



# CITY COUNCIL AGENDA

## NOTICE OF REGULAR MEETING

Tuesday, June 4, 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. **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 comment on issues concerning an agenda item must comply with the following rules of procedure:

- 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)
  - Identify yourself and your place of residence
  - Present comments solely to or through the Mayor
  - Speak no more than 4 minutes
4. **MINUTES OF PREVIOUS WORKSHOPS AND MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS MAY 21, 2013 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY
  5. **BIDS FOR NORTHSHORE AREA DRAINAGE IMPROVEMENTS:** THE CITY COUNCIL WILL CONSIDER BIDS FOR THE NORTHSHORE AREA DRAINAGE IMPROVEMENTS PROJECT THAT WERE RECEIVED, OPENED AND PUBLICLY READ ON MAY 15, 2013 - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS THE CONSULTING CITY ENGINEER
  6. **PROPOSAL FOR ENGINEERING SERVICES:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES (COMPREHENSIVE STREET, PARKING LOT, SIDEWALK AND TRAIL STUDY) FROM COYM REHMET AND GUTIERREZ - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS THE CONSULTING CITY ENGINEER
  7. **ORDINANCE NO. 2071 - AUTHORIZING THE ISSUANCE OF UP TO \$2,400,000.00, IN AGGREGATE PRINCIPAL AMOUNT OF CITY OF PORTLAND, TEXAS SALES TAX REVENUE REFUNDING BONDS, SERIES 2013:** THE CITY COUNCIL WILL CONSIDER AUTHORIZING THE EXECUTION OF AN ESCROW AGREEMENT, A PAYING AGENT/REGISTRAR AGREEMENT, A PURCHASE CONTRACT AND OTHER INSTRUMENTS AND PROCEDURES RELATED THERETO; DELEGATING AUTHORITY TO CERTAIN OFFICIALS TO APPROVE ALL FINAL TERMS OF THE BONDS; AUTHORIZING THE PREPARATION, APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT; AND CALLING CERTAIN OUTSTANDING OBLIGATIONS FOR REDEMPTION - FINANCE DIRECTOR, CONSULTING CITY FINANCIAL ADVISOR AND CONSULTING CITY BOND COUNSEL
  8. **ORDINANCE NO. 2072 - INCREASING FEES AND CHARGES:** THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2072 WHICH REVISES EXISTING FEES AND CREATES NEW FEES - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

**9. ORDINANCE NO. 2073 - REVISING DROUGHT MANAGEMENT PLAN:  
THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF  
ORDINANCE NO. 2073 WHICH REVISES THE DROUGHT MANAGEMENT  
PLAN - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT**

**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.

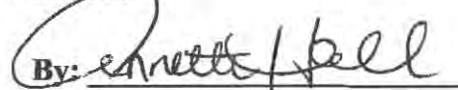
**D. ADJOURNMENT: MAYOR KREBS**

**NOTICE OF ASSISTANCE**

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. 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: May 31, 2013 by 5:00 p.m.  
Portland City Hall

By:   
Annette Hall  
City Secretary

**CITY OF PORTLAND  
CITY COUNCIL  
WORKSHOP MINUTES  
MAY 21, 2013 – 5:30 P.M.**

On this the 21<sup>st</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
Kristin Connor	Director of Parks and Recreation
RoseAleta Laurell	Library Director
Michel Weaver	Assistant to the City Manager
Annette Hall	City Secretary
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), 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**

At 5:31 p.m. Mayor Krebs announced that the City Council will meet in 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 Krebs reconvened the workshop and announced that the Executive Session was concluded at 6:16 p.m.

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

City Manager Mike Tanner presented and reviewed the following Preliminary 5 Year Capital Program with the City Council:

**CAPITAL PROGRAM**

**OCTOBER 1, 2013 - SEPTEMBER 30, 2018**

	<b><u>FISCAL YEAR</u></b>	<b><u>COST</u></b>
1.	2013-2014	10,050,000
2.	2014-2015	8,050,000
3.	2015-2016	9,700,000
4.	2016-2017	100,000
5.	2017-2018	7,000,000
	<b>TOTAL</b>	<b><u>\$34,900,000</u></b>

**CAPITAL PROGRAM**  
**FISCAL YEAR 2013-2014**

 *Amount Financed in Previous Fiscal Year*

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>	<b><u>METHOD OF FINANCE</u></b>
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1.	Finance and Design "Street Improvement Program - Phase 9A (Rehabilitation and Overlays)"	6,000,000	Certificates of Obligation (20 and 15 Year Term)
2.	Bid and Begin "Utility Line Replacement Program - Phase 1A (Sanitary Sewer)"	2,555,000	<b>Required AVT/DU Rate Increase</b> Revenue Bonds (20 Year Term)
3.	Finance, Design, Bid and Begin Sports Complexes Improvement Project - Phase 1	1,500,000	Revenue Bonds (10 Year Term)
4.	Complete "Utility Line Replacement Program - Phase 1B (Water)"	1,255,000	Revenue Bonds (20 Year Term)
5.	Finance, Design, Bid and Complete "Street Improvement Program - Phase 9B (Repairs and Sealcoat)"	1,000,000	Certificates of Obligation (7 Year Term) <b>Required AVT/DU Rate Increase</b>
6.	Complete "Northshore Area Drainage Improvement Project"	700,000	General Fund Reserve
7.	Bid and Begin Fire Station No. 2 Expansion	569,250	Public Safety Proceeds (\$300,000) and General Fund Reserve (\$269,250)
8.	Bid and Begin Indian Point Park Shoreline Preservation Project (Phase 1) <i>GLO/CBB&amp;E Administered Project</i>	750,000	GLO/CBB&E Program Grants (\$450,000) and HOT Revenue (\$300,000 Local Match)
9.	Design, Bid and Begin New Veterans Memorial in Community Center Plaza	300,000	HOT Revenue
10.	Complete "ETJ Service Line Construction Project"	269,500	Economically Distressed Areas Program Grant
11.	Complete Consolidation of Memorial Parkway Travel Lanes Approaching and Intersecting Buddy Ganem Drive <i>TxDOT Administered Project</i>	230,000	General Fund Reserve
12.	Complete SCADA Infrastructure and Communications Installation	200,000	Water/Wastewater Enterprise Fund Reserve
13.	Connect Violet Andrews Park, Sunset Lake Park and Indian Point Park with Elevated Hike/Bike Structure through Historic Railroad R-O-W	182,000	Transportation Enhancement Grant (\$145,600) and HOT Revenue (\$36,400 Local Match)
14.	Develop Comprehensive Plan for Public Works Center	50,000	General Fund Reserve (\$50,000) and Water/Wastewater Enterprise Fund Reserve (\$50,000)
15.	Extend Southwest Outfall Ditch	50,000	Drainage District Fund

From Lang Road (Phase 1)  
*SPCDD Administered Project*

Reserve

**Total** \$9,650,000

**CAPITAL PROGRAM**  
**FISCAL YEAR 2014-2015**

**Amount Financed in Previous Fiscal Year**

	<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>	<b><u>METHOD OF FINANCE</u></b>
1.	Bid and Begin "Street Improvement Program - Phase 9A (Rehabilitation and Overlays)"	<b>6,000,000</b>	Certificates of Obligation (20 and 15 Year Term) -
2.	Finance and Design "Utility Line Replacement Program - Phase 2 (Water and Sanitary Sewer)"	3,600,000	Revenue Bonds (20 Year Term) <b>Required W/SS Rate Increase</b>
3.	Complete "Utility Line Replacement Program - Phase 1A (Sanitary Sewer)"	<b>2,555,000</b>	Revenue Bonds (20 Year Term)
4.	Finance, Design and Bid "Wastewater Treatment Plant Improvement Project (Centrifuge and UV Unit Installation)"	2,500,000	Revenue Bonds (20 Year Term) <b>Required SS Rate Increase</b>
5.	Complete Sports Complexes Improvement Project - Phase 1	<b>1,500,000</b>	Revenue Bonds (10 Year Term)
6.	Complete "Utility Line Replacement Program - Phase 1B (Water)"	<b>1,255,000</b>	Revenue Bonds (20 Year Term)
7.	Finance, Design, Bid and Complete "Street Improvement Program - Phase 9B (Repairs and Sealcoat)"	<b>1,000,000</b>	Certificates of Obligation (7 Year Term) <b>Required AVT/DU Rate Increase</b>
8.	Design, Bid and Begin "Community Center Complex Rehabilitation and Improvement Project - Phase 1 (Interior Community Center Update and Police Parking Lot Expansion)"	950,000	PCCCDC 4b Fund Reserve (\$500,000) and HOT Reserves (\$450,000)
9.	Complete Indian Point Park Shoreline Preservation Project	<b>750,000</b>	GLO/CBB&E Program Grants (\$450,000) and HOT Revenue

- Phase 1		(\$300,000 Local Match)
<b>GLO/CBB&amp;E Administered Project</b>		
10. Complete "Fire Station No. 2 Expansion Project"	569,250	Public Safety Proceeds (\$300,000) and General Fund Reserve (\$269,250)
11. Complete New Veterans Memorial in Community Center Plaza	300,000	HOT Reserves
<b>Total</b>	<b><u>\$7,050,000</u></b>	

**CAPITAL PROGRAM  
FISCAL YEAR 2015-2016**

**Amount Financed in Previous Fiscal Year**

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>	<b><u>METHOD OF FINANCE</u></b>
1. Complete "Street Improvement Program - Phase 9A (Rehabilitation and Overlays)"	6,000,000	Certificates of Obligation (20 and 15 Year Term)
2. Finance and Design "Street Improvement Program - Phase 10A (Rehabilitation and Overlays)"	6,000,000	Certificates of Obligation (20 and 15 Year Term) <b>Required AVT/DU Rate Increase</b>
3. Bid and Begin "Utility Line Replacement Program - Phase 2 (Water and Sanitary Sewer)"	3,600,000	Revenue Bonds (20 Year Term)
4. Complete "Wastewater Treatment Plant Improvement Project (Centrifuge and UV Unit Installation)"	2,500,000	Revenue Bonds (20 Year Term)
5. Finance, Design and Bid "Public Works Center Improvement Program - Phase 1 (Multi-Building Rehabilitation/Expansion, New Fire Station Construction, New Animal Shelter Construction, Material Storage Site Construction and Paving)"	2,500,000	Certificates of Obligation (20 Year Term) <b>Required AVT/W/SS/FF Rate Increase</b>
6. Finance, Design, Bid and Complete "Street Improvement Program - Phase 10B (Repairs and Sealcoat)"	1,000,000	Certificates of Obligation (7 Year Term) <b>Required AVT/DU Rate Increase</b>
7. Complete "Community Center Complex Rehabilitation and	950,000	PCCDC 4b Fund Reserve (\$500,000) and HOT Reserves

	Improvement Project - Phase 1 (Interior Community Center Update and Police Parking Lot Expansion)		(\$450,000)
8.	Expand SCADA Coverage to Wastewater Treatment Plant and Liftstations	200,000	Water/Wastewater Enterprise Fund Reserve
	<b>Total</b>	<b><u>\$9,700,000</u></b>	

## CAPITAL PROGRAM

### FISCAL YEAR 2016-2017

 *Amount Financed in Previous Fiscal Year*

	<u>DESCRIPTION</u>	<u>COST</u>	<u>METHOD OF FINANCE</u>
1.	Bid and begin "Street Improvement Program - Phase 10A (Rehabilitation and Overlays)"	<u>6,000,000</u>	Certificates of Obligation (20 and 15 Year Term)
2.	Complete "Utility Line Replacement Program - Phase 2 (Water and Sanitary Sewer)"	<u>3,600,000</u>	Revenue Bonds (20 Year Term)
3.	Begin and Complete "Public Works Center Improvement Program - Phase 1 (Multi-Building Rehabilitation/Expansion, New Fire Station Construction, New Animal Shelter Construction, Material Storage Site Construction and Paving)"	<u>2,500,000</u>	Certificates of Obligation (20 Year Term)
4.	Design, Bid, Begin and Complete "ADA Compliance Program - Phase 1 (Curb Ramp Installation At Major Street Intersections)"	100,000	CCMPO Grant (\$80,000) and General Fund Operating Budget (\$20,000 Local Match)
	<b>Total</b>	<b><u>\$100,000</u></b>	

