tank location.
2. Inspection of line depth and material, gas line will be tested to line pressure tested at 5 psi.
3. All tests must be performed with a diaphragm gauge.



Gas (propano)

Estándar de Procedimientos Operativos

** Esta guía enumera la mayoría de las inspecciones requeridas para la instalación de gas LP. Puede haber más o menos inspecciones requeridas a discreción del Oficial de la Construcción para verificar el cumplimiento del código. Es responsabilidad del superintendente de trabajo asegurarse de que el proyecto esté listo para ser inspeccionado y accesible para el inspector.

Para programar inspecciones, llame al 979-871-0109.

TODO EL GAS LP (PROPANO) INSTALADO EN LA CIUDAD DE FREEPORT REQUIERE UN PERMISO DE CONSTRUCCIÓN. LOS PLANES DEBEN SER ENVIADOS EN DUPLICADO E INCLUIRÁN COMO MÍNIMO LO SIGUIENTE:

1. Una encuesta legal de la propiedad, con la ubicación del tanque propuesto (dibujado a mano en la copia de la encuesta) que muestra las medidas de las líneas y estructuras de la propiedad.
2. Tamaño del tanque de gas LP (propano) que se instalará, diagrama del tubo ascendente (incluido el tamaño de la línea, la longitud, las presiones y los reguladores).
3. Información sobre quién instalará el tanque.

Requisitos de retranqueo y separación Se deben instalar tanques de gas LP (propano):

1. De acuerdo con IFC 2015.
2. Los tanques de gas LP (propano) no pueden estar ubicados dentro de ninguna servidumbre de servicios públicos.
3. Todos los tanques de gas LP (propano) deben asegurarse a sus cimientos.

Se requiere la siguiente inspección mínima:

1. Inspección in situ de la ubicación real del tanque.
2. Inspección de la profundidad y el material de la línea, la línea de gas se probará a la presión de línea probada a 5 psi.
3. Todas las pruebas deben realizarse con un manómetro de diafragma.



Patio Covers

Standard Operating Procedures

(not enclosed)

The City of Freeport adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, and the 2014 National Electrical Code.

To Schedule Inspections call 979-871-0109

1. **Building permit** – All patio covers built in the City of Freeport require a building permit. Plans must be submitted in duplicate and shall include, at a minimum, the following:
 - 1.1 A legal survey of the property, with the location of the proposed structure shown (hand drawn on copy of survey).
 - 1.2 Engineered construction drawings for the patio covers structure and any paving.
 - 1.3 Electrical and/or plumbing must be included on plans (if any)
 - 1.4 Structures must be designed for 150 mph winds per Code Tables.
 - 1.5 All outdoor appliances must meet Code and be installed per manufacturer specifications.

2. **Setback and separation requirements** – All patio cover structures may not be located closer than the following: (verify Setbacks with City Ordinance/Zoning)
 - 2.1 5'-0" from the side property line.
 - 2.2 10'-0" from the rear property line.
 - 2.3 Must not be located in utility easements (UE)
 - 2.4

3. **Minimum inspections**
 - 3.1 Foundation/concrete
 - 3.2 Framing/Electrical/Plumbing Pre-Cover
 - 3.3 Final inspection – Windstorm Certification Letter required



Procedimientos

Cubiertas de patio

(no adjunto)

La ciudad de Freeport se adhiere y hace cumplir los Códigos residenciales internacionales de 2015, los Códigos internacionales de construcción de 2015 y el Código eléctrico nacional de 2014.

Para programar inspecciones, llame al 979-871-0109

1. **Permiso de construcción** : todas las cubiertas de patio construidas en la ciudad de Freeport requieren un permiso de construcción. Los planes deben presentarse por duplicado y deben incluir, como mínimo, lo siguiente:
 - 1.1 Una encuesta legal de la propiedad, con la ubicación de la estructura propuesta mostrada (dibujado a mano en la copia de la encuesta).
 - 1.2 Planos de construcción de ingeniería para la estructura de las cubiertas del patio y cualquier pavimento.
 - 1.3 Se debe incluir electricidad y / o plomería en los planos (si corresponde)
 - 1.4 Las estructuras deben estar diseñadas para vientos de 150 mph según las tablas de códigos.
 - 1.5 Todos los electrodomésticos para exteriores deben cumplir con el Código y deben instalarse según las especificaciones del fabricante.

2. **Requisitos de retranqueo y separación** : todas las estructuras de cobertura de patio no pueden ubicarse más cerca de lo siguiente:
 - 2.1 5'-0 "de la línea de propiedad lateral.
 - 2.2 10'-0 "de la línea de propiedad trasera.
 - 2.3 No debe estar ubicado en servidumbres de servicios públicos (UE)
 - 2.4

3. **Inspecciones mínimas**
 - 3.1 Fundación / hormigón
 - 3.2 Pre-cubierta de armazón / electricidad / plomería
 - 3.3 Inspección final: se requiere carta de certificación de tormenta de viento



Solar Panels
(Photovoltaic System - PV)
Standard Operating Procedures

The City of Freeport adheres to and enforces the 2015 International Codes and the 2015 National Electrical Code (NEC Article 690).

This requires building and electrical permit applications completed by licensed contractors.

To Schedule Inspections call 979-871-0109

Information for Permit Submittal

Provide two copies of plans. This information must include:

- Design for 150 mph wind speed per Code Tables.
- Provide windstorm compliance by Third-Party Engineer.
- Engineer Letter testifying to stability of roof.
- Please contact Texas Department of Insurance (TDI) 1-800-248-6032 for compliance questions.
- Manufacture specifications
- Show location of all solar panels (PV array). R324 Solar Energy Systems.
- Provide a one line drawing with electrical load (array circuits), inverters, disconnects, and controllers.
- Drawing must provide connection detail of all interconnected power either batteries, generators, or both.
- Drawings must show AC loads and DC loads.
- Battery storage per NEC Article 480 and Article 690.



Estándar de Procedimientos Operativos

Para paneles solares (sistema fotovoltaico - PV)

La Ciudad de Freeport se adhiere y hace cumplir los Códigos Internacionales de 2015 y el Código Eléctrico Nacional de 2015 (Artículo 690 del NEC).

Esto requiere solicitudes de permisos de construcción y electricidad completadas por contratistas autorizados.

Para programar inspecciones, llame al 979-871-0109

Información para la presentación del permiso

Proporcione dos copias de los planos. Esta información debe incluir:

- Diseñe para una velocidad del viento de 150 mph según las tablas de códigos.
- Proporcionar cumplimiento de tormenta de viento por parte de un ingeniero externo.
- Carta de ingeniero que da testimonio de la estabilidad del techo.
- Comuníquese con el Departamento de Seguros de Texas (TDI) al 1-800-248-6032 si tiene preguntas sobre cumplimiento.
- Especificaciones de fabricación
- Muestra la ubicación de todos los paneles solares (conjunto fotovoltaico). Sistemas de energía solar R324.
- Proporcione un dibujo de una línea con carga eléctrica (circuitos de matriz), inversores, desconectores y controladores.
- El dibujo debe proporcionar detalles de conexión de toda la energía interconectada, ya sea baterías, generadores o ambos.
- Los dibujos deben mostrar cargas de CA y cargas de CC.
- Almacenamiento de batería según el artículo 480 y el artículo 690 de NEC.



Generator Checklist for Plan Review

This process requires electrical and plumbing contractors to apply for permits. There must be two sets of plans submitted for plan review. Per the 2015 ICC and 2014 NEC Codes.

Permits needed are: an electrical and plumbing permit application completed.
The foundation pad will be included in the electrical permit.

Please check that all listed items below are included with your submittal and return with the permit application.

Items needed with each Generator Submittal (2 sets required)

- All Contractors must be registered with the city**
- Site Survey**
- Generator Location on the property**
- Generator Specification & Size (copy of spec booklet)**
- Electrical Load Analysis**
- Electrical Layout (one line drawing)**
- Gas Riser with total developed length and all BTU's**
- Foundation Details**
- Flood Zone Hazard Area(s) Flood Zone X does not require an EC.**
 - Generators in the FEMA Special Flood Hazard Areas (Zone A, AE and 500) must be elevated to a minimum of 12 inches above Base Flood Elevation. Provide a "Certificate of Elevation" from a surveyor.

Note: Under no circumstances can the generator be located within the utility easement

Note: Plan sets will not be reviewed until all of the above information is provided. It is the responsibility of the contractor or the homeowner to be familiar with all the required materials for plan review. If you have any questions please call 979-871-0109.

THE CITY OF



FREEPORT

200 West Second St • Freeport, TX 77541

979.233.3526 • Fax 979.233.8867

TCI Form

Request for Emergency / Temporary Utilities

To: City of Freeport – Building Department

Subject: THE USE OF EMERGENCY / TEMPORARY UTILITIES FOR CONSTRUCTION
PURPOSES AND TESTING OF EQUIPMENT AT: _____

Address

I, _____ as Electrical Contractor,

Request the use of emergency/temporary utilities for construction and the testing of equipment. I understand that this in no way gives me permission to occupy or use for storage purposes, any building or portion thereof unless all permits on the building or portion to be occupied have been inspected, approved and a Certificate of Occupancy has been issued.

We further understand that the temporary utilities may be disconnected for any violation of the adopted building codes. The Electrical Contractor assumes the responsibility for any violation of any City Ordinance by the sub-contractor.

The undersigned hereby agrees to indemnify and hold forever harmless the City of Freeport, its officers, and employees from all claims or causes of action alleged to have been caused directly or indirectly by the temporary use of utilities for which this application is made. I hereby agree to abide by all provisions of the adopted Electrical Code.

Electrical Contractor Signature

Phone Number and Email Address

Date:

THE CITY OF



FREEPORT

200 West Second St • Freeport, TX 77541

979.233.3526 • Fax 979.233.8867

Solicitud de servicios de emergencia / temporales

Para: Ciudad de Freeport - Departamento de Construcción

Asunto: EL USO DE UTILIDADES DE EMERGENCIA / TEMPORALES PARA LA
CONSTRUCCIÓN

FINALIDADES Y PRUEBAS DEL EQUIPO EN: _____
Dirección

Yo, _____ como contratista eléctrico,

Solicite el uso de servicios de emergencia / temporales para la construcción y la prueba de equipos. Entiendo que esto de ninguna manera me da permiso para ocupar o usar con fines de almacenamiento, cualquier edificio o parte del mismo, a menos que todos los permisos del edificio o la parte que se va a ocupar hayan sido inspeccionados, aprobados y se haya emitido un Certificado de Ocupación.

Además, entendemos que los servicios públicos temporales pueden desconectarse por cualquier violación de los códigos de construcción adoptados. El contratista eléctrico asume la responsabilidad por cualquier violación de cualquier ordenanza de la ciudad por parte del subcontratista.

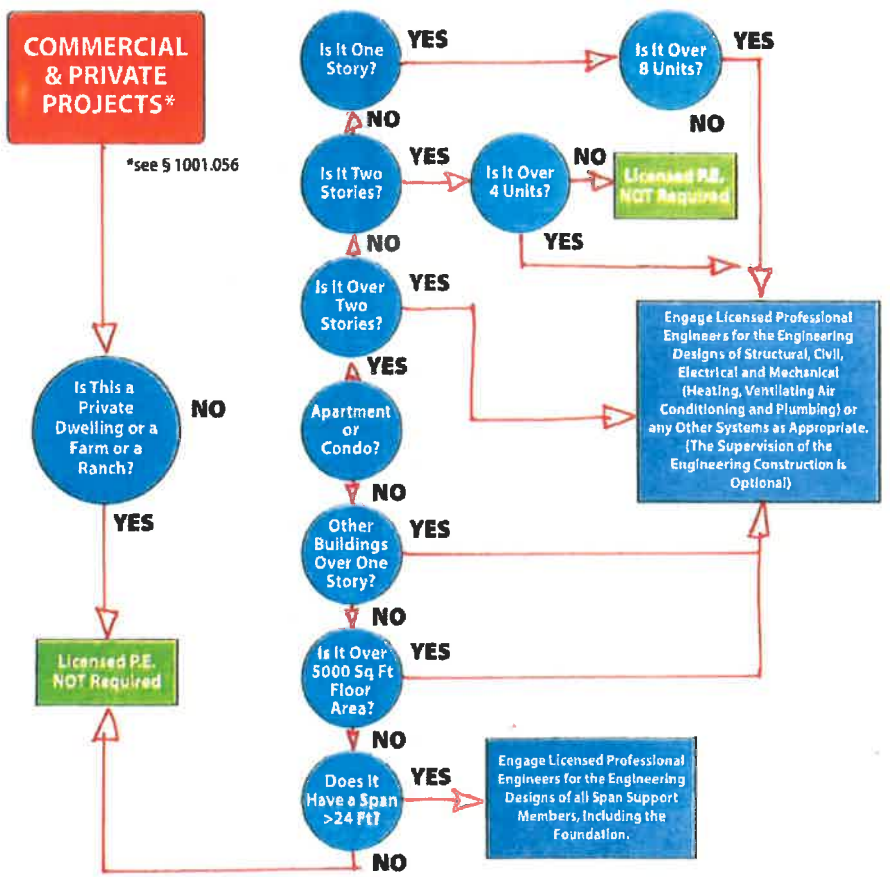
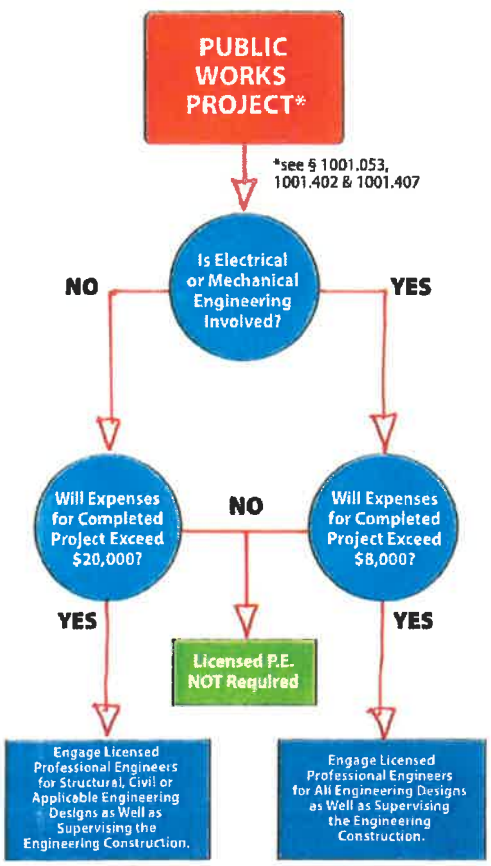
El abajo firmante acuerda indemnizar y eximir para siempre de responsabilidad a la Ciudad de Freeport, sus funcionarios y empleados de todas las reclamaciones o causas de acción que se alega que han sido causadas directa o indirectamente por el uso temporal de los servicios públicos para los que se realiza esta solicitud. Por la presente acepto cumplir con todas las disposiciones del Código Eléctrico adoptado.

Firma del contratista eléctrico

Número de teléfono y dirección de correo electrónico

Fecha:

When is a Professional Engineer required on a project?

