



# CITY COUNCIL AGENDA

## NOTICE OF WORKSHOP

Tuesday, May 21, 2013  
5:30 p.m.  
Council Chamber - City Hall  
Daniel P. Moore Community Center Complex  
1900 Billy G. Webb  
Portland, Texas

\*\*\*\*\*  
*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.*  
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1. **CALL TO ORDER:** MAYOR KREBS
2. **EXECUTIVE SESSION:** THE CITY COUNCIL WILL CONDUCT AN EXECUTIVE SESSION ACCORDING TO 551.072 (DELIBERATION REGARDING REAL ESTATE - LA QUINTA GATEWAY TERMINAL BUFFER), 551.087 (DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS - VOESTALPINE TEXAS, LLC AND PORT OF CORPUS CHRISTI) AND 551.074 (DELIBERATION REGARDING THE APPOINTMENT, EMPLOYMENT, EVALUATION AND DUTIES OF PUBLIC OFFICERS - MAYOR PRO TEMPORE, MUNICIPAL COURT JUDGE, CITY MANAGER AND ASSISTANT CITY MANAGER) OF THE TEXAS GOVERNMENT CODE - MAYOR KREBS, CITY MANAGER AND ASSISTANT CITY MANAGER

**NO FORMAL ACTION WILL BE TAKEN AT THE CONCLUSION OF THE EXECUTIVE SESSION**

3. **PRELIMINARY 5 YEAR CAPITAL PROGRAM:** THE CITY COUNCIL WILL DISCUSS THE PRELIMINARY 5 YEAR CAPITAL PROGRAM AND A RELATED ADVANCE REVENUE REFUND FOLLOWING A STAFF PRESENTATION - CITY MANAGER

4. **WATER CONSERVATION**: THE CITY COUNCIL WILL DISCUSS WATER CONSERVATION PLANS AND IMPLEMENTATION FOLLOWING A STAFF PRESENTATION - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT
5. **EMERGENCY MANAGEMENT PLAN**: THE CITY COUNCIL WILL DISCUSS EMERGENCY MANAGEMENT PLAN ROLES AND RESPONSIBILITIES FOLLOWING A STAFF PRESENTATION - FIRE CHIEF
6. **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](mailto:annette.hall@portlandtx.com) in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. 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: May 17, 2013 by 5 p.m.  
Portland City Hall

By:



Annette Hall  
City Secretary



## **CITY COUNCIL AGENDA**

### **NOTICE OF REGULAR MEETING**

**Tuesday, May 21, 2013**

**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:**
  - PROCLAMATION DECLARING MAY 20-24, 2013 TO BE "PORTLAND GARDEN CLUB WEEK" - MAYOR KREBS
  - RECOGNITION OF SENIOR SERVICES ADVISORY BOARD MEMBERS - MAYOR KREBS AS WELL AS DIRECTOR OF PARKS AND RECREATION
  - RECOGNITION OF BELL-WHITTINGTON PUBLIC LIBRARY AWARD AND VOLUNTEERS - MAYOR KREBS AND LIBRARY DIRECTOR
  - PREVIEW OF 2013 SUMMER PARKS AND RECREATION PROGRAM - DIRECTOR OF PARKS AND RECREATION
- 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

**ELECTION CODE AND CITY CHARTER MANDATED PROCEEDINGS**

5. **ADMINISTRATION OF OATHS OF OFFICE:** THE CITY SECRETARY WILL ADMINISTER OATHS OF OFFICE TO COUNCIL MEMBER CATHY SKUROW, JOHN VILO, JOHN GREEN AND DAVID E. LEWIS ALL OF WHOM WERE CERTIFIED UNOPPOSED AND DECLARED ELECTED TO 2 YEAR TERMS OF OFFICE - MAYOR KREBS AND CITY SECRETARY

**COUNCIL MEMBER SKUROW, COUNCIL MEMBER VILO, COUNCIL MEMBER GREEN AND COUNCIL MEMBER LEWIS WILL BE GIVEN OPPORTUNITIES TO MAKE ELECTION STATEMENTS FOLLOWING THE ADMINISTRATION OF THEIR OATHS OF OFFICE**

6. **ELECTION OF MAYOR PRO TEMPORE:** THE CITY COUNCIL WILL ELECT ONE OF ITS MEMBERS AS MAYOR PRO TEMPORE FOR A 1 YEAR TERM OF OFFICE ACCORDING TO SECTION 2.03 OF THE CITY CHARTER - MAYOR KREBS

**OLD BUSINESS**

7. **MINUTES OF PREVIOUS WORKSHOPS AND MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS MAY 7, 2013 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY
8. **ORDINANCE NO. 2070 - ABOLISHING SENIOR SERVICES ADVISORY BOARD:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF ORDINANCE NO. 2070 WHICH ABOLISHES THE SENIOR SERVICES ADVISORY BOARD - ASSISTANT CITY MANAGER AS WELL AS DIRECTOR OF PARKS AND RECREATION

### **NEW BUSINESS**

10. **BIDS FOR GROUP HEALTH INSURANCE AND RELATED MATTERS:** THE CITY COUNCIL WILL CONSIDER BIDS FOR GROUP HEALTH INSURANCE WHICH WERE SUBMITTED, OPENED AND PUBLICLY READ ON APRIL 24, 2013 AS WELL AS AN EXTENSION OF THE CONTRACT FOR THIRD PARTY ADMINISTRATION WITH ENTRUST - DIRECTOR OF FINANCE
11. **RESOLUTION NO. 667 - APPOINTING MEMBERS TO BOARD OF DIRECTORS:** THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 667 WHICH APPOINTS 3 MEMBERS TO THE BOARD OF DIRECTORS OF THE PORTLAND COMMUNITY CENTER COMPLEX DEVELOPMENT CORPORATION FOR 2 YEAR TERMS OF OFFICE - MAYOR KREBS AND DIRECTOR OF FINANCE

#### **C. CITIZEN COMMENTS ON ISSUES FOR WHICH THERE IS NO APPROPRIATE AGENDA ITEM:**

Members of the audience who wish to comment on issues for which there is no appropriate 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 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 for which there is no appropriate agenda item. A member of the City Council or the City Manager may place an appropriate 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 so he or she may be present.