**CAPITAL PROGRAM**  
**FISCAL YEAR 2017-2018**

**Amount Financed in Previous Fiscal Year**

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>	<b><u>METHOD OF FINANCE</u></b>
1. Complete "Street Improvement Program - Phase 10A (Rehabilitation and Overlays)"	<b>6,000,000</b>	Certificates of Obligation (20 and 15 Year Term)
2. Finance and Design "Street Improvement Program - Phase 11A (Rehabilitation and Overlays)"	6,000,000	Certificates of Obligation (20 and 15 Year Term) <b>Required AVT/DU Rate Increase</b>
3. Finance, Design, Bid and Complete "Street Improvement Program - Phase 11B (Repairs and Sealcoat)"	1,000,000	Certificates of Obligation (7 Year Term) <b>Required AVT/DU Rate Increase</b>
<b>Total</b>	<b><u>\$7,000,000</u></b>	

4. **WATER CONSERVATION:** THE CITY COUNCIL WILL DISCUSS WATER CONSERVATION PLANS AND IMPLEMENTATION FOLLOWING A STAFF PRESENTATION - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development Brian DeLatte presented and reviewed the following Drought Contingency Plan Update with the City Council:

- **City of Corpus Christi is updating its Drought Contingency Plan**
  - **First reading 5/14/13**
  - **Second reading 5/28/13**
- **By our contract with SPMWD, we must match their plan**
  - **First reading 6/4/13**
  - **Second reading 6/18/13**
  - **Stage 3 watering restrictions will likely follow soon thereafter**

**Stage 1 (Lake levels below 50%)**

- **Existing CoP Policy**
  - **Outreach to reduce per capita water use goal of two thousand five hundred (2,500) gallons per month or less**
- **Proposed CoP Policy**
  - **Voluntary**
  - **Automatic irrigation limited to once a week**
  - **Watering still permitted by drip or hand**

**Stage 2 (Lake levels below 40%)**

- **Existing CoP Policy**
  - **Condition I**
  - **No irrigation between 10am and 6pm**
  - **Watering still permitted by drip or hand**
- **Proposed CoP Policy**
  - **Automatic irrigation limited to once a week**
  - **Watering still permitted by drip or hand**
  - **Pool and car washing limited to watering day (except commercial facilities)**
  - **Foundation watering on watering day**
  - **Non-essential water uses are prohibited**

### **Stage 3 (Lake levels below 30%)**

- **Existing CoP Policy**
  - **Condition II**
  - **Irrigation every 10 days**
  - **Watering still permitted by drip or hand**
  - **Non-essential water uses are prohibited**
- **Proposed CoP Policy**
  - **Stage 2 conditions continue, plus:**
  - **Automatic irrigation limited to every other week**
  - **Watering still permitted by drip or hand**
  - **Foundation watering on watering day**

### **Stage 4 (Lake levels below 20%)**

- **Existing CoP Policy**
  - **Condition III**
  - **Water allocation**
  - **Allocation generally prohibits irrigation**
- **Proposed CoP Policy**
  - **Stage 3 conditions continue, plus:**
  - **Irrigation is prohibited in any manner**
  - **Foundation watering only permitted every other week**
  - **Surcharges in effect**
    - **3,000 gallon allotment**
    - **Up to 100% surcharge**
  - **Potential elimination of new water service**

### **Stage 5 (Emergency)**

- **Existing CoP Policy**
  - **Condition IV**
  - **No new water service**
  - **Water allocation**
  - **Allocation generally prohibits irrigation**
- **Proposed CoP Policy**
  - **Stage 4 conditions continue, plus:**

- Irrigation is prohibited in any manner
- Foundation watering prohibited
  - Surcharges in effect
    - 3,000 gallon allotment
    - Up to 100% surcharge
  - Elimination of any new water service

**Waivers and exemptions**

**The City Council shall appoint a 5 member committee to consider applications for waiver and exemptions**

- Public interest
- Literal interpretation of the ordinance will result in unnecessary hardship

**Year-round Conservation**

- No watering between 10 a.m. and 6 p.m.
- Don't allow water to run into street or gutter
- Don't allow sprinklers to spray directly onto paved surfaces
- Non-re-circulating fountains are prohibited

**5. EMERGENCY MANAGEMENT PLAN: THE CITY COUNCIL WILL DISCUSS EMERGENCY MANAGEMENT PLAN ROLES AND RESPONSIBILITIES FOLLOWING A STAFF PRESENTATION - FIRE CHIEF**

Fire Chief Tim Vanlandingham presented and reviewed the following Emergency Management Plan with the City Council:

**EMERGENCY MANAGEMENT PLAN**

- The current Emergency Management Plan (EMP) was approved by the Texas Department of Emergency Management in 2011
- The 2011 plan was given an "Advanced" ranking by the Texas Department of Emergency Management
- This is the highest ranking that the Texas Department of Emergency Management Plans
- The current EMP has 22 Annexes (A through V) each Annex has Assignments that include: the Police Chief, Parks and Recreation Director, Fire Chief, Finance Director

Role and Responsibility of City Council:

**Annex A- Warning**

1. *The City Mayor and City Council establish general policies for emergency warning and fund personnel and equipment to operate the warning system.*

**Annex F- Firefighting (post storm)**

*a. Review fire codes in relation to an incident or disaster and recommend improvements to County Commissioners/City Council.”*

5. *City Attorney will:  
Upon request, assist the City Council by drafting legal documents enforcing outdoor burning and/or the use of fireworks (see Annex U).”*

#### **Annex G- Law Enforcement**

1. *During emergency situations, particularly major disasters, some disaster-related laws and regulations may be put into effect for a limited period; these must also be enforced by local law enforcement agencies. When a disaster threatens or has occurred, the Mayor may issue a disaster declaration. The Mayor may then issue an order or the City Council may enact an emergency ordinance suspending other ordinances and/or putting into effect temporary emergency regulations. Appendix 5 to Annex U, Legal, outlines the types of emergency measures that may be promulgated.*

#### **Annex J- Recovery**

- A. *The City Council may establish local rules and regulations for the disaster recovery program and may approve those recovery programs and projects that require approval by the local governing body.*

#### **Annex K- Public Works & Engineering**

*Before the city makes any purchase or contract for supplies, materials, equipment, or contractual services, opportunity shall be given for competition. Where an expenditure of less than five thousand dollars (\$5,000.00) is involved, the council shall adopt purchasing procedures by ordinance. Where an expenditure of five thousand dollars (\$5,000.00) or more is involved, such proposed purchase or contract shall be submitted to competitive sealed bidding in accordance with the requirements of applicable state law, as amended from time to time; provided, however, that the council shall have the right to reject any and all bids and re-advertise for new bids. Provided further that nothing herein shall affect the right of the council to authorize the following procurements by resolution or ordinance:*

- (a) Procurements made in case of public calamity, where it becomes necessary to act at once to appropriate money to relieve the necessity of the citizens or to preserve the property of the city;*
- (b) Procurements necessary to preserve or protect the public health or safety of the citizens of the city;*
- (c) Procurements made necessary by unforeseen damage to public property, machinery, or equipment;*
- (d) Procurements for personal or professional services;*
- (e) Procurements for work done and paid for by the day, as such work progresses;*
- (f) The purchase of land or right-of-way; and*

- (g) *Procurements where the functional requirements of the city can be satisfied by only one source. (Ord. No. 753, § 1, 3-3-87)”*

#### **Annex M- Resource Management**

2. *The Resource Manager may provide advice regarding resource management to the Mayor, City Council, the IC, the EMC, and other officials during emergencies.*

#### **Annex P- Hazard Mitigation**

1. *Completed Hazard Mitigation Team Reports, the Hazard Analysis, and the Mitigation Action Plan will be presented to the chief elected official(s), and city council for review, approval, adoption, and implementation.*

#### **Annex T- Donations Management**

3. *The Mayor is responsible for managing donations (cash or goods) that are made to the City of Portland government for disaster relief, subject to any regulations that may be enacted by the City Council.*

#### **Annex U- Legal**

- d. *A disaster declaration may not be continued in force for more than seven days unless renewed by the City Council. A sample ordinance/court order extending a disaster declaration is provided in Appendix 3. The City Council may terminate a state of disaster at any time; this approach is typically used when the threat that gave rise to the disaster declaration has subsided. Alternatively, the City Council may chose to simply let the declaration expire by taking no action to extend it. A sample ordinance/court order terminating a disaster declaration is provided in Appendix 4.*
1. *Continuity of Government*  
*Pursuant to Chapter 418 of the Texas Government Code, the City Council of the City has adopted a plan for the continuity of the functions of the City during a presidential and/or gubernatorial declared disaster or other catastrophic event. The City Continuity of Operations Plan provides for:*
- a. *The delegation of administrative duties of the City Council or any official or employee of the City to another appropriate person;*
  - b. *The establishment of orders of succession for performing essential functions of the City;*
  - c. *The establishment of meeting procedures for the City Council; and*
  - d. *The plan does not provide for the delegation of a duty required by the Texas Constitution.*
  - e. *The waiving of the requirement for a quorum for members of the City Council, except where otherwise prohibited by law, if:*
    - (1) *The City is wholly or partly in the area of a disaster declared by the presidential or governor; and*

(2) *A majority of the City Council are unable to be present at a meeting as a result of the disaster.*

A. **General.** *The City Attorney is responsible for providing legal services to the Mayor, City Council and department heads and for preparing all legal documents necessary for the conduct of emergency operations and the exercise of emergency powers. Supervisors will exercise their usual supervisory responsibilities over legal personnel.*

A. **General.** *Overall responsibility for providing legal services to the Mayor, the City Council, department heads, and other local officials during an emergency rests with the City Attorney. The City Attorney will be assisted by his or her subordinates.*

The roles and responsibilities of the Emergency Management Plan are in place and ready to be put into action should a significant event were to occur.

The staff and employees of the City of Portland, with the support of the Mayor and City Council, are at the ready to respond and assist before, during and after a significant event.

## 6. **ADJOURNMENT:** MAYOR KREBS

Mayor Krebs adjourned the workshop at 6:59 p.m.

## D. **NOTICE OF ASSISTANCE**

### **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. 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

**CITY OF PORTLAND  
CITY COUNCIL  
REGULAR MEETING  
MAY 21, 2013 – 7:00 P.M.**

On this the 21<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
Kristin Connor	Director of Park and Recreation
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

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:**

- PROCLAMATION DECLARING MAY 20-24, 2013 TO BE “PORTLAND GARDEN CLUB WEEK” - MAYOR KREBS

Mayor Krebs read and presented the Portland Garden Club with a signed proclamation declaring “May 20-24, 2013 to be “Portland Garden Club Week”.

- RECOGNITION OF SENIOR SERVICES ADVISORY BOARD MEMBERS - MAYOR KREBS AS WELL AS DIRECTOR OF PARKS AND RECREATION

Mayor Krebs presented Senior Services Advisory Board Members Dolores Butler, Loretta Hooper and Maria Bedia with certificates of appreciation for serving on the board.

- RECOGNITION OF BELL-WHITTINGTON PUBLIC LIBRARY AWARD AND VOLUNTEERS - MAYOR KREBS AND LIBRARY DIRECTOR

Library Director RoseAleta Laurell thanked the group of Library volunteer that consisted of Friends of the Library members and local residents for the more than 1,300 of logged volunteer hours. Mayor Krebs and Outreach and Teen Coordinator Ledezma Rodriguez then presented each of present volunteers with a certificate of appreciation.

Mayor Krebs presented Library Director RoseAleta Laurell with the Libraries Change Communities Award that was given to the Bell-Whittington Public Library for their Seniors in Cyberspace Program by the Texas Library Association.

- PREVIEW OF 2013 SUMMER PARKS AND RECREATION PROGRAM - DIRECTOR OF PARKS AND RECREATION

Director of Parks and Recreation Kristin Connor gave a PowerPoint presentation previewing the 2013 Summer Parks and Recreation Programs and activities.

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 attended the Hurricane Preparedness Training held last week and gave a shout out to Fire Chief Vanlandingham for his participation in the training.

Council Member Green thanked the Library volunteers in the audience for their time and service to the city.

Council Member Moore also thanked the volunteers for their dedication to the Library. He added that school will be letting out soon for the summer and asked everyone to be mindful of the children playing outside.

Council Member Vilo thanked the Library volunteers for their time and also recognized the Portland Garden Club for their recent advice on how to maintain plants.

Council Member Jorgensen thanked the staff and volunteers for the great job they do at the Library.

