



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

Tuesday, November 1, 2011

7:00 p.m.

City Hall - Council Chamber

Daniel P. Moore Community Center Complex

1900 Billy G. Webb Drive

Portland, Texas

A. PROCEDURAL MATTERS, HONORS AND RELATED NON-ACTION ITEMS:

1. CALL TO ORDER: MAYOR KREBS
2. INVOCATION AND PLEDGE: MAYOR KREBS OR DESIGNEE
3. FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS AND REPORTS THAT MAY BE DISCUSSED:
4. CITY COUNCIL AND STAFF COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:

Members of the City Council may present reports regarding "items of community interest" and/or be presented reports from the Staff regarding "items of community interest," provided no action is taken or discussed. "Items of community interest" include the following:

- Expressions of thanks, congratulations, or condolence
- Information regarding holiday schedules
- Honorary recognition of city officials, employees, or other citizens
- Reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee
- Announcements involving imminent threats to the public health and safety of the city

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

Members of the audience who wish to (1) comment on issues concerning an agenda item, (2) present questions concerning an agenda item, (3) request assistance concerning an agenda item or (4) propose regulatory changes concerning an agenda item, must comply with the following rules of procedure:

- Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Mayor will notify you when it's your turn to speak and direct you to the podium)
- Persons who wish to speak must identify themselves and their places of residence
- All comments, requests and proposals must be presented to or through the Mayor
- Persons who wish to speak will be given 4 minutes to do so

5. **MINUTES OF PREVIOUS WORKSHOPS AND MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS OCTOBER 18, 2011 WORKSHOP, OCTOBER 18, 2011 REGULAR MEETING AND OCTOBER 25, 2011 QUARTERLY STRATEGIC PLANNING RETREAT- MAYOR KREBS AND CITY SECRETARY
6. **PUBLIC HEARING - PROPOSED SANITATION SERVICE CHANGES:** THE CITY COUNCIL WILL CONDUCT A PUBLIC HEARING TO SOLICIT COMMENTS FROM CITIZENS AND OTHER INTERESTED PARTIES CONCERNING A PROPOSAL FROM REPUBLIC SERVICES TO AUTOMATE CURBSIDE COLLECTION (GARBAGE AND RECYCLING), REDUCE THE FREQUENCY OF CURBSIDE COLLECTION (ONCE A WEEK GARBAGE AND ONCE EVERY TWO WEEKS RECYCLING) CHANGE SANITATION SERVICE AND REDUCE THE MONTHLY SERVICE CHARGE THAT RESIDENTS PAY - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS REPRESENTATIVES OF REPUBLIC SERVICES
7. **PROPOSED SANITATION SERVICE CHANGES:** THE CITY COUNCIL WILL CONSIDER SANITATION SERVICE CHANGES PROPOSED BY REPUBLIC SERVICES - CITY MANAGER, DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS REPRESENTATIVES OF REPUBLIC SERVICES
8. **ORDINANCE NO. 2045 - INCREASING MONTHLY SOLID WASTE SERVICE FEES:** IN THE EVENT THAT PROPOSED SANITATION SERVICE CHANGES ARE REJECTED, THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2045 WHICH INCREASES MONTHLY SOLID WASTE SERVICE FEES AS REQUIRED BY THE TERMS OF THE EXCLUSIVE SANITATION FRANCHISE AGREEMENT WITH REPUBLIC SERVICES - DIRECTOR OF UTILITY BILLING

9. **PURCHASE OF POLICE SOFTWARE:** THE CITY COUNCIL WILL CONSIDER THE PURCHASE OF \$513,527 IN ESSENTIAL SOFTWARE FOR THE POLICE DEPARTMENT - ASSISTANT CITY MANAGER

C. CITIZEN COMMENTS, QUESTIONS, REQUESTS AND PROPOSALS NOT APPEARING ON THE AGENDA:

Members of the audience who wish to (1) comment on issues for which there is no item on this agenda, (2) present questions for which there is no item on this agenda, (3) request assistance for which there is no item on this agenda or (4) propose regulatory changes for which there is no item on this agenda, must comply with the following rules of procedure:

- Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Mayor will notify you when it's your turn to speak and direct you to the podium)
- Persons who wish to speak must identify themselves and their places of residence
- All comments, requests and proposals must be presented to or through the Mayor
- Persons who wish to speak will only be given 4 minutes to do so

Neither the City Council nor the Staff is legally permitted to respond to citizen comments, questions, requests or proposals at the time of the meeting. A member of the City Council or the City Manager may place an item on the agenda of a future City Council workshop or meeting to legally do so. If that is done, the audience member seeking a response will be given advance notice.

D. ADJOURNMENT: MAYOR KREBS

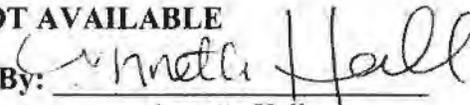
NOTICE OF ASSISTANCE

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall (361) 777-4513 or annette.hall@portlandtx.com in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. The City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chamber during the meeting.

BRAILLE IS NOT AVAILABLE

Posted: October 28, 2011 by 5:00 p.m.
Portland City Hall

By:


Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
WORKSHOP MINUTES
OCTOBER 18, 2011 – 6:00 P.M.**

On this the 18th day of October 2011, the Council of the City of Portland convened in workshop session at 6:30 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of regular workshop giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

MEMBERS PRESENT:

David Krebs	Mayor
Ron Jorgensen	Council Member
Cathy Skurow	Council Member
John Vilo	Council Member
David Lewis	Council Member

MEMBERS ABSENT:

John Green	Mayor Pro Tem
Gary Moore, Sr.	Council Member

STAFF PRESENT:

Mike Tanner	City Manager
Randy Wright	Assistant City Manager
Sandy Clarkson	Finance Director
Brian DeLatte	Director of Public Works and Development
Kristin Connor	Director of Park and Recreation
Tm Vanlandingham	Fire Chief
Cesario Vela	Utilities Superintendent
RoseAleta Laurell	Library Director
Polly Wright	Director of Utility Billing
Jordan Matney	Assistant to the City Manager
Michel Weaver	Senior Accountant
Annette Hall	City Secretary

And with a quorum being present, the following business was transacted:

This workshop may be adjourned before the Regular City Council Meeting begins at 7:00 p.m. and reconvened after the Regular

City Council meeting ends.

1. **CALL TO ORDER:** MAYOR KREBS

Mayor Krebs called the workshop to order at 6:30 p.m.

2. **DASHBOARD PRESENTATION:** THE CITY COUNCIL WILL RECEIVE A PRESENTATION ON THE NEW DASHBOARD FEATURE – BUDGET COORDINATOR AND REPRESENTATIVE OF DASHBOARD SOFTWARE

Budget Coordinator Michel Weaver introduced Stephen Gibson who led a teleconference on Dashboard Software that is being implemented by the City.

Council recessed at 6:55 p.m. and reconvened after the Regular City Council meeting ended.

Workshop reconvened at 7:17 p.m.

3. **SOLID WASTE SERVICE FRANCHISE ISSUES:** THE CITY COUNCIL WILL DISCUSS SOLID WASTE SERVICE FRANCHISE ISSUES AND OPTIONS - CITY MANAGER, DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS REPRESENTATIVES OF REPUBLIC SERVICES

City Manager Mike Tanner reported that a November 1, 2011 Public Hearing has been scheduled and will be published in the Coastal Bend Herald and the Portland News as well as the City's website. He added that a reduction in service will lower rates. He then presented and reviewed the following Service and Rate Comparison with the City Council:

<u>DESCRIPTION</u>	<u>MONTHLY RATE (\$)</u>
• Manual twice a week garbage, once a week recycling (current franchise agreement)	21.75
• Automated once a week garbage, once a week recycling (96 gallon carts provided by Republic Services)	20.30
• Automated once a week garbage, every other week recycling (96 gallon carts provided by Republic Services)	18.41

Joe Wirsching a resident at 103 Granby for 30 yrs voiced his opinion and concerns against changing Solid Waste Services to automated services.

Council, Staff and Allied Waste Representatives Brian Cornelius and Mike Reeves discussed the manageability of the proposed 96 gallon carts by senior citizens and persons

with disabilities, educating the public on changes and schedules and continuing discussion on possible negotiations for early renewal of the existing contract.

3. **ADJOURNMENT:** MAYOR KREBS

Mayor Krebs adjourned the workshop at 7:51 p.m.