#### **D. ADJOURNMENT: MAYOR KREBS**

**NOTICE OF ASSISTANCE**

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**BRAILLE IS NOT AVAILABLE**

**Posted:** May 17, 2013 by 5:00 p.m.  
Portland City Hall

By:   
Annette Hall  
City Secretary



## **PROCLAMATION**

DECLARING MAY 20-24, 2013  
TO BE

### **“PORTLAND GARDEN CLUB WEEK”**

**WHEREAS**, since its formation in 1972 the Portland Garden Club has been dedicated to city beautification and donated their time and funds to many City and area projects; and

**WHEREAS**, contributions include “Yard of the Season” awards, donations to the Salvation Army, participating in Windfest Parades, making Easter baskets for Senior Center, helping decorate the Centennial House in Corpus Christi, Christmas Toys for Tots, personal care items for the needy, the National Land Trust (Rio Grande Wildlife Corridor), ARK (Animal Rehabilitation Keep at UT Marine Institute in Port Aransas), Seeds for Life in Guatemala, Garden Club District, State Scholarship Funds, Texas Garden Club Endowment Fund, and garden books to the Portland Library; in addition to many memorial and beautification trees planted throughout the city; and

**WHEREAS**, one of their most ambitious projects was the erection of 2 Native Plant signs in Sunset Lake Park. This endeavor was predicated by the inclusion of Portland in the Great Texas Coastal Birding Trail located at the entrance of Indian Point Park. Former club members Barbara Skinner and Tamah Risinger were instrumental in gaining this designation; and

**WHEREAS**, according to an Audubon Outdoor Club members, the signs are internationally recognized and encourage tourists from all over the world to visit our area; and

**WHEREAS**, the Portland Garden Club is celebrating over forty (40) years of active service to the Portland Community in May 2013

**NOW, THEREFORE**, I, DAVID KREBS, MAYOR OF THE CITY OF PORTLAND, TEXAS, do hereby proclaim MAY 20-24, 2013 as

### **“PORTLAND GARDEN CLUB WEEK”**

in Portland, Texas and call upon all citizens to join in the recognition of the Garden Club and its members.

In Witness Whereof, I do hereby set my hand and cause the seal of the City of Portland, Texas to be affixed this 21<sup>st</sup> day of May 2013.

#### **EXECUTED:**

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David Krebs, Mayor  
City of Portland



**CITY OF PORTLAND  
CITY COUNCIL  
WORKSHOP MINUTES  
MAY 7, 2013 – 5:30 P.M.**

On this the 7<sup>th</sup> day of May 2013, the Council of the City of Portland convened in workshop 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
David Lewis	Mayor Pro Tem
Ron Jorgensen	Council Member
Cathy Skurow	Council Member
John Vilo	Council Member
Gary Moore, Sr.	Council Member
John Green	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 Services
Tim Vanlandingham	Fire Chief
Michel Weaver	Assistant to the City Manager
Hal George	City Attorney

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

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

Mayor Krebs called the workshop to order at 5:30 p.m.

**2. EXECUTIVE SESSION: THE CITY COUNCIL WILL CONDUCT AN EXECUTIVE SESSION ACCORDING TO 551.072 (DELIBERATION REGARDING REAL ESTATE - LA QUINTA GATEWAY TERMINAL BUFFER) AND 551.087 (DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS - VOESTALPINE TEXAS, LLC AND PORT OF CORPUS CHRISTI) OF THE TEXAS GOVERNMENT CODE - MAYOR KREBS, CITY MANAGER AND ASSISTANT CITY MANAGER**

At 5:30 p.m. Mayor Krebs announced that the City Council will meet in Executive Session according to Sections 551.072 (Deliberation Regarding Real Estate - La Quinta Gateway Terminal Buffer) and 551.087 (Deliberation Regarding Economic Development Negotiations - Voestalpine Texas, LLC and Port of Corpus Christi) of The Texas Government Code

Mayor Krebs reconvened the workshop and announced that the Executive Session was concluded at 6:16 p.m.

**3. FINANCIAL ISSUES: THE CITY COUNCIL WILL DISCUSS A NUMBER OF FINANCIAL ISSUES (2012-2013 FISCAL YEAR BUDGET ADJUSTMENTS, REVIEW OF GROUP HEALTH INSURANCE BIDS AND 2013-2014 FISCAL YEAR BUDGET PARAMETERS) - CITY MANAGER AND FINANCE DIRECTOR**

City Manager Mike Tanner reported on this year's budget and shortfall. Finance Director Sandra Clarkson presented some comparisons from this year as of April 2013 to last year at this time, April 2012. Ms. Clarkson discussed the fact that Sales Tax revenue is down and therefore causing a shortfall in the General Fund. The City's other funds at this time are doing fine and are healthy. Mr. Tanner and Ms. Clarkson then discussed some of the corrective actions that can be taken to resolve the shortfall.

Ms. Clarkson also discussed refinancing Series 2003 Revenue Bonds. The City's financial advisors have presented the information stating that refinancing the issue would be advantageous to the City.

Mayor Krebs then recessed the workshop at 6:55 p.m.

Mayor Krebs reconvened the workshop at 7:46 p.m.

**4. FIRE STATION NO. 2 REHABILITATION AND EXPANSION: THE CITY COUNCIL WILL DISCUSS PLANS FOR THE REHABILITATION AND EXPANSION OF FIRE STATION NO. 2 - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS CONSULTING CITY ARCHITECTS (SOLKA NAVA TORNO)**

Director of Public Works and Development Brian Delatte gave an update on the Fire Station No. 2 Rehabilitation and Expansion, stating that the design phase is on target and on budget. Jay Porterfield of Solka Nava Torno presented the site plans with renovations to the City Council.

**5. FINAL DISPOSITION OF ENFORCEMENT ORDER: THE CITY COUNCIL WILL DISCUSS THE FINAL DISPOSITION OF A TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ENFORCEMENT ORDER FOLLOWING A STAFF REPORT - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT**

Director of Public Works and Development Brian DeLatte explained that the Texas Commission on Environmental Quality (TCEQ) Notice and Violations fine has been negotiated down from \$28,800 by using a Supplemental Environment Project (SEP). This project includes using Coym, Rehmet, and Gutierrez work to fulfill disposition and eliminate fine.

TCEQ has offered a compliance arrangement for 365 days to comply with interococci measures. The reduction in interococci is being accomplished with improved infrastructure.