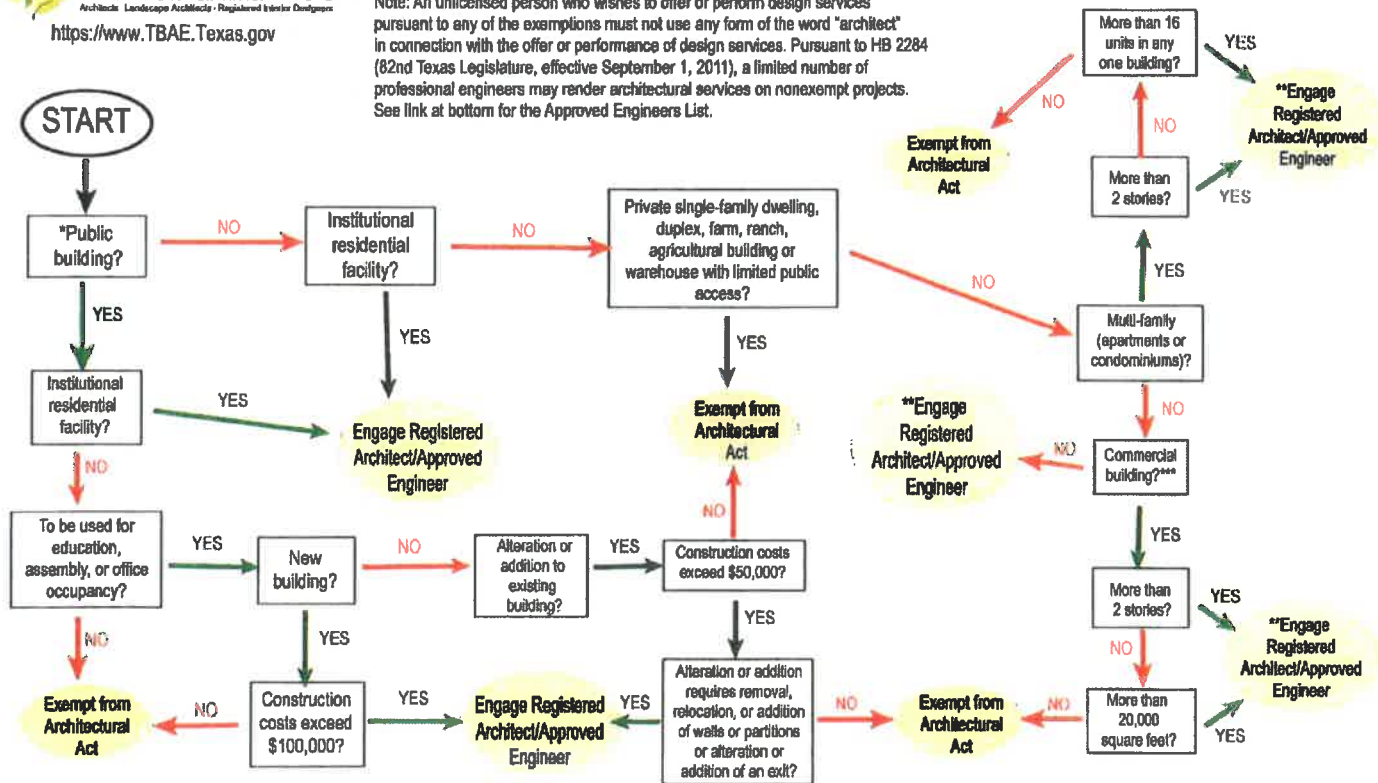


This flowchart is intended for guidance purposes only and the Texas Engineering Practice Act and Rules govern final interpretation. Local

Visit <http://engineers.texas.gov/downloads.htm> for a copy of the Texas Engineering Practice Act and Board Rules and download this diagram

When to Engage an Architect or Approved Engineer for Design and Construction Observation

Note: An unlicensed person who wishes to offer or perform design services pursuant to any of the exemptions must not use any form of the word "architect" in connection with the offer or performance of design services. Pursuant to HB 2284 (82nd Texas Legislature, effective September 1, 2011), a limited number of professional engineers may render architectural services on nonexempt projects. See link at bottom for the Approved Engineers List.



* "Public Building" means any building that is owned by a State agency, a political subdivision of the State, or any other public entity in Texas.
 ** If a project involves only the alteration of an existing building and the alteration does not involve a substantial structural or exitway change to the building, the project is exempt from the architectural act.
 *** "Commercial building" means an enclosed structure primarily used for the purchase, sale, or exchange of commodities or services.

DATE: _____

City of Freeport

Pre-Construction Meeting Attendance Sheet

PLEASE PRINT Your Name/Company Name, Phone Number, and E-Mail Address

NAME / COMPANY NAME	PHONE NUMBER	E-MAIL ADDRESS

CITY OF FREEPORT STAFF		

This property is located at:

Freeport, TX

Flood Zone for this property is: _____

Zoning for this property is: _____

Thoroughfare: _____

Why are Plumbing Isometric Drawings Needed?

Isometric drawings are merely a detailed sketch of the plumbing that is required to obtain a permit for new Residential or Commercial plumbing in the City of Freeport. The purpose of the plan review process is to completely review the proposed plan of construction for all trades. It is at that point that the general pipe sizing, fixture count required for sizing purposes, location, etc. will be determined. This process also allows for the proper purchasing of equipment and advanced planning of the job.

It is standard practice among Building Officials and plan review professionals to require detailed information for plan review. By doing it this way, it prevents expensive mistakes. It is easier to fix a piece of paper than to tear out an expensive piping system. These plans also provide a guideline for journeymen and apprentices to use on site when the master is not readily available.

This is a similar requirement to obtaining the framing plan from the builder. It must be completed and approved prior to the build and every effort must be made to adhere to the plans during the build itself. In the event that small changes need to be made on site, an updated "As-Built" plan can be submitted and approved before the certificate of occupancy will be issued.

City of Freeport
Culture, Recreation & Tourism Department
Monthly Summary Report

January 2022

FREEPORT HISTORICAL MUSEUM & VISITOR CENTER

Exhibits

Remember in Freeport, TX When... Event on Friday, January 14th and Saturday, January 15th was a great success with tremendous displays courtesy of Steve Stein, the Brazoria County Historical Museum, The Girouard's, Nat Hickey, Dan Kessner, and Lester DeMarco.



To kick off the event, Museum Coordinator Wade Dillon announced the naming of the museum's research library after Dan Kessner. Mayor Brooks Bass read a proclamation declaring every third Friday in January as *Freeport History Day* in honor of the preservation work done by Nat Hickey and Dan Kessner.

Local writer Lester DeMarco donated the proceeds from the sale of his books toward the Freeport Historical Museum.

Staff Updates

On January 3rd, Wade was invited to give a presentation on Freeport History at the Texas Maritime Museum in Rockport; kicking off their annual lecture series.



New display cases arrived from Gaylord Archival.



Carlos and crew with Covarrubias Remodeling Service installed floor tile and wall trim in our Texas Navy Room.

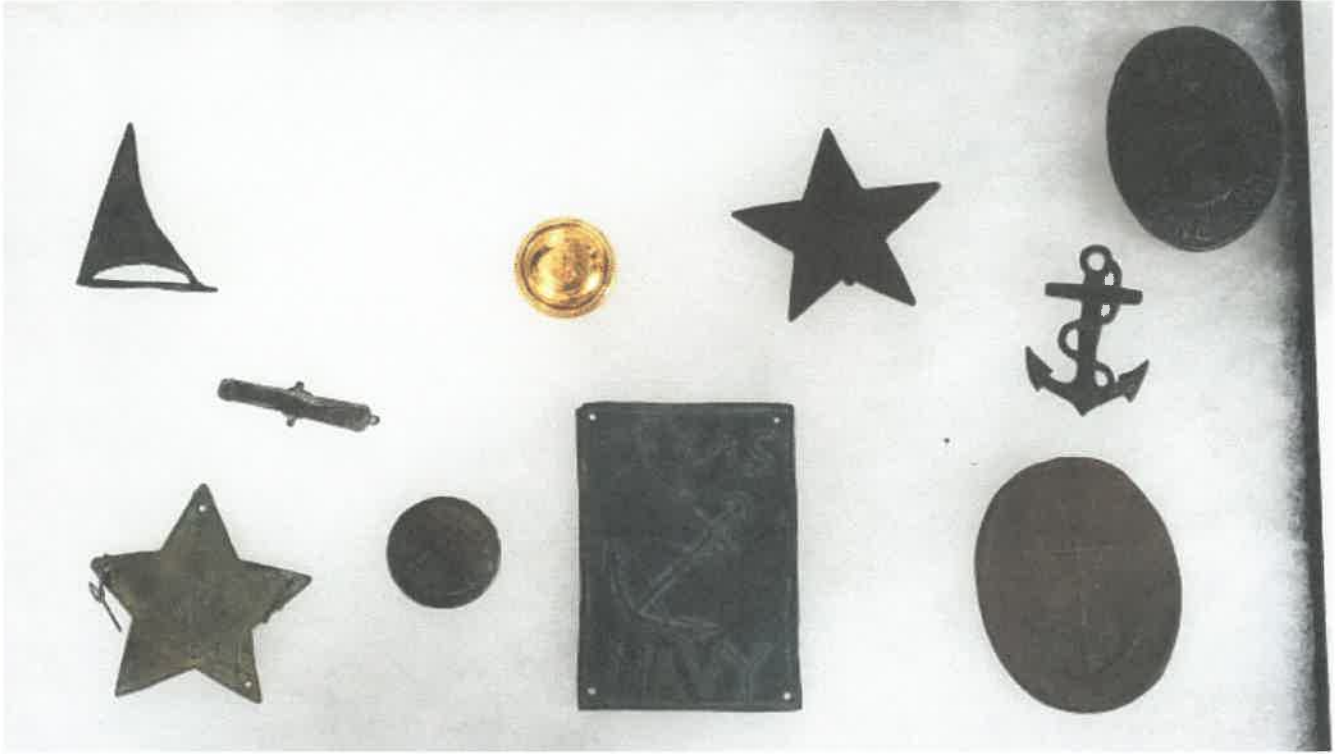
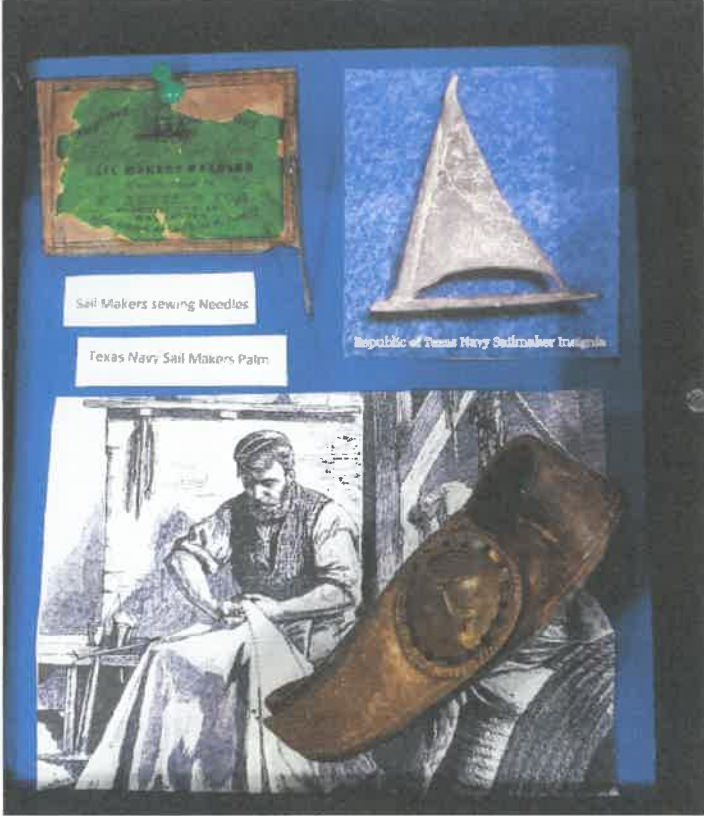


During the weekend of *Remember in Freeport, TX When...*, museum staff received and accepted a number of new artifact donations from local citizens, including Mayor Bass.

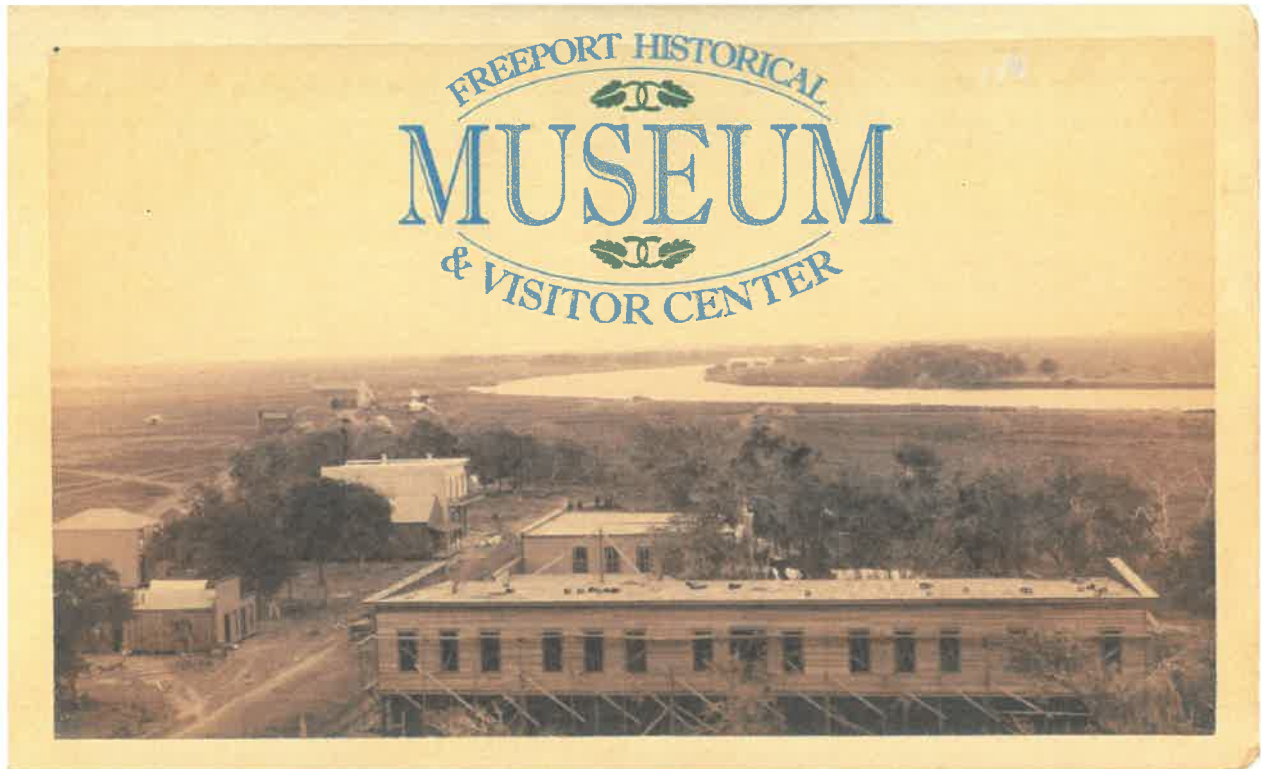
On January 28th, crew with Penney's Electric installed a new, 6 ft. track light inside of the Texas Navy Room. Meanwhile, Covarrubias continued to work to ensure the floor tile would stay down.



That same day, researcher Bobby McKinney provided a temporary loan of very rare artifacts pertaining to the Texas Navy, which will go on display once the room nears completion.



Museum staff also acquired a collection of over twenty original photographs of the second townsite of Velasco in 1891 from a citizen of Angleton who had purchased them at an estate sale.



SPECIAL EVENTS

There were no special events this month.

MAIN STREET

The City of Freeport was official named as a Texas Main Street city in January. Ms. Strahan will attend the THC Real Places Conference next month and have the first opportunity to meet with representatives from other Main Street cities across the state. She is working with the Main Street Site Coordinators to schedule our initial Resource Team visit tentatively planned for the first week of April.