Mayor Krebs also thanked the Library volunteers. He then commented that with the hurricane season approaching residents should register for Code Red Alerts by going on the City's website and trim trees while the brush trucks are still running on schedule. He then encouraged the Council to attend Operation Graduation on May 31, 2013 after Graduation.

#### **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

**There were none.**

## **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**

City Secretary Annette Hall administered the Oath of Office to Council Members Cathy Skurow, John Vilo, John Green and David E. Lewis whom were all certified unopposed and declared elected to 2 year terms of office.

Council Member Skurow commented that she enjoys serving on the City Council and thanked the public for their continued support.

Council Member Green commented that it is a pleasure serving on the City Council.

Council Member Lewis thanked the public for the opportunity to serve on the City Council.

Council Member Vilo commented that he is honored to serve on the City Council.

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

Mayor Pro Tem Lewis nominated Council Member Skurow as Mayor Pro Tempore for a 1 year term of office. Council Member Jorgensen seconded the motion.

The motion passed by acclamation.

## **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

Council Member Green made the motion to approve the minutes of the May 7, 2013 workshop and regular meeting. Council Member Moore seconded the motion.

The motion passed 7-0.

**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**

Assistant City Manager Randy Wright explained that this was the second and final reading of Ordinance No. 2070 which abolishes the Senior Services Advisory Board.

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2070 which abolishes the Senior Services Advisory Board. Mayor Pro Tem Skurow seconded the motion.

The motion passed 7-0.

Council Member Jorgensen thanked the Senior Services Advisory Board members for serving on the board.

Mayor Krebs then read the following caption:

**ORDINANCE NO. 2070**

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

**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**

Finance Director Sandy Clarkson explained that bids were received and opened from two qualified bidders on April 24, 2013 at 2 p.m. The bids were from Texas Municipal League Intergovernmental Employee Benefits Pool and from Entrust, Inc. The bid from TML 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%.

Mrs. Clarkson further explained that after careful review 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. She added that we are hopeful some temperance in pricing will occur at renewal time.

Council Member Moore made the motion to renew the City's employee group insurance benefit contract with Entrust, Inc. for a period of 12 months. Council Member Green seconded the motion.

The motion passed 7-0.

**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**

Finance Director Sandy Clarkson explained that 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.

Mayor Pro Tem Skurow made the motion to accept Resolution No. 667 appointing Mayor David Krebs, Council Member Green and Peter Davidson to the Board of Directors of the Portland Community Center Complex Development Corporation for 2 year terms of office. Council Member Lewis 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.

Betty Harper, Portland Garden Club representative announced that the new bird and plant signs are in at Sunset Lake.

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

Mayor Krebs adjourned the meeting at 7:56 p.m.

#### **E. 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. 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:

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David Krebs  
Mayor

Attest:

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City Secretary

## **REGULAR MEETING AGENDA BILL**

**AGENDA ITEM:** **BIDS FOR NORTSHORE AREA DRAINAGE IMPROVEMENTS:**  
THE CITY COUNCIL WILL CONSIDER BIDS FOR THE  
NORTSHORE AREA DRAINAGE IMPROVEMENTS PROJECT  
THAT WERE RECEIVED, OPENED AND PUBLICLY READ ON  
MAY 15, 2013 - DIRECTOR OF PUBLIC WORKS AND  
DEVELOPMENT AS WELL AS THE CONSULTING CITY  
ENGINEER

**SUBMITTED BY:** Brian DeLatte, Director of Public Works and Development

**DATE:** June 4, 2013 **DATE SUBMITTED:** May 21, 2013

**ATTACHMENTS:** Recommendation of Contract Award  
Bid Summary Sheet  
Detailed Bid Tabulation  
Statement of Bidder's Qualifications

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**SUMMARY STATEMENT:** The City Council previously approved the proposed Northshore Area Drainage Improvements, as well as the engagement of Coym, Rehmert & Gutierrez Engineering, L.P. (CR&G) as the Consulting Drainage Engineer for the project. The project is funded by the Broadway/Northshore Boulevard Outfall System Impact Fees with an Engineer's Estimate of \$700,000.

On May 15, 2013, Donnie Rehmert, P.E., of CR&G, opened and publicly read the submitted bids to engage a contractor to work on the proposed project. Six bids were received on the project, with Clark Pipeline Services, J.V., submitting the low bid of \$714,536.00. The contractor's qualifications have been submitted and are attached.

The Finance Director has indicated that unused funds from previous under-budget drainage projects are more than adequate to cover the difference between the Engineer's Estimate and the bid. The Consulting Engineer has found the contractor's qualifications acceptable and recommends award of the contract.

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**RECOMMENDATION:** Approve the bid for the Northshore Area Drainage Improvements from Clark Pipeline Services, J.V., for \$714,536.00.

# Coym, Rehmet & Gutierrez Engineering, L.P.

ENGINEERS • PLANNERS • SURVEYORS  
TBPE Firm Reg. No. F-388

5656 S. STAPLES, SUITE 230  
CORPUS CHRISTI, TX 78411  
361-991-8550 FAX:361-993-7569  
1220 N. TEXAS BLVD., SUITE 4  
ALICE, TX 78332  
361-664-8821 FAX:361-664-0658

May 21, 2013

Mr. Mike Tanner  
City Manager  
City of Portland  
1900 Billy G. Webb Drive  
Portland, Texas 78374

RE: Northshore Area Drainage Improvements  
Portland, Texas  
CRG Project No. 20535c

## RECOMMENDATION OF CONTRACT AWARD

Dear Mr. Tanner:

Bids for the referenced project were opened at 2:00 p.m. on Wednesday, May 15, 2013. Six bids were received for the project. The three lowest bidders and their respective bids were:

<u>Contractor</u>	<u>Base Bid</u>
Clark Pipeline Services, J.V.	\$ 714,536.00
Tropical Contracting, LLC.	\$ 723,725.50
Garrett Construction Company	\$ 847,976.00

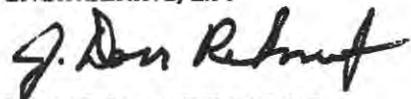
I have enclosed a copy of the overall bid tabulation sheet and a detailed bid tabulation for the project. I have included with this correspondence information regarding the low bidder, Clark Pipeline Services, J.V., as required by Sections A-27, A-28 and A-29 of the Special Provisions of the Contract.

Clark Pipeline Services, J.V. is a Joint Venture formed in the State of Texas. 75% of the Joint Venture is owned by Bay, Ltd. and 25% is owned by CPC Interests, Houston, Texas. The person authorized to execute contracts on behalf of the joint venture is Ed Martin, CEO of Berry Contracting and Bay, Ltd.

We have reviewed the submitted material including the company's history, the qualifications of the proposed project manager, superintendent and foreman, and of the primary ownership by Bay, Ltd. It is our opinion that Clark Pipeline Services, J.V. is qualified to successfully complete the project. We recommend awarding the contract to Clark Pipeline Services, J.V. in the amount of \$714,536.00

If you have any questions, please feel free to contact me at 361-991-8550 or email me at donr@crgei.com.

Very truly yours,  
COYM, REHMET & GUTIERREZ  
ENGINEERING, L.P.

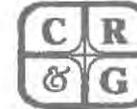


J. Don Rehmet, P.E., R.P.L.S.

cc: Brian DeLatte, P.E.  
W/Attachments

**BID SUMMARY SHEET**

**PROJECT:** Northshore Area Drainage Improvements, Portland, Texas  
**DATE:** May 15, 2013 -- 2:00 p.m.  
**TIME OF COMPLETION:** 150 Calendar Days  
**BIDS TABULATED BY:** J. Don Rehmet, P.E., R.P.L.S.  
**ENGINEER'S ESTIMATE:** \$700,000.00



**Coyne, Rehmet & Gutierrez Engineering, L.P.**  
*TBPE Firm Reg. No. F-388*  
 5656 S. Staples, Suite 230  
 Corpus Christi, Texas 78411  
 Phone: 361-991-8550 Fax: 361-993-7569  
 Email: crg@crgei.com

CONTRACTOR	BID BOND PROPOSAL FORM EXECUTED		ADDENDUM No.'s 1 & 2	TOTAL BASE BID
<b>Clark Pipeline Services, J.V.</b> P.O. Box 9396 Corpus Christi, Texas 78469	✓	BID BOND	✓	<b>\$714,536.00</b>
	✓	PROPOSAL FORM EXECUTED		
<b>Tropical Contracting, LLC</b> 6363 De Zavala, Suite 107 San Antonio, Texas 78249	✓	BID BOND	✓	<b>\$723,725.50</b>
	✓	PROPOSAL FORM EXECUTED		
<b>Garrett Construction Company</b> P.O. Box 1028 Ingleside, Texas 78362	✓	BID BOND	✓	<b>\$847,976.00</b>
	✓	PROPOSAL FORM EXECUTED		
<b>Bridges Specialties</b> 4233 FM 624 Robstown, Texas 78380	✓	BID BOND	✓	<b>\$908,619.00</b>
	✓	PROPOSAL FORM EXECUTED		
<b>JJ Foxx Construction, Inc.</b> P.O. Box 2708 Rockport, Texas 78381	✓	BID BOND	✓	<b>\$920,690.00</b>
	✓	PROPOSAL FORM EXECUTED		
<b>CAS Companies</b> 3765 S. Alameda Corpus Christi, Texas 78411	✓	BID BOND	✓	<b>\$1,221,533.00</b>
	✓	PROPOSAL FORM EXECUTED		

NORTHSHORE AREA DRAINAGE IMPROVEMENTS  
PORTLAND, TEXAS  
DETAILED BID TABULATION

TABULATED BY: J. Don Rehmet, P.E., R.P.S., L.A. — Coyne, Rehmet & Gudermes Engineering, L.P.  
DATE: 11/10/2010 — 2:50 P.M.



Coyne, Rehmet & Gudermes Engineering, L.P.  
3065 S. Main Street, Suite 200  
Coppell, Texas 75011  
Phone: (972) 970-1100 Fax: (972) 970-1200