**6. ADJOURNMENT: MAYOR KREBS**

Mayor Krebs adjourned the workshop at 8:14 p.m.

**D. NOTICE OF ASSISTANCE**

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**BRAILLE IS NOT AVAILABLE**

Approved:

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David Krebs  
Mayor

Attest:

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Annette Hall  
City Secretary

**CITY OF PORTLAND  
CITY COUNCIL  
REGULAR MEETING  
MAY 7, 2013 – 7:00 P.M.**

On this the 7<sup>th</sup> day of May 2013, 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
David Lewis	Mayor Pro Tem
Ron Jorgensen	Council Member
Cathy Skurow	Council Member
John Vilo	Council Member
Gary Moore, Sr.	Council Member
John Green	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
Gary Giles	Police Chief
Kristin Connor	Director of Park and Recreation
Kyle Schreckenbach	Assistant Director of Public Works and Development
RoseAleta Laurell	Library Director
Tim Vanlandingham	Fire Chief
Michel Weaver	Assistant to the City Manager

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 PRO TEM DAVID LEWIS

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

2. **INVOCATION AND PLEDGE:** MAYOR PRO TEM DAVID LEWIS OR DESIGNEE

Mayor Pro Tem Lewis gave the invocation and Mayor Krebs led the Pledge of Allegiance.

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

- WINDFEST 2013 FINAL REPORT - PORTLAND CHAMBER OF COMMERCE REPRESENTATIVES AS WELL AS DIRECTOR OF PARKS AND RECREATION

Chamber Director Collette Walls said the Chamber was concluding their wrap up meetings and discussion changes and improvements for next year. Ms. Walls said that there were approximately 7,000 attendees and that the festival went well. Ms. Walls said preliminary Review of the proceeds indicates that the revenues were about the same as last year.

- POLICE DEPARTMENT UPDATE - CHIEF OF POLICE

Chief of Police Gary Giles gave the City Council a mid-year update on the police department. He said they currently have 26 full-time officers, 2 animal control officers, and 7 dispatchers. Chief Giles said that the department will work on continued communication with staff meetings; as well as with other organizations to pursue partnerships. The department is also working with Municipal Court on warrant collection to increase revenue. He added that there is an ongoing graffiti campaign to find and eliminate graffiti in the City.

3. **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

Council Member Skurow announced that she will be attending the upcoming Hurricane Preparedness Training and will be also be attending the elected official briefing.

Council Member Moore commented that he had a good time at Windfest and hoped that everyone who attended enjoyed as well.

Council Member Jorgensen congratulated the four Council Members who did have to run in the May 11, 2013 election due to an uncontested race.

Mayor Krebs reminded the citizens of the water conservation restrictions and that there will be a next phase of restrictions in the future if the drought continues. Mayor Krebs also congratulated the Chamber of Commerce on Windfest and congratulations to the new president, Glenda Witman.

**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)
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- 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

**There were none.**

**OLD BUSINESS**

5. **MINUTES OF PREVIOUS WORKSHOPS AND MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS APRIL 16, 2013 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Council Member Green made the motion to approve the minutes of the April 16, 2013 workshop and regular meeting as presented. Mayor Pro Tem Lewis seconded the motion.

The motion passed 7-0.

6. **ORDINANCE NO. 2070 - ABOLISHING SENIOR SERVICES ADVISORY BOARD:** THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2070 WHICH ABOLISHES THE SENIOR SERVICES ADVISORY BOARD - ASSISTANT CITY MANAGER AS WELL AS DIRECTOR OF PARKS AND RECREATION

Assistant City Manager Randy Wright discussed with the Council that the original Senior Services Advisory Board was established by Ordinance No. 1165 in 2007. Mr. Wright said that the original issues that existed have been resolved by the Board and that dissolution of the Board would be appropriate at this time.

Director of Parks and Recreation Kristin Connor said that the Board has done a good job. She also said that one of the members will be moving and that another has indicated they will not be able to be on the Board in the future. Since there are currently only three members this would be a good time to dissolve the Board.

Council Member Jorgensen made the motion to approve the first reading of Ordinance No. 2070 which abolishes the Senior Services Advisory Board. Council Member Moore seconded the motion.

The motion passed 7-0.

Council Member Jorgensen thanked the Board and added they the Council will still listen to suggestions and concerns.

7. **EXTENSION OF CONTRACT FOR AUDIT SERVICES:** THE CITY COUNCIL WILL CONSIDER EXTENDING A CONTRACT FOR EXTERNAL AUDIT SERVICES WITH LOVVORN & KIESCHNICK, LLP FOR FISCAL YEARS 2012-2013 AND 2013-2014 - FINANCE DIRECTOR AND REPRESENTATIVE OF LOVVORN & KIESCHNICK

Finance Director Sandy Clarkson explained this is a house keeping item and that the original contract for audit services with Lovvorn & Kieschnick, LLP allows for a two year extension.

Council Member Jorgensen made the motion extending a contract for external audit services with Lovvorn & Kieschnick, LLP for Fiscal Years 2012-2013 and 2013-2014. Council Member Vilo seconded the motion.

The motion passed 7-0.

8. **WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT - CHANGE ORDER NO. 1:** THE CITY COUNCIL WILL CONSIDER CHANGE ORDER NO. 1 (ESTIMATED \$63,805.50 COST INCREASE) TO THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT TO PERFORM EMERGENCY REPAIRS AT THE NORTHSORE SANITARY SEWER LIFTSTATION - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development Brian DeLatte explained that a 21-inch wastewater influent line to the Nicklaus Drive Lift Station has recently collapsed, creating a 20'x20'x15' sinkhole on the lift station site. The existing line is 23 feet deep, considerably deeper than City equipment can repair. City Staff contacted three contractors to assess the situation and provide estimates for the repairs. CSA Construction, Inc. (currently working on the Wastewater Treatment Plant Improvements), Jhabores Construction (currently working on the Doyle Addition Wastewater Improvements), and Bridges Specialties, Inc. provided estimates of the repair work.

CSA's estimate was approximately 50% of the other two due to a portion of the appropriate personnel, equipment, and materials already being mobilized in the City. The estimate for \$63,805.50 includes all dewatering, shoring, trenching, excavating, pipe repairs, and backfilling.