Finance, Court & Water Departments

Title: Monthly Report for December 31, 2021

Date: February 7, 2022

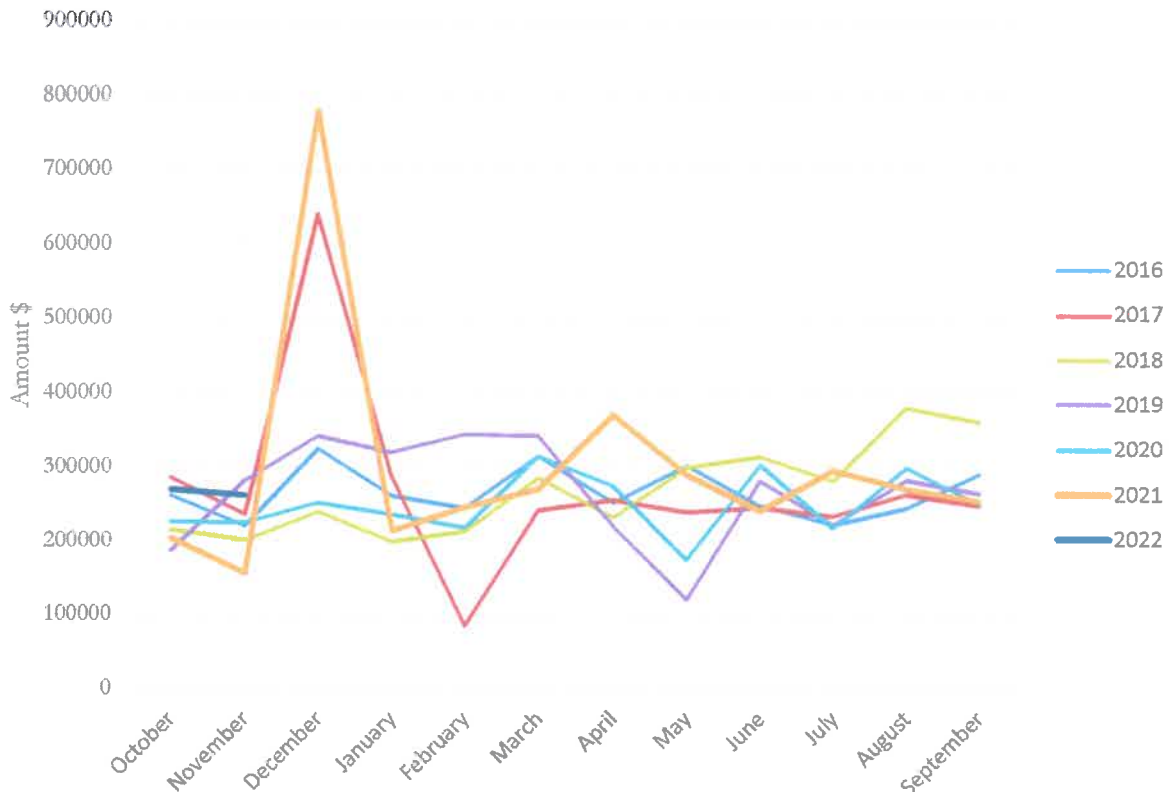
From: Cathy Ezell, Finance Director

Financial Information

The General Fund:

The revenues collected for the General fund as of December 31, 2021 are \$6,114,971 or 32.77 % of the total budgeted revenues. Sales tax revenue is collected two months in arrears. The collections received for October and November are higher than last year for the same time period.

Comparison of Sales Tax Revenue by Year



The expenditures for the General Fund as of December 31, 2021 are \$3,904,784 or 19.13% of the budgeted expenditures. See the attached Monthly Financial Report for more detail.

The revenues are over the expenditures by 2,210,186. The fund balance or reserves of the General Fund as of December 31, 2021 is \$9,723,016. This is 47.64% of the expenditure budget.

Monthly Report Finance, Court & Water Departments

Water & Sewer Fund

The revenues for the Water & Sewer Fund as of December 31, 2021 are \$1,529,382 or 23.21% of the budgeted revenues. See the attached Monthly Financial Report for more detail.

The expenditures for the Water & Sewer Fund as of December 31, 2021 are \$879,530 or 14.25% of the budgeted expenditures. Please note these are not the final expenditures. We are still processing all the year-end entries. See the attached Monthly Financial Report for more detail.

The revenues exceed the expenditures by \$649,852. The fund balance or reserves for the Water & Sewer Fund as of November 30, 2021 is \$591,451. This fund balance is only 9.79% of the operating expenditures.

Water Department

The Water Department is beginning the prep for beginning the Incode migration. This is the next module to go through the process.

Municipal Court

Municipal Court continues working on the backlog of cases due to COVID.

Other

The Financial Management, Fixed Assets, Purchasing, and Accounts Payable functions have been migrated to Incode 10. We are working out of the new system. Then we will move to the other applications (utility billing, cash receipting, court and payroll).

**City of Freeport
Monthly Financial Report
As of December 31, 2021
General Fund**

	FY2021 Actuals*	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ 6,412,389	\$ 7,457,056	\$ 7,512,830	\$ 7,512,830	
Revenues					
EMS	\$ 601,362	\$ 542,900	\$ 542,900	\$ 140,615	25.90%
Property Taxes	2,705,294	3,054,000	3,054,000	893,780	29.27%
Industrial Taxes	8,090,088	8,272,790	8,272,790	2,528,676	30.57%
Sales Tax	2,387,917	2,000,000	2,000,000	353,997	17.70%
Franchise & Other Taxes	636,430	723,100	723,100	92,187	12.75%
Permits	183,562	136,135	136,135	39,894	29.30%
Charges for Services	936,361	935,700	935,700	236,258	25.25%
Recreation/Rental	63,428	138,500	138,500	(4,149)	-3.00%
Golf	717,239	625,000	625,000	163,961	26.23%
Municipal Court	176,376	406,200	406,200	34,845	8.58%
Grants	823,390	1,332,200	1,332,200	1,503,565	112.86%
Lease Income	242,901	123,402	123,402	35,144	28.48%
Miscellaneous	736,551	370,775	370,775	96,198	25.95%
Total Revenues	18,300,900	18,660,702	18,660,702	6,114,971	32.77%
Expenditures					
Administration	\$ 1,714,860	\$ 1,900,909	\$ 1,915,600	\$ 463,971	24.22%
Service Center	214,790	224,033	224,033	48,108	21.47%
Municipal Court	196,384	239,075	239,075	54,667	22.87%
Police	4,528,655	4,979,157	4,979,157	1,351,767	27.15%
Fire	1,441,915	1,401,566	1,405,481	376,557	26.79%
EMS	819,416	927,740	927,740	251,072	27.06%
Emergency Management	308,615	-	18,695	150,778	806.51%
Code Enforcement	393,536	420,845	438,205	64,755	14.78%
Building	311,517	358,098	358,098	56,123	15.67%
Garbage Collection	968,318	931,000	931,000	170,143	18.28%
Street & Drainage	1,329,334	1,431,147	1,460,781	378,966	25.94%
Beach Fund Expense	55,849	31,500	31,500	382	1.21%
Historical Museum	333,402	427,492	427,492	96,001	22.46%
Sr Citizens Commission	4,982	10,250	10,250	2,969	28.97%
Library	184,796	42,500	42,500	4,833	11.37%
Parks	1,332,358	1,281,967	1,306,104	263,693	20.19%
Golf	1,327,542	1,172,103	1,172,103	43,069	3.67%
Recreation	496,866	620,027	620,027	126,931	20.47%
Interfund Transfer to	1,410,846	4,051,815	4,051,815	-	0.00%
Interfund Transfer from	(173,520)	(150,000)	(150,000)	-	0.00%
Total Expenditures	17,200,459.3	20,301,224	20,409,656	3,904,784	19.13%
Revenue Over/(Under) Expenditures	\$ 1,100,440	\$ (1,640,522)	\$ (1,748,954)	\$ 2,210,186	
Ending Fund Balance	\$ 7,512,830	\$ 5,816,534	\$ 5,763,876	\$ 9,723,016	

*Actuals may change based on audit.

City of Freeport
Monthly Financial Report
As of December 31, 2021
Water Sewer Fund

	FY2021 Actuals*	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ (17,603)	\$ (598,386)	\$ (57,401)	\$ (57,401)	
Revenues					
Interlocal Revenue	\$ 21,202	\$ 4,000	\$ 4,000	\$ -	0.00%
Interest	1,412	500	500	374	74.79%
Misc Income	(208)	-	-	(73)	N/A
Misc Income Return Checks	505	1,000	1,000	275	27.50%
Utility Reimbursements	182,371	70,000	70,000	33,944	48.49%
Community Dev Grant	25,139	260,000	260,000	-	0.00%
Grant Revenue-Emergency P	(58,143)	-	-	-	N/A
FEMA Reimbursement	-	-	-	-	N/A
Cash Over or Short	(23)	-	-	(65)	N/A
Water Revenue	3,248,117	3,764,000	3,764,000	862,798	22.92%
Water Revenue - Misc	5,493	-	-	-	N/A
Sewer Revenue	2,242,923	2,383,800	2,383,800	608,401	25.52%
Sewer Revenue - Misc	913	-	-	-	N/A
Sewer Surcharge	-	-	-	92	N/A
Water Tap Fee	14,800	14,000	14,000	1,850	13.21%
Sewer Tap Fee	-	-	-	20	N/A
Bad Debt Write-Off	2,589	1,000	1,000	195	N/A
Connect & Disconnect Fees	77,169	90,000	90,000	21,572	23.97%
Proceeds from Bond Sale	4,845,000	-	-	-	N/A
Premiums from Bond Sale	300,036	-	-	-	N/A
Underwriter's Discount	(61,356)	-	-	-	N/A
Total Revenues	10,847,939	6,588,300	6,588,300	1,529,382	23.21%
Expenditures					
Salaries	\$ 100,431	\$ 126,059	\$ 126,059	\$ 27,891	22.13%
Benefits	38,323	53,168	53,168	13,163	24.76%
Supplies	48,979	46,850	46,850	10,982	23.44%
Services	5,203,971	5,322,160	5,322,160	828,901	15.57%
Maintenance	18,460	65,000	65,000	7,495	11.53%
Sundry	2,834	25,675	25,675	16,188	63.05%
Capital Outlay	241,058	260,000	382,239	(25,090)	-6.56%
Debt Service Fees	79,576	-	-	-	N/A
Transfer to Debt Service	4,104	-	-	-	N/A
Transfer to CO2021 Bond Fund	5,000,000	-	-	-	N/A
Transfer from General Fund	150,000	150,000	150,000	-	N/A
Total Expenditures	10,887,737	6,048,912	6,171,151	879,530	14.25%
Revenue Over/(Under) Expenditures	\$ (39,798)	\$ 539,388	\$ 417,149	\$ 649,852	
Ending Fund Balance	\$ (57,401)	\$ (58,998)	\$ 359,748	\$ 592,451	

*Actuals may change based on audit.



CITY OF FREEPORT
FREEPORT FIRE & EMS DEPARTMENT

131 East 4th Street
Freeport, Texas 77541
Phone (979) 233-2111
Fax (979) 233-4103

Christopher Motley
Chief / EMC

Mike Praslicka
Deputy Chief
EMS Coordinator

Micheal Dumas
Deputy Chief
Fire Marshal

To: Mr. Kelty, City Manager

From: Christopher D. Motley, Fire Chief

Date: February 21, 2022

Re: January 2022

Response alarms: Fire - 12
 EMS - 149
 Total - 161

Significant Events:

Air Ambulance transport: 0
Request mutual aid into the city to cover EMS response: 1 FIRE 0
Mutual aid given to other cities to cover EMS response: 2 FIRE 1
Two EMS units working calls at the same time: 33
Three working EMS alarms: 1
Four working EMS alarms: 0
Five working EMS alarms: 0
Transport rate: 46%

Equipment/Infrastructure:

Fire Station #1: A/C Trane unit out of service. Circuit board replaced.
Unit out of service: Fan motor.

Audit:

Texas Department of Insurance audit: Under review. No update.
Texas Commission on Fire Protection continue education audit.

Emergency Management:

Review daily COVID-19 Brazoria County Health reports. Providing this data to Freeport Police Department for first responder notification.

Winter Storm Declaration the City of Freeport is in recovery phase.
Federal Declaration Category B: Protective Measures has been approved. Submitting application for reimbursement.

Hurricane Nicolas Declaration is in recovery phase.
Temporary Debris Management Site for Hurricane Nicholas has been cleaned up and closed by the City. Pending approval of TCEQ audit.

Monitoring weather activity affecting the Freeport community.
This month Freeport has experienced several severe thunderstorms and gale force winds as cold fronts have moved across Texas.

Actively participated in the Waste Water Treatment Plant Emergency Response Plan.

Monthly Golf Course Report January

2022

For the month of January we exceeded our goal of \$41,000 by \$6,100 even with being closed for a week due to rain and wet conditions. This is now the 18th month in a row we have beat our goals. Course conditions and pricing continue to help bring in above our average rounds of golf. Also we normally see a drop off of members during the winter months but have held this number better this winter. I am expecting to see merchandise sales pick up as we start to get more inventory from previous backlogs.

Looking forward we are anticipating our busiest spring tournament season yet. The feedback has been very strong on the way we run our tournaments and the great pricing. The pavilion has been a great addition. So as long as Mother Nature can cooperate we should see a very productive season.

Thank you

Brian

	Revenue for the fiscal years																
	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022
October	\$ 47,009.00	\$ 38,020.00	\$ 44,541.00	\$ 42,949.00	\$ 40,175.00	\$ 50,996.00	\$ 41,662.00	\$ 40,670.00	\$ 34,325.00	\$ 35,953.00	\$ 33,172.00	\$ 40,639.00	\$ 27,027.00	\$ 34,039.00	\$ 42,407.50	\$ 62,202.91	\$ 51,147.84
November	\$ 27,799.00	\$ 33,607.00	\$ 33,020.00	\$ 44,707.00	\$ 39,303.00	\$ 36,034.00	\$ 42,510.00	\$ 44,313.00	\$ 28,636.00	\$ 26,980.00	\$ 19,944.00	\$ 31,995.00	\$ 30,448.00	\$ 23,229.00	\$ 43,338.77	\$ 64,634.00	\$ 56,586.76
December	\$ 34,148.00	\$ 25,466.00	\$ 37,308.00	\$ 36,530.00	\$ 20,950.00	\$ 35,136.00	\$ 31,312.00	\$ 32,256.00	\$ 29,786.00	\$ 29,645.00	\$ 26,178.00	\$ 24,651.00	\$ 20,856.00	\$ 40,933.00	\$ 48,990.47	\$ 56,927.48	\$ 62,544.32
January	\$ 38,163.00	\$ 19,599.00	\$ 23,783.00	\$ 40,207.00	\$ 21,224.00	\$ 27,521.00	\$ 49,248.00	\$ 25,563.00	\$ 37,898.00	\$ 20,982.00	\$ 30,448.00	\$ 57,636.00	\$ 30,342.00	\$ 30,229.00	\$ 23,365.55	\$ 56,651.51	\$ 47,116.31
February	\$ 29,092.00	\$ 31,360.00	\$ 29,207.00	\$ 40,299.00	\$ 16,836.00	\$ 32,118.00	\$ 27,440.00	\$ 36,248.00	\$ 37,662.00	\$ 31,605.00	\$ 30,448.00	\$ 30,449.00	\$ 21,772.00	\$ 26,749.00	\$ 37,454.31	\$ 541,451.12	\$ 47,116.31
March	\$ 44,484.00	\$ 50,244.00	\$ 45,181.00	\$ 51,193.00	\$ 52,873.00	\$ 64,305.00	\$ 39,994.00	\$ 58,128.00	\$ 44,011.00	\$ 29,929.00	\$ 34,261.00	\$ 39,413.00	\$ 52,056.00	\$ 52,147.00	\$ 56,303.83	\$ 67,691.37	\$ 67,691.37
April	\$ 52,898.00	\$ 44,170.00	\$ 54,841.00	\$ 60,003.00	\$ 58,698.00	\$ 57,055.00	\$ 57,937.00	\$ 46,802.00	\$ 51,866.00	\$ 33,553.00	\$ 28,234.00	\$ 58,911.00	\$ 60,713.00	\$ 82,079.00	\$ 131,723.75	\$ 75,786.66	\$ 75,786.66
May	\$ 49,583.00	\$ 50,784.00	\$ 59,984.00	\$ 62,065.00	\$ 46,083.00	\$ 59,492.00	\$ 61,151.00	\$ 55,940.00	\$ 48,913.00	\$ 48,499.00	\$ 8,162.00	\$ 37,417.00	\$ 57,692.00	\$ 62,730.00	\$ 28,942.99	\$ 58,401.78	\$ 63,469.78
June	\$ 38,039.00	\$ 52,831.00	\$ 59,984.00	\$ 62,065.00	\$ 46,083.00	\$ 59,492.00	\$ 61,151.00	\$ 55,940.00	\$ 48,913.00	\$ 48,499.00	\$ 8,162.00	\$ 37,417.00	\$ 57,692.00	\$ 62,730.00	\$ 28,942.99	\$ 58,401.78	\$ 63,469.78
July	\$ 40,396.00	\$ 35,250.00	\$ 58,329.00	\$ 62,141.00	\$ 40,405.00	\$ 52,427.00	\$ 50,465.00	\$ 50,193.00	\$ 44,700.00	\$ 43,387.00	\$ 36,186.00	\$ 37,656.00	\$ 52,448.00	\$ 69,071.00	\$ 50,746.13	\$ 57,641.43	\$ 57,641.43
August	\$ 40,352.00	\$ 41,420.00	\$ 38,504.00	\$ 63,134.00	\$ 48,395.00	\$ 44,385.00	\$ 45,138.00	\$ 48,075.00	\$ 46,545.00	\$ 43,727.00	\$ 30,306.00	\$ 23,868.00	\$ 58,221.00	\$ 67,005.00	\$ 58,135.52	\$ 57,091.00	\$ 57,091.00
September	\$ 35,529.00	\$ 37,527.00	\$ 23,756.00	\$ 49,098.00	\$ 41,066.00	\$ 44,276.00	\$ 42,282.00	\$ 34,895.00	\$ 25,984.00	\$ 21,813.00	\$ 26,082.00	\$ 2,160.00	\$ 15,674.00	\$ 38,567.00	\$ 57,786.23	\$ 45,708.61	\$ 45,708.61
Total	\$ 477,492.00	\$ 460,478.00	\$ 534,128.00	\$ 617,861.00	\$ 485,557.00	\$ 557,456.00	\$ 546,766.00	\$ 525,006.00	\$ 481,682.00	\$ 392,155.00	\$ 339,379.00	\$ 434,860.00	\$ 480,324.00	\$ 585,100.00	\$ 523,369.18	\$ 707,657.75	\$ 217,385.23