ITEM	CITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE	Garrett Construction Company P.O. Box 1028 Ingleside, Texas 78342	Biggs Inc./Sullivan 4233 FM 824 Robstown, Texas 76380	JJ Feza Construction, Inc. P.O. Box 2708 Rockport, Texas 78381	CAS Companies 3786 S. Alameda Coppell, Texas 75011
1	1	LS	Mobilization and Demobilization	\$ 16,125.00	\$ 16,125.00	\$ 16,125.00	\$ 16,125.00	\$ 16,125.00	\$ 16,125.00
2	1	LS	Exploratory Excavations	\$ 4,482.50	\$ 4,482.50	\$ 4,482.50	\$ 4,482.50	\$ 4,482.50	\$ 4,482.50
3	1	LS	Demolish and Remove Existing Headwall and Apron - Northshore Boulevard	\$ 6,975.00	\$ 6,975.00	\$ 6,975.00	\$ 6,975.00	\$ 6,975.00	\$ 6,975.00
4	1	LS	Remove Existing Storm Drain Piping - Northshore Boulevard	\$ 35,700.00	\$ 35,700.00	\$ 35,700.00	\$ 35,700.00	\$ 35,700.00	\$ 35,700.00
5	1	LS	12" Whiteflint Adjustment - Northshore Boulevard	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00
6	1	LS	Underground Cable Coordination For Adjustment - Northshore Boulevard & Broadway Boulevard	\$ 1,912.50	\$ 1,912.50	\$ 1,912.50	\$ 1,912.50	\$ 1,912.50	\$ 1,912.50
7	1,620	CY	Structural Excavation - Northshore Boulevard	\$ 7.91	\$ 12,796.20	\$ 14.00	\$ 25,480.00	\$ 11.75	\$ 18,950.00
8	1,000	SF	Slipwall, Remove and Replace - Northshore Boulevard and Broadway Boulevard	\$ 7.05	\$ 7,050.00	\$ 6.00	\$ 6,000.00	\$ 8.50	\$ 8,500.00
9	310	LF	Curb and Gutter, Remove and Replace - Northshore Boulevard and Broadway Boulevard	\$ 17.85	\$ 5,533.50	\$ 12.00	\$ 3,720.00	\$ 29.70	\$ 9,307.40
10	525	SY	Pavement, Remove and Replace - Northshore Boulevard and Broadway Boulevard	\$ 51.00	\$ 26,775.00	\$ 48.00	\$ 23,625.00	\$ 77.50	\$ 40,817.50
11	1	LS	Northshore Boulevard Structures - Apron, Headwalks and Booms, Bedding and Backfill	\$ 191,121.50	\$ 191,121.50	\$ 148,000.00	\$ 148,000.00	\$ 198,782.40	\$ 200,787.00
12	1	LS	Broadway Boulevard Structures - Apron, Headwalk and Booms, Bedding and Backfill	\$ 197,760.75	\$ 197,760.75	\$ 189,000.00	\$ 189,000.00	\$ 199,864.55	\$ 199,864.55
13	1	LS	Broadway Boulevard - Broadway Ditch Outfall Structure and Ditch Lining	\$ 78,500.00	\$ 78,500.00	\$ 25,000.00	\$ 25,000.00	\$ 36,840.30	\$ 98,172.00
14	1,150	CY	Structural Excavation - Broadway Boulevard	\$ 8.35	\$ 9,602.50	\$ 14.00	\$ 16,100.00	\$ 11.85	\$ 13,597.50
15	1	LS	16" Force Main Cut and Cap Ends - Broadway Boulevard	\$ 1,486.25	\$ 1,486.25	\$ 1,500.00	\$ 1,500.00	\$ 1,180.00	\$ 900.00
16	1	LS	16" Force Main Cut and Cap Ends - Broadway Boulevard	\$ 3,187.50	\$ 3,187.50	\$ 5,500.00	\$ 5,500.00	\$ 925.00	\$ 12,500.00
17	1	LS	12" Whiteflint Adjustment - Broadway Boulevard	\$ 3,187.50	\$ 3,187.50	\$ 8,500.00	\$ 8,500.00	\$ 2,000.00	\$ 8,500.00
18	10,100	CY	Ditch Excavation	\$ 3.51	\$ 35,451.00	\$ 14.00	\$ 141,400.00	\$ 8.50	\$ 85,850.00
19	1	LS	Ditch Block Bore Baseline "B"	\$ 9,375.00	\$ 9,375.00	\$ 10,000.00	\$ 10,000.00	\$ 4,300.00	\$ 10,000.00
20	2.5	AC	Clearing and Striping	\$ 8,925.00	\$ 8,925.00	\$ 5,500.00	\$ 5,500.00	\$ 4,000.00	\$ 4,000.00
21	1	LS	Concrete Structure - Sbs. B-48	\$ 20,400.00	\$ 20,400.00	\$ 5,500.00	\$ 5,500.00	\$ 50,528.60	\$ 67,040.00
22	1	LS	Concrete Ditch Lining - Sbs. 12-48	\$ 8,925.00	\$ 8,925.00	\$ 5,500.00	\$ 5,500.00	\$ 21,795.00	\$ 29,622.00
23	1	LS	Existing Ditch Transition Grading - Northshore Boulevard	\$ 1,912.50	\$ 1,912.50	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00
24	1	LS	Existing Ditch Transition Grading - Broadway Boulevard	\$ 3,187.50	\$ 3,187.50	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00
25	1	LS	Trench Safety	\$ 2,550.00	\$ 2,550.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
26	1	LS	Storm Water Pollution Prevention Plan including Seeding	\$ 13,387.50	\$ 13,387.50	\$ 4,500.00	\$ 4,500.00	\$ 29,448.70	\$ 85,000.00
27	1	LS	Traffic Control	\$ 12,750.00	\$ 12,750.00	\$ 5,000.00	\$ 5,000.00	\$ 10,500.00	\$ 15,000.00
28	8,810	SY	Slope Hydroseal Erosion Protection	\$ 0.83	\$ 8,225.30	\$ 0.65	\$ 5,490.50	\$ 1.50	\$ 14,885.00
29	1	LS	Allowance For Whiteflint Trench, Dewatering, Cracked Curb, Pump and Pump Manual, Broadway Boulevard	\$ 1.00	\$ 1.00	\$ 2,500.00	\$ 2,500.00	\$ 6,400.00	\$ 10,000.00
30	1	LS	Allowance For Hydroseal Trench Dewatering, W&P Point	\$ 1.00	\$ 1.00	\$ 2,500.00	\$ 2,500.00	\$ 6,400.00	\$ 10,000.00
31	1	LS	Allowance For Unmanned Adjustments	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
<b>TOTAL BASE BID</b>				<b>\$ 714,538.00</b>	<b>\$ 723,728.58</b>	<b>\$ 647,878.00</b>	<b>\$ 609,819.00</b>	<b>\$ 920,890.00</b>	<b>\$ 1,291,833.00</b>

(1) Submitted Bid Proposal did not show a Unit Price for item 28 listed as (\$9.10 SY). Contractor Only put a Lump Sum Amount of \$5,437.00.

May 16, 2013

Coyne, Rehmert & Gutierrez Engineering, L.P.  
Mr. Donnie Rehmert  
5656 South Staples, Suite 230  
Corpus Christi, TX 78411  
donr@crgei.com  
361-993-7569 Fax

Clark Pipeline Services, J.V. is pleased to submit a qualification package for your review to construct the Northshore Area Drainage Improvements. Clark Pipeline is a locally owned company with local employees. We trust this information will satisfy your requirements; however, should further information be necessary, please contact us at your convenience.

Clark Pipeline Services is a Joint Venture formed in the State of Texas. 75% is owned by Bay Ltd, and Ed Martin is authorized to Execute contracts on Behalf of the Joint Venture. CPC Interests owns 25%.

Clark Pipeline Services currently has no liens filed against it nor has had in the last two (2) years. Additionally, Clark Pipeline has no outstanding claims for non payment of material or services.

Clark Pipeline Services Addresses:

- |   |  |
|---|--|
| 1. 16760 Hedgecroft<br>Suite 612<br>Houston, TX 77060 | 2. P.O. Box 9396<br>Corpus Christi, TX 78469 |
|---|--|

Clark Pipeline Services Owners:

Bay, Ltd.	75% Ownership	361-693-2413
CPC Interests	25% Ownership	361-816-6007

Clark Pipeline Services Bank:

IBC Bank	Contact: Harold Shockley	361-888-4000
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Clark Pipeline Surety Bonding Agent:

Swantner & Gordon	Contact: Randall M. Lee	361-883-1711
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Clark Pipeline FIEN# 461373211

The project manager for the construction will be Christopher C. Clark. Resume Attached.

The project superintendent for the construction of the Project will be Patrick A. Clark, Resume Attached. Mr. Clark is a partner with Clark Pipeline. He has worked in the underground utility, asphalt and concrete paving business for eleven (11) years. Mr. Clark started as a project assistant and moved up through the ranks, so he is well versed in many aspects of utility and road construction. Mr. Clark has managed twenty (20) Million dollars in work and Seventy (70) men with one superintendent (1) and seven (7) foremen working with his team on projects. All foremen have five plus years experience in the Corpus Christi area. Mr. Clark has substantial experience with dirt work and utilities. He also has extensive knowledge of working within the limits of a road right of way and safety precautions for these operations. In his duties, Mr. Clark is responsible for scheduling all material deliveries, scheduling sub-contractors and reviewing quantities of work completed for the month. Mr. Clark has been a project superintendent and project manager on many projects in the Houston and Corpus Christi area, so he is very familiar with the strict guidelines. The Project Foreman on this project will be Ruben Reyna. Mr. Reyna has worked in the area for 10 plus years from Dirt work to Underground utilities.

Please find attached our completed and current project list. If there is information needed which has not been included, please notify me at your convenience. We look forward to working on this project and continuing a long successful relationship for us both.

Cordially,

Christopher C. Clark  
Clark Pipeline Services, J.V.

### **Major Components of the Project**

The Project consists of Mobilization of equipment, materials and Crew. . Traffic Control on Broadway and Northshore Blvd. Remove Existing Headwall and Aprons. Adjust 12" Waterline on Northshore and Broadway. Adjust 6" Force Main/Caps on Broadway Blvd. Remove and Replace Sidewalks/Curb & Gutter on Broadway and Northshore Blvd. Ditch Excavation, Clearing & Stripping, Ditch Berm, Structural Excavation. New Headwalls, Aprons, Outfalls and Ditch Lining. Regrade Ditch and Seeding/Hydromulch. Install 5X3 and 9X5 Concrete Boxes. R&R 30", 36" & 40" RCP. Coordinate Reroute of Cables. Exploratory and Dewatering where needed.

### **Products Incorporated in the Work**

#### **Drainage Construction:**

- Mobilization
- Traffic Control
- 30", 36" & 40" RCP
- 12" Waterline
- 6" Force Main
- Concrete
- 5"X3" RCB
- 9"X5" RCB
- Dewatering/Well Pointing
- Flowable Fill
- Seeding For Erosion

SWPPP  
 Security Fencing  
 Televising  
 Asphalt Repair  
 Exploratory Excavations  
 Disposal of material  
 Headwalls  
 Outfalls/Aprons  
 Sidewalk  
 Curb & Gutter  
 Trench Safety

#### Schedule of Values/Monthly Billing

Month 1	\$142,907.20
Month 2	\$142,907.20
Month 3	\$142,907.20
Month 4	\$142,907.20
Month 5	\$142,907.20
<b>Total Base Bid</b>	<b>\$714,536.00</b>
<b>Labor &amp; Equipment</b>	<b>\$114,536.00</b>
<b>Materials</b>	<b>\$600,000.00</b>

#### Subcontractors/Suppliers

Sand	Gulf Coast Stabilized
Grout	Delta Prime
Flowable Fill/Concrete	Quality Concrete
Pipe & Fittings	Titan Pipe (Certified DBE)
Trench Safety	United Rentals
Dewatering	Jedi
Bypass	Clark
Asphalt Repair	Clark
Televising	Video Plumbing
Boxes/RCP	Hanson
Traffic Control	Bay Ltd.

#### Preliminary Schedule

July 2013	Mobilized, Exploratory, Traffic Control, SWPPP, Structural Removal, Clearing & Stripping
August 2013	Remove RCP, Start Ditch Excavation, Asphalt/Concrete Removal, Waterline & Force Main Adjustments
September 2013	Ditch Excavation. Sidewalks/Curb&Gutter, Start laying 5X3 and 9X5 Boxes
October 2013	Start on Headwalls/Outfalls/Aprons, Ditch Lining
November 2013	Pavement Repair, Seeding of Ditch, haul off

**Projects Completed/Ongoing by Clark Pipeline Services, JV**

- |   |              |
|---|--------------|
| 1. Pollywog Pond-City of Corpus Christi                             | \$49,987.00  |
| Jerry Shoemaker-Engineer 361-675-0964                               |              |
| Completed   |              |
| 2. La Volla Creek-City of Corpus Christi                            | \$49,750.00  |
| Jerry Shoemaker-Engineer 361-675-0964                               |              |
| Completed   |              |
| 3. Beachview Estates-City of Corpus Christi                         | \$39,228.30  |
| Jerry Shoemaker-Engineer 361-675-0964                               |              |
| Completed   |              |
| 4. Wood River Drainage-City of Corpus Christi                       | \$38,000.00  |
| Jerry Shoemaker-Engineer 361-675-0964                               |              |
| Completed   |              |
| 5. Ropes Park Outfall-City of Corpus Christi                        | \$44,708.35  |
| Gracie Mesa-Engineer 361-826-3500                                   |              |
| Completed   |              |
| 6. Westside Landfill Drainage-City of Corpus Christi                |              |
| Thomas Steiner-Engineer 361-826-3500                                | \$48,433.25  |
| Completed   |              |
| 7. Oakhurst Greens 6 WS&D-Lennar/Friendswood Development<br>Company | \$365,704.00 |
| Costello, Inc. 713-783-7788   |              |
| Completed   |              |
| 8. Wimbledon Falls Section 6 WS&D-CW SOA                            |              |
| Van De Wiele & Vogler   | \$369,800.00 |
| 713-782-0042  |              |
| Completed   |              |
| 9. Woodforest Section 18 WS&D-Elk Trace                             |              |
| LJA Engineering   | \$185,597.95 |
| 713-953-5200  |              |
| Completed   |              |
| 10. Sanitary Sewer for<br>Bay Ltd.                                  | \$956,000.00 |
| On Staples Street Project, from Williams to Yorktown.               |              |
| Frank Whiteaker 361-331-0835  |              |
| Completed   |              |

11. Paving Assessments		\$937,509.31
Underground Utilities		
Frank Whiteaker	361-331-0835	
May 6-July 2013		
12. 16" Bore & Case Carbon Plant Road		\$80,000.00
City of Corpus Christi	361-826-3500	
May 13-May 31		

# Christopher C. Clark

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**Objective** To be efficient and highly productive while managing millions of dollars of civil projects.