Mr. DeLatte explained that City Staff was being proactive with communicating the situation to the residents in the neighborhood. City Staff will be delivering notices to every house in the neighborhood on Wednesday, May 8, and that project updates would be listed on the City's website. Additionally, the residents with restricted driveway access have been personally notified.

Authorizing the work through a change order on the existing project allows City Staff to enforce the general conditions of the treatment plant improvements (bonding, liability insurance, etc.) on this work as well. Staff recommends that Change Order No. 1 be approved.

Mayor Pro Tem Lewis made the motion to approve Change Order No. 1 (estimated \$63,805.50 cost increase) to the Wastewater Treatment Plant Improvement Project to perform emergency repairs at the Northshore Sanitary Sewer Liftstation. Council Member Moore seconded the motion.

The motion passed 7-0.

**9. BOARD OF ADJUSTMENT APPOINTMENTS: THE CITY COUNCIL WILL CONSIDER THE APPOINTMENT OF BILL WILSON AND JIM NAISMITH TO THE BOARD OF ADJUSTMENT AS ALTERNATE MEMBERS WHO SHALL SERVE THROUGH SEPTEMBER 30, 2014 - CITY MANAGER**

City Manager Mike Tanner explained that both Bill Wilson and Jim Naismith had experience in serving on various boards and that their experience would be an asset to the Board of Adjustment.

Council Member Vilo made the motion to approve the appointment of Bill Wilson and Jim Naismith to the Board of Adjustment as Alternate Members who shall serve through September 30, 2014. Council Member Green seconded the motion.

The motion passed 7-0.

**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.

Peter Davidson a resident of 111 Lost Creek thanked Kristin Connor, Parks & Recreation Director on what a good job the department has done. He also thanked Public Works for always being courteous and quick to respond. Mr. Davidson also voiced his issues concerning industrial encroachment in the Northshore area including possible noise pollution and the 450' tower.

Bryan Chappell a resident of 315 Nicklaus voiced concerns about the Nicklaus Drive sinkhole.

Jack Bond a resident of 308 Nicklaus said that Public Works was doing a good job and that he is concerned about the sinkhole repairs. He said that he will be blocked from his driveway during the repairs and to fix it as quickly as possible. He also asked for it to be returned to the way it was before the sinkhole.

Fred Kasiri a resident of 336 Pebble Beach Dr. voiced his issues concerning the proposed LNG Plant and Austrian Steel Plant and other rapid industrialization of the area. He thanked the City for its leadership. He said that health and safety is #1 and that he is concerned about pollution and environmental damage.

#### **D. ADJOURNMENT: MAYOR**

Mayor Krebs adjourned the meeting at 7:43 p.m.

#### **E. NOTICE OF ASSISTANCE:**

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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:

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David Krebs  
Mayor

Attest:

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City Secretary



## REGULAR MEETING AGENDA BILL

**AGENDA ITEM:** ORDINANCE NO. 2070 - ABOLISHING SENIOR SERVICES ADVISORY BOARD: THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF ORDINANCE NO. 2070 WHICH ABOLISHES THE SENIOR SERVICES ADVISORY BOARD - ASSISTANT CITY MANAGER AS WELL AS DIRECTOR OF PARKS AND RECREATION

**SUBMITTED BY:** Randy Wright, Assistant City Manager

**DATE:** April 9, 2013

**ATTACHMENTS:** Ordinance No. 2070

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**SUMMARY STATEMENT:** The Senior Services Advisory Board was created in 2007 by Ordinance 1165. The group was charged with, among other things, assisting the City Council and staff in assessing the needs of the senior community.

In recent years, the group has lost its inertia and is finding it increasingly more difficult to identify issues on which they might have a positive affect for seniors.

The City Council agreed in the fall of 2012 to monitor the board's activities into 2013 and revisit its option of discontinuing the board. Our opinion is that while the board served a useful purpose, that purpose has now been fulfilled. There is a membership shortage and no pending or anticipated items for which the board could provide added service to the City Council. It is, therefore, an opportune time to decommission the board. The current Board Chairperson, Dolores Butler, agrees and supports this position. If abolished, future concerns and/or program initiatives could be handled by staff or by another existing board.

### Current Members

<b>Dolores Butler:</b>	Term expires September 2013 and she does not plan to reapply.
<b>Ed Baker:</b>	Term expires September 2014 but he is moving in April 2013 to Corpus Christi, so he will resign from board.
<b>Loretta Hooper:</b>	Term expires September 2013, has not indicated if she will reapply.
<b>Maria Bedia:</b>	Term expires September 2014, she is also on the Parks and Recreation Advisory Board.

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**RECOMMENDATION:** Approve second and final reading of Ordinance No. 2070 abolishing the Senior Services Advisory Board.

**ORDINANCE NO. 2070**

**AN ORDINANCE REPEALING ARTICLE VII, CHAPTER 14  
OF THE CODE OF ORDINANCES THEREBY ABOLISHING  
THE SENIOR SERVICES ADVISORY BOARD**

**WHEREAS** the Senior Services Advisory Board has faithfully served the City since 2007; and,

**WHEREAS**, the board has completed its work on all pending and anticipated issues and initiatives and no future issues or initiatives are contemplated; and,

**WHEREAS** the City Council has determined that a Senior Services Advisory Board is no longer essential and should therefore be abolished.

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

**SECTION 1. SENIOR SERVICES ADVISORY BOARD HEREBY ABOLISHED**

Article VII, Section 14 of the Code of Ordinances entitled Senior Services Advisory Board is hereby repealed in its entirety and the Senior Services Advisory Board is thereby abolished.

**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 unconstitutionality of any other portion hereof, and all provisions of this Ordinance are declared severable for that purpose.

**SECTION 4. EFFECTIVE DATE**

This Ordinance shall take effect upon its second and final reading.

**PASSED and APPROVED** this 21<sup>st</sup> day of May, 2013.

**EXECUTED:**

\_\_\_\_\_  
**David Krebs**  
**Mayor**

**ATTEST:** \_\_\_\_\_  
**Annette Hall**  
**City Secretary**



## REGULAR MEETING AGENDA BILL

**AGENDA ITEM:** BIDS FOR EMPLOYEE GROUP INSURANCE BENEFITS: THE CITY COUNCIL WILL CONSIDER BIDS FOR EMPLOYEE GROUP INSURANCE BENEFITS SUBMITTED, OPENED AND PUBLICLY READ ON APRIL 24, 2013 - DIRECTOR OF FINANCE

**SUBMITTED BY:** Sandy Clarkson 

**DATE SUBMITTED:** May 15, 2013      **FOR THE AGENDA OF:** May 21, 2013

**ATTACHMENTS:** Analysis of Bids

---

**SUMMARY STATEMENT:** In accordance with the City's practice of periodically bidding all major contracts, we recently advertised for bids on all Employee Group Insurance Benefits. The RFP was advertised in the paper of record on March 21 and March 28. In addition, the notice was on the City's webpage from March 21 through April 24. Although all insurance benefits were included, the keystone is the health plan as it is by far the most expensive and widely used benefit.