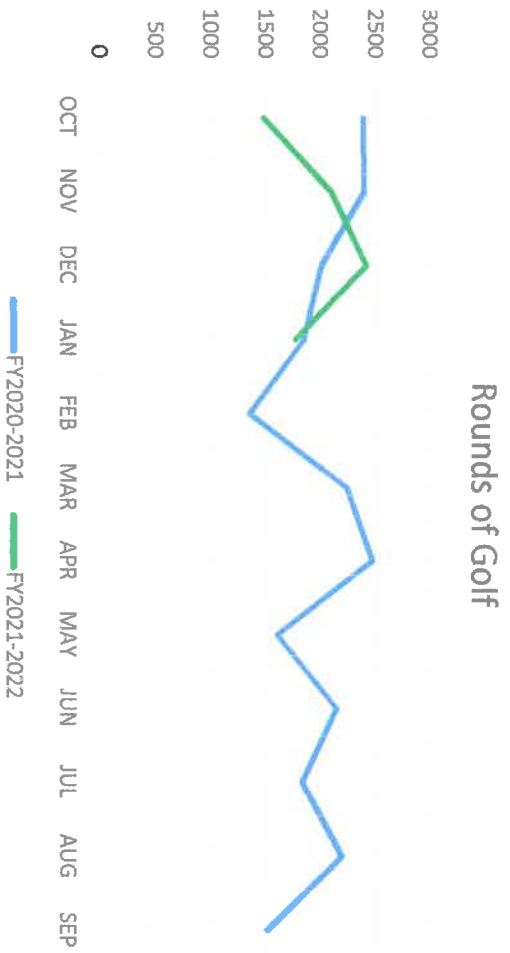
Memberships

Month	FY2020-2021	FY2021-2022
OCT	175	179
NOV	166	171
DEC	170	172
JAN	170	174
FEB	168	
MAR	184	
APR	187	
MAY	181	
JUN	197	
JUL	198	
AUG	198	
SEP	197	



Rounds of Golf

Month	FY2020-2021	Y2021-2022
OCT	2396	1489
NOV	2407	2109
DEC	2022	2430
JAN	1860	1785
FEB	1364	
MAR	2252	
APR	2483	
MAY	1616	
JUN	2160	
JUL	1848	
AUG	2205	
SEP	1534	
	24147	7813





Human Resources Monthly Report

Date: February 10, 2022

HR TEAM: Cathy Ezell, Donna Fisher and Mary Chavez

HR Services Team Priorities and Results for January 2022:

- **Welcomes and Well-wishes:**
 - **We are excited to welcome:**
 - **Brittany Fisher – Dispatcher – Police Department**
 - **Robert Dohle – Crossing Guard – Police Department**
- **Training/Coaching/Performance Improvement:**
 - **Performance Issues Addressed:** We had two (2) employee terminations for performance this month.
- **Employee Turnover/Recruiting/Hiring Progress:**
 - **Employee Turnover:** We had six (6) employee separations in January. Two separations from the Fire department, one from the Customer Service department, one from the Police department, one from the Golf Course, and one from the Recreation Center.
 - **Internal Transfers/Promotions:** Annabella Ramirez was promoted to Interim Recreation Supervisor.
 - **Recruiting:** Active recruiting searches include:
 - Part-time EMT
 - Economic Development Director
 - Information Technology Manager
 - Part-time Range Attendant
 - Firefighter/EMT – Full and Part Time
 - Building Inspector
 - Fire Marshal
 - Part-time Pro Shop Attendant
 - Dispatcher
 - **Recruiting Sources** include: City website, The Facts Online, Texas Municipal League, Strategic Government Resources, Workforce Solutions, Industry-specific organizations, Community College programs for maintenance and Police, and networking.
- **Risk Management and Insurance Updates:**
 - **Unemployment Claims:** We had one (1) unemployment appeal during the month of January. We have won one (1) unemployment appeal cases this calendar year (Jan.- December). The City's account will not be charged for this unemployment claim.
 - **Workers Compensation Claims:** We had two (2) active Workers Comp. claims in January, in Public Works.
 - **Family & Medical Leave Cases (FMLA)-** We had two (2) active FMLA cases in January.

- **Property/Liability/Accident Claims-** We had one (1) new property claim in January for property damage to a weatherhead.
- **Record Retention:** Mary Chavez has completed purging old HR files in an effort to reduce exposure from storing sensitive data, and to save storage space. Moving previous year record to storage will occur in February.
- **Asset Management Updates:** Cathy has completed the move of asset information into the new asset management system utilizing Incode 10 software.
- **Training/Development:** Mary Chavez and Donna Fisher attended the Olson & Olsen Local Government Seminar

Priorities for December through February:

- **Training/Development** – TML will be in Freeport in February to conduct Safe Police Vehicle Operations training. Three employees will attend the TMLIRP Tony Koriath Supervisor Academy in Lake Jackson in February.



FREERPORT POLICE DEPARTMENT

430 N. Brazosport Blvd • Freeport, TX 77541 • 979.239.1211 • Fax 979.239.2075

Lt. Corey Brinkman
CID Commander

Raymond Garivey
Chief of Police

Capt. Danny Gillchriest
Patrol Division Commander

To: Mayor and Council

During the Month of January my officers responded to 1911 calls for service. Those calls include all crime related calls, calls for citizen assistance, Animal Control calls, citizen contact and traffic stops. Anytime an officer calls out on the radio, a call type is generated.

We did have two employees who tested positive for Covid-19 and quarantined for 5 days as recommended by the CDC and have since returned back to work.

Significant Incidents:

We had an incident where someone discharged a firearm multiple times in the air in the 1100 block of W 7th. No one was injured, or property damaged. No suspect information at the time the report was taken. This case is being investigated by our CID Division.

We also responded to three deceased persons calls. All three victims were elderly and dealing with medical issues.

Community Events:

The police department participated in the Annual Martin Luther King Parade which is held in Freeport every year. We had great weather and it was a wonderful turnout. We participated in the parade and also provided traffic control and security for the event.

We also hosted the first annual Freeport Police Department alumni appreciation luncheon. We invited former and past employees to come together and have lunch and fellowship. It was a great turnout with approximately 65



To Protect, Serve, Model Integrity and Demonstrate Professionalism

persons in attendance, and one former employee traveled to the event from Florida. Our way of saying thank you and not forgetting their time here serving the citizens of Freeport.

We held our Citizen's Police Academy Class graduation dinner at Sweet T's Restaurant. After 8 weeks of different topics of law enforcement training, we had 20 citizens graduate from the program. Good to see the continued support we have from our community.

Like in years past we again entered a float in the Lake Jackson Holiday of Lights Parade. This year's theme was The Grinch! My staff did an amazing job decorating the float and representing the city and department well.

Employee of the Month:

Dispatcher Carmen Lloyd has been with the police department for 10 years. Over the past couple of years Carmen has been battling health issues which from time to time has caused her to have to miss assigned work days. Through it all, Carmen stays relentless when she is at work, and on days she is not feeling good, she manages to make it through the day with a smile on her face. She never complains and if she doesn't have to miss work, she still comes in and toughs it out. We constantly find Carmen putting the organization, officers, and the citizens of Freeport first above her own needs. For her continued dedication to the organization and the citizens of Freeport through adverse situations, Dispatcher Carmen Lloyd has been selected as our Employee of the Month for February.

Open Positions:

We currently have three vacant Dispatcher positions. We have held interviews and have selected three candidates to fill these positions. Background investigations are being conducted and hope to have these positions filled in the next couple of weeks.

Chief Raymond Garivey

Freeport Police Department

(979) 415-4187

Property/Information Technology/Geographic Information Systems Monthly Report January 2022

Property:

- Lien Calculations/Payoff Preparations/Releases – Collected: \$ 0.00

Information Technology:

- Update website
- Setup of new users on network, email and Incode
- Update social media
- Attended 5 Boards/Commissions meetings for setup and broadcast
- Facebook Live Broadcast started

GIS:

- Update ownership data
- Departmental Map Requests
- 200' Replat maps with ownership
- 911 Address Range Verifications
- New Address Assignments
- Departmental Data Information Requests

Projects:

- Incode Upgrade 60%
 - Utility Billing – Starting Process of conversion
 - Executime – HR Software
- Water/Sewer Map Updates: 18%
 - Sending Weekly Maps to Veolia
- Surplus Auction 90%
 - Creating upcoming auction on website – February
- Marlin Avenue (Bridge Harbor) 5%
 - Renumbering of Addresses for 911 purposes

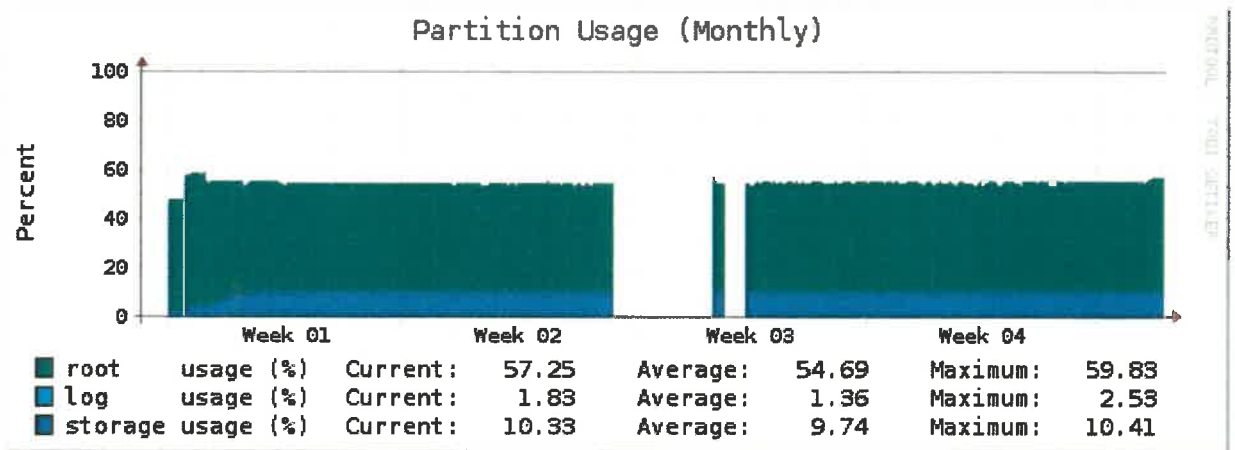
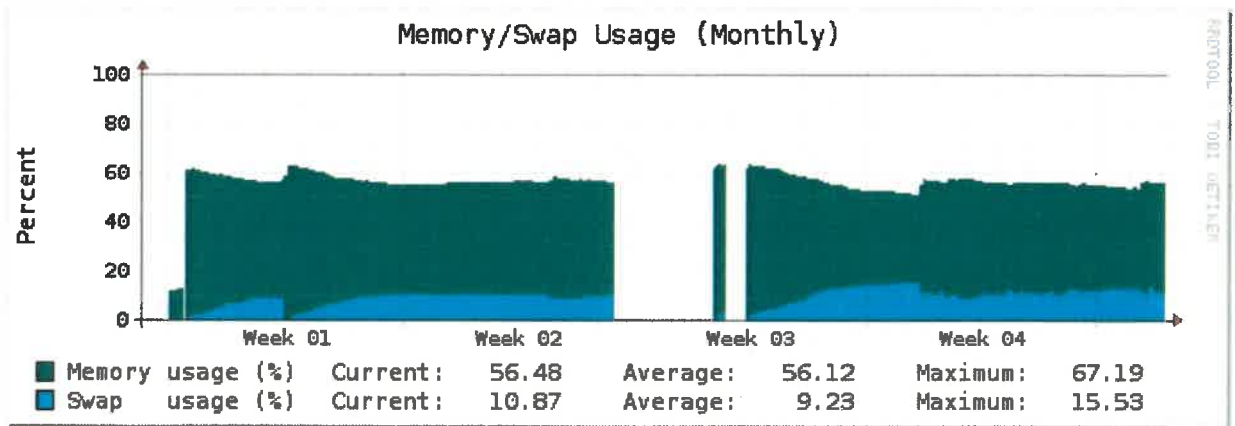
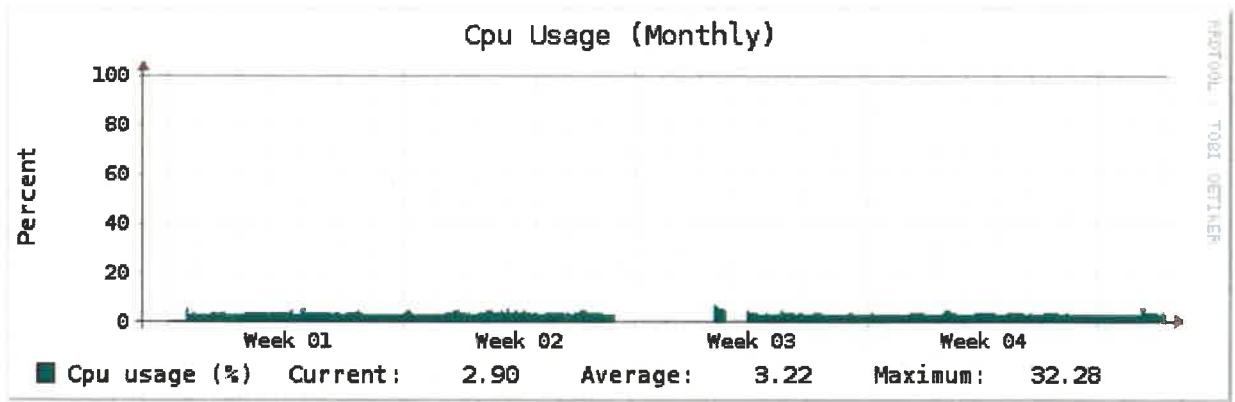


Date 2022/01/31
Type monthly

Device	
Organization	City of Freeport
Country	US
City	Freeport
Serial	0
License ID	1980363
Hostname	cof-fw01.freeporttx.local
Firmware Version	9.707-5
Uptime	12 days 20 hours 12 minutes

Summary

Network Usage		WebAdmin Logins	
Traffic processed	1.8 TB	Successful	3
Connections Handled	18 465 814	Failed	24
Network Protection		Console Logins	
Packets blocked by Firewall	969 017	Successful	1
Packets blocked by IPS	0	Failed	0
Web Filtering		Up2Date	
Total Website Requests	4064696	Requests successful	2346
URLs blocked	116	Requests failed	187
HTTP/S viruses blocked	0	Firmware updates installed	0
HTTP/S malware blocked	0	Pattern updates installed	404
Mail Filtering		System	
Mails processed	1 723	System Restarts	5
Spam Mails blocked	0	Uplink fail-overs	0
Virus Mails blocked	0	HA/Cluster failovers	0
VPN			
VPN connections	0		
VPN traffic	not accounted		



Network Usage

TOP10 Clients

Total Packets: 2 393 158 745

Total Traffic: 1.9 TB

	IP	Hostname	Packets	Traffic	%
us	50.192.77.170	WAN (Address)	787 495 646	663.8 GB	34.53
lan	10.10.10.11	CoF-HC3-Node1	332 790 289	365.0 GB	18.99
lan	10.10.10.14	CF-HC3 04	272 585 208	171.2 GB	8.91
lan	10.10.10.12	CF-HC3 02	87 409 612	91.0 GB	4.73
lan	10.10.10.167	10.10.10.167	41 435 083	80.5 GB	4.19
lan	10.10.10.7	CF-FS01	28 568 255	74.1 GB	3.86
lan	10.10.10.13	CF-HC3 03	67 456 142	65.8 GB	3.42
us	206.127.6.94	PCC-DF	248 061 285	52.6 GB	2.74
lan	10.20.100.11	10.20.100.11	31 174 076	40.9 GB	2.13
lan	10.10.8.240	FPD iPECS	109 470 502	20.4 GB	1.06