**Experience** 2010-Present Clark Pipeline Services, JV Corpus Christi, Texas

**Partner/Project Manager**

2004-2010 SLC Construction, LP Conroe, Texas

**Project Manager/Manager**

**Corpus Christi Division**

- Managed 75 Underground Utility employees, 20 Concrete/Asphalt employees, 15 Drivers, 3 Mechanics, 3 Mining Sand Pit Operation employees and 5 Office employees
- Project Managed Leopard/Third Street Waterline Improvements \$3MIL/8MO
  - \*Construction of waterline improvements thru downtown Corpus Christi consisting of waterline connections, extensive pavement removal and repair, sanitary and storm sewer adjustments, extensive traffic control and public relations
  - \*Ahead of schedule and within budget
  - \*Project Managed several projects simultaneously working two shifts
- Project Managed Villa, Greenwood and Milky Way Drive Storm Sewer Extension \$1.5MIL/4MO
  - \*Construction of storm sewers in and thru existing subdivisions
  - \*Constructed storm lines between houses with <10' clearance
- Project Managed Lindale/Chenoweth Drainage and Paving \$13MIL/18MO
- Project Managed Waldron Rd. \$3MIL/6MO
- Project Managed Everhart Rd. \$8MIL/16MO

2004 Commercial Tenant Construction Houston, Texas

**Director of Business Development/Partner/Estimator/Project Manager**

2003 SL Crawford Construction Houston, Texas

**Director of Business Development**

1999-2003 Bushlan Camouflage Laredo, Texas

**Partner/Sales**

**Education:**

University of Texas Austin, TX

BBA/Human Ecology 1998

Business Foundations Degree

Member of Delta tau Delta Fraternity

# Patrick A. Clark

3326 HEMINGWAY DR., MONTGOMERY, TX 77356  
(936) 672-6214

## PROFESSIONAL:

**Clark Pipeline Services, JV**  
**09/10 - Present**

**Underground Utilities, Civil Dirt Work, Superintendent (all projects)**

**SLC Construction**  
**04/00 - 09/10**

Underground Utilities, Civil Dirty Construction, Street Paving

I spent the majority of my time working at SLC in the field. Early in my career starting out as a laborer, then moved into the position of Clean Up Superintendent where I ran multiple crews on locations in and around the Houston area. After a period of time at clean up I moved up to be a superintendent with the digging crew laying utilities in residential developments. As the company grew so did my responsibilities I ran multiple crews at once and successfully completed my projects on time with no liquidated damages. I have built projects in every condition in Texas from solid rock to wet environments encountering groundwater. I successfully ran and managed the largest utility project in the City of Odessa since 1992 that was also the first rock job ever performed by SLC. The job consisted of five miles of sanitary sewer ranging in depth of 40 feet to 22 feet. While in Odessa I also ran a sanitary rehabilitation job with thirteen different locations. During the growth of the company I spent time learning the estimating side of the business. I have over four years experience bidding on projects and over eight years as a superintendent. On my jobs safety is priority, I have never had an OSHA violation on any of my projects. I am very well rounded in the field there is not a job on any of my projects that I do not have experience doing myself.

**Clean Up Crew Foreman**                      **2000-2001**

**Crew Foreman**                                **2001-2002**

**Superintendent**                              **2002-2008**

**(Houston Area)**

**Superintendent**                              **2008-2010**

**(Odessa, TX)**

**SKILLS:** FIELD CONSTRUCTION, ESTIMATING, DEALING WITH INSPECTORS AND CITY OFFICIALS, MULTI TASKING, PLANNING, COMMUNICATING WITH PERSONNEL, CHECKING GRADE ON PIPE OR PAVING, OPERATING EQUIPMENT

**PROJECTS RANGE:**                      \$50,000.00-\$7,000,000.00

**EDUCATION:**                      **Conroe High School**                      **1997**  
Tarleton State University                      1997-1998  
Blinn College                                      1998-2000

**REFERENCES:** LCA Engineering  
**ODESSA, TX**                      **JOHN LANDAGRAF**  
432-332-5058  
CITY OF ODESSA  
ODESSA, TX                      **MATT SQUIRES**  
432-335-3242  
RH SHACKELFORD                      **JERRY SHOEMAKER**  
361-675-0964

MORE REFERENCES IF NEEDED

# Ruben Reyna

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**Objective** To build projects safe, on time and right the first time.

**Experience** 2012-Present Clark Pipeline Services, JV Corpus Christi, Texas

**Project Foreman/Superintendent**

2010-2012 Reytec Construction Corpus Christi, Texas

**Project Foreman/Superintendent**

2006-2010 SLC Construction, LP Conroe, Texas

**Project Foreman/Superintendent**

**Corpus Christi Division**

- Managed 25 underground Utility Workers on projects from 30,000 to 13 million
- Project Foreman Leopard/Third Street Waterline Improvements \$3MIL/8MO
  - \*Construction of waterline improvements thru downtown Corpus Christi consisting of waterline connections, extensive pavement removal and repair, sanitary and storm sewer adjustments, extensive traffic control and public relations
  - \*Ahead of schedule and within budget
- Project Foreman Villa, Greenwood and Milky Way Drive Storm Sewer Extension \$1.5MIL/4MO
  - \*Construction of storm sewers in and thru existing subdivisions
  - \*Constructed storm lines between houses with <10' clearance
  - \*Ditch Excavations throughout Corpus Christi
- Project Foreman Lindale/Chenoweth Drainage and Paving \$13MIL/18MO
- Project Foreman Everhart Rd. \$8MIL/16MO

2001-2006 Jalco Construction Houston, Texas

**Foreman/Track hoe Operator**

## **REGULAR MEETING AGENDA BILL**

**AGENDA ITEM:** **PROPOSAL FOR ENGINEERING SERVICES:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES (COMPREHENSIVE STREET, PARKING LOT, SIDEWALK AND TRAIL STUDY) FROM COYM REHMET AND GUTIERREZ - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS THE CONSULTING CITY ENGINEER

**SUBMITTED BY:** Brian DeLatte, Director of Public Works and Development

**DATE:** June 4, 2013

**DATE SUBMITTED:** May 30, 2013

**ATTACHMENTS:** Proposal for Engineering Services from CR&G

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**SUMMARY STATEMENT:** The Street, Parking Lot, Trail, and Sidewalk Master Plan was approved as part of the 2012-2017 Capital Program by Resolution 654 on August 7, 2012. The Plan is needed to comprehensively assess the conditions of the streets, parking lots, trails, and sidewalks in the City, as well as develop a long-term plan for maintenance, rehabilitation, and replacement of the infrastructure.

Statements of Qualifications (SOQ) were due on March 20, 2013. Six engineering firms submitted SOQ's:

- Coym, Rehmet, & Gutierrez Engineering, LP / Fugro Consultants, Inc. / Peter Stricker (CR&G)
- Freese and Nichols, Inc. (FNI)
- HVJ Associates, Inc.
- LNV, Inc.
- Maverick Engineering, Inc.
- Naismith Engineering

The teams of CR&G and FNI were selected to present interviews to discuss their qualifications. CR&G was deemed to be most suitable for this job due to its previous experience in Portland and technical expertise offered. Specifically, CR&G's ability to team with Fugro Consultants was a key asset.

This study is divided into several key tasks:

- Data gathering and review of existing inventory—CR&G will review every street in the City and assess improvement and maintenance history
- Data collection and pavement surveys—An automated distress vehicle (ADV) will

- collect distress profiles of the streets, including photographic profiles for analysis
- Data processing—MicroPaver and GIS will be used to analyze the results and provide a comprehensive summary of the existing conditions
  - Pavement improvement management services—CR&G will assign a Pavement Condition Index (PCI) to every street block in town and provide a long-term comprehensive plan for maintenance, rehabilitation, and reconstruction of the street. This analysis will include three levels of PCI's and will also include an analysis of concrete vs. asphalt.
  - Training City Staff on the use of the MicroPaver software and on its ability to “refresh” data once new street segments are added or rehabilitated.

CR&G is well qualified to complete these services and staff recommends the engagement. The project will be funded through Phase 8 under-runs (approximately \$80,000) and General Fund Reserves. The project will take approximately four months to complete.

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**RECOMMENDATION:** Adopt a motion authorizing the engagement of Coym, Rehmet, and Gutierrez Engineering, LP, for Engineering Services (comprehensive street, parking lot, sidewalk and trail study) in the lump sum amount of \$87,292.00.

# Coym, Rehmet & Gutierrez Engineering, L.P.

ENGINEERS • PLANNERS • SURVEYORS  
TBPE Firm Reg. No. F-388

May 29, 2013

5656 S. STAPLES, SUITE 230  
CORPUS CHRISTI, TX 78411  
361-881-8550 FAX:361-883-7569

1220 N. TEXAS BLVD., SUITE 4  
ALICE, TX 78332  
361-694-5821 FAX:361-664-0889

Mr. Mike Tanner  
City Manager  
City of Portland  
1900 Billy G. Webb Drive  
Portland, Texas 78374

**RE: City of Portland Streets,  
Parking Lots, Trails and  
Sidewalk Master Plan  
CRG Project No. 20704c**

## PROPOSAL FOR ENGINEERING SERVICES

Dear Mr. Tanner,

Coym, Rehmet & Gutierrez Engineering, L.P. (CRG) in association with sub-consultants Fugro Consultants, Inc., Austin, Texas and Peter Stricker, P.E., Portland, Texas is pleased to submit our proposal for engineering services for the Streets, Parking Lots, Trails and Sidewalk Master Plan.

### SCOPE OF SERVICES

We propose to perform the following services:

- Meet with City Staff to establish study parameters and criteria and to review the provisions of the engineering contract. Subsequent to the meeting the following tasks will ensue.

#### **Phase 1: Project Setup**

##### **Task 1: Data Gathering**

Gather available information regarding the City's network to develop a thorough inspection plan and to identify any gaps in the City's current inventory. Data sources for the project include existing pavement management databases, spreadsheets, GIS files, and paper records.

### **Task 2: Review of Existing Inventory, GIS, and Other Data Sources**

A map of the existing conditions prior to data collection will be created using CRG's existing base map and the previous roadway condition assessment made available by the City. The information gathered in Task 1 on this phase will be reviewed in preparation for field data collection and any additional data gathering that may be required. From the review of the existing inventory, GIS, and other available database sources, an official inventory of the roadways to be surveyed for condition and other attributes will be developed. Additional inventory data identified as being required for the Pavement Management System implementation that are found to be missing or inaccurate will be located or collected. The Doyle Addition, located within the City's ETJ will be included in the study. CRG will work with City personnel to review the current inventory system. City staff will be consulted at all times regarding any suggested restructuring of the City's current roadway segmentation.

Information that will be gathered and reviewed as part of the data gathering phase in addition to data specifically required for implementation of pavement condition survey are rights-of-way widths, paving widths, pavement types, current pavement condition, curb and gutter, curb ramps, sidewalks and other data concerning configuration, traffic flow, and street conditions as appropriate or available.

### **Phase 2: Data Collection & Processing, Pavement Condition Survey**

Perform the pavement data collection on approximately 75 miles of roadway within the City of Portland.

#### **Task 1: Routing**

Prior to undertaking the distress survey, a routing process will be performed based on the final road listing developed during the inventory data gathering task. This information is required for network definition, navigation, and sampling. The routing process defines a data collection order and direction for each roadway in the City's network.

#### **Task 2: Equipment Calibration**

For the automated survey, before any field data collection begins, perform equipment checks and calibrations to ensure the quality of the data.

#### **Task 3: Field Inspection - Automated Distress Vehicle**

Collection of a distress, profile (transverse and longitudinal) data, and right-of-way images utilizing an automated distress vehicle (ADV). It is estimated that approximately 70-80 test miles will be required to survey the City's network for this study. The additional mileage is to account for bi-directional collection on major City roadways such as arterials and collectors, as well as any roadways of particular concern to the City.

Planar-view digital pavement images (JPEG format) will be recorded for all travelled sections for the full pavement width. These images will be captured using two high-resolution monochrome digital cameras and use optimally angled, camera-synchronized strobe lights to provide artificial lighting.

Digital images will be stored for processing at workstations using software specifically designed for pavement condition rating. The images will be used for subsequent evaluations and comparisons as deemed appropriate by the City.