Bids were received and opened from two qualified bidders at the published due date of 2 p.m. April 24. The bids were from Texas Municipal League Intergovernmental Employee Benefits Pool and from Entrust, Inc. The TML bid was for a fully-insured plan, for a term of twelve months and would increase our costs by 19% for the one-year term.

Entrust proposed two contract terms with different rates, based on the length of the contract. Each proposal gives the same medical and pharmacy benefits, same deductibles/co-pays and offers the same "spaggregate" premium structure we are currently working under. The 12-month contract would increase costs by 3%, but the 24-month contract would increase costs by 6.58%.

Staff has determined that the 12-month plan is in the City's and our employees' best interests at this time. It is true the uncertainty in the market place (brought on by the January 1, 2014 implementation of the Patient Protection and Affordable Care Act) lends a high risk of substantial inflation at renewal next year. However, we are hopeful some temperance in pricing will occur at renewal time.

---

**RECOMMENDED ACTION:** Staff recommends renewing the City's employee group insurance benefit contract with Entrust, Inc. for a period of 12 months.

**Employee Group Insurance**  
**Results of 2013 Request for Proposals**  
 Premium Comparisons by Participant Coverage

Health Insurance	Monthly Premium by Participant Class			
	<u>Emp Only</u>	<u>+ Spouse</u>	<u>+Child(ren)</u>	<u>+Family</u>
<b>Current</b>	\$ 376.34	\$ 795.58	\$ 663.92	\$ 1,104.75
<b>TML IEBP</b>	\$ 433.02	\$ 1,072.30	\$ 769.64	\$ 1,273.44
<b>Increased Premium</b>	\$ 56.68	\$ 276.72	\$ 105.72	\$ 168.69
<b>% Increase</b>	15%	35%	16%	15%
<b>Entrust 1 year</b>	\$ 388.90	\$ 821.72	\$ 686.11	\$ 1,131.67
<b>Increased Premium</b>	\$ 12.56	\$ 26.14	\$ 22.19	\$ 26.92
<b>% Increase</b>	3%	3%	3%	2%
<b>Entrust 2 year</b>	\$ 402.03	\$ 850.54	\$ 709.91	\$ 1,171.99
<b>Premium Change</b>	\$ 25.69	\$ 54.96	\$ 45.99	\$ 67.24
<b>% Increase</b>	6.83%	6.91%	6.93%	6.09%

					<b>Staff</b>
					<b>Recommends</b>
					<b>this Plan</b>

**Comparison of Total Costs, Assuming Current Enrollment**

	<u>Emp Only</u>	<u>+ Spouse</u>	<u>+Child(ren)</u>	<u>+Family</u>	<u>Total</u>
<b>Current Enrollment</b>	51	18	15	23	107

**Annual Cost by Participant Class**

	<u>Emp Only</u>	<u>+ Spouse</u>	<u>+Child(ren)</u>	<u>+Family</u>	<b>Total Plan Costs</b>
<b>Current Plan</b>	230,320	171,845	119,506	304,911	826,582
<b>TML IEBP</b>	265,008	231,617	138,535	351,469	986,630
<b>Entrust 1 year</b>	238,007	177,492	123,500	312,341	851,339
<b>Entrust 2 year</b>	246,042	183,717	127,784	323,469	881,012

## Self-Funded Program Cost Projections

Plan Effective Date: July 1, 2013

(Quotes based on current census data provided)

**CITY OF PORTLAND, TEXAS**

Plan Year	Plan Type	Benefit Option	Insurance Carrier or TPA	Stop-Loss Carrier	Policy Type	<u>2012/2013 PLAN YEAR</u>	<u>2013/2014 PLAN YEAR</u>	<u>2013/2014 PLAN YEAR</u>
						SELF - FUNDED <u>CURRENT PLAN</u> ENTRUST, INC.	SELF - FUNDED <u>12 MONTH RATE GUARANTEE</u> ENTRUST, INC.	SELF - FUNDED <u>2 YEAR RATE GUARANTEE</u> ENTRUST, INC.
						PAN AMERICAN	PAN AMERICAN	PAN AMERICAN
						SPAGGREGATE	SPAGGREGATE	SPAGGREGATE
						<b>36/24</b>	<b>24/12</b>	<b>36/24</b>
						MEDICAL & RX	MEDICAL & RX	MEDICAL & RX
						\$0	\$0	\$0
						MAXIMUM	MAXIMUM	MAXIMUM
						\$0	\$0	\$0
						\$443,236	\$456,537	\$473,467
						INCLUDED	INCLUDED	INCLUDED
<b>Fixed Cost:</b>	<b>ALL</b>					<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>
Employee Only	51					\$166.08	\$171.52	\$177.18
Employee & Spouse	18					\$341.65	\$352.36	\$364.72
Employee & Children	15					\$285.41	\$294.43	\$304.65
Employee & Family	23					\$470.20	\$484.77	\$502.04
Monthly Total:	107					\$29,715.53	\$30,656.16	\$31,717.93
<b>Annual Fixed Costs:</b>						<b>\$356,586.36</b>	<b>\$367,873.92</b>	<b>\$380,615.11</b>
<b>Percentage Adjustment</b>						<b>N/A</b>	<b>3.17%</b>	<b>6.74%</b>
<b>Maximum Exposure</b>	<b>ALL</b>					<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>
Employee Only	51					\$376.34	\$388.90	\$402.03
Employee & Spouse	18					\$795.58	\$821.72	\$850.54
Employee & Children	15					\$663.92	\$686.11	\$709.91
Employee & Family	23					\$1,104.75	\$1,131.67	\$1,171.99
Monthly Total:	107					\$68,881.83	\$70,944.92	\$73,417.55
<b>Annual Maximum Exposure</b>						<b>\$826,581.96</b>	<b>\$851,339.04</b>	<b>\$881,010.59</b>
<b>Percentage Adjustment</b>						<b>N/A</b>	<b>3.00%</b>	<b>6.58%</b>
<b>Expected Cost</b>	<b>ALL</b>					<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>	<b><u>MEDICAL &amp; RX</u></b>
Employee Only	51					\$376.34	\$388.90	\$402.03
Employee & Spouse	18					\$795.58	\$821.72	\$850.54
Employee & Children	15					\$663.92	\$686.11	\$709.91
Employee & Family	23					\$1,104.75	\$1,131.67	\$1,171.99
Monthly Total:	107					\$68,881.83	\$70,944.92	\$73,417.55
<b>Annual Expected Cost</b>						<b>\$826,581.96</b>	<b>\$851,339.04</b>	<b>\$881,010.59</b>
<b>Percentage Adjustment</b>						<b>N/A</b>	<b>3.00%</b>	<b>6.58%</b>