TOP10 Servers

Total Packets: 2 393 159 480

Total Traffic: 1.9 TB

	IP	Hostname	Packets	Traffic	%
us	206.127.6.94	PCC-DF	349 441 849	280.7 GB	14.60
lan	10.254.254.23	PCC-HC3-Node3	278 568 714	259.1 GB	13.48
lan	10.254.254.22	PCC-HC3-Node2	267 427 507	248.4 GB	12.93
lan	10.254.254.21	PCC-HC3-Node1	213 258 670	185.5 GB	9.65
us	52.239.158.74	52.239.158.74	122 610 811	155.3 GB	8.08
us	13.107.136.9	13.107.136.9	83 294 990	96.1 GB	5.00
us	13.107.138.9	13.107.138.9	74 324 377	80.2 GB	4.17
us	50.192.77.170	WAN (Address)	314 518 347	68.8 GB	3.58
lan	10.10.10.7	CF-FS01	11 383 333	38.4 GB	2.00
lan	10.20.20.240	iPECS-CityHall	109 472 570	20.4 GB	1.06

TOP10 Services

Total Packets: 2 393 156 738

Total Traffic: 1.9 TB

Service Name	Protocol	Service Port	Packets	Traffic	%
10022	TCP	10022	763 069 767	693.8 GB	36.09
HTTPS	TCP	443	640 343 726	651.3 GB	33.88
ESP	ESP	0	448 418 273	327.7 GB	17.05
HTTP	TCP	80	110 216 136	111.6 GB	5.81
MICROSOFT-DS	TCP	445	11 715 221	38.5 GB	2.00
HTTPS	UDP	443	33 797 214	31.5 GB	1.64
IP	IP	0	210 641 472	20.7 GB	1.08
9354	TCP	9354	17 246 028	13.4 GB	0.70
7102	UDP	7102	62 183 085	11.6 GB	0.60
FONT-SERVICE	UDP	7100	26 320 280	4.9 GB	0.26

TOP10 Applications

Total Packets: 2 393 157 399

Total Traffic: 1.9 TB

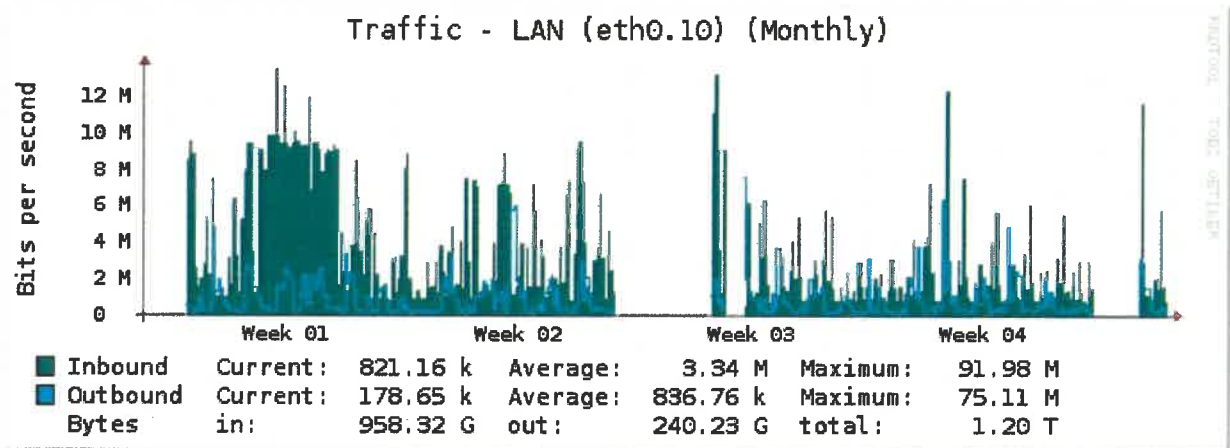
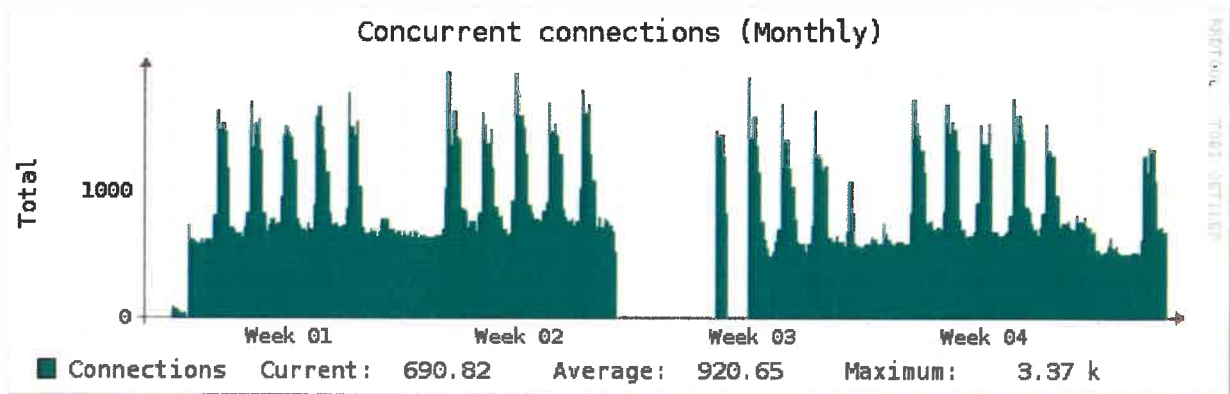
Application	Packets	Traffic	%
Unclassified	1 242 940 158	869.9 GB	45.26
HTTP	685 701 172	709.0 GB	36.89
IPsec	448 541 514	327.7 GB	17.05
Sophos UTM Up2Date	10 368 473	14.3 GB	0.75
DNS	4 349 409	498.1 MB	0.03
Sophos UTM Manager	568 894	312.7 MB	0.02
Sophos Wireless	482 245	246.8 MB	0.01
Sophos Portal	98 842	42.1 MB	0.00
Sophos Webadmin	24 251	36.1 MB	0.00
DHCP	75 119	24.7 MB	0.00

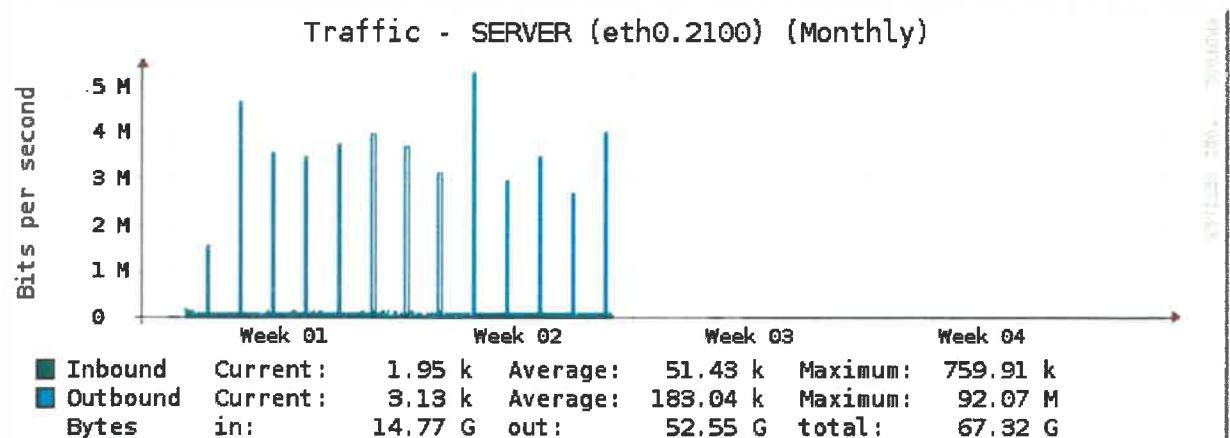
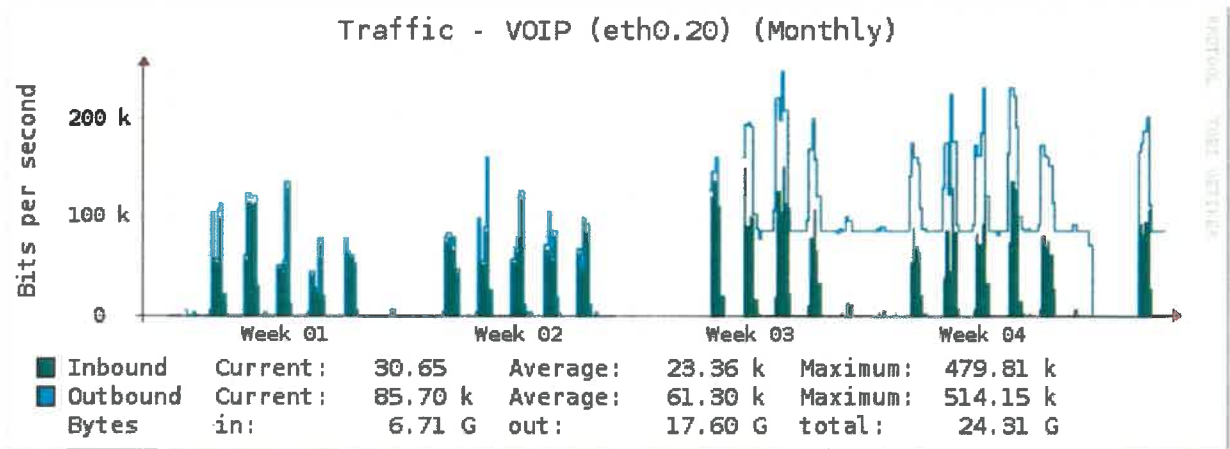
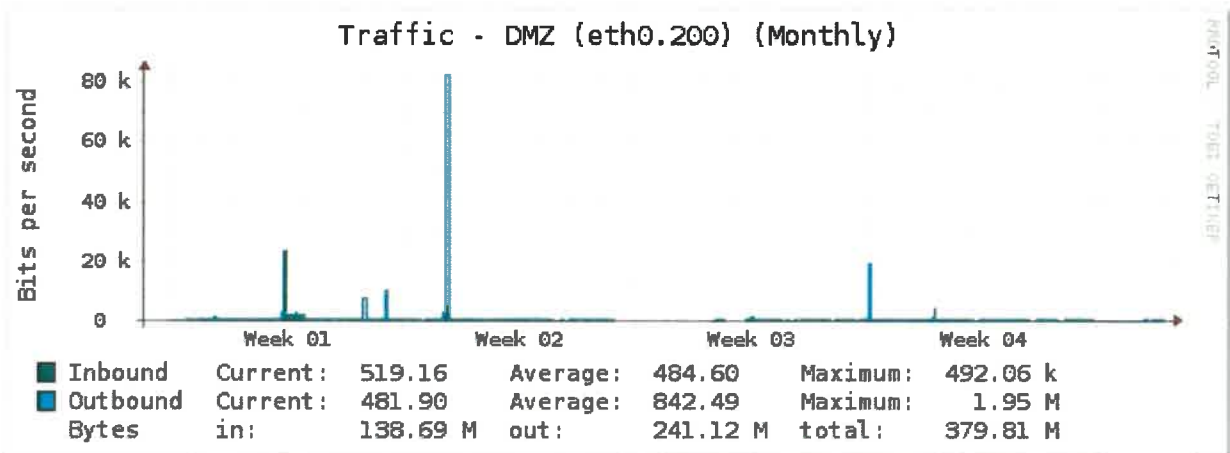
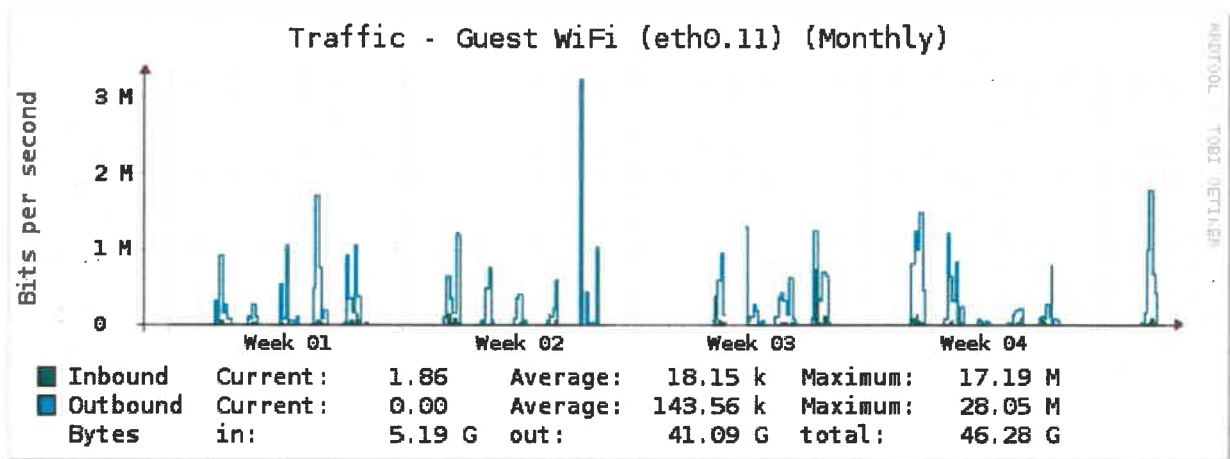
TOP10 Application Categories

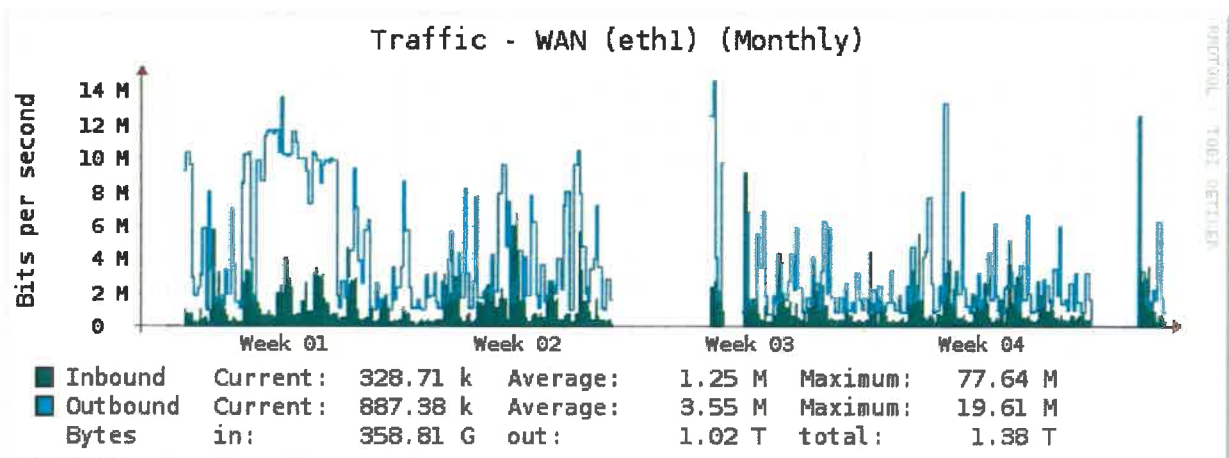
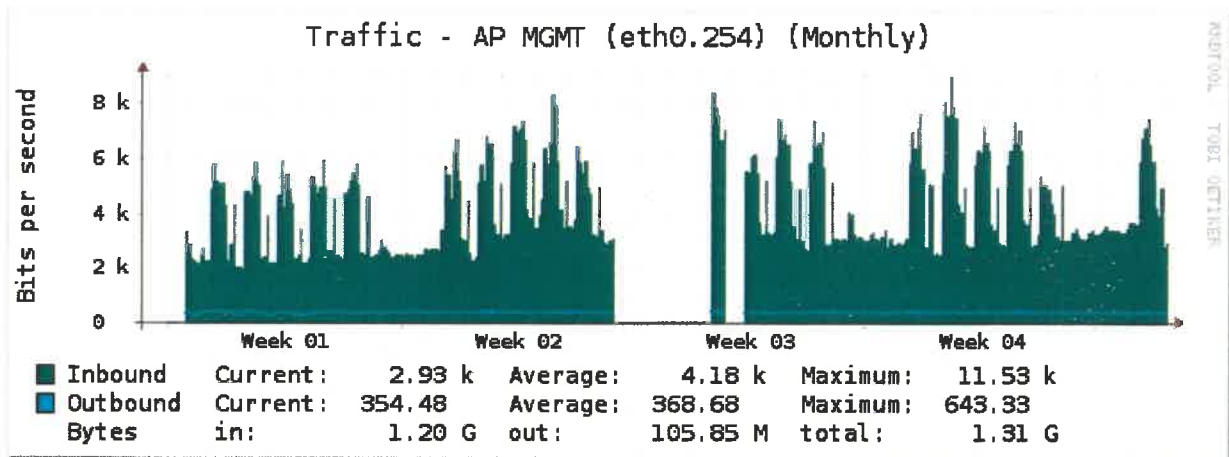
Total Packets: 2 393 158 074