The distress data collection will determine the general distress characteristics of each of the roadway segments in the City. The automated distress data collection will be performed in accordance with ASTM Standard E-1656 (Standard Guide for Classification of Automated Pavement Condition Survey Equipment).

### **Phase 3: Data Processing**

This phase involves the processing of the raw pavement condition information collected by the automated collection system as well as QA/QC checks performed by windshield survey.

#### **Task 1: Processing of Raw Pavement Condition Data**

Process the raw data collected with the automated data collection system. Extract the distress data from the images using a combination of automated crack detection software and semi-automated manual analysis. The project team also has quality control measures in place for this process to ensure the accuracy and integrity of the data. Data will be segmented and summarized based on the break points provided by the City.

### **Phase 4: Pavement and Other Appurtenant Improvements Management Services**

Assist the City with budget analyses, funding scenarios, and capital improvement plan development.

#### **Task 1: Upload to Pavement Management System and Calculation of Pavement Condition Score**

Utilizing the finalized inventory, condition survey results, and supplemental information gathered in the manual collection process, the data will be ready to be uploaded to a pavement management system.

The project team will upload the data to the selected pavement management software and calculate a condition score for each pavement section. The condition scoring method recommended for this project is the Pavement Condition Index (PCI). The approach used will be a modified PCI score based on the distress types collected.

Using the industry standard pavement management software, a PCI score, with 100 representing a pavement in perfect condition and 0 representing a completely failed pavement will be calculated for each pavement section.

If the curb and gutter sections exhibit poor or failed areas causing significant drainage issues, it may be calculated into the PCI score.

**Task 2: Sidewalks, Curb & Gutter, ADA Ramps, Parking Lots, Trail Survey**

The CRG team will perform a windshield survey of the listed appurtenant facilities. The survey will not include a detailed walkthrough and accounting of individual item defects, but will be a broad-based survey indicating areas of concern. CRG's sidewalk assessment and ADA survey (2012) will be utilized.

**Task 3: Concrete and Asphalt Pavement Analysis**

Provide an analysis of concrete pavement section versus asphalt pavement sections to include:

- Life Cycle Costs
- Initial Capital Costs
- Maintenance Costs
- Possible Hybrid Systems(e.g. concrete on thoroughfares only)
- Standard Sections for Asphalt and Concrete

**Task 4: Analysis of Desired PCI**

Provide a cost analysis for City Wide costs for PCI values of 65, 70 and 75.

**Note: At this stage present findings to the City Council to obtain directions for final analysis, recommendation and approval.**

**Task 5: Development of Network Level Work Plan**

Review the City's current Maintenance, Rehabilitation, and Reconstruction (MR&R) practices, and provide feedback and suggestions where improvements can be made. After the City's preferred MR&R treatments are confirmed, the project team will program a decision tree matrix in the selected pavement management software with updated information including unit costs for each MR&R treatment.

Develop a ten-year network level work plan based on budget funding scenarios that the City defines. A budget analysis of this type allows for allocation of funds to where they are used the most effectively based on the City's maintenance policies.

**Task 6: Final Report and Recommendations**

A report will be provided with network level M&R recommendations. The steps taken during this process generally involve the following:

- Develop Decision Trees (with City of Portland)
- Develop Unit Costs and Evaluate Maintenance and Rehabilitation Strategies (with City of Portland)
- Develop Pavement Performance Models based on results of condition survey
- Develop Preliminary Network-Level 5-year work plan (with City of Portland)
- Finalize Network-Level 5-year work plan (with City of Portland)
- Preparation of formal report and exhibits which will include a summary of all fieldwork, summary of network conditions, and summary of network level five-year work plan

Deliverables will include:

- Map showing PCI's for all streets
- Reports of Analysis and Methodology
- Final Listing and Budget
- "Micro Paver" File

A draft report will be prepared and provided for City personnel to review and comment. Upon inclusion of the City's comments and acceptance of the report by the City, the report will be finalized. A report of the study's findings and recommendations will be made at a presentation to the City Council.

#### **Phase 5: Training**

Training of City Staff on microPAVER Program.

#### FEE

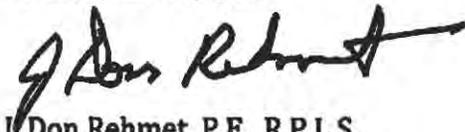
We propose to perform the services for a lump sum fee of \$87,292.00. A Manhour/Fee Analysis is attached. The analysis indicates the derivation of the proposed fee. Charges will be billed on a monthly basis for work completed in the previous month.

#### SCHEDULE

We anticipate that the final report will be completed 4 months after the Notice to Proceed.

We appreciate the opportunity to submit this proposal and look forward to working with you on this important study.

Very truly yours,  
COYM, REHMET & GUTIERREZ  
ENGINEERING, L.P.



J. Don Rehmet, P.E., R.P.L.S.

Cc: Brian DeLatte, P.E.



**COYM, REHMET & GUTIERREZ**  
**ENGINEERING, L.P.**  
*TBPE Firm Reg. No. F-388*  
 5656 S. Staples, Suite 230  
 Corpus Christi, TX 78411  
 Phone: (361) 991-8550 Fax: (361) 993-7569

**MANHOURLY AND FEE ANALYSIS - BASIC SERVICES**

**CLIENT: CITY OF PORTLAND**

**PROJECT: STREETS, PARKING LOTS, TRAILS AND SIDEWALK MASTER PLAN**

DESCRIPTION	PRINCIPAL		PROJECT ENGR, P.E.		GRADUATE ENGINEER		CADD		RPLS		SURVEY CREW		CLERICAL		*SUB-CONSULTANT	NON-LABOR	TASK TOTAL
	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total
<b>Phase 0. Project Management</b>																	
Project Management	8	\$1,080											8	\$400	\$7,680	\$40	\$9,200.00
Meetings	8	\$1,080													\$6,780	\$40	\$7,900.00
<b>Total Phase 0.</b>																	<b>\$17,100.00</b>
<b>Phase 1. Project Setup</b>																	
<b>Task 1 - Data Gathering</b>																	
Review and Gap Analysis of City's Inventory	4	\$540	8	\$1,000			16	\$1,120							\$1,760		\$4,420.00
<b>Task 2 - Review of Existing Inventory, GIS, and Other Data Sources</b>																	
Review Inventory and Resolve Anomalies in City's Database	2	\$270	8	\$1,000											\$2,220		\$3,490.00
<b>Total Phase 1.</b>																	<b>\$7,910.00</b>
<b>Phase 2. Data Collection and Processing</b>																	
<b>Task 1 - Routing</b>																	
Routing	2	\$270	8	\$1,000											\$2,960		\$4,230.00
<b>Task 2 - Equipment Calibration</b>																	
Equipment Setup and Calibration	2	\$270													\$1,480		\$1,750.00
<b>Task 3 - Field Inspection - Automated Distress Vehicle</b>																	
Mobilization	2	\$270													\$1,617		\$1,887.00
Data Collection - ADV	2	\$270													\$9,000		\$9,270.00
Per Diem															\$1,000		\$1,000.00
QC	2	\$270													\$1,760		\$2,030.00
<b>Total Phase 2.</b>																	<b>\$20,167.00</b>
<b>Phase 3. Data Processing</b>																	
<b>Task 1 - Processing of Raw Pavement Condition Data</b>																	
Distress and Profile Analysis	2	\$270													\$3,850		\$4,120.00
QA/QC	1	\$135													\$1,760		\$1,895.00
<b>Total Phase 3.</b>																	<b>\$6,015.00</b>

\* NOTE: See Attached For Fugro Consultants, Inc. Manhour/Fee Analysis

DESCRIPTION	PRINCIPAL		PROJECT ENGR, P.E.		GRADUATE ENGINEER		CADD		RPLS		SURVEY CREW		CLERICAL		*SUB-CONSULTANT	NON-LABOR	TASK TOTAL	
	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total	
<b>RATE</b>		\$135.00		\$125.00		\$100.00		\$70.00		\$85.00		\$140.00		\$50.00				
<b>Phase 4. Pavement Management Services</b>																		
<b>Task 1 - Upload to Pavement Management System and Calculation of Pavement Condition Score</b>																		
Upload Data to MicroPAVER															\$1,680		\$1,680.00	
PCI Calculation to PCI Data															\$1,040		\$1,040.00	
<b>Task 2 - Sidewalks, Curb &amp; Gutter, ADA Ramps, Parking Lots, Trail Survey</b>																		
Compare to PCI Data	4	\$540	16	\$2,000			16	\$1,120							\$820	\$50	\$4,530.00	
<b>Task 3 - Concrete and Asphalt Pavement Analysis</b>																		
LCC, ICC, MC, Hybrid Systems, Standard Sections	4	\$540	16	\$2,000											\$2,080		\$4,620.00	
<b>Task 4 - Analysis of Desired PCI</b>																		
PCI Targets	3	\$405													\$980		\$1,385.00	
<b>Task 5 - Development of Network Level 5-Year Work Plan</b>																		
Develop Decision Trees	2	\$270													\$820		\$1,090.00	
Develop Unit Costs	2	\$270													\$820		\$1,090.00	
Develop Performance Curves	2	\$270													\$820		\$1,090.00	
Develop Preliminary Workplan	2	\$270													\$3,060		\$3,330.00	
Finalize Workplan	8	\$1,080													\$3,280		\$4,360.00	
<b>Task 6 - Final Report and Recommendations</b>																		
Final Report	8	\$1,080													\$6,260		\$7,340.00	
																<b>Total Phase 4.</b>		<b>\$31,555.00</b>
<b>Phase 5. Training</b>																		
MicroPAVER	4	\$540													\$4,005		\$4,545.00	
																<b>Total Phase 5.</b>		<b>\$4,545.00</b>
																<b>Total Phases 1 - 5</b>		<b>\$87,292.00</b>

## **REGULAR MEETING AGENDA BILL**

**AGENDA ITEM:** **ORDINANCE NO. 2072 - INCREASING FEES AND CHARGES:**  
**THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF**  
**ORDINANCE NO. 2072 WHICH REVISES EXISTING FEES AND**  
**CREATES NEW FEES - DIRECTOR OF PUBLIC WORKS AND**  
**DEVELOPMENT**

**SUBMITTED BY:** Brian DeLatte, Director of Public Works and Development

**DATE:** June 4, 2013

**DATE SUBMITTED:** May 16, 2013

**ATTACHMENTS:** Proposed Ordinance No. 2072

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**SUMMARY STATEMENT:** As part of our ongoing efforts to provide a comprehensive menu of services to our residents, contractors, and utility customers, it is prudent to ensure that the fees charged cover the cost required to provide those services. There are several services within Utility Billing, Public Works, and Development Services for which fees have remained constant for several years while the costs to provide those services have increased.

The proposed fee increases are:

- Utility billing customers whose service is disconnected for non-payment will incur a \$20.00 disconnect fee and a \$25.00 (\$40.00 after hours) reconnect fee. This fee increase will generate approximately \$21,500 annually.
- Water tap fees are increased to cover the actual costs of making the taps. This fee increase will generate approximately \$12,000 annually.
- Sewer tap fees have been modified to charge based on depth of connection. This is critical as sewer lines get deeper throughout the City. This fee increase will generate approximately \$20,000 annually.
- Corridor sign and freestanding sign fees have increased to cover the costs of reviewing and inspecting the signs. This fee increase will generate approximately \$750 annually.
- The fee for contractors working without a permit has been increased to defray the costs of investigation, permit research, and issuance. This fee increase will generate approximately \$11,700 annually.
- The re-inspection fee was increased for the third (and subsequent) inspections. This fee increase will generate approximately \$2,400 annually.

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**RECOMMENDATION:** Approve the first reading of Ordinance No. 2072 which revises existing fees and creates new fees.

**ORDINANCE NO. 2072**

**AN ORDINANCE ESTABLISHING NEW FEES AND INCREASING EXISTING FEES; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; ESTABLISHING A PENALTY FOR VIOLATIONS AS WELL AS AN EFFECTIVE DATE**

**WHEREAS** it costs the City of Portland a significant amount of time, effort, and money to provide its comprehensive menu of services; and,

**WHEREAS** the City Council has determined that many of the services that it provides benefit a limited number of persons and the cost of providing those services should be borne by the persons who receive them; and,

**WHEREAS** the City Council has determined that it is appropriate to establish new fees and increase existing fees to cover the costs of providing its comprehensive menu of services.