NOTICE OF ASSISTANCE:

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BRAILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
OCTOBER 18, 2011 – 7:00 P.M.**

On this the 18th day of October 2011, the Council of the City of Portland convened in a regular meeting session at 7:00 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of regular meeting giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

MEMBERS PRESENT:

David Krebs	Mayor
Ron Jorgensen	Council Member
Cathy Skurow	Council Member
John Vilo	Council Member
David E. Lewis	Council Member

MEMBERS ABSENT:

John Green	Mayor Pro Tem
Gary Moore, Sr.	Council Member

STAFF PRESENT:

Mike Tanner	City Manager
Randy Wright	Assistant City Manager
Sandy Clarkson	Finance Director
Brian DeLatta	Director of Public Works and Development
Kristin Connor	Director of Park and Recreation
Tim Vanlandingham	Fire Chief
Cesario Vela	Utilities Superintendent
RoseAleta Laurell	Library Director
Polly Wright	Director of Utility Billing
Jordan Matney	Assistant to the City Manager
Michel Weaver	Senior Accountant
Annette Hall	City Secretary

And with a quorum being present, the following business was transacted:

A. PROCEDURAL MATTERS, HONORS AND RELATED NON-ACTION ITEMS:

1. **CALL TO ORDER:** MAYOR

Mayor Krebs called the meeting to order at 7:00 p.m.

2. **INVOCATION AND PLEDGE: MAYOR OR DESIGNEE**

Council Member Vilo gave the invocation and Mayor Krebs led the Pledge of Allegiance.

3. **FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS AND REPORTS THAT MAY BE DISCUSSED:**

There were none.

4. **CITY COUNCIL AND STAFF COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:**

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- Announcements involving imminent threats to the public health and safety of the city

Council Member Vilo announced that he attended the Parks and Recreation Advisory Board Meeting and they will give a presentation at the 2nd City Council meeting in November.

Council Member Jorgensen announced that the TML Conference was held in Houston last week and commented on the technology interaction with the IPAD.

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

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Theresa Stezig of 109 Duke voiced her issues and concerns on proposed Ordinance No. 2042 - Amending Sunset Lake Park Bird and Animal Rules.

5. **MINUTES OF PREVIOUS WORKSHOPS AND MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS OCTOBER 4, 2011 WORKSHOP AND OCTOBER 4, 2011 REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Council Member Jorgensen made the motion to approve the minutes of its October 4, 2011 Workshop and the October 4, 2011 Regular Meeting. Council Member Vilo seconded the motion.

The motion passed 5-0.

6. **POLICY APPEAL:** THE CITY COUNCIL WILL CONSIDER AN APPEAL OF THE POLICY GOVERNING THE PROVISION OF UTILITY SERVICES BEYOND THE CITY LIMITS (REQUESTS FOR SERVICE OUTSIDE THE PRE-ANNEXATION SERVICE AREA - WATER SERVICE REQUIREMENT 7) FROM NATHAN TAGGERT - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

City Manager Mike Tanner explained that at the request of Nathan Taggert this item has been removed from the agenda.

7. **ORDINANCE NO. 2042 - AMENDING SUNSET LAKE PARK BIRD AND ANIMAL RULES:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF ORDINANCE NO. 2042 WHICH AMENDS SUNSET LAKE PARK BIRD AND ANIMAL RULES - DIRECTOR OF PARKS AND RECREATION

Director of Parks and Recreation Kristin Connor explained that this is the second and final reading of Ordinance No. 2042 – amending Sunset Lake Park Bird and Animal Rules. The City has a duty under the Sunset Lake Park Conservation Easement to preserve the natural resources in the park. She added that the proposed ordinance supports the Conservation Easement.

Council and Staff discussed the current posted rules, abiding by the Conservation Easement rules and the tough decision to impose stricter rules.

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2042 which amends Sunset Lake Park Bird and Animal rules. Council Member Skurow seconded the motion.

The motion passed 5-0.

Mayor Krebs read the caption.

ORDINANCE NO. 2042

AN ORDINANCE AMENDING ARTICLE V, SECTION 14-63, SUBSECTION 8, OF THE CODE OF ORDINANCES SPECIFIC RULES IN SUNSET LAKE PARK; PROVIDING FOR A SEVERABILITY CLAUSE, PROVIDING FOR PENALTY FOR VIOLATION, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

8. **ORDINANCE NO. 2043 - REDUCING SIZE OF PARK AND RECREATION ADVISORY BOARD:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF ORDINANCE NO. 2043 WHICH REDUCES THE NUMBER OF PARK AND RECREATION ADVISORY BOARD MEMBERS FROM 9 TO 7 - ASSISTANT TO THE CITY MANAGER

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2043 which reduces the number of Park and Recreation Advisory Board Members from 9 to 7. Council Member Vilo seconded the motion.

The motion passed 5-0.

Mayor Krebs read the caption.

ORDINANCE NO. 2043

AN ORDINANCE AMENDING ARTICLE II, SECTION 14-17 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND, TEXAS, BY REVISING THE NUMBER OF MEMBERS OF THE PARK AND RECREATION ADVISORY BOARD; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HERewith; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE AND FOR PUBLICATION

9. **ORDINANCE NO. 2044 - REDUCING SIZE OF SENIOR SERVICES ADVISORY BOARD:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF ORDINANCE NO. 2044 WHICH REDUCES THE NUMBER OF SENIOR SERVICES ADVISORY BOARD MEMBERS FROM 7 TO 5 - ASSISTANT TO THE CITY MANAGER

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2044 which reduces the number of Senior Services Advisory Board Members from 7 to 5. Council Member Vilo seconded the motion.

The motion passed 5-0.

Mayor Krebs read the caption.

ORDINANCE NO. 2044

AN ORDINANCE AMENDING ARTICLE VII, SECTION 14-73 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND, TEXAS, BY REVISING THE NUMBER OF MEMBERS OF THE SENIOR SERVICES ADVISORY BOARD; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE AND FOR PUBLICATION

C. CITIZEN COMMENTS, QUESTIONS, REQUESTS AND PROPOSALS NOT APPEARING ON THE AGENDA:

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the City Council or the City Manager may place an item on the agenda of a future City Council workshop or meeting to legally do so. If that is done, the audience member seeking a response will be given advance notice.

There were none.

D. ADJOURNMENT: MAYOR

Mayor Krebs adjourned the meeting at 7:16 p.m.

E. NOTICE OF ASSISTANCE:

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BRAILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

**CITY OF PORTLAND
CITY COUNCIL
QUARTERLY WORKSHOP/RETREAT MINUTES
OCTOBER 25, 2011 – 5:30 P.M.**

On this the 25th day of October 2011, the Council of the City of Portland convened in workshop/retreat session at 5:30 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of regular workshop giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

MEMBERS PRESENT:

David Krebs	Mayor
John Green	Mayor Pro Tem
Ron Jorgensen	Council Member
Cathy Skurow	Council Member
David Lewis	Council Member

MEMBERS ABSENT:

Gary Moore, Sr.	Council Member
John Vilo	Council Member

STAFF PRESENT:

Mike Tanner	City Manager
Randy Wright	Assistant City Manager
Sandy Clarkson	Finance Director
Brian DeLatte	Director of Public Works and Development
Kristin Connor	Director of Park and Recreation
Tm Vanlandingham	Fire Chief
Cesario Vela	Utilities Superintendent
RoseAleta Laurell	Library Director
Polly Wright	Director of Utility Billing
Jordan Matney	Assistant to the City Manager
Michel Weaver	Senior Accountant
Annette Hall	City Secretary

And with a quorum being present, the following business was transacted:

**THE CITY COUNCIL WILL CONVENE AND ADJOURN ITS QUARTERLY
WORKSHOP/RETREAT IN THE COUNCIL CHAMBER OF CITY HALL.
30 TO 60 MINUTES WILL BE DEVOTED TO A TOUR OF THE CITY TO**

DISCUSS A MULTITUDE OF ISSUES, PLANS AND PROJECTS.

1. **CALL TO ORDER:** MAYOR KREBS

Mayor Krebs called the Quarterly Workshop/Retreat to order at 5:30 p.m.

2. **FIELD EXERCISE:** THE CITY COUNCIL WILL TOUR THE CITY AND EXTRATERRITORIAL JURISDICTION IN A CITY OF PORTLAND VEHICLE. DURING THE TOUR, THE CITY COUNCIL AND STAFF WILL DISCUSS A MULTITUDE OF ISSUES, PLANS AND PROJECTS

At 5:31 p.m. Mayor Krebs announced that the City Council will tour the City and Extraterritorial Jurisdiction in a City of Portland Vehicle during the tour, the City Council will discuss a multitude of issues, plans and projects.

Council reconvened in workshop at 6:39 p.m.

3. **FINANCIAL MATTERS:** THE CITY COUNCIL WILL DISCUSS A MULTITUDE OF FINANCIAL MATTERS (CURRENT FINANCIAL POSITION, ESTIMATED BALANCES BY FUND, FINANCIAL UNCERTAINTIES AND NEED FOR FISCAL DISCIPLINE) FOLLOWING STAFF PRESENTATIONS - DIRECTOR OF FINANCE, BUDGET COORDINATOR AND CITY MANAGER

Finance Director Sandy Clarkson presented and reviewed the following with the City Council:

- *Major Fund Reserves preliminary results of operations for FY 2011*
- *Sales Tax Revenues – General Fund month by month from 2007 through 2011*
- *Hotel/Motel Tax Collection FY 2011 with comparisons to FY 2010 and an analysis of total collection for the current and prior year*
- *Hotel Occupancy Tax Revenues and required expenditures to promote hotel industry*
- *Update on Certificate of Deposit Investments through Cantella, Inc.*

Council and Staff then discussed the City's financial position, the uncertainties and the need to reprioritize project and programs, the need for fiscal discipline by placing a moratorium on discussion of projects and programs until the next Quarterly Workshop/Retreat January and to focus only on the current projects at this time.