Total Traffic: 1.9 TB

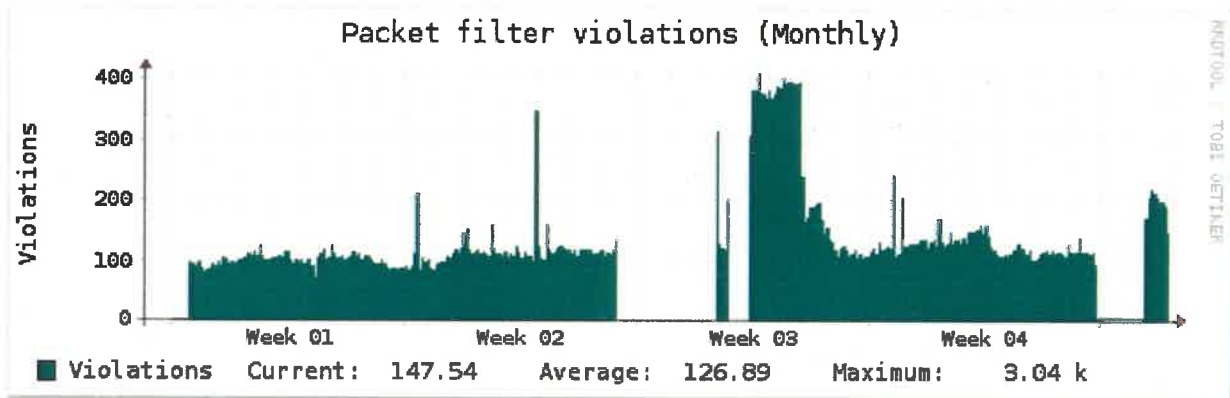
Application Category	Packets	Traffic	%
Unclassified	1 242 940 665	869.9 GB	45.26
Web Services	685 701 397	709.0 GB	36.89
VPN and Tunneling	448 548 353	327.7 GB	17.05
Networking	15 967 233	15.5 GB	0.80







Packet Filter / Firewall



TOP10 dropped source hosts

Total dropped packets: 969 017

	Source IP	Hostname	Packets	%
bg	78.128.113.34	ip-113-34.4vendeta.com	47 664	4.92
ru	45.143.200.114	45.143.200.114	39 777	4.10
bg	78.128.113.46	ip-113-46.4vendeta.com	39 765	4.10
gb	89.248.165.109	recyber.net	28 274	2.92
gb	89.248.165.248	recyber.net	25 959	2.68
us	50.192.77.174	50-192-77-174-static.hfc.comcastbusiness.net	19 206	1.98
ru	94.232.45.4	94.232.45.4	18 859	1.95
gb	89.248.165.87	recyber.net	17 068	1.76
bg	79.124.62.82	hosting-by.4cloud.mobi	15 147	1.56
bg	79.124.62.130	hosting-by.4cloud.mobi	14 314	1.48

TOP10 dropped destination hosts

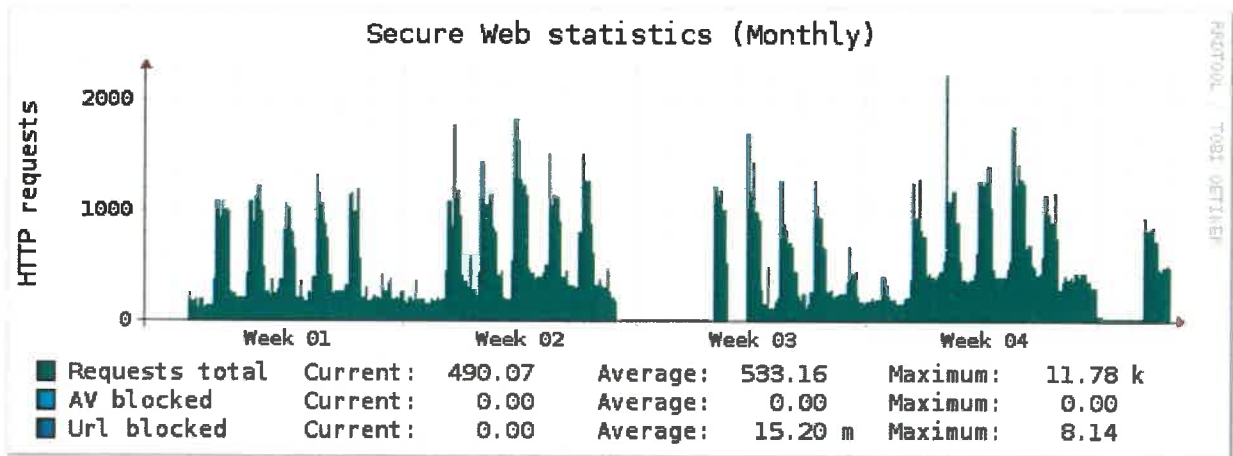
Total dropped packets: 969 017

	Destination IP	Hostname	Packets	%
us	50.192.77.173	WAN [WAN(DMZ)] (Address)	323 584	33.39
us	50.192.77.169	WAN [WAN2] (Address)	321 892	33.22
us	50.192.77.170	WAN (Address)	292 158	30.15
lan	224.0.0.1	all-systems.mcast.net	26 879	2.77
lan	10.10.10.5	CF-DC01	620	0.06
us	75.75.76.76	DNS2	617	0.06
us	75.75.75.75	DNS1	610	0.06
lan	10.10.10.6	CF-DC02	517	0.05
lan	10.10.10.1	LAN (Address)	404	0.04
lan	192.168.254.1	AP MGMT (Address)	243	0.03

TOP10 dropped services

Total dropped packets: 969 017

Service Name	Protocol	Service	Packets	%
	TCP	6379	36 372	3.75
	IGMP	-	17 979	1.86
HTTP-ALT	TCP	8080	17 359	1.79
TELNET	TCP	23	16 816	1.74
SSH	TCP	22	16 051	1.66
PCSYNC-HTTPS	TCP	8443	15 895	1.64
T9C0	ICMP	t9c0	8 900	0.92
HTTP	TCP	80	7 903	0.82
	TCP	2375	7 172	0.74
	TCP	2376	6 781	0.70



Web Usage

TOP10 Users by time

Total time: 8412:26:30

User	Duration	%
ltolar	602:28:14	7.2
yruiz	430:25:32	5.1
cezcell	391:14:33	4.7
DESKTOP-AJNOITE\$	382:47:25	4.6
10.10.10.153	346:11:30	4.1
dautre	338:28:13	4.0
mchavez	283:16:56	3.4
10.10.10.148	273:32:57	3.3
ejimenez	219:32:48	2.6
ghernandez	205:24:31	2.4

TOP10 Domains by time

Total time: 18341:22:04

Domain	Duration	%
microsoft.com	4459:16:58	24.3
office365.com	1746:16:57	9.5
windows.com	1178:32:55	6.4
sophosxl.net	979:46:40	5.3
gvt1.com	921:35:14	5.0
live.com	726:55:08	4.0
edgesuite.net	538:50:15	2.9
microsoftonline.com	330:35:10	1.8
office.com	311:29:14	1.7
amazon.com	310:30:44	1.7

TOP10 Users by traffic

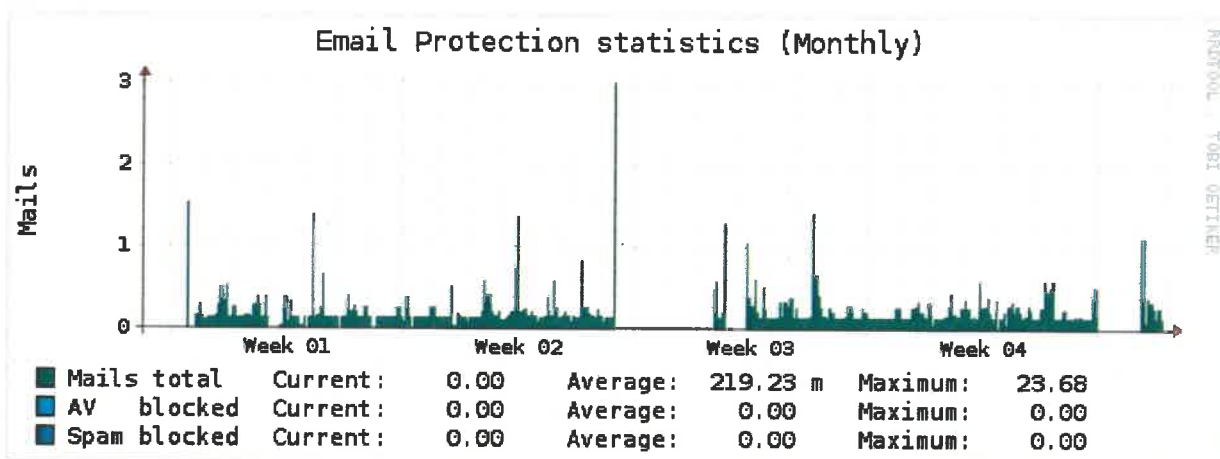
Total Traffic: 332.5 GB

User	Traffic	%
CF-FS01	69.0 GB	20.8
10.10.10.167	56.1 GB	16.9
pveazey	19.5 GB	5.9
10.10.10.153	15.6 GB	4.7
10.10.10.160	14.8 GB	4.5
DESKTOP-AJNOITE\$	13.7 GB	4.1
ltolar	9.1 GB	2.7
Administrator	8.6 GB	2.6
receptionist	7.6 GB	2.3
yruiz	7.3 GB	2.2

TOP10 Domains by size

Total Traffic: 326.9 GB

Domain	Traffic	%
sharepoint.com	84.1 GB	25.7
windows.net	69.0 GB	21.1
microsoft.com	41.2 GB	12.6
office365.com	19.5 GB	6.0
cloudfront.net	13.7 GB	4.2
akamaized.net	7.7 GB	2.4
windowsupdate.com	6.5 GB	2.0
tylertech.com	4.5 GB	1.4
mycusthelpadmin.com	4.5 GB	1.4
edgesuite.net	4.1 GB	1.3



Mail Usage

TOP10 Sender

Total mails: 1 723

Total mail traffic: 890.8 MB

Sender Mail	Amount	%	Mail Traffic	%
alerts3@scalecomputing.com	1 290	74.87	1.7 MB	0.19
kyocera@freeport.tx.us	433	25.13	889.1 MB	99.81

TOP10 Recipient

Total mails: 1 723

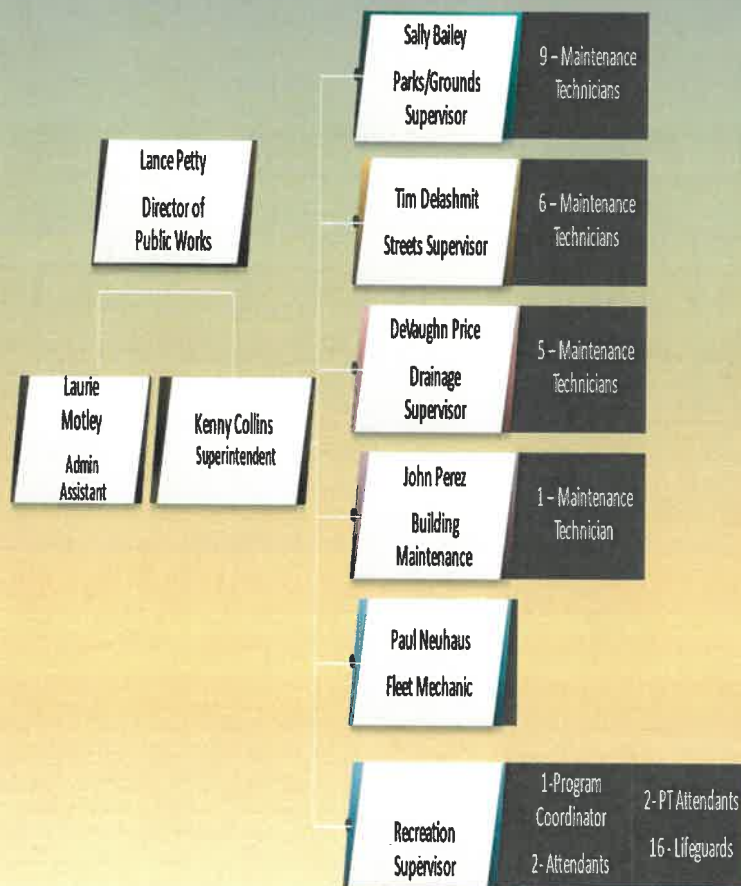
Total mail traffic: 890.8 MB

Recipient Mail	Amount	%	EMail Traffic	%
ltolar@freeport.tx.us	435	25.25	1.6 MB	0.18
alerts3@scalecomputing.com	430	24.96	586.5 kB	0.06
operations@pccare-inc.com	430	24.96	585.2 kB	0.06
ghernandez@freeport.tx.us	109	6.33	244.8 MB	27.48
hbullman@freeport.tx.us	56	3.25	49.2 MB	5.53
bwells@freeport.tx.us	46	2.67	74.1 MB	8.32
yruiz@freeport.tx.us	29	1.68	6.9 MB	0.78
cezell@freeport.tx.us	25	1.45	76.2 MB	8.56
dautrey@freeport.tx.us	25	1.45	11.9 MB	1.34
pveazey@freeport.tx.us	21	1.22	26.2 MB	2.94

PUBLIC WORKS MONTHLY REPORT FEBRUARY 2022

City of Freeport

Public Works Organization Chart



Key Activities

Parks / Grounds Division

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.