**Employee Group Insurance Benefit Bids**  
**April 24, 2013**

Comparison of Costs  
Insurance Categories Other than Health

Monthly Premium, Employee Only

	<u>Entrust</u>	<u>TML-IERP *</u>
Dental Insurance	\$ 21.38	\$ 20.24
Life and AD&D Insurance	\$0.16/\$1000	\$0.365/\$1000
Longterm Disability	.29% of covered payroll	.60% of covered payroll

\* TML-IERP will not sell only one type of insurance to cities.



## REGULAR MEETING AGENDA BILL

**AGENDA ITEM:** RESOLUTION NO. 667 - APPOINTING MEMBERS TO BOARD OF DIRECTORS: THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 667 WHICH APPOINTS 3 MEMBERS TO THE BOARD OF DIRECTORS OF THE PORTLAND COMMUNITY CENTER COMPLEX DEVELOPMENT CORPORATION FOR 2 YEAR TERMS OF OFFICE

**SUBMITTED BY:** Sandy Clarkson \_\_\_\_\_

**DATE SUBMITTED:** May 14, 2013 **FOR THE AGENDA OF:** May 21, 2013

**ATTACHMENTS:** Current Roster of PCCDC Board  
Resolution No. 667

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**SUMMARY STATEMENT:** The Portland Community Center Complex Development Corporation is a City Council-appointed board that has oversight responsibility for 4b Sales Tax revenue. This Board is made up of four City Council members and three citizens that are not Council members. They generally meet once per year to approve the budget. On occasion, they meet more often if actions warrant it.

Appointments are made for two-year terms, with four board members being appointed in even number years and three members being appointed in odd number years. All three positions up for appointment in the Class of 2013 are held by incumbents willing to continue to serve. These include the "citizen" slot held by Mr. Peter Davidson, and the council member-slots held by Mayor David Krebs and Council Member John Green.

Attached to this is the roster of the current members of the Board. The Board will meet for the annual review and approval of the budget on or about August 15. At this meeting, the Board will elect the officers that will serve through next May. The meetings are brief but an important part of the City's Annual Budget process.

---

**RECOMMENDED ACTION:** Staff recommends the Council approve Resolution No. 667 appointing three board members to the Portland Community Center Complex Development Corporation.

**Portland Community Center Complex Development Corporation  
Board of Directors**

<u>Class of '13</u>	<u>Tenure on Board</u>	<u>Appointment Up</u>	<u>Corporate Officers</u>	<u>Phone Number</u>
Peter Davidson	Appointed January 3, 2008	May-13		643-6022, 815-0040
John Green	Appointed January 3, 2008	May-13	Secretary	946-7663
David Krebs	Board Member Since August 4, 1998	May-13	President	643-8667; 813-0619
<u>Class of '14</u>	<u>Tenure on Board</u>	<u>Appointment Up</u>	<u>Corporate Officers</u>	<u>Phone Number</u>
Dolores Butler	Appointed August 1, 2006	May-14		643-2143
Tom Curlee	Board Member Since Inception	May-14	Vice President	885-6206, 643-5838, 877-5838
Gary Moore	Appointed August 1, 2006	May-14		777-2921, 813-0057, 855-7575
John Vilo	Appointed September 7, 2010	May-14		643-2174, 633-9257
			Exec. Dir. Mike Tanner	777-4513
			Treasurer Sandra Clarkson	777-4520

Board of Directors Roster last updated June 20, 2012

**RESOLUTION NO. 667**

**A RESOLUTION FORMALLY APPOINTING  
MEMBERS OF THE PORTLAND COMMUNITY  
CENTER COMPLEX DEVELOPMENT  
CORPORATION**

**WHEREAS**, the Portland Community Center Complex Development Corporation (PCCCDC) is a duly authorized nonprofit development corporation under the Development Corporation Act of 1979; and

**WHEREAS**, the Portland City Council has authority under Article Ten of the Articles of Incorporation to appoint the seven member Board of Directors of the PCCCDC; and

**WHEREAS**, the membership of the Board must include four current members of the City Council and three non-council citizens of Portland; and

**WHEREAS**, the terms of three members of the Board of Directors have expired; and

**WHEREAS**, Mayor David Krebs and Council Member John Green are well suited to serve on the Board; and

**WHEREAS**, the citizens of Portland have been well represented by the participation on the Board by Peter Davidson in previous years;

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

SECTION 1. Mayor David Krebs and Council Member John Green are hereby appointed to the PCCCDC Board of Directors.

SECTION 2. Peter Davidson is hereby appointed to serve as non-council citizen members of the PCCCDC Board of Directors.

SECTION 3. The terms for these Board Members will expire on May 31, 2015.