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

**SECTION 1:** Chapter 23, Article II, Division 2, Section 23-47 of the Code of Ordinances is hereby amended to read as follows:

No disconnected services shall be reinstated until all charges shown on the past due bill, a ~~ten-dollar (\$10.00)~~ **twenty dollar (\$20.00)** disconnect processing fee (charged even if the disconnect has not physically taken place), a ~~fifteen-dollar (\$15.00)~~ **twenty-five dollar (\$25.00)** reconnect fee (if a reconnect is to take place **during normal business hours**) or a **forty-five dollar (\$45.00) reconnect fee (if a reconnect is to take place outside of normal business hours)**, a ~~five-dollar (\$5.00)~~ fee if the payment is handled after hours by the police department (these will only be accepted between 5:00 p.m. and 10:00 p.m.) and other all **other** applicable penalties, are paid in full. When a user can prove (to the satisfaction of both the city manager and water billing supervisor) that the original billing and subsequent notices were not received, these penalties may be waived. In addition to the foregoing, any user so disconnected who has had their deposit applied to the delinquent bill, shall be required to place a new deposit with the city as stipulated in sections 23-56 through 23-59 to secure the user's future charges.

**SECTION 2:** Chapter 23, Article II, Division 4, Section 23-72, Subsections (a) and (b) of the Code of Ordinances are hereby amended to read as follows:

(a) Water tap fees

	Tap Fee	
Tap Size	City Installed	Contractor
(In Inches)		Installed

5/8 or 3/4	\$ 425.00	<u>575.00</u>	\$ 220.00	<u>400.00</u>
1	520.00	<u>725.00</u>	260.00	<u>500.00</u>
1½	840.00	<u>975.00</u>	370.00	<u>675.00</u>
2	1,000.00	<u>1,250.00</u>	N/A	
3	2,080.00	<u>2,425.00</u>	N/A	
4	2,880.00	<u>3,250.00</u>	N/A	
6	4,400.00	<u>5,800.00</u>	N/A	

(b) Sewer tap fees:

City installed, per connection:.....\$480.00

**Under 8 feet of depth, as measured from flowline to natural grade.....\$780.00**

- **8 feet or deeper...Minimum \$1,350.00 (cost to be determined by City Engineer based on circumstances)**

Contractor installed, per connection:.....150.00

- **Under 8 feet of depth, as measured from flowline to natural grade.....\$300.00**
- **8 feet or deeper...\$500.00**

\*Note: City will provide and install the meter and box. Contractor installed taps shall only be allowed as part of new main line construction. No contractor installations may be made without prior approval by the city of the specific contractor making the tap, and then the tap shall only be made with a city inspector on site at the time the tap is made. The tap must meet the inspector's approval or it will be rejected, and a new tap will be made by the city and charged out at the city installed rate.

**SECTION 3:** Appendix C (Development Fee Schedule), Section A, Subsection 8 of the Code of Ordinances is hereby amended to read as follows:

*Sign fees:*

- Awning Sign, Building Sign Type A, **and** Building Sign Type B, ~~Corridor Sign, Electronic Message Board, Freestanding Sign Type A, Freestanding Sign Type B and Projecting Sign.....\$100.00~~
- Corridor Sign, Electronic Message Board, Freestanding Sign Type A, Freestanding Sign Type B and Projecting Sign.....250.00**
- Temporary Portable Sign .....35.00
- Inflatable Signs or Objects .....35.00
- Search Light .....35.00

**SECTION 4:** Appendix C (Development Fee Schedule), Section F, Subsections 1 and 2 of the Code of Ordinances are hereby amended to read as follows:

1. *Failure to obtain permit before work on job is commenced:* In the event that work for which a permit is required by said Codes is commenced prior to the issuance of the required permit, then the permit fee shall be doubled ***and an administrative fee of \$325.00 shall be collected. In the event that work is commenced prior to the issuance of a permit for which a fee is not collected (such as mechanical, electrical, or plumbing permits on a new single-family residential structure), an administrative fee of \$325.00 shall be collected.*** The collection made is to defray costs of investigation, permit research and issuing a permit under such circumstances and is not a penalty and is not preclusive of any remedy otherwise available to the city to enforce said codes.

2. *Re-inspection fee:* When an inspection has been completed, and corrections are required, no additional fee shall be charged for the first re-inspection of the correction. When a correction has been re-inspected once and the correction is not complete, a re-inspection fee of ~~fifty dollars (\$50.00)~~ ***one-hundred dollars (\$100.00)*** shall be paid prior to any further re-inspection being made.

**SECTION 5:** 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 6:** Any previously adopted ordinance, resolution, rule, regulation or policy in conflict with this Ordinance is hereby repealed.

**SECTION 7:** Any person who violates this Ordinance shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not exceeding five hundred dollars (\$500). Each and every day that a violation of this Ordinance occurs shall constitute a separate offense.

**SECTION 8:** This Ordinance shall be published after second reading hereof by publishing the caption thereof in the official newspaper with a statement the public may view the Ordinance in the Office of the City Secretary. This Ordinance shall be effective from and after the publication provided herein.

**PASSED and APPROVED** on second reading this \_\_\_ day of \_\_\_\_\_ 2013.

**CITY OF PORTLAND**

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**David Krebs**  
**Mayor**

**ATTEST:**

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**Annette Hall**  
**City Secretary**

## REGULAR MEETING AGENDA BILL

**AGENDA ITEM:** ORDINANCE NO. 2073 - REVISING DROUGHT MANAGEMENT PLAN: THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2073 WHICH REVISES THE DROUGHT MANAGEMENT PLAN - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

**SUBMITTED BY:** Brian DeLatte, Director of Public Works and Development

**DATE:** June 4, 2013

**DATE SUBMITTED:** May 30, 2013

**ATTACHMENTS:** Proposed Ordinance No. 2073

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**SUMMARY STATEMENT:** The City of Corpus Christi has recently modified its Drought Contingency Plan. The City of Portland, by our contract with the San Patricio Municipal Water District, must revise our plan to match accordingly.

Highlights of the modified plan are:

- Watering is prohibited between 10 a.m. and 6 p.m. year round, regardless of drought stage
- Stage 1—50% lake levels—Voluntary restrictions—Residents are asked to restrict watering to once a week.
- Stage 2—40% lake levels—Mandatory restrictions—Customers are required to restrict watering to once a week. Hand-held or drip irrigation can continue any day. Recreational use of water (car wash, pools, etc.) must occur only on watering day. Non-essential use of water (cleaning driveways) is prohibited.
- Stage 3—30% lake levels—Mandatory restrictions—Customers are required to restrict watering to once every other week. Recreational use of water (car wash, pools, etc.) must occur only on watering day. Hand-held or drip irrigation can continue any day. Drought surcharge may be implemented.
- Stage 4—20% lake levels—Mandatory restrictions—Irrigation is prohibited. Recreational use of water (car wash, pools, etc.) is prohibited. Drought surcharge may be implemented. New water connections may be prohibited.
- Stage 5—Emergency—Mandatory restrictions—Irrigation is prohibited. Recreational use of water (car wash, pools, etc.) is prohibited. Drought surcharge may be implemented. New water connections may be prohibited.

During Stages 3-5 where drought surcharges may be assessed, each residential customer (or residential unit) will be allocated 3,000 gallons per month. On-residential customers will be allocated 90% of its previous 12 months usage (minimum 6,000 gallons).

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**RECOMMENDATION:** Adopt a motion approving the first reading of Ordinance No. 2073, revising the Drought Management Plan.

## **ORDINANCE NO. 2073**

### **AN ORDINANCE REVISING THE DROUGHT MANAGEMENT PLAN; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; ESTABLISHING A PENALTY AND AN EFFECTIVE DATE**

**WHEREAS** Section 11.1272 of the Texas Water Code requires all public water supply systems in Texas to prepare a drought contingency plan; and,

**WHEREAS** the City of Portland adopted a Drought Management Plan (Plan) on June 4, 1996, and the City Council has determined it is necessary to make revisions to the Plan; and,

**WHEREAS** the City Council has determined that the revisions to the Plan are necessary for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; and,

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

**Section 1:** Chapter 23, Article III, Division 2, Section 23-121, Subsection (3) of the Code of Ordinances is hereby amended and revised to read as follows:

**(3) The use or withdrawal of water from the water supply system of the city for the following purposes or uses is hereby regulated during any period of water shortage commencing with the promulgation of water conservation guidelines and implementation of same by the City Manager and continuing until such water conservation measures are no longer deemed necessary by the city manager in accordance with such guidelines:**

**a. Stage 1 Response - MILD Water Shortage Conditions - Target: Achieve a 5% reduction in daily water demand with the following water use restrictions:**

**1. Best Management Practices for Supply Management: The City will enact voluntary measures to reduce or discontinue the flushing of water mains if practicable and utilize reclaimed water for non-potable uses to the greatest extent possible.**

**2. Water Use Restrictions for Reducing Demand:**

- a. Water customers are requested to voluntarily limit the irrigation of landscaped areas to once per week. The watering schedule will be determined by the City Manager.
- b. Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

b. Stage 2 Response - MODERATE Water Shortage Conditions - Target: Achieve a 10% reduction in daily water demand with the following water use restrictions:

1. Best Management Practices for Supply Management: In addition to the best management practices for supply management listed under Stage 1, the City will also do the following during Stage 2:

- a. Use more repair crews if necessary to allow for a quicker response time for water-line leak repair; and
- b. City crews will monitor customers' compliance with Stage 2 restrictions during the course of their daily rounds.

2. The following water use restrictions shall apply to all persons during Stage 2:

- a. Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to once per week. The watering schedule will be determined by the City Manager. However, irrigation of landscaped areas is permitted on any day if it is by means of a hand-held hose (with positive shutoff nozzle), a faucet filled bucket or watering can of five (5) gallons or less, or drip irrigation system. Exceptions for this restriction may be permitted, upon review and approval by the Water Allocation and Review Committee, for the following uses: new plantings (for up to 60 days), vegetable gardens, athletic playing fields, and botanical gardens. In addition, this restriction does not apply to customers irrigating with well water or an aerobic septic system. Customers irrigating with well water or an aerobic septic system must apply for a permit from the City Water Department to be prominently posted on the premises within two (2) feet of the street number located on the premises.
- b. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on

designated watering days. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rinses.

Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations upon review of the Water Allocation and Review Committee if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.

- c. Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated watering days.
- d. Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life.
- e. Use of water from hydrants shall be limited to fire fighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City of Portland.
- f. Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated watering days. However, if the golf course utilizes a water source other than that provided through City of Portland infrastructure, the facility shall not be subject to these regulations.
- g. The use of water to maintain integrity of building foundations is limited to designated watering days and is only permitted by use of hand-held hose or drip irrigation.
- h. The following uses of water are defined as non-essential and are prohibited:
  - i. Wash-down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas, except by a commercial power-washing contractor and if it is in the interest of public health and safety.
  - ii. Use of water to wash down buildings or structures for purposes other than immediate fire protection;

**iii. Use of water for dust control without special permit.**

**c. Stage 3 Response - SEVERE Water Shortage Conditions - Target: Achieve a 15% reduction in total daily water demand with the following water use restrictions:**

**1. Best Management Practices for Supply Management: In addition to the best management practices for supply management listed under Stage 2, the City will also do the following:**

- a. Eliminate the flushing of water mains unless required for decontamination and/or public safety; and**
- b. Monitor customers for compliance and notify violators verbally or in writing as the situation dictates.**

**2. Water Use Restrictions for Demand Reduction: All requirements of Stage 2 shall remain in effect during Stage 3 except:**

- a. Irrigation of landscaped areas shall be limited to once every other week. The watering schedule will be determined by the City Manager or designee. Customers will be made aware of their designated watering day. However, irrigation of landscaped areas is permitted on any day if it is by means of a hand-held hose (with positive shutoff nozzle), a faucet filled bucket or watering can of five (5) gallons or less, or drip irrigation system with a positive shutoff device. Exceptions for this restriction may be permitted, upon review and approval by the Water Allocation and Review Committee, for the following uses: new plantings (for up to 60 days), vegetable gardens, athletic playing fields, and botanical gardens. In addition, this restriction does not apply to customers irrigating with well water or an aerobic septic system. Customers irrigating with well water or an aerobic septic system shall still apply for a permit from the City Water Department to be prominently posted on the premises within two (2) feet of the street number located on the premises.**
- b. The watering of golf course fairways is prohibited. The watering of greens and tees are limited to once every other week unless the golf course utilizes a water source other than that provided through City of Portland Water Department**