4. **SERVICE AND PERFORMANCE MATTERS:** THE CITY COUNCIL WILL DISCUSS A MULTITUDE OF SERVICE AND PERFORMANCE MATTERS FOLLOWING STAFF PRESENTATIONS (INCLUDING BUT NOT LIMITED TO FINAL ANALYSIS OF 2010-2011 FISCAL YEAR PERFORMANCE MEASUREMENTS, ON-LINE 2011 CITIZEN

SATISFACTION SURVEY ANALYSIS, QUARTERLY CUSTOMER SERVICE REPORT, CAPITAL PROJECT STATUS REPORT AND DEVELOPMENT UPDATE) - BUDGET COORDINATOR, FINANCE DIRECTOR, ASSISTANT TO THE CITY MANAGER AS WELL AS DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Budget Coordinator Michel Weaver gave a presentation on how Performance Measures can be tied back to the City's Strategic Operating Plan and the results can assist management in determining if the City and its departments are achieving the City's goals.

Finance Director Sandy Clarkson presented results of the online 2011 Citizens Satisfaction Survey Analysis.

Assistant to the City Manager Jordan Matney presented the result of the Quarterly Customer Service Report for July through September.

Director of Public Works and Development Brian DeLatte gave a presentation and reviewed with City Council the follow:

- *New Single Family Residential Permit – Analysis*
- *Commercial Permits*
- *Changes within Development Services*
- *Customer Service Initiatives*
- *Customer Feedback – Contractor*
- *Current Commercial Development*
- *Northshore Impact Fee Analysis – Drainage Improvements*
- *Phase 8 Street Improvements*
- *Wastewater Treatment Plant Expansion*
- *Wastewater Treatment Plant Proposed Improvements*
- *Olde Town Lift Station & Force Main*
- *Community Center Roof Replacement*
- *Facilities Assessment Program*

Mr. DeLatte unveiled MDR's recommendation for street signs with the new City logo.

Council and Staff discussed not branding street signs and the replacement program using no logo signs instead.

5. **STRATEGIC OPERATING PLAN:** THE CITY COUNCIL WILL DISCUSS THE STRATEGIC OPERATING PLAN (OPERATING VISION, PHILOSOPHY OF GOVERNMENT AND OPERATING PRINCIPLES), POSSIBLE REVISIONS, ITS INCORPORATION IN THE POLICY-MAKING PROCESS AS WELL AS NEED FOR ORGANIZATIONAL DISCIPLINE - CITY MANAGER

City Manager Mike Tanner presented the following revised 2011-2012 Strategic Operating Plan with the City Council:

OPERATING VISION

A city recognized for its exceptional family life, safety, civility, extremely clean appearance, well maintained infrastructure, expanded municipal service menu and moderate cost of living through the promotion of economic development that is beneficial to the long term well-being of the community.

PHILOSOPHY OF GOVERNMENT

The City of Portland shall provide services and levels of service demanded by the majority of its citizens with the smallest government possible for the least possible cost. The City Council, Staff and employees pledge to:

1. Comply with local, state and federal law
2. Meet or exceed ethical and professional standards
3. Meet their fiduciary responsibilities
4. **Focus on "Core" services**
5. Be concerned, courteous and responsive when dealing with the public
6. Fully and effectively inform the public in the most timely fashion
7. Project a positive image, continuously promote the City and compete for distinction or recognition whenever possible
8. Place the interests of the City and the needs of the citizens before their own, **non-citizens and special interests**
9. Cooperate, collaborate and coordinate to the extent possible locally, area-wide, regionally and state-wide
10. Promote professional development and innovation that improves the provision of City services
11. Mitigate issues in which rights conflict when doing so serves a public purpose

Council and Mr. Tanner discussed the proposed revisions to the Philosophy of Government and to continue discussions on the proposed revision to Item No. 8 at the next Quarterly Workshop/Retreat.

OPERATING PRINCIPLES

1. Revenue projections must be minimized and cost estimates maximized to ensure budget integrity
2. The size and cost of day to day government must be maintained to the extent possible

- until the revenue base diversifies and expands through development
3. True cost-benefit analysis should be conducted before decisions are made to annex land, acquire more property, construct new facilities, raise service levels or deliver additional services
 4. Services that have questionable strategic value and benefit a limited number of citizens should either be eliminated or the costs associated with their delivery should be borne by the citizens who benefit
 5. Expenditures associated with the maintenance, repair and rehabilitation of the infrastructure must increase
 6. A minimum 3 month reserve must be maintained in every budgetary operating fund
 7. The General Fund Reserve and Water/Wastewater Enterprise Fund Reserve may be used to finance any planning initiatives and or capital projects (improvements and or recurring capital maintenance projects) except those described as park and recreation when minimum balances have been exceeded
 8. Utility rates should be designed to finance truly segregated (water and sanitary sewer service) day to day costs, debt service, unforeseen capital repairs and if possible, recurring capital maintenance
 9. Facilities that have questionable value, benefit a limited number of citizens and generate more costs than revenue should be eliminated
 10. Opportunities to secure public grants-in-aid, private contributions and sell surplus property should be fully exploited
 11. The waiver of recreation facility user fees should be minimized to the extent possible and prohibited in the case of fundraisers
 12. Existing policies, rules and regulations should be continuously reviewed to ensure present day relevance, fairness and appropriateness
 13. Opportunities to identify, cultivate and secure desirable economic development prospects should be fully exploited, be they within the city limits, within the extraterritorial jurisdiction or just beyond
 14. The delivery of business and development services should be streamlined as well as expedited
 15. Sensible “Green” policies, programs and projects should be promoted
 16. Goods and services should be locally purchased as long as doing so does not compromise quality, quantity or cost
 17. Significant services delivered through private sector contracts or interlocal governmental agreements should be internally proposed or bid, competitively proposed or bid and annually reviewed to ensure outsourcing is the most appropriate means of delivery

18. Technological advances that increase effectiveness, promote efficiency, improve customer service or reduce costs should be fully exploited

Council and Mr. Tanner then discussed the proposed revisions to Operating Principles and possibly changing Item No. 7. to read as follows:

The General Fund Reserve and Water/Wastewater Enterprise Fund Reserve may be used to finance planning initiatives or capital projects (improvements or recurring capital maintenance projects) except those described as park and recreation when minimum balances have been exceeded

After final review and acceptance the revisions will be incorporated in a resolution for consideration and formal approval at a later date.

- 6. ISSUES AND INITIATIVES:** THE CITY COUNCIL WILL DISCUSS A MULTITUDE OF ISSUES AND INITIATIVES (INCLUDING BUT NOT LIMITED TO THE STREET IMPROVEMENTS, NORTH SHORE AREA DRAINAGE IMPROVEMENTS, COMPENSATION STUDY, WINDFEST 2012 AND PUBLIC SAFETY HARDWARE/SOFTWARE) - CITY MANAGER, ASSISTANT TO THE CITY MANAGER, DIRECTOR OF PARKS AND RECREATION AS WELL AS ASSISTANT CITY MANAGER

City Manager Mike Tanner reported that the City is still not satisfied with this phase of the Street Improvements. He then recommended a different approach be taken for the next phase that will include an object evaluation of engineering services and performance, require proposals and conducting a street study.

Mr. Tanner than presented and reviewed the following list of Possible Survey Cities with the City Council:

2004 CITIES:

• Alvin	21,413	H-GA
• Deer Park	29,387	H-GA
• Georgetown	30,000	AA
• Kerrville	20,425	SAA
• Lake Jackson	26,000	H-GA
• Pflugerville	22,000	H-GA
• Rosenberg	26,442	H-GA
• Schertz	23,000	SAA
• Sequin	22,011	SAA

OTHER COMPARABLES:

• Boerne	10,639	SAA
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- Ennis 19,795 DFW
- Forney 15,646 DFW
- Sachse 20,329 DFW
- Seabrook 11,525 H-GA
- Tomball 10,102 H-GA

Council and Staff discussed removing Deer Park from the list and adding Forney and Sachse to create a list of 10 cities to be surveyed.

Assistant City Manager Randy Wright and Director of Parks and Recreation presented and reviewed with the City Council a summary of the City's financial impact and to the citizens during a typical Windfest weekend.

Assistant City Manager Randy Wright gave a brief presentation on a \$513,527 proposal for the purchase, installation and maintenance a police software package from Spillman Technologies. He explained that this is a budgeted item and formal funding request will be made at the next regular City Council meeting.

7. ADJOURNMENT: MAYOR KREBS

Mayor Krebs adjourned the workshop at 9:38 p.m.

NOTICE OF ASSISTANCE:

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall (361-777-4513 or annette.hall@portlandtx.com) in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. The City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chamber during the meeting.

BRAILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

Annette Hall
City Secretary

**BUSINESS OF THE CITY COUNCIL
CITY OF PORTLAND**

SUBJECT: First reading of Ordinance No. 2045 increasing rates for solid waste service

SUBMITTED BY: Polly Wright, Utility Billing Director

DATE: October 27, 2011 **FOR THE AGENDA OF:** November 1, 2011

ATTACHMENTS: Ordinance
Letter from Republic Services
Rate Schedule Exhibit "A" from Republic Services

APPROVED FOR INCLUSION ON AGENDA:

CITY MANAGER _____

SUMMARY STATEMENT: In accordance with the Solid Waste Collection and Disposal Contract, Republic Services (formerly Allied Waste Services) has requested a 7.7 percent increase in the base residential and commercial rates to become effective November 1, 2011. The change is based on a contract provision that allows increases based on the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W).

The new base residential rate will be \$18.94. This is a \$1.35 increase for residential customers. The new base commercial hand collection rate will be \$24.56. The administration fees did not change.

RECOMMENDED ACTION: Approve the first reading of Ordinance No. 2045 adjusting the sanitation rates.

ORDINANCE NO. 2045

**AN ORDINANCE AMENDING ORDINANCE NO.
2029 SETTING RATES FOR THE PROVISION OF
SOLID WASTE SERVICE; PROVIDING FOR AN
EFFECTIVE DATE AND FOR PUBLICATION**

WHEREAS, the franchise agreement between the City and Republic Services (formerly Allied Waste Services) authorizes a annual rate increase based on the Consumer Price Index (CPI), and;

WHEREAS, the official Consumer Price Index (CPI) has increased by 7.7 percent, and;

WHEREAS, Republic Services has requested a commensurate increase in fees;

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

SECTION 1: That the Portland Code of Ordinances, Chapter 23, Article II, Division 2, Section 23-41, TABLE TWO: SOLID WASTE CHARGES is amended to read as follows:

RESIDENTIAL HAND COLLECTION RATE

Collection fee	\$ 17.59	<u>18.94</u>
Administrative/billing fee	2.50	
Total	\$ 20.09	<u>21.44</u>

COMMERCIAL HAND COLLECTION RATE

Collection fee	\$ 22.80	<u>24.56</u>
Administrative/billing fee	3.06	
Total	\$ 25.86	<u>27.62</u>

COMMERCIAL HAND RECYCLING RATE

Collection fee	\$ 54.67	<u>58.88</u>
Administrative/billing fee	8.55	
Total	\$ 63.22	<u>67.43</u>

A 19.5% administrative/billing fee will be charged every commercial dumpster account per month.

ROLL-OFF (OPEN TOP) DUMPSTER RATES

Delivery	\$ 65.34	<u>70.37</u>
Monthly Rental	43.55	<u>46.90</u>
Haul Rate	197.82	<u>213.05</u> *
(*plus disposal at \$36.86 per ton)		

17 YARD ROLL-OFF (OPEN TOP) DUMPSTER RATES

Delivery	\$ 32.67	<u>35.19</u>
Monthly Rental	43.55	<u>46.90</u>
Haul Rate	\$ 157.60	<u>169.74*</u>

(*plus disposal at \$36.86 per ton)

A 19.5% franchise fee will be charged on every roll-off (open-top) dumpster account.

SECTION 2. REPEALER: All previously adopted rules, regulations, policies and ordinances in conflict with this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY: If any provision, section, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is, for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no portion hereof, or provisions or regulations contained herein, shall become inoperative or fail by reason of any constitutionality of any other portion hereof, and all provisions of this ordinance are hereby declared severable for that purpose.

SECTION 4. EFFECTIVE DATE: This Ordinance shall take effect upon approval of its second and final reading.

PASSED and APPROVED this 15st day of November, 2011.

City of Portland, Texas

David Krebs
Mayor

ATTEST: _____
Annette Hall
City Secretary

August 18, 2011

Mr. Mike Tanner
City Manager
City of Portland
P.O. Drawer 1285
Portland, TX. 78374

Dear Mr. Tanner,

In accordance with Section 14.02 (a) of the Solid Waste Collection and Disposal Contract between Allied Waste Services of Texas//Republic Services of Corpus Christi and the City of Portland, we hereby submit a comparative statement reflecting a 7.7% increase in the Base Residential Rate to become effective November 1, 2011. The following is the calculation of the percentage increase using the "Consumer Price Index for Urban Wage Earners and Clerical Workers," (CPI-W):

	<u>All Items</u>	<u>Gasoline</u>
CPI June 2010	212.9	235.1
CPI June 2011	221.6	318.8
Index Change	8.7	83.7
Net Percentage Change	4.1	35.6
Applicable Contract Percentage	100%	10.0%
Rate Modification Percentage	4.1	3.6
Combined Rate Modification %		7.7%

The Base Residential Contract Rate at October 1, 2010 was \$17.59 and applying the above "Combined Rate Modification Percentage," the new Base Residential Rate effective November 1, 2011 will become \$18.94. Commercial Rate Matrix is attached reflecting a 7.7% increase as well.

Should you have any questions concerning the price increase or our service, please do not hesitate to call me.

Sincerely,

Mike Reeves
Municipal Marketing Manager
361-549-3097
mreeves@republicservices.com



City of Portland Rates

Exhibit "A"

New Commercial Rates Effective October 1, 2011. Rates Do Not Include Franchise Fee

<u>CONTAINER SIZE</u>	<u>FREQUENCY OF PICK-UP</u>					
	1X	2X	3X	4X	5X	6X
2 cu yd	50.16	87.97	118.29	160.21	197.03	226.85
3 cu yd	73.48	118.21	191.69	245.76	302.16	352.27
4 cu yd	84.72	157.64	222.19	295.84	369.45	441.79
6 cu yd	110.42	226.85	347.04	463.92	582.31	687.54
8 cu yd	149.74	295.75	445.71	592.97	740.22	887.50

New Commercial Rates Effective October 1, 2010 Rates Include 19.5% Franchise Fee

<u>CONTAINER SIZE</u>	<u>FREQUENCY OF PICK-UP</u>					
	1X	2X	3X	4X	5X	6X
2 cu yd	59.95	105.12	141.37	191.46	235.44	271.08
3 cu yd	87.81	141.26	229.07	293.69	361.09	420.96
4 cu yd	101.23	188.38	265.52	353.53	441.49	527.93
6 cu yd	131.95	271.08	414.71	554.39	695.86	821.60
8 cu yd	178.92	353.43	532.62	708.60	884.56	1060.57

New Commercial Han Pick-up Rate: \$24.55

20, 30, & 40 Yard Roll (Open Top) Container Service:

Delivery: \$70.37
 Monthly Service: \$46.90
 Haul Rate: \$213.05 + disposal @ \$36.86 per ton

17 Yard (Open Top) Container Service:

Delivery: \$35.19
 Monthly: \$46.90
 Haul Rate: \$169.74 + disposal @ 36.86 per ton

Recycling: \$58.88

**BUSINESS OF THE CITY COUNCIL
CITY OF PORTLAND**

SUBJECT: Purchase of police software

SUBMITTED BY: Randy L. Wright, Assistant City Manager *RW*

DATE: October 26, 2011 **FOR THE AGENDA OF:** November 1, 2011

ATTACHMENTS: Project Details and Budget

APPROVED FOR INCLUSION ON AGENDA: CITY MANAGER _____

SUMMARY STATEMENT: The police department operates 24/7. Everything an officer or 9-1-1 dispatcher does must be documented and tracked by data processing software. So far in 2011, we have processed over 17,500 calls for service, answered over 3,500 emergency 9-1-1 calls and assigned over 200 major cases for investigation.

Our current software, purchased in 2004, does not meet the needs of the department. It continues to be inefficient, incomplete and lacks support from the company. It must be replaced. New software is a major undertaking for a department not only in terms of cost, but also in the time and effort required to train employees and adjust our operations to conform to new software requirements. We have been preparing for this change for the last two years.

Earlier this month, we completed an intensive 5-month vendor selection process. We have applied a best practices approach to the selection process and identified the vendor and software package that will best meet our needs. Spillman Technologies is an established police software provider serving over 950 law enforcement agencies nationwide. If approved, Spillman is prepared to begin the 8-10 month installation process before the end of the year.

This project will replace all components of our existing software system including computer aided dispatch (CAD), records management (RMS), geographic management (GIS), mobile data (MDC), and automatic vehicle location (AVL). New hardware including computers for ten police vehicles and two fire engine companies will also be purchased.

This purchase will be funded from a combination of sources. (See attached project budget)

Drug Forfeiture Funds	\$ 175,000
General Fund and Lease Purchase	<u>338,527</u>
Total Project	\$ 513,527

RECOMMENDED ACTIONS:

- 1) Authorize the execution of a contract with Spillman Technologies for the purchase of police software and services in an amount not to exceed \$438,950.
- 2) Approve the expenditure of \$175,000 from the restricted drug forfeiture fund towards the purchase of police software and services from Spillman Technologies.