**PASSED and APPROVED** this 21st day of May 2013.

**EXECUTED:**

**BY** \_\_\_\_\_  
**David Krebs**  
**Mayor**

**ATTEST:**

**BY:** \_\_\_\_\_  
**Annette Hall**  
**City Secretary**



**STAFF  
WEEKLY  
REPORTS**

# Portland Fire Department

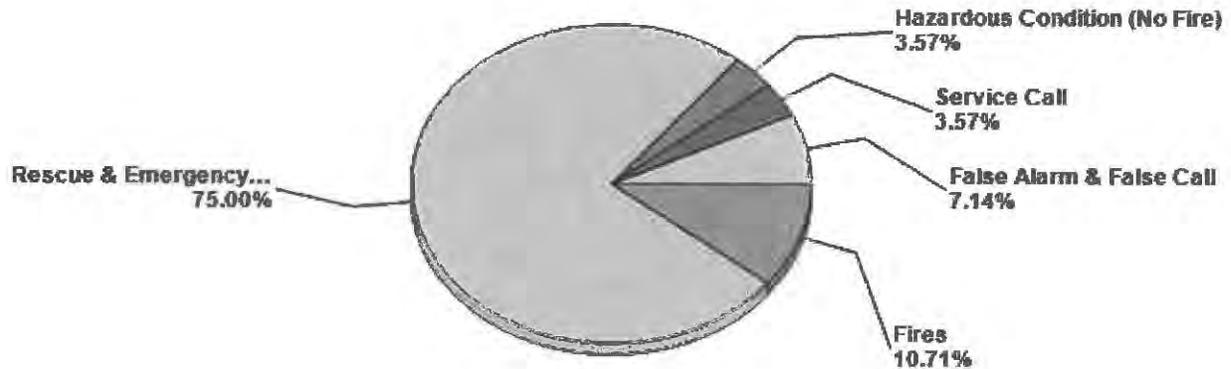
Portland, TX

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## Breakdown by Major Incident Types for Date Range

Start Date: 04/29/2013 | End Date: 05/05/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	10.71%
Rescue & Emergency Medical Service	21	75.00%
Hazardous Condition (No Fire)	1	3.57%
Service Call	1	3.57%
False Alarm & False Call	2	7.14%
<b>TOTAL</b>	<b>28</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
112 - Fires in structure other than in a building	1	3.57%
131 - Passenger vehicle fire	1	3.57%
142 - Brush or brush-and-grass mixture fire	1	3.57%
311 - Medical assist, assist EMS crew	9	32.14%
321 - EMS call, excluding vehicle accident with injury	10	35.71%
322 - Motor vehicle accident with injuries	1	3.57%
324 - Motor vehicle accident with no injuries.	1	3.57%
412 - Gas leak (natural gas or LPG)	1	3.57%
510 - Person in distress, other	1	3.57%
743 - Smoke detector activation, no fire - unintentional	1	3.57%
745 - Alarm system activation, no fire - unintentional	1	3.57%
<b>TOTAL INCIDENTS:</b>	<b>28</b>	<b>100.00%</b>

Annual SCBA Fit Testing

Average Response Time: 4.55 Min.





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

## Completed Activities

04/28/2013 through 05/04/2013

Page 1 of 3

Report run on: 05-06-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
04/29/2013	Fire Safety	Required	MCALISTER'S DELI	01704 U.S. Highway 181	Craig Hedrick	N/A
04/29/2013	Fire Safety	Requested	EASTCLIFF ELEMENTARY	00200 Fulton Pl.	Craig Hedrick	N/A
04/29/2013	Annual Inspection	Re-Inspection	COMMUNITY CENTER	02000 Billy G. Webb Dr.	Craig Hedrick	PASS
04/30/2013	Annual Inspection	Re-Inspection	BJ'S COUNTRY CHARM	01021 U.S. Highway 181 #8	Craig Hedrick	PASS
04/30/2013	Unwholesome Property (FD)	Follow-Up	WHEELER W T	00202 SUTHERLAND	Craig Hedrick	COMPLETE
04/30/2013	Unwholesome Property (FD)	Follow-Up	GOLDSMITH MICHAEL R	00103 HOLLY	Craig Hedrick	COMPLETE
04/30/2013	Unwholesome Property (FD)	Follow-Up	CHAVEZ JUAN J JR &	00105 HOLLY	Craig Hedrick	COMPLETE
04/30/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	HOGAN HOME BUILDERS	01026 Livermore St.	Craig Hedrick	COMPLETE
04/30/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 7 feet above sidewalk surface	GIGNAC ROBERT & HELEN	00206 SANDPIPER	Craig Hedrick	NOTIFIED
04/30/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 12 feet above street surface	GIGNAC ROBERT & HELEN	00206 SANDPIPER	Craig Hedrick	NOTIFIED
04/30/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 7 feet above sidewalk surface	HATCH REGINALD & IVA	00205 SANDPIPER	Craig Hedrick	NOTIFIED
04/30/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 7 feet above sidewalk surface	DAY G PAT & NANCY S	02313 MEMORIAL PKWY	Craig Hedrick	NOTIFIED
05/01/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	COASTLINE CHURCH	00619 RAILROAD	Craig Hedrick	NOTIFIED
05/01/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	TREVINO ALFREDO R & ISIDORA	00819 RAILROAD (CORNER)	Craig Hedrick	NOTIFIED
05/02/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LOVELL, ROBERT JR & RHONDA	00218 CARMEL DR	Craig Hedrick	NOTIFIED
05/02/2013	Unwholesome Property (FD)	Follow-Up	HOGAN HOME BUILDERS	01026 Livermore St.	Craig Hedrick	COMPLETE
05/02/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	CHAVEZ JUAN J JR &	00105 HOLLY	Craig Hedrick	IN COMPLIANCE
05/02/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SHAW ROBERT O & KATRINA L BRIDGES	00115 MARKHAM	Craig Hedrick	IN COMPLIANCE



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

## Completed Activities

04/28/2013 through 05/04/2013

Page 2 of 3

Report run on: 05-06-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/02/2013	Unwholesome Property (FD)	Notice of violation, stagnant water	SHAW ROBERT O & KATRINA L BRIDGES	00115 MARKHAM	Craig Hedrick	IN COMPLIANCE
05/02/2013	Unwholesome Property (FD)	Follow-Up	SHAW ROBERT O & KATRINA L BRIDGES	00115 MARKHAM	Craig Hedrick	COMPLETE
05/02/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GOLDSMITH MICHAEL R	00103 HOLLY	Craig Hedrick	IN COMPLIANCE
05/02/2013	Annual Inspection	Annual	PELICAN BAY HOMEOWNERS ASSOCIATION	01001 BAY VIEW BLVD W	Craig Hedrick	FAIL
05/03/2013	Fire Safety	Annual	CITY OF PORTLAND PUBLIC WORKS	1101 Moore Ave.	Craig Hedrick	PASS
05/03/2013	Unwholesome Property (FD)	Follow-Up	PORTLAND MARINE INC	00500 Moore Ave.		PENDING
05/03/2013	Unwholesome Property (FD)	Follow-Up	MANVILLE JOHN R & SYLKE	01111 ORION DR	Craig Hedrick	REASSIGNED
05/03/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	MANVILLE JOHN R & SYLKE	01111 ORION DR	Craig Hedrick	IN PROGRESS
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	WILLIAMS JAMIE L	01105 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GANEM MICHELLE CHRISTI	01109 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GANEM MICHELLE CHRISTI	01109 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	VROTNEY DAVID D JR & JULI J	01113 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	HERRERA ANTONIO III &	01117 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SANCHEZ TOMAS & ANITA	01121 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GANEM JOSEPHENE	01125 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	BENVIDEZ ALBERT & ESTHER	01129 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	WHITLEY J A	01133 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LOONEY DIONE	01137 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	1141 Austin Resp Party	01141 AUSTIN	Craig Hedrick	NOTIFIED