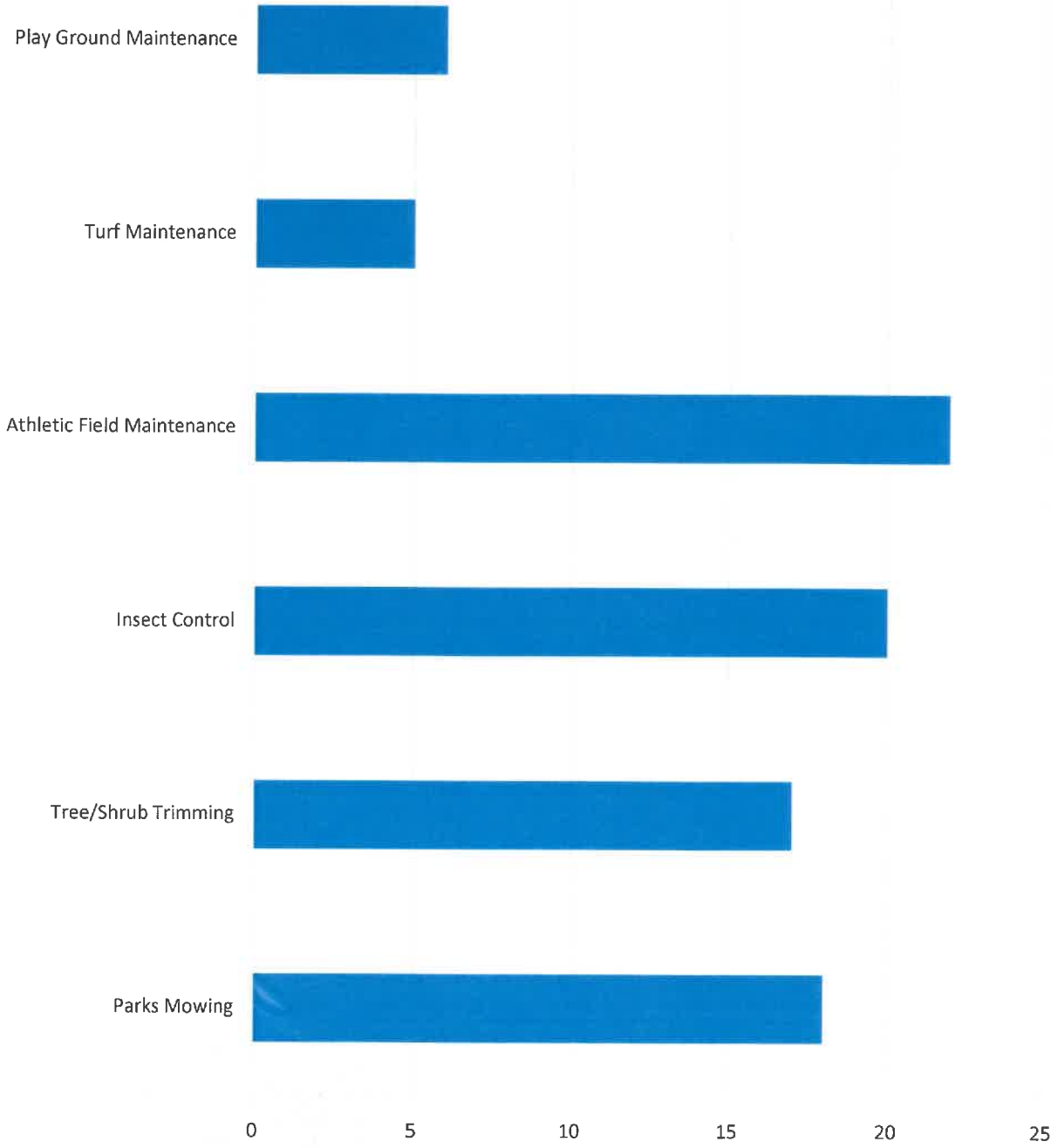
Activities this month:

1. Mow and Landscape (9) City Parks weekly
2. Mow, and drag (5) youth baseball/softball fields daily
3. Mow football and soccer fields weekly
4. Mow big lots weekly
5. Mow landing weekly
6. Mow and landscape around (6) city buildings weekly
7. Litter control city right-of-way's weekly
8. Litter control (2) beaches daily
9. Clean and sanitize public restrooms at (2) parks daily
10. Weed and maintain flower beds city wide

Key highlights this month:

1. Prepare and set up facilities for rentals
2. Field Turf Maintenance (Pre-Emergent, Insect Control)

Parks



Key Activities

Building Maintenance Division

Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.

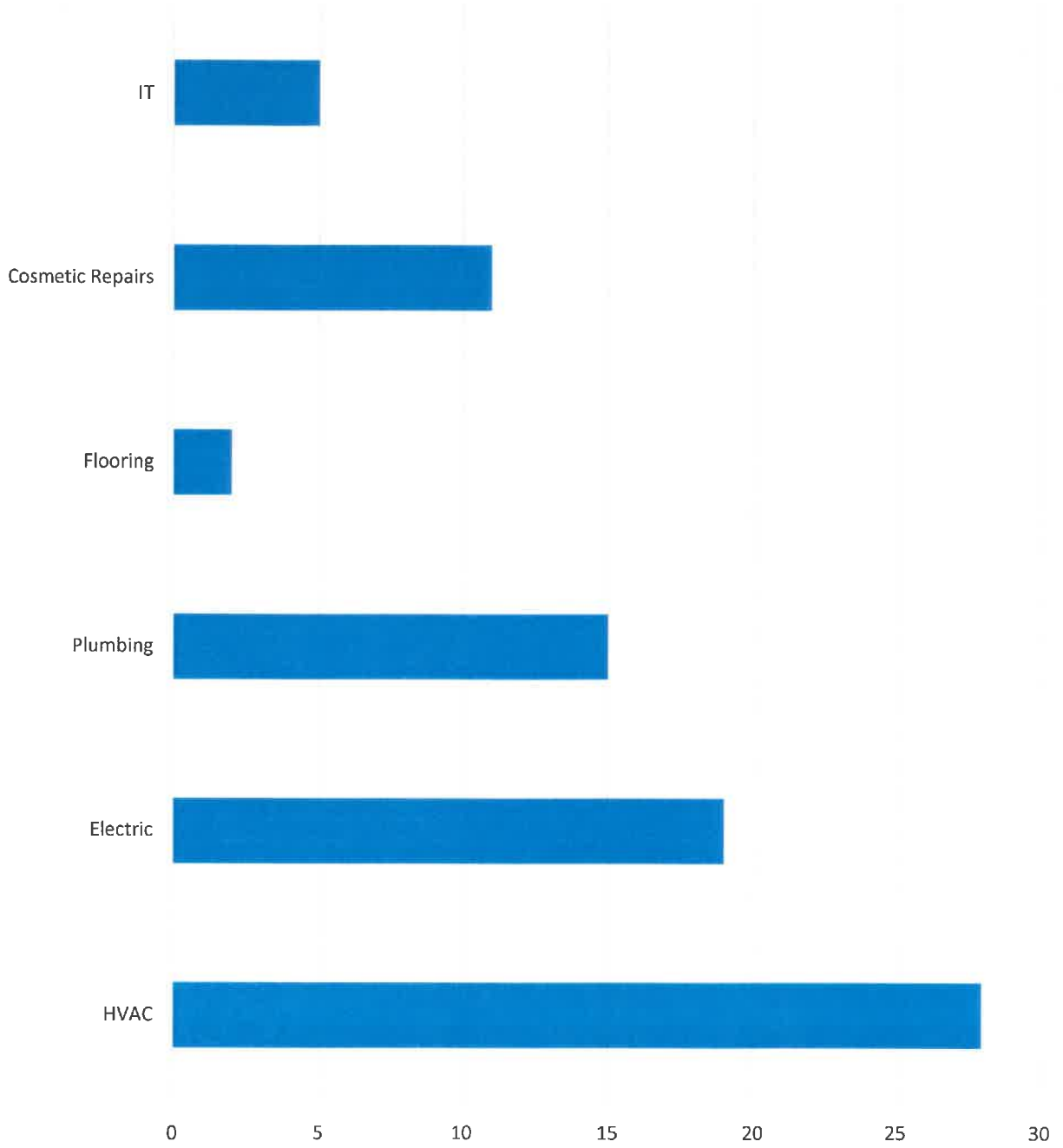
Activities this month:

1. River Place – Heat Installation
2. Rec Center – Repair lighting around pool
3. Rec Center – c/o 9 8ft led lights in gym
4. Rec Center – Replace lighting in racquet ball room
5. Hang Banners for events
6. Rec Center- Repair lighting in weight room
7. Rec Center – install new door to secure office area
8. Library – install new glass door on front entry
9. City Hall – install ground wire for server
10. City Hall – Repair doors on bank side
11. Rec Center – Install Plexiglass on storage area

Key highlights this month:

1. Preventative maintenance A/C systems citywide
2. Heat Install at River Place

Building Maintenance



Key Activities

Streets Division

Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.

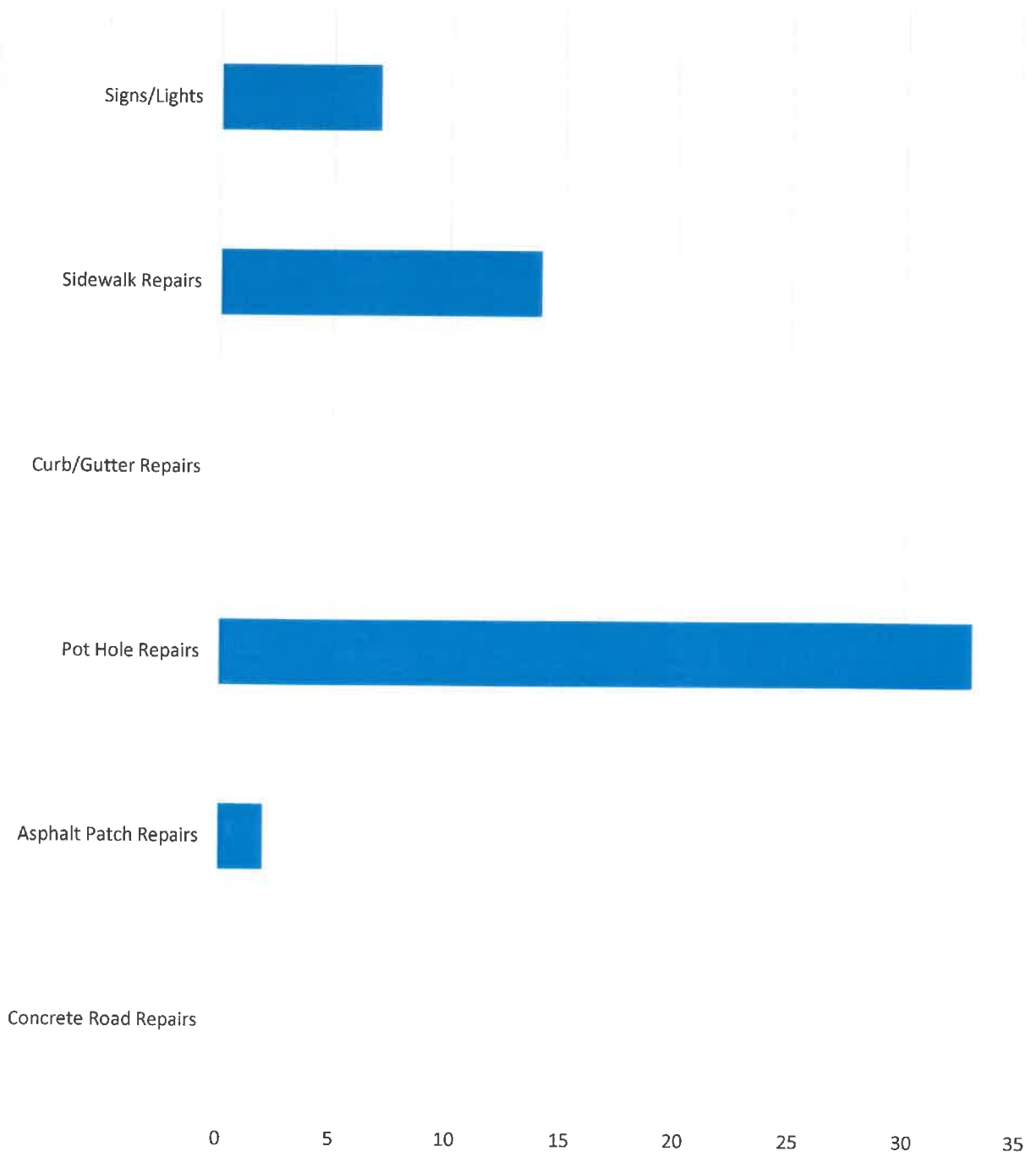
Activities this month:

1. Patch potholes Quadrants A/D
2. Golf Course tear out cart path
3. Golf Course Set forms and tie rebar for pour
4. Golf Course – Poured 31 yards of new cart path
5. Golf Course – Break forms and dress up around cart path
6. Pour ramps for Ave A pump station
7. Maintain message boards
8. Replace faded street signage

Key highlights this month:

1. Golf Course cart path repairs

Streets



Key Activities

Drainage Division

Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.

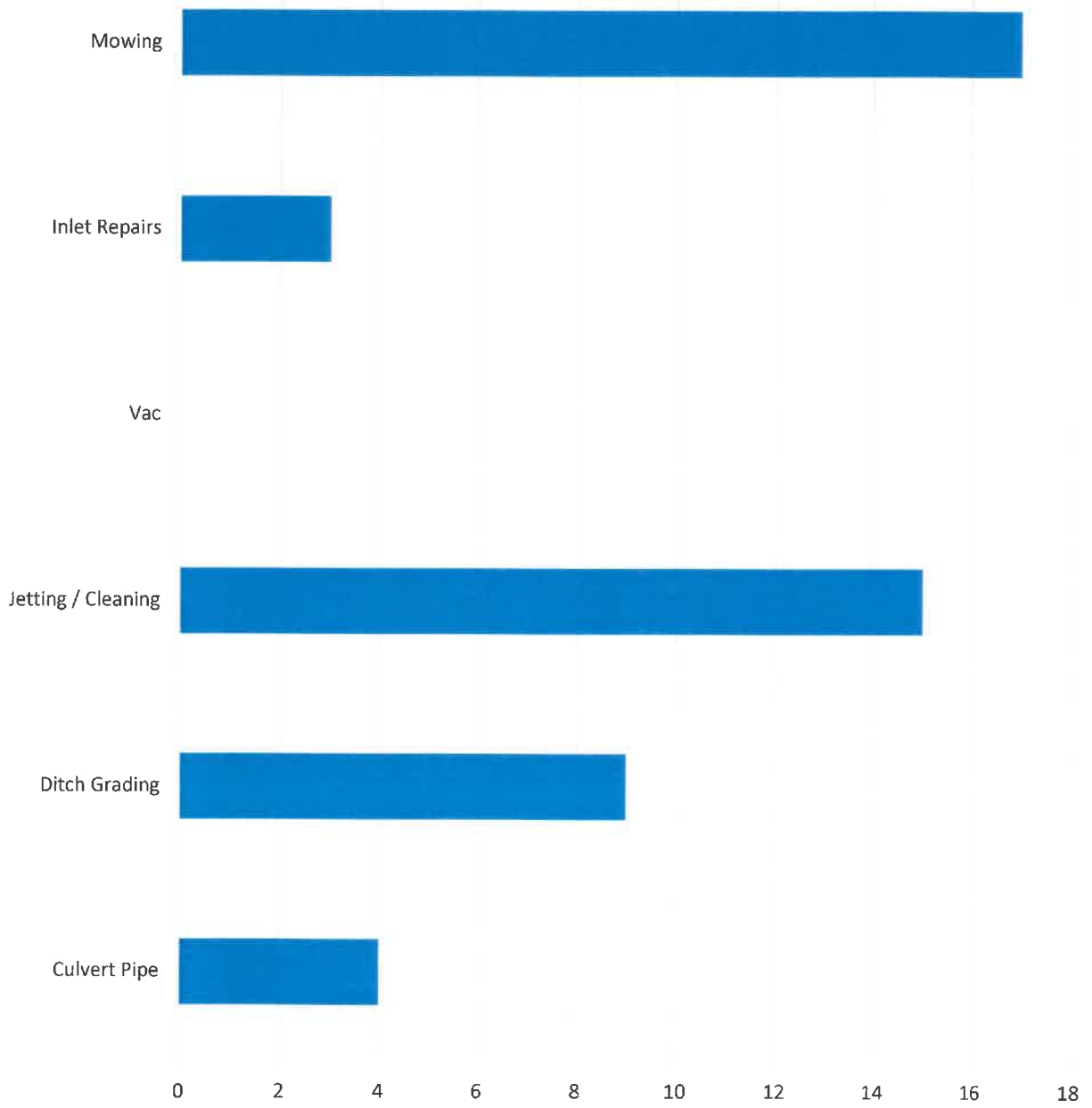
Activities this month:

1. Mow and weed eat all quadrants
2. Ward D – slope mow ditches
3. Weed control all Quadrants
4. 1415 N Ave F – Jet/Grade ditch
5. 1400 Ave F – Jet/Grade ditch
6. Preventative maintenance on storm water pump stations
7. 1500 blk N Ave S – Jet/Grade Ditches
8. Clean citywide storm drain inlets
9. Uvalde – Jet/Grade Ditches
10. Street sweep all quadrants
11. Mow – Bridge Harbor ROW
12. Maple – Jet Culverts

Key highlights this month:

1. Weed Control in major outfall ditches

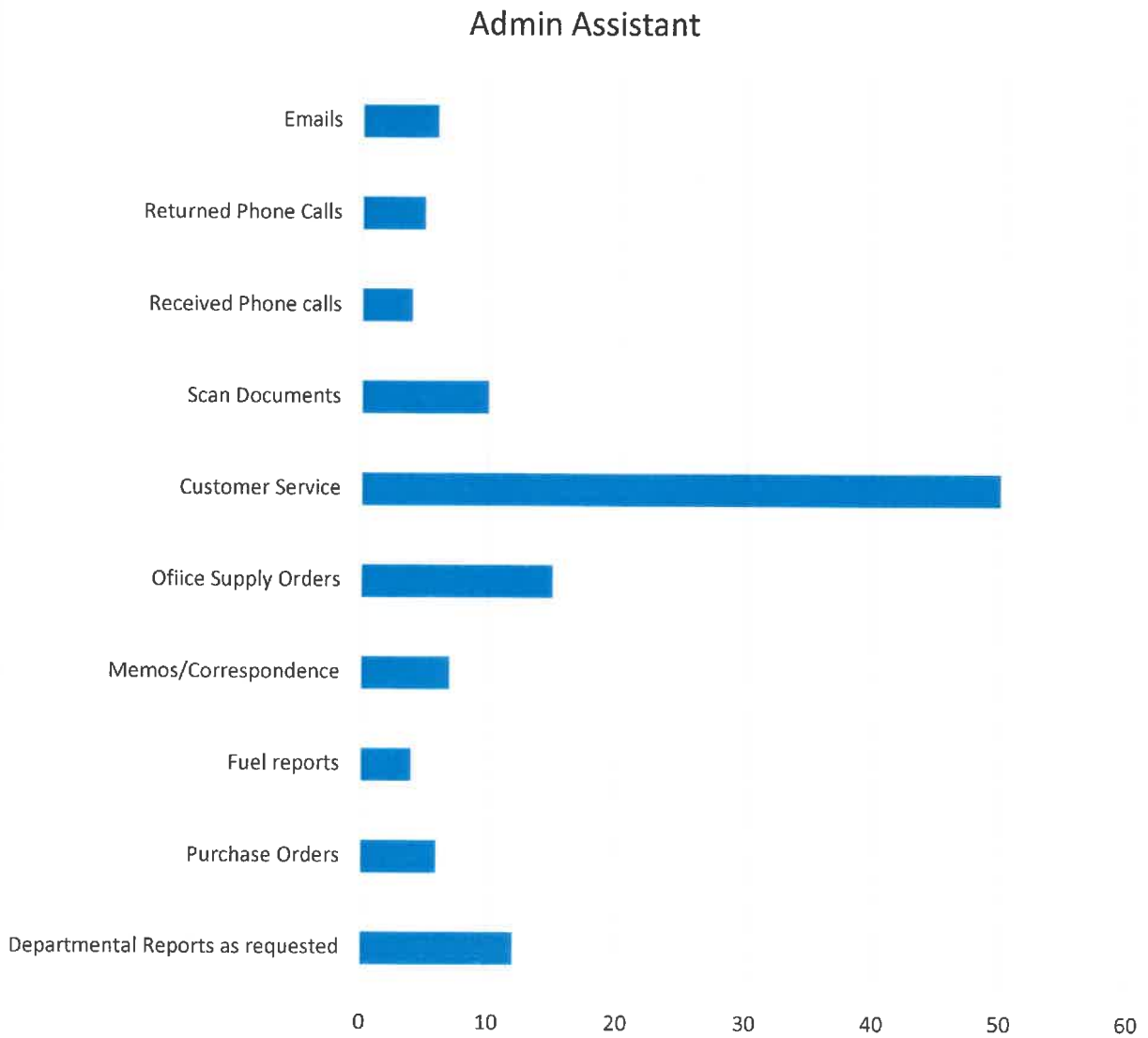
Drainage



Key Activities

Administration

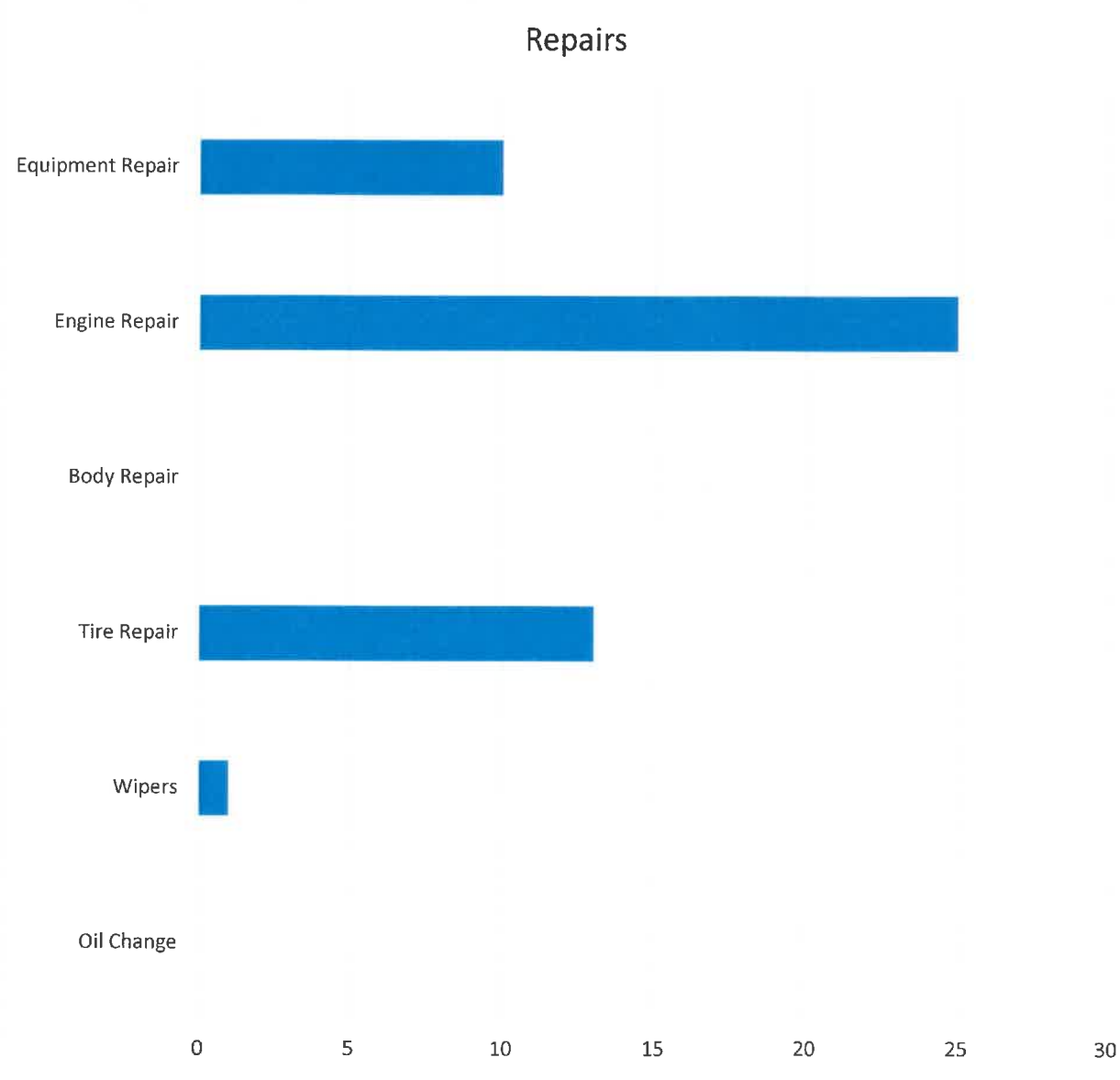
Under the direction of the Director of Public Works, this position is responsible for all customer service and administrative work for the department



Key Activities

Fleet Maintenance

Under the direction of the Director of Public Works, this division is responsible for all repairs and maintenance of the city's Fleet



Key Activities

Facilities

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's Facilities, building grounds and open spaces.

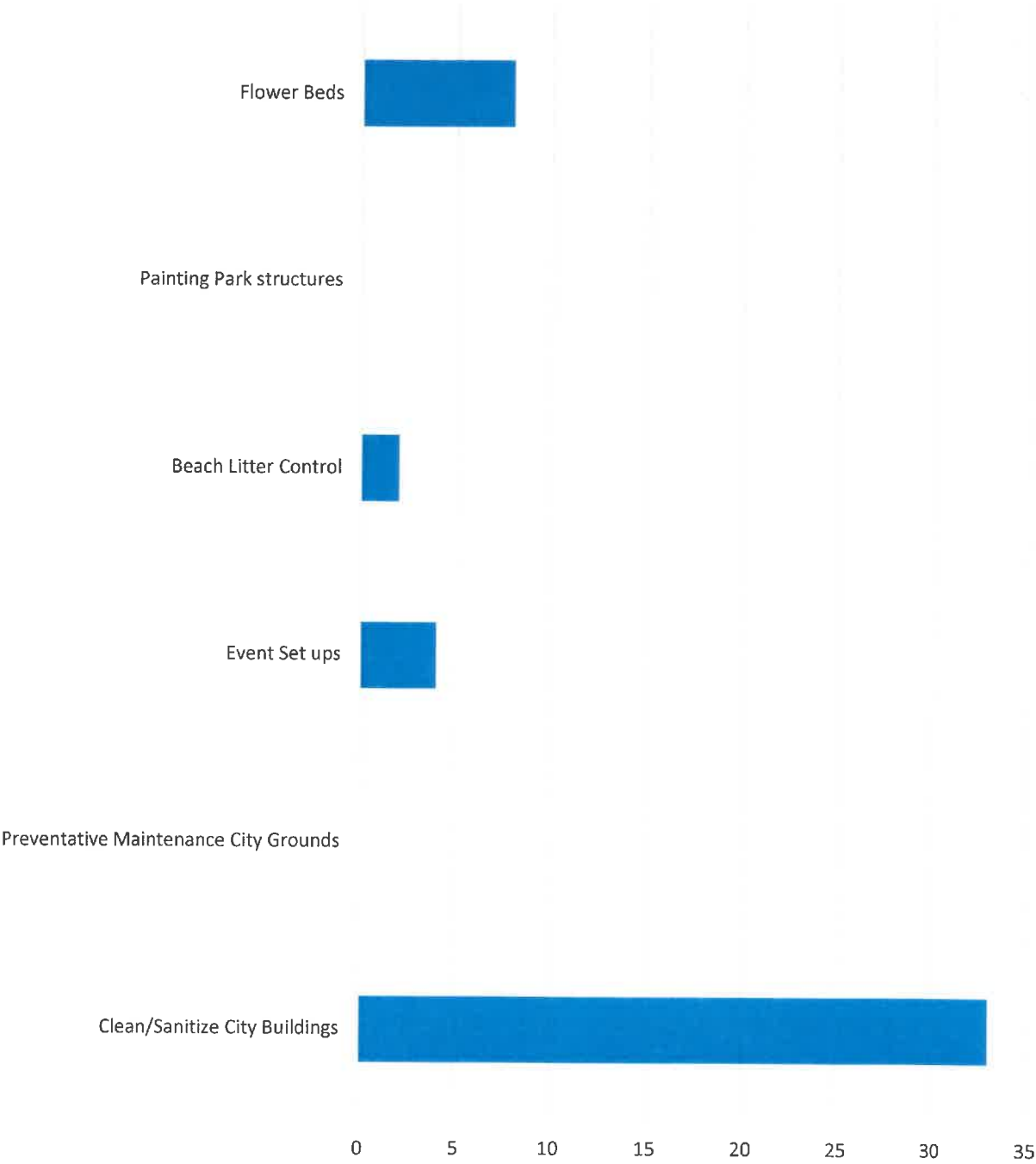
Activities this month:

1. Museum – flower bed maintenance
2. Pixie House – flower bed maintenance
3. City Wide – trim trees
4. Riverplace – flower bed maintenance
5. City Hall – flower bed maintenance
6. Velasco House – flower bed maintenance
7. Bryan Beach – litter control
8. Surfside Beach – litter control

Key highlights this month:

1. Facility clean/set up rentals
2. Litter Control city wide
3. Clean and sanitize all city facilities

Facilities



Key Activities

Recreation

Under the direction of the Recreation Supervisor, this division provides services to the community through recreation, events and programs

- Seniors- Bingo Day was January 17th (Every 3rd Monday of the month)
- Staff Updates- We are looking to hire a full time and part time Recreation Attendant. We hired 1 full time Recreation Attendant.
- Events- We are selling Daddy Daughter tickets. It will be February 18 at 6 pm at Riverplace. Deadline to sign up is February 10th at the Freeport Recreation Center.



- Current Programming- We have two Zumba instructors that have classes 8:30- 9:30 am on Mondays, Tuesdays, Thursdays and Saturdays. Step Aerobics class will be starting February 1st on Tuesdays and Thursdays 6pm- 7pm.

- Facebook Data-

	December	January
People like Freeport Recreation page	3,048	3,073
People follow The Freeport Recreation page	3,133	3,168

- Revenue-

	December	January
Adult Daily Pass	\$95	\$250
Child Daily Pass	\$63	\$77
Senior Daily Pass	\$24	\$30
Student Daily Pass	\$249	\$234

	December	January
Monthly Membership Family	\$120	\$90
Monthly Membership Individual	\$240	\$540
Monthly Membership Senior	\$120	\$180
Monthly Memberships Youth	\$120	\$60

- Attendance-

	December	January
Monthly Membership Family	\$120	\$90
Monthly Membership Individual	\$240	\$540
Monthly Membership Senior	\$120	\$180
Monthly Memberships Youth	\$120	\$60

Upcoming Events:

Amateur Boxing – April 2nd

Eggstravaganza – April 9th

River Fest – April 29/30th

Projects:

1. Concrete bid roads Phase I – Awarded to Lucas Construction
2. Continue to work on a Sidewalk replacement plan for the City.
3. Public Works building – Awarded to Covarrubias Remodeling Services LLC
4. Landing repairs – receiving quotes
5. Levee walkway – Bids will be brought to Council 1st meeting in March to award bid
6. Replacement of cart path sections at golf course – complete 1st section
7. Reviewing alternatives for soccer field improvements
8. RiverPlace heat installation complete
9. Senior baseball field project Complete (need lighting)
10. Entrance Palm tree re construction – quote received will be taking to EDC for funding assistance
11. Velasco/Ave A sidewalk installation – in process
12. City Hall boiler repair - Hunton Services
13. Parks Equipment Maintenance – In process
14. Pool equipment repairs – receiving quotes



Feb. 2022

Subject: January 2022 Monthly Operations Report

I. Summary of work activities during the reporting month January - 2022

a. Safety

There were no OSHA Recordable Incidents or Lost Time Accidents

b. Collections Systems and Wastewater Treatment Plant Operations and Maintenance

3. Sanitary Sewer Overflows

a. Actual SSO's in Jan. = 0

5. Customer Service Calls =0

6. Emergency & Miscellaneous Repairs

a. Wastewater repairs =3

b. Manhole repairs = 0

ii. Wastewater Treatment Plant Operations

1. Permit Violations – None

a. Average daily flow = 0.710 MGD

b. Max daily flow = 2.717 MGD

c. Max permitted 2 hr. Peak daily flow = 5555 gpm

d. Actual 2 hr. Peak daily flow = 2847 gpm

e. Influent BOD/TSS mg/l = 234.04 mg/l / 412.25 mg/l

f. Effluent BOD/TSS mg/L = 4.42 mg/l / 4.75 mg/l

i. Permit Limits for Effluent BOD/TSS mg/L = 20/20

g. Effluent Coliform = (Geometric Mean)) 33 MPN

i. Permit Limits for Effluent Enterococci = (Geometric Mean) 35 MPN

h. Plant Odor complaints = 0

2. Non-standard operating conditions –

a. Heliseive, this is the automated screening for the head of the plant. It has been installed and in operation.

3. Regulatory agency reporting – All standard monthly reports submitted in a timely manner with no exceptions reported back from the regulator

Monthly Operations Report: January -2022

iii. Collection System Pump Station and Wastewater Treatment Plant Equipment/Facility Maintenance

1. Total preventive maintenance work orders completed =319
2. Total corrective maintenance work orders completed =35
3. All wastewater collection system pump stations were routinely checked and maintained as scheduled
 - a. Wastewater pump stations monitored = 29
4. Maintenance projects
 - a. Cleaned and camera sewer lines.
 - b. Continuing making repairs on water leaks throughout the city.
 - c. Have met with Public Works Director, have removed two pumps from lift station #15 and sent to the City's pump repair company. We are waiting for the quote to move forward.

III. Listing of Permit Violations

- a. None

IV. Water Distribution System Operations & Maintenance

- a. New Connects – 64
- b. Reconnects – 91
- c. Disconnects – 22
- d. Off for Nonpayment – 91
- e. Off & Lock – 4
- f. Rereads – 148
- g. Repaired water leaks on City Lines – 12
- h. Customer Leaks – 3
- i. Replaced Meters – 0
- j. Pulled Meters – 0
- k. New water taps – 0
- l. Hung Tags –0
- m. Replaced service Lines – 0
- n. Replaced water meter valves – 0

Monthly Operations Report: January
-2022