Portland Police Department Software Project 2011

Executive Summary

This document gives a general overview of the project and seeks authorization from Council to proceed with a contract with Spillman Technologies, Inc. for the purchase, installation and maintenance of a police software package. Authorization for the purchase of associated hardware will follow under a separate agenda item. This is a budgeted purchase.

Background

The police department operates 24/7. Virtually every official task performed by every officer and every 9-1-1 dispatcher is documented and tracked by data processing software. Much of the documentation is required by law and/or by accepted practice. To understand the scope of this project and the police data management process, it is helpful to understand the various parts of a police software package:

Computer-aided-dispatch (CAD) - When a call is received, the dispatcher enters the information into the CAD system. CAD interfaces with the 9-1-1 system to coordinate address mapping and tracks the location of police cars using automatic vehicle location (AVL). It also communicates with a mobile piece that displays information about the call to the officer in the field. It interfaces with state and federal computers systems to provide information on stolen property and wanted persons (TCIC and NCIC) and to integrate driver license records and motor vehicle registration data. Finally, for each police call, the CAD interfaces with the Records Management System to create a case file framework that will later include officer reports, photos, witness statements, and detective follow-ups.

Records Management System (RMS) – The RMS is the heart of the system and comprises the largest and most extensive piece of the package. It stores and processes all police records as well as most other department activities and services like case review and approval, alarm permitting, evidence management, criminal investigations, trial preparation, equipment inventory, personnel and training records, jail management, Uniform Crime Reporting (UCR), and statistical analysis.

Mobile Data Computer (MDC) – Formerly known as MDTs or mobile data terminals, these in-car computers provide a direct data link to the RMS and CAD systems and, among other things, allow officers to search criminal histories, run driver and license checks and do report writing in the field rather than back in the office. Field reporting helps keep patrol cars on the street and in the public eye and results in quicker responses to new calls.

Geographic Information System (GIS) – Modules like CAD and RMS use the GIS system to locate and map addresses. CID and management use GIS data for crime mapping, crime analysis and

measurement of personnel performance and overall police efficiency. The police GIS system uses the same components and GIS map products used in other departments in the city. Part of this project creates a GIS server to house and manage the entire city's GIS system.

Automatic Vehicle Location (AVL) – The software actively uses information about the location of police cars and fire trucks to map availability and display the location of resources in the field. AVL is the system that keeps track of the location of city vehicles.

Existing software history

Our current software was purchased from Interact Public Safety Systems in 2004. Interact has not provided adequate support for its products. The company has undergone a number of management changes and has not delivered all the modules that it originally promised. Many were either never delivered (mobile computing, booking photos, etc.) or did not perform as promised. The main RMS module that was originally delivered had numerous flaws. We worked with the company for a period of two years to correct the problems until Interact finally concluded that its RMS product was not compatible with other modules without a major software rewrite.

After pressure from the City, Interact agreed to replace its RMS module with a new product from a third-party software provider, Denali Solutions. Interact entered into a licensing agreement with Denali to replace and support our RMS module. Interact's intent was to make Denali its signature RMS piece and began to market it as such. Denali RMS was installed, employees were retrained on the new software and Denali Solutions and Interact committed jointly to a successful transition from Interact. In the ensuing 3-4 year period, Denali was unable to integrate its RMS with Interact's CAD. Interact's mobile product was delivered on at least two occasions, failed each time, and was ultimately withdrawn. Interact replaced its own mobile product with a third-party provider called Bio-Key. Unfortunately, the mobile Bio-Key software would not communicate with Interact's CAD piece.

In 2010, we learned that Intergraph Corporation, a "tier one" company providing software to major police departments like Atlanta, New York and Los Angeles, had purchased Denali Solutions in its entirety effectively severing Denali's relationship with Interact Public Safety Systems and leaving us without support for our software. Today, a significant portion of functionality in the system is either crippled or non-functioning. Overall, the system is inefficient and unreliable.

New software/vendor selection process

In the past decade, we have learned a great deal about software solutions and the selection process. Various industries, including law enforcement, have created procedures and methods that represent a "best practices" approach to vendor evaluation and product selection. Prior to beginning the selection process, we consulted a number of national organizations and

integrated the best practice elements appropriate for our project. The following organizations and documents provided guidance during our selection process:

- Association of Public Safety Communications Officials (APCO)
- International Association of Chief of Police (IACP)
- Law Enforcement Information Technology Standards Committee (LEITSC)
- Standard Functional Specifications for Law Enforcement Record Systems (U.S. Department of Justice)
- Automatic Fingerprint Information Systems (AFIS)
- National Emergency Information Management System (FEMA)

1) *Identifying needs*

We developed a list of 45 program elements (Functionality Requirements) necessary to support our business model (See Appendix A). The list includes features we use today as well as some that are needed for future expansion. For instance, although we do not currently use “Live Scan” electronic fingerprinting, we intend to move toward that technology in the near future and, therefore, require that the successful vendor supports it.

We began a process of comparing our functionality requirements to the published features of a number of companies that supply software to Texas police agencies of comparable size and complexity.

- New World Solutions
- New Dawn Software
- eForce Software
- Tiburon Public Safety
- Spillman Technologies
- SunGard-OSSI
- Intergraph Government Solutions

After reconciling our functionality requirements against the offerings of these vendors, conducting the telephone studies described below, and obtaining preliminary project costs and long-term costs, we narrowed the list to two finalists:

- New World Solutions
- Spillman Technologies

2) *Telephone studies*

We conducted a number a telephone inquiries and discussions with the finalists’ technical representatives as well as a number of our own technology partners to

understand how the products offered by the finalists integrated with our existing systems and technologies.

- Naval Criminal Intelligence Service (NCIS) – We collaborate with NCIS and many other agencies along the Texas coast in a project called LInX. RMS data from all member agencies is concentrated and made available to other member agencies. Northrop-Grumman, the principal software provider for the LInX system, provided valuable insight into the various national police software vendors and their products.
- Verizon – Verizon provides our local 9-1-1 hardware and software support. Any CAD/RMS/GIS software system must communicate flawlessly with the emergency 9-1-1 equipment.
- Brazos Technology – Provides hardware and software for our ticket writers. Any CAD/RMS product must integrate with the ticket writer system.

3) *Existing study*

We leveraged an existing 2-year study by the City of Rosenberg, Texas that examined the functional capabilities and business attributes of several vendors including our two finalists.

4) *Site visits*

An evaluation team consisting of up to seven department employees conducted site visits at five different agencies currently using one or more of the products provided by the finalists. During those visits, team members were able to see the software in operation as well as question the current users about their experiences and opinions of the various vendors and products. Some departments had experience with more than one product and were able to compare and contrast the products.

- 5-12-2011 – Travel to McAllen and Harlingen, Texas – New World Solutions
- 8-10-2011 – Travel to Rosenberg and Richmond, Texas – Spillman Technologies, used New World previously
- 8-17/2011 - Conroe, Texas – Spillman Technologies

5) *Software demonstration*

At our request, Spillman Technologies conducted a comprehensive, daylong on-site demonstration for team members on 9-15-2011. From this demonstration, members were able to draw conclusions about the suitability of the software for our business model.

6) *User group conference*

Two technical team members attended a three-day Spillman user conference in Salt Lake City, Utah on 9-18-2011. In addition to gaining an in-depth look at the Spillman product, our team was able to interview a number of existing users discretely to identify any issues or shortcomings previously undisclosed about Spillman's product.

Vendor selection

After a five-month evaluation process, we concluded that Spillman Technologies provides a stable and mature software product that meets or exceeds our requirements for a police software system.

Spillman Technologies has provided police software products for over 30 years. They provide software and services to over 950 law enforcement agencies in 35 states. According to Spillman, they have retained nearly half of their customers for more than ten years and over 25% of their customers for more than 15 years. Based on our contacts with existing customers, these claims appear to be accurate. We were able to locate one former Spillman city (Aspen, Colorado) that went from Spillman to New World, then back to Spillman 18 months later.

Project scope

This project includes both software and hardware components. After contracting with Spillman, we will establish a timeline for delivery and installation of the product. We anticipate this project to be complete in six to ten months.

A third-party integrator, White Box, Inc., will provide data conversion services as part of the Spillman project. Since no two software products process data the same, data conversion is a necessary part of any software conversion project. Data conversion is a tedious and lengthy process that requires repeated cycles of conversion and testing in order to insure that our historical data is properly loaded into the new software product.

Spillman uses ESRI mapping components to manage and display maps for dispatch, AVL and address verification. We currently use ESRI ArcGIS for our mapping throughout the city. The ESRI system server included in this project is required to interface the GIS data with CAD and AVL. We will utilize existing map data generated during our recent citywide mapping projects.

A key component of the software system is the mobile applications. Those applications require in-car computers. This project includes MDCs for all marked cars as well as two fire engine companies. At our request, Spillman tested and certified Motion Computing J3500 tablet PCs for the project. These are ruggedized PCs that allow officers to work from a keyboard in the car or remove the tablet for use in taking reports away from the car.

Spillman will conduct a week of onsite training for all employees and two weeks of onsite go-live assistance.