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

## Completed Activities

04/28/2013 through 05/04/2013

Page 3 of 3

Report run on: 05-06-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	VALENCIA CYNTHIA MARIE	01145 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	VANDEN RUSSELL	01149 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	1153 Austin Resp Party	01153 AUSTIN	Craig Hedrick	NOTIFIED
05/03/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LEAL SYLVIA M SALAZAR	01157 AUSTIN	Craig Hedrick	NOTIFIED

**Total Completed Activities: 41**

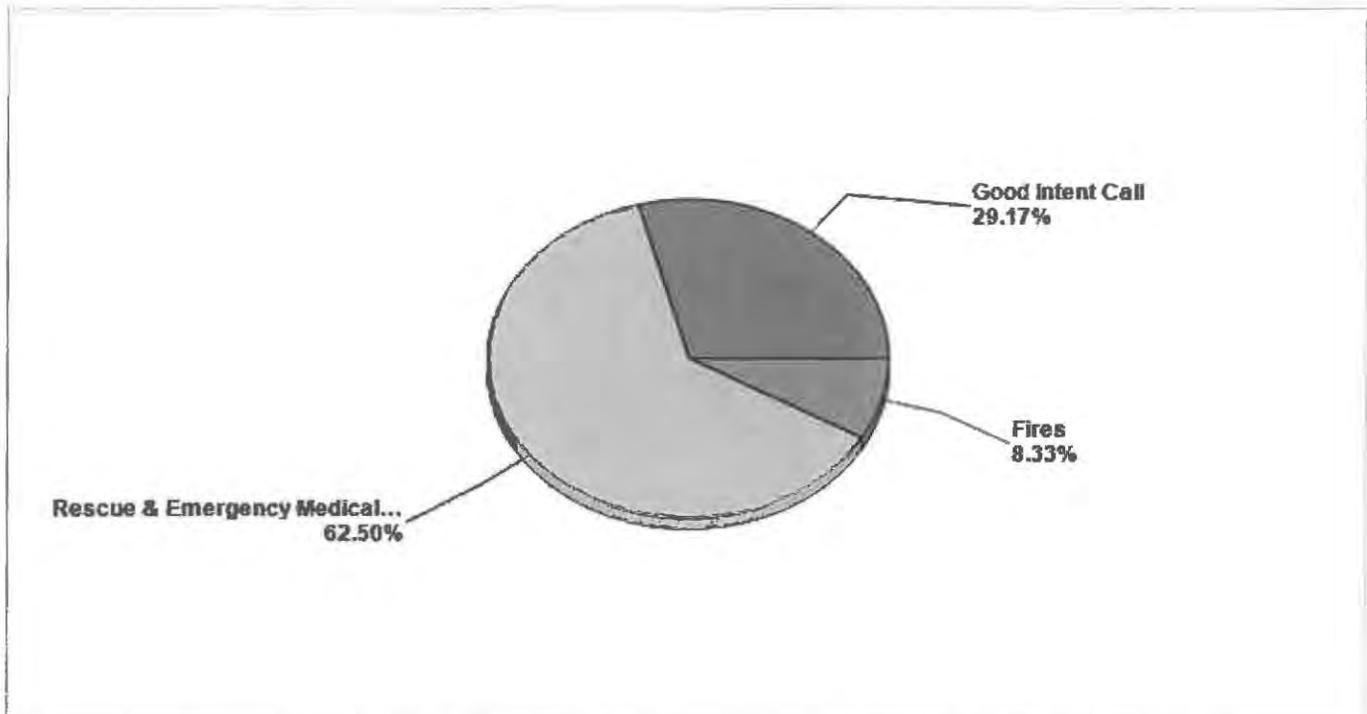
# Portland Fire Department

Portland, TX

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Breakdown by Major Incident Types for Date Range

Start Date: 05/06/2013 | End Date: 05/12/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	8.33%
Rescue & Emergency Medical Service	15	62.50%
Good Intent Call	7	29.17%
<b>TOTAL</b>	<b>24</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
118 - Trash or rubbish fire, contained	1	4.17%
142 - Brush or brush-and-grass mixture fire	1	4.17%
311 - Medical assist, assist EMS crew	6	25.00%
321 - EMS call, excluding vehicle accident with injury	9	37.50%
600 - Good intent call, other	3	12.50%
611 - Dispatched & cancelled en route	3	12.50%
651 - Smoke scare, odor of smoke	1	4.17%
<b>TOTAL INCIDENTS:</b>	<b>24</b>	<b>100.00%</b>

**Assist with Bike Rodeo at East Cliff Elementary**

**Average Response Time: 4.38 Min.**



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

## Completed Activities

05/05/2013 through 05/11/2013

Page 1 of 1

Report run on: 05-13-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/08/2013	Annual Inspection	Annual	PURE ENERGY	1004 U.S. Highway 181	Craig Hedrick	FAIL
05/10/2013	Annual Inspection	Re-Inspection	PURE ENERGY	1004 U.S. Highway 181	Craig Hedrick	FAIL
05/10/2013	Unwholesome Property (FD)	Follow-Up	DAY G PAT & NANCY S	02313 MEMORIAL PKWY	Craig Hedrick	PENDING
05/10/2013	Unwholesome Property (FD)	Follow-Up	LOVELL, ROBERT JR & RHONDA	00218 CARMEL DR	Craig Hedrick	PENDING
<b>Total Completed Activities: 4</b>						