Like all software products, this project anticipates ongoing software support. Maintenance and support costs begin one year after project completion and acceptance.

Financing

The purchase of police software was included in the FY 2011-12 budget and the 5-year Capital Program. Like many of our high-end projects, we intend to obtain financing for the purchase through a lease-purchase provider. The lease-purchase provider will be selected upon approval of the project. Appendix B outlines project costs and budget.

Spillman Technologies is a Texas Department of Information Resources (DIR) mass bidder (Contract No. DIR-SDD-1623). Software and services provided by Spillman have been pre-screened and pre-bid to comply with all state bid requirements for cities.

APPENDIX A
Portland Police Department
Software Functionality Requirements

1. CAD - Computer aided dispatch
2. CTI Bridge – 9-1-1 Equipment call-taker interface bridge
3. GIS - Graphical Information System (Integration with all software modules)
4. AVL - Automated vehicle location
5. Request for service analysis tools /Response analysis tools
6. Paging integration
7. Automated faxing
8. Permitting - Alarm and alcohol permitting
9. Registrations – Dog/kennel tags, sexually oriented businesses, bicycles, and sex offenders
10. RMS - Records Management System
11. UCR - Uniform Crime Reports (Automated submission preferred)
12. Crime analysis tools (COMPSTAT)
13. Photos – booking/mug shots and line up support
14. BOLO production
15. Property/evidence management (Include bar coding and found property)
16. Personnel management
17. Asset management (inventory/equipment tracking)
18. Fleet maintenance
19. Ad hoc report capabilities
20. Case management
21. Laboratory management
22. Mobile CAD - Mobile Application for integration with CAD
23. Mobile GIS - With AVL integration
24. Field Based Reporting – with integrated field contacts
25. Juvenile – Juvenile module or utilities to comply with Texas juvenile requirements
26. Mobile citation issue (Integrate with Brazos Technologies)
27. Training /certification management
28. Racial profiling (Texas specific compliance)
29. Traffic counting and analysis
30. Wrecker service rotation, billing and tracking
31. Vehicle inventory
32. Prisoner property inventory
33. Asset seizure management (Federal, Texas Chapter 59, and Local Forfeiture)
34. Seized property tracking
35. Work scheduling
36. Internal affairs / employee discipline
37. Animal control
38. Handheld or Slate application for mobile CAD, GIS, field-based reporting and TLETS/NCIC
39. TLETS/NCIC integration (CAD, RMS, Mobile, and Handheld)
40. Live Scan integration
41. Social networking integration
42. Extra patrol / vacation watch functionality in CAD and RMS
43. Ordinance development and tracking
44. Watch list integration in CAD
45. Multimedia attachment utilities in RMS and field-based reporting

APPENDIX B
Portland Police Department
Software Project 2011

Software		
CAD/RMS/GIS/Mobile	388,120	
Data Conversion	<u>50,830</u>	
		<u>438,950</u>
 Hardware		
Mobile Computers - Police (10)	29,655	
Mobile Computers - Fire (2)	5,927	
Mobile mounts (12)	4,800	
System server	15,000	
ESRI Server	<u>9,126</u>	
		64,508
Total software/hardware		503,458
Project contingency (2%)		<u>10,069</u>
Total purchase and implementation		<u>513,527</u>
 Recurring Costs		
Spillman - annual maintenance and support beginning in year two.	51,000	
ESRI - annual support year two.	1,244	
Total Recurring Costs		<u>52,244</u>

**APPENDIX C
COMPANY FACT SHEET**



Company & Product Fact Sheet

Company

- Spillman Technologies, Inc. was founded in 1982 by Richard Spillman and focuses exclusively on public safety software.
- Spillman software serves more than 900 agencies and nearly 50,000 public safety professionals in 35 states.
- Nearly 50 percent of Spillman customers have used the software for at least 10 years. Twenty-six percent of customers have used the software for more than 15 years.
- Almost half of new Spillman clients are a result of referrals.
- The average response time for Spillman's technical support is less than one hour. Customers can also receive support online at www.MySpillman.com, where they can submit and manage problems, search hundreds of quality Knowledgebase documents, and connect with other customers using the Spillman Community forum.
- Spillman has more than 200 employees with corporate offices located in Salt Lake City, Utah, and was named a 2010 Best Companies To Work For by *Utah Business* magazine.
- Spillman has been named one of the nation's fastest growing private companies for four years running by *Inc.* magazine.
- Spillman provides its customers a lifetime partnership with unrivaled professional services, including:

Purchasing Services
Account and Project Management
Research and Design
Customer Education
Technical Support

Product

- Spillman offers an integrated suite of comprehensive software solutions for public safety agencies, including police departments, sheriff's offices, communication centers, fire departments, and correctional facilities.

Police **Sheriff** **Communications** **Fire** **Corrections**

• CAD • JMS • Mobile Data • Field Reporting • Crime Analysis & CompStat
• RMS • Fire • Data Sharing • Mapping & GIS • Personnel & Resources

spillman
technologies, inc.

reliable EVERY DAY

- At 17 software versions mature, Spillman software offers more than 40 fully integrated software modules. Customers with Annual Maintenance Agreements receive upgraded versions of existing software, including new features and enhancements, at no charge.
- Spillman develops its software using UNIX and Windows-based technologies as well as industry standards like XML and ODBC.
- Spillman is a Microsoft Gold Certified Partner.
- After 30 years in the industry, Spillman has never failed a product implementation.
- More than 80 percent of Spillman customers use the software to share data with anywhere from two to 51 other Spillman and non-Spillman agencies.
- Spillman provides a unique, single-source database that enables users to input, store, and retrieve data from one central location.
- All desktop Spillman software is sold as a single site license agreement rather than individual user licenses, allowing agencies to have an unlimited number of users on the system at no additional software expense.
- Spillman devotes millions of dollars annually to product research and design. Approximately 80 percent of annual product enhancements come from user suggestions.
- Spillman helps agencies meet their specialized information needs through several open database access and interface options.
- Spillman software provides more than 2,000 preformatted reports.

 For more information about Spillman Technologies, call us toll-free at 800.866.8026 or visit www.spillman.com



reliable **innovation**

4625 West Lake Park Blvd.
Salt Lake City, Utah 84120
800.866.8026
info@spillman.com
www.spillman.com



Microsoft Partner

www.spillman.com



STAFF
WEEKLY
REPORTS



To: Randy Wright, Assistant City Manager
From: Kristin Connor, Director of Parks & Recreation
Date: 10-19-11
Re: Report for October 10 - 15, 2011

<u>Community Center</u>	10-10-11
Usage	912
Memberships	18
Rental Revenue	\$2,297.50
Park Rentals	\$0.00
Civic Rentals	0
Skate Park Usage	41
Adult Exercise	Yoga-17 Pilates-6
Visitors	0
<u>Aquatic Center</u>	
Usage	175
Revenue	\$18.00
<u>Senior Services</u>	
Average Daily Attendance	49
Silver Sneakers	52
<u>Youth Services</u>	
Kidz Klub	214

Special Event: Boo Bash, Saturday, October 22, 2001. Municipal Park 6:00-9:00 PM



To: Randy Wright, Assistant City Manager
From: Kristin Connor, Director of Parks & Recreation
Date: 10-24-11
Re: Report for October 17 - 23, 2011

<u>Community Center</u>	10-17-11
Usage	827
Memberships	19
Rental Revenue	\$2,010.00
Park Rentals	\$0.00
Civic Rentals	4
Skate Park Usage	29
Adult Exercise	Yoga-13 Pilates-5
Visitors	2
Boo Bash	400
<u>Aquatic Center</u>	
Usage	175
Revenue	\$17.00
<u>Senior Services</u>	
Average Daily Attendance	48
Silver Sneakers	52
<u>Youth Services</u>	
Kidz Klub	214

Boo Bash 2011 was a huge success!

Special Event: Monster Mile, Portland Aquatic Center-Thursday, October 27, 2011 5:00-7:30 PM



Inspections Search

Portland Fire Department
 595 Buddy Ganem
 Portland, TX 78374
 Phone: 361-643-0155
 Fax: 361-643-0369

Search Criteria:

<u>Date</u>	All Addresses	<u>Status</u>	<u>Inspector</u>
From: 10/9/2011		Complete	
To: 10/15/2011 11:59:00 PM			

Date	Record Type	Number	Cause	Complete	Violations			Addresses	Parties Name	Inspector	
					New	Old	Corr				
10/11/2011	2:01 pm	Unwholesome Prop(FD)	I-CH-11-0064.B	Reinspection	Yes	0	2	0	207 E Broadway	207 E Broadway Resident	Craig Hedrick
10/11/2011	2:05 pm	Unwholesome Prop(FD)	I-CH-11-0079	Complaint	Yes	2	0	0	303 Greenview	Robert or Cynthia Ward	Craig Hedrick
10/11/2011	2:09 pm	Unwholesome Prop (FD)	I-CH-11-0080	Complaint	Yes	2	0	0	211 Ghent	211 Ghent Resident	Craig Hedrick
10/12/2011	10:25 am	Annual Inspection(FD)	I-CH-11-0081	Periodic	Yes	12	0	0	200 Lang	Al Willeford Chevrolet – Body Shop	Craig Hedrick
10/12/2011	11:14 am	Annual Inspection (FD)	I-CH-11-0082	Periodic	Yes	8	4	0	1603 Hwy 181	Al Willeford	Craig Hedrick
10/13/2011	1:31 pm	Unwholesome Prop (FD)	I-CH-11-0067.A	Reinspection	Yes	0	0	0	112 Maple	112 Maple - Resident	Craig Hedrick
10/13/2011	1:32 pm	Unwholesome Prop(FD)	I-CH-11-0066.A	Reinspection	Yes	0	0	0	110 Maple	Stella Beck	Craig Hedrick
10/13/2011	1:39 pm	Unwholesome Prop(FD)	I-CH-11-0068.A	Reinspection	Yes	0	2	0	113 Grace	113 Grace Resident	Craig Hedrick
10/13/2011	1:40 pm	Unwholesome Prop(FD)	I-CH-11-0069.A	Reinspection	Yes	0	0	0	114 Grace	114 Grace - Resp. Party	Craig Hedrick
10/13/2011	1:46 pm	Unwholesome Prop(FD)	I-CH-11-0065.B	Reinspection	Yes	0	0	0	1203 Sacramento	Danielle Smith, James Williams	Craig Hedrick
10/13/2011	1:51 pm	Unwholesome Prop(FD)	I-CH-11-0015.C	Reinspection	Yes	0	0	0	945 Austin	Pete Baca	Craig Hedrick
10/13/2011	1:53 pm	Fire Safety Insp. (FD)	I-CH-11-0034.B	Reinspection	Yes	0	0	0	103 Shore Cliff	Stephen and Belinda Burkett	Craig Hedrick
10/13/2011	2:10 pm	Unwholesome Prop(FD)	I-CH-11-0062.A	Reinspection	Yes	0	0	0	1701 US Highway 181	Snappy's	Craig Hedrick
10/13/2011	2:15 pm	Annual Inspection (FD)	I-TVAN-11-0156.A	Reinspection	Yes	2	0	0	4601 Wildcat	High School	Craig Hedrick
10/13/2011	2:29 pm	Unwholesome Prop (FD)	I-CH-11-0073.A	Reinspection	Yes	0	0	0	1601 Austin	1601 Austin - Resident	Craig Hedrick
10/13/2011	2:30 pm	Unwholesome Prop(FD)	I-CH-11-0074.A	Reinspection	Yes	0	0	0	1603 Austin	1603 Austin - Resident	Craig Hedrick
10/13/2011	2:36 pm	Unwholesome Prop(FD)	I-CH-11-0075.A	Reinspection	Yes	0	0	0	1605 Austin	1605 Austin Resident	Craig Hedrick
10/13/2011	3:12 pm	Unwholesome Prop(FD)	I-CH-11-0052.A	Reinspection	Yes	0	2	0	1608 Crosby	1608 Crosby - Resident	Craig Hedrick
10/13/2011	3:21 pm	Unwholesome Prop(FD)	I-CH-11-0083	Complaint	Yes	0	0	0	000 Lang and U.S. Hwy 181	Phil Berryman	Craig Hedrick
10/13/2011	3:24 pm	Plants/Vegetation (FD)	I-CH-11-0084	Complaint	Yes	2	0	0	1001 Starlite	1001 Starlite Resp. Party	Craig Hedrick
10/13/2011	3:31 pm	Unwholesome Prop(FD)	I-CH-11-0019.B	Reinspection	Yes	0	2	0	109 Toyah	109 Toyah Resp. Party	Craig Hedrick
10/13/2011	3:36 pm	Unwholesome Prop(FD)	I-CH-11-0085	Complaint	Yes	2	0	0	1401 Austin	1401 Austin Resp. Party	Craig Hedrick
10/13/2011	3:39 pm	Unwholesome Prop (FD)	I-CH-11-0086	Complaint	Yes	2	0	0	1212 Daniel Moore	1212 Daniel Moore Resp. Party	Craig Hedrick
10/13/2011	3:46 pm	Unwholesome Prop(FD)	I-CH-11-0087	Complaint	Yes	2	0	0	1000 Starlite	1000 Starlite - Res.	Craig Hedrick
10/13/2011	3:54 pm	Unwholesome Prop (FD)	I-CH-11-0088	Complaint	Yes	2	0	1	1224 East Haven	In Care of Ida Marroquin	Craig Hedrick
10/14/2011	9:27 am	Unwholesome Prop (FD)	I-CH-11-0063.A	Reinspection	Yes	0	0	0	201 Northshore	Northshore Landing Apartments	Craig Hedrick
10/14/2011	10:21 am	Annual Inspection (FD)	I-CH-11-0083	Periodic	Yes	0	0	0	1107 US 181 Suite B	Advance America	Craig Hedrick
10/14/2011	11:56 am	Unwholesome Prop (FD)	I-CH-11-0089	Complaint	Yes	2	0	0	822 W Broadway	Obie and Carmen Bagget	Craig Hedrick
10/14/2011	12:09 pm	Unwholesome Prop (FD)	I-CH-11-0090	Complaint	Yes	2	0	0	900 W Memorial	Wade True	Craig Hedrick
10/14/2011	2:04 pm	Annual Inspection (FD)	I-CH-11-0084	Periodic	Yes	18	0	0	1107 US 181	Reyna Insurance & Driving School	Craig Hedrick

Portland Fire Department

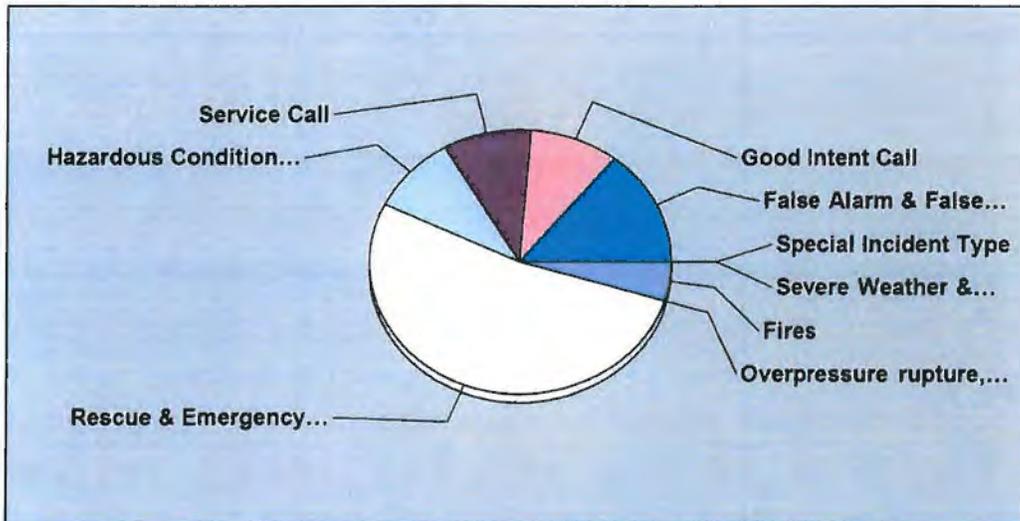
Portland, TX

This report was generated on 10/17/2011 8:15:37 AM



Breakdown by Major Incident Types for Date Range

StartDate: 10/10/2011 | EndDate: 10/16/2011



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires (Cooking)	1	4.76%
Overpressure rupture, explosion, overheating - no fire	0	0.00%
Rescue & Emergency Medical Service	11	52.38%
Hazardous Condition (No Fire) (Gas Leak, Power Line Down)	2	9.52%
Service Call (Lift Assist)	2	9.52%
Good Intent Call (Dispatched & Cancelled)	2	9.52%
False Alarm & False Call	3	14.29%
Severe Weather & Natural Disaster	0	0.00%
Special Incident Type	0	0.00%
TOTAL	21	

Fire Safety Presentation at W.C. Andrews Elementary (70 Children)

Fire Safety Presentation at Methodist Day School (60 Children)

Average Response Time: 3.75 Min.



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Inspections Search

Portland Fire Department
 595 Buddy Ganem
 Portland, TX 78374
 Phone: 361-643-0155
 Fax: 361-643-0369

Search Criteria:

<u>Date</u>	All Addresses	<u>Status</u>	<u>Inspector</u>
From: 10/16/2011		Complete	
To: 10/22/2011 11:59:00 PM			

Date	Record Type	Number	Cause	Complete	Violations			Addresses	Parties Name	Inspector
					New	Old	Corr			
10/17/2011 7:35 am	Unwholesome Prop (FD)	I-CH-11-0091	Complaint	Yes	0	0	1	000 Cedar and Buddy Ganem	Stephen Block	Craig Hedrick
10/17/2011 7:38 am	Unwholesome Prop (FD)	I-CH-11-0083.A	Reinspection	Yes	0	0	0	000 Lang and U.S. Hwy 181	Phil Berryman	Craig Hedrick
10/17/2011 9:29 am	Annual Inspection (FD)	I-CH-11-0091	Periodic	Yes	8	0	0	1701 US Highway 181	Snappy's	Craig Hedrick
10/17/2011 1:48 pm	Annual Inspection (FD)	I-CH-11-0092	Periodic	Yes	16	1	0	1609 US Hwy 181	Taggart Motors	Craig Hedrick
10/18/2011 9:06 am	Annual Inspection (FD)	I-CH-11-0093	Periodic	Yes	0	0	0	409 Cedar	Anytime Fitness	Craig Hedrick
10/18/2011 11:27 am	Annual Inspection (FD)	I-CH-11-0094	Periodic	Yes	14	2	0	1807 US 181	Pepito's	Craig Hedrick
10/18/2011 12:01 pm	Unwholesome Prop (FD)	I-CH-11-0092	Complaint	Yes	2	0	0	1025 Forest Oak	1025 Forest Oak - Res.	Craig Hedrick
10/18/2011 12:04 pm	Unwholesome Prop (FD)	I-CH-11-0080.A	Reinspection	Yes	0	2	0	211 Ghent	211 Ghent Resident	Craig Hedrick
10/18/2011 12:06 pm	Plants/Vegetation (FD)	I-CH-11-0093	Complaint	Yes	0	2	0	211 Ghent	211 Ghent Resident	Craig Hedrick
10/18/2011 12:08 pm	Unwholesome Prop (FD)	I-CH-11-0094	Complaint	Yes	0	0	0	1622 Memorial	1622 Memonal Resp. Party	Craig Hedrick
10/18/2011 12:12 pm	Unwholesome Prop (FD)	I-CH-11-0095	Complaint	Yes	2	0	0	2220 Memorial	2220 Memorial - Res.	Craig Hedrick
10/18/2011 12:16 pm	Unwholesome Prop (FD)	I-CH-11-0096	Complaint	Yes	2	0	0	102 W Broadway	102 W. Broadway - Res.	Craig Hedrick
10/18/2011 12:20 pm	Unwholesome Prop (FD)	I-CH-11-0089.A	Reinspection	Yes	0	0	0	822 W Broadway	Obie and Carmen Bagget	Craig Hedrick
10/18/2011 12:24 pm	Unwholesome Prop (FD)	I-CH-11-0097	Complaint	Yes	2	0	0	1122 Denver	1122 Denver - Res.	Craig Hedrick
10/18/2011 12:26 pm	Unwholesome Prop (FD)	I-CH-11-0098	Complaint	Yes	2	0	0	1212 Starlite	1212 Starlite Resident	Craig Hedrick
10/18/2011 12:32 pm	Unwholesome Prop (FD)	I-CH-11-0099	Complaint	Yes	2	0	0	1722 Denver	1722 Denver - Res.	Craig Hedrick
10/18/2011 1:54 pm	Annual Inspection (FD)	I-CH-11-0100	Periodic	Yes	8	0	0	1605 US Hwy 181	Reliant Storage	Craig Hedrick
10/19/2011 2:07 pm	Unwholesome Prop (FD)	I-TVAN-11-0175	Complaint	Yes	1	0	0	1306 Wildcat	GP Express Lube	Tim Vanlandingham
10/19/2011 2:09 pm	Unwholesome Prop (FD)	I-TVAN-11-0176	Complaint	Yes	1	0	0	1304 Wildcat	Starbuck's	Tim Vanlandingham
10/19/2011 2:31 pm	Annual Inspection (FD)	I-CH-11-0101	Periodic	Yes	18	2	0	1528 Wildcat	Radio Shack	Craig Hedrick
10/19/2011 2:44 pm	Unwholesome Prop (FD)	I-TVAN-11-0177	Complaint	Yes	1	0	0	522 Commerce	Rodriguez Engineering	Tim Vanlandingham
10/20/2011 9:53 am	Annual Inspection (FD)	I-CH-11-0102	Periodic	Yes	12	0	0	1901 US Hwy 181	Guardian Self Storage	Craig Hedrick
10/20/2011 10:38 am	Unwholesome Prop (FD)	I-CH-11-0103	Complaint	Yes	2	1	0	126 Rice	126 Rice Resident	Craig Hedrick
10/20/2011 10:41 am	Unwholesome Prop (FD)	I-CH-11-0079.A	Reinspection	Yes	0	2	0	303 Greenview	Robert or Cynthia Ward	Craig Hedrick
10/20/2011 10:50 am	Unwholesome Prop (FD)	I-CH-11-0104	Complaint	Yes	2	0	0	106 Rice	106 Rice - Res.	Craig Hedrick
10/20/2011 10:53 am	Fence (FD)	I-TVAN-11-0172.A	Reinspection	Yes	0	0	0	2030 Hwy 181	Jose Chapa	Tim Vanlandingham
10/20/2011 10:55 am	Unwholesome Prop (FD)	I-CH-11-0085.A	Reinspection	Yes	0	0	0	1401 Austin	1401 Austin Resp. Party	Craig Hedrick
10/20/2011 3:04 pm	Unwholesome Prop (FD)	I-CH-11-0105	Complaint	Yes	2	0	0	000 Market St. and Bayveiw Alley	Donna Bailey	Craig Hedrick
10/21/2011 9:47 am	Annual Inspection (FD)	I-CH-11-0105	Periodic	Yes	8	2	0	220 Reliant	Holiday Inn Express	Craig Hedrick
10/21/2011 10:46 am	Certificate of Occup. (FD)	I-CH-11-0106	General	Yes	0	0	0	240 Reliant	Dr. Jimmy Duncan	Craig Hedrick
10/21/2011 1:31 pm	Annual Inspection (FD)	I-CH-11-0107	Periodic	Yes	4	2	0	1707 Hwy 181	Best Western	Craig Hedrick

Date	Record Type	Number	Cause	Complete	Violations			Addresses	Parties Name	Inspector
					New	Old	Corr			
10/21/2011 2:17 pm	Annual Inspection (FD)	I-CH-11-0108	Periodic	Yes	14	0	0	1536 Wildcat Dr.	Navy Federal Credit Union	Craig Hedrick
Plan Review Records										
10/18/2011 2:38 pm	Plan Review Inspection	PR-CH-11-0006	General	Yes	0	0	0	1702 US Highway 181	K-Bob's	Craig Hedrick

Total Number of Records: 33

Portland Fire Department

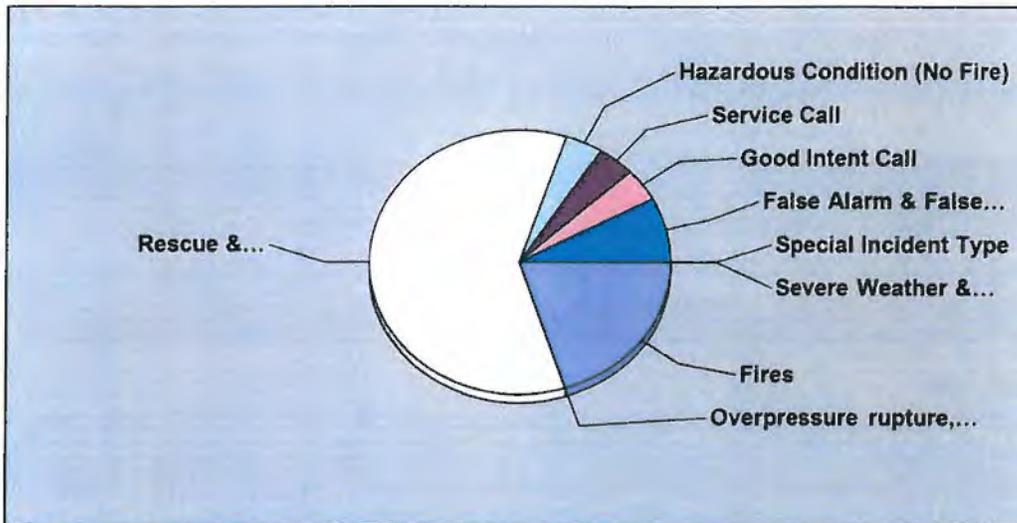
Portland, TX

This report was generated on 10/24/2011 8:20:15 AM



Breakdown by Major Incident Types for Date Range

StartDate: 10/17/2011 | EndDate: 10/23/2011



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires (Grass Fire, Heavy Equipment Fire, Natural Vegetation)	5	20.00%
Overpressure rupture, explosion, overhear - no fire	0	0.00%
Rescue & Emergency Medical Service	15	60.00%
Hazardous Condition (No Fire) (Gasoline Spill)	1	4.00%
Service Call (Lift Assist)	1	4.00%
Good Intent Call	1	4.00%
False Alarm & False Call	2	8.00%
Severe Weather & Natural Disaster	0	0.00%
Special Incident Type	0	0.00%
TOTAL	25	

Fire Safety Presentation at Methodist Day School (Approx. 60 children)
Participated in Boo Bash

Average Response Time: 4.14 Min.



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