**infrastructure or done by means of hand-held hoses, hand-held buckets, or drip irrigation.**

**a. During Stage 3, the following measures are optional water use restrictions that may be implemented by the City Manager, with approval of the City Council, as conditions warrant:**

**i. A drought surcharge of up to and including 100% of the current water rate may be added to the customers' bill to deter discretionary water use.**

**d. Stage 4 Response - CRITICAL Water Shortage Conditions - Target: Achieve a 30% or greater reduction in daily water demand with the following water use restrictions:**

**1. Best Management Practices for Supply Management: In addition to the best management practices for supply management listed under Stage 3, the City will also do the following:**

**a. Upon written notice, disconnect the water meters of willful violators if absolutely necessary to prevent the deliberate wasting of water.**

**2. Water Use Restrictions for Demand Reduction: All requirements of Stage 2 and 3 shall remain in effect during Stage 4 except:**

**a. Irrigation of landscaped areas shall be prohibited at all times.**

**b. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and not in the immediate interest of public health, safety, and welfare is prohibited.**

**c. The filling, refilling, or adding of water to swimming pools, wading pools, and jacuzzi-type pools, and water parks (unless utilizing water from a non-city alternative source) is prohibited.**

**d. The use of water to maintain the integrity of a building foundation is still permitted on the designated Stage 3 watering day.**

**e. During Stage 4, the following measures are optional water use restrictions that may be implemented by the City Manager, with approval of the City Council, as conditions warrant:**

- ii. No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage shall be in effect.**
- iii. A drought surcharge of up to and including 100% of the current water rate may be added to the customers' bill to deter discretionary water use.**

**e. Stage 5 Response – EMERGENCY Water Shortage Conditions - Target: Achieve a 50% or greater reduction in daily water demand with the following water use restrictions:**

**1. Best Management Practices for Supply Management: In addition to the best management practices for supply management listed under Stage 4, the City will also call the ten largest water customers, and if necessary, use runners in key areas to begin spreading the message of a major outage.**

**2. Water Use Restrictions for Demand Reduction: All requirements of Stage 2, 3, and 4 shall remain in effect during Stage 5 except:**

- a. Irrigation of landscaped areas is absolutely prohibited.**
- b. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is absolutely prohibited.**
- c. Business process water shall be reduced to a basic amount necessary only for the continuance of a business's workday or product production or protection. Associated uses such as equipment washing shall be deferred.**
- d. During Stage 5, the following measures are optional water use restrictions that may be implemented by the City Manager, with approval of the City Council, as conditions warrant:**

- i. No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage shall be in effect.
- ii. A drought surcharge of up to and including 100% of the current water rate may be added to the customers' bill to deter discretionary water use.

**Section 2:** Chapter 23, Article III, Division 2, Section 23-121 of the Code of Ordinances is hereby amended as follows:

- (4) The following measures are year-round water conservation best management practices that are in effect at all times, regardless of the reservoir levels or drought contingency levels.
  - a. Prohibition on wasting water: Actions leading to wasting of water are prohibited and will be enforced. No person shall:
    - i. Allow water to run off property into gutters or streets.
    - ii. Permit or maintain defective plumbing in a home, business establishment or any location where water is used on the premises. Defective plumbing includes out-of-repair water closets, underground leaks, defective or leaking faucets and taps.
    - iii. Allow water to flow constantly through a tap, hydrant, valve, or otherwise by any use of water connected to the City water system.
    - iv. Use any non-recycling decorative water fountain.
    - v. Allow irrigation heads or sprinklers to spray directly on paved surfaces such as driveways, parking lots, and sidewalks in public right-of-ways.
    - vi. Operate an irrigation system at water pressure higher than recommended, causing heads to mist, or to operate with broken heads.
  - b. Time of Irrigation: Irrigation by spray or sprinklers is prohibited between the hours of 10:00 AM and 6:00 PM. It is still permissible to water by hand or by drip irrigation at any time of day, unless the City enters Stage 4 Drought.

**Section 3:** Chapter 23, Article III, Division 2, Section 23-123, Subsection (a) of the Code of Ordinances is hereby amended to read as follows:

- (a) Any person violating any provision of this division shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished by a fine as provided in article V **IV** of this chapter. The commission of a violation of each provision, and each separate violation thereof, shall be deemed a separate offense, and upon conviction thereof shall be fined as hereinabove provided. If any person or a second person in the same household or premises is found guilty of a second violation of this article, the director of public works shall be authorized to discontinue water service to the premises where such violation occurs.

**Section 4:** Chapter 23, Article III, Division 2, Section 23-124 of the Code of Ordinances is hereby amended and revised to read as follows:

**Surcharges for Drought Stages 3, 4, 5 and Service Measures**

**(a) General**

- 1. The surcharges established herein are solely intended to regulate and deter the use of water during a period of serious drought in order to achieve necessary water conservation. The City Council expressly finds that the drought poses a serious and immediate threat to the public and economic health and general welfare of this community, and that the surcharges and other measures adopted herein are essential to protect said public health and welfare.**
- 2. This section, and the surcharges and measures adopted herein are an exercise of the City's regulatory and police power, and the surcharges and connection fees are conservation rates intended to meet fixed costs as a result of lost revenue.**
- 3. The City Manager or designee is authorized to determine trigger points and surcharges during Stages 3, 4 and 5 Emergency Water Shortage conditions.**
- 4. In this section, institutional customer means city utility customer which operates as a not-for-profit entity.**
- 5. A customer may appeal an allocation or drought surcharge triggering point established under this Section to the Water Allocation and Review Committee on grounds of unnecessary hardship.**

**(b) Residential water customers, who are not billed through a master water meter.**

- 1. A monthly water usage trigger point shall be 3,000 gallons for residential customers. This trigger point is the maximum amount of water that a customer can use in a month before being charged a drought rate surcharge.**
- 2. The drought surcharge can be up to and including 100% of the most current water rate.**

**(c) Residential customers who are billed from a master water meter.**

1. A monthly water usage trigger point shall be 3,000 gallons for each residential unit. This trigger point is the maximum amount of water that a customer can use in a month before being charged a drought rate surcharge.
2. The drought surcharge can be up to and including 100% of the most current water rate.

**(d) Commercial or institutional customer**

1. A monthly water usage allocation shall be established by the City Manager or designee for each commercial or institutional customer.
2. Method of establishing allocation:
  - a. During Stage 4, the commercial or institutional customer's allocation shall be 90 percent of the customer's usage for the corresponding month's billing period during the previous 12 months prior to the implementation of Stage 2 condition.
  - b. If the customer's billing history is shorter than 12 months, the monthly average for the period for which there is a record shall be used for any monthly period for which no history exists.
  - c. Provided, however, a customer, 90 percent of whose monthly usage is less than 6,000 gallons, shall be allocated 6,000 gallons.
  - d. The City Manager shall give best effort to see that notice of each commercial or institutional customer's allocation is mailed to such customer.
  - e. If, however, the customer does not receive such notice, it shall be the customer's responsibility to contact the City' Utilities Billing Office to determine the allocation, and the allocation shall be fully effective notwithstanding lack of receipt of written notice.
  - f. Upon request of the customer or at the initiative of the City Manager, the allocation may be reduced or increased by the City Manager,
    1. if one nonresidential customer agrees to transfer part of its allocation to another nonresidential customer, or
    2. if other objective evidence demonstrates that the designated allocation is inaccurate under present conditions.

**(e) Commercial, institutional, and industrial customers shall pay the following surcharges:**

1. Customers whose allocation is 6,000 gallons through 20,000 gallons per month:
  - a. \$5.00 per 1,000 gallons for the first 1,000 gallons over allocation.
  - b. \$8.00 per 1,000 gallons for the second 1,000 gallons over allocation.
  - c. \$16.00 per 1,000 gallons for the third 1,000 gallons over allocation.
  - d. \$40.00 for each additional 1,000 gallons over allocation.

2. **Customers whose allocation is 21,000 gallons per month or more:**
  - a. **One times the block rate for each 1,000 gallons in excess of the allocation up through 5 percent above allocation.**
  - b. **Three times the block rate for each 1,000 gallons from 5 percent through 10 percent above allocation.**
  - c. **Five times the block rate for each 1,000 gallons from 10 percent through 15 percent above allocation.**
  - d. **Ten times the block rate for each 1,000 gallons more than 15 percent above allocation.**
  - e. **The surcharges shall be cumulative.**
  - f. **As used herein, "block rate" means the charge to the customer per 1,000 gallons at the regular water rate schedule at the level of the customer's allocation.**

**(f) Nonresidential customer is billed from a master meter.**

1. **When a nonresidential customer is billed from a master meter which jointly measures water to multiple residential dwelling units (for example: apartments, mobile homes), the customer may pass along any surcharges assessed under this plan to the tenants or occupants, provided that:**
  - a. **The customer notifies each tenant in writing:**
    1. **That the surcharge will be passed along.**
    2. **How the surcharge will be apportioned.**
    3. **That the landlord must be notified immediately of any plumbing leaks.**
    4. **Methods to conserve water (which shall be obtained from the City).**
  - b. **The customer diligently maintains the plumbing system to prevent leaks.**
  - c. **The customer installs water saving devices and measures (ideas for which are available from the City) to the extent reasonable and practical under the circumstances.**

**(g) Water service to the customer may be terminated under the following conditions:**

1. **Monthly residential water usage exceeds allocation by 4,000 gallons or more two or more times (which need not be consecutive months).**
2. **Monthly water usage on a master meter which jointly measures water usage to multiple residential dwelling units exceeds allocation by 4,000 gallons times the number of dwelling units or more two or more times (which need not be consecutive months).**
3. **Monthly nonresidential water usage for a customer whose allocation is 6,000 gallons through 20,000 gallons exceeds its allocation by 7,000 gallons or more two or more times (which need not be consecutive months).**

4. Monthly nonresidential water usage for a customer whose allocation is 21,000 gallons or more exceeds its allocation by 15 percent or more two or more times (which need not be consecutive months).
5. For residential customers and nonresidential customers whose allocation does not exceed 20,000 gallons, after the first disconnection water service shall be restored upon request for a fee of \$50.
6. For such customers, after the second disconnection, water service shall be restored within 24 hours of the request for a fee of \$500.
7. If water service is disconnected a third time for such customer, water service shall not be restored until the City re-enters a level of water conservation less than Stage 3. For master meter customers, the service restoration fees shall be the same as above times the number of dwelling units.
8. For nonresidential customers whose allocation is 21,000 gallons per month or more:

- a. After the first disconnection, water service shall be restored upon request for a fee in the amount of "X" in the following formula:

$$X = \$ 50 \times \text{Customer's Allocation in gallons} / 20,000 \text{ gallons}$$

- b. After the second disconnection for said customers, water service shall be restored within 24 hours of the request for a fee of 10 times "X".
- c. If water service is disconnected a third time for such customer, water service shall not be restored until the City re-enters a level of water conservation less than Stage 3.
- d. The City Manager is directed to institute written guidelines for disconnection of water service under this provision, which will satisfy minimum due process requirements, if any.

(h) It shall be a defense to imposition of a surcharge hereunder, or to termination of service, that water used over allocation resulted from loss of water through no fault of the customer (for example, a major water line break) for the following conditions:

1. The customer shall have the burden to prove such defense by objective evidence (for example, a written certification of the circumstances by a plumber).
2. A sworn statement may be required of the customer.
3. This defense shall not apply if the customer failed to take reasonable steps for upkeep of the plumbing system, failed to reasonably inspect the system and discover the leak, failed to take immediate steps to correct the leak after discovered, or was in any other way negligent in causing or permitting the loss of water.

**(i) When this section refers to allocation or water usage periods as "month," monthly," "billing period," and the like, such references shall mean the period in the City's ordinary billing cycle which commences with the reading of a meter one month and commences with the next reading of that meter which is usually the next month.**

- 1. The goal for the length of such period is 30 days, but a variance of five days, more or less, will necessarily exist as to particular meters.**
- 2. If the meter reader system is prevented from timely reading a meter by any obstacle which is attributable to the customer, the original allocation shall apply to the longer period without modification.**

**Section 5.** 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 6.** Any previously adopted ordinance, resolution, rule, regulation or policy in conflict with this Ordinance is hereby repealed.

**Section 7.** Any person who violates this Ordinance shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not exceeding one thousand dollars (\$1,000.00). Each and every day that a violation of this Ordinance occurs shall constitute a separate offense.

**Section 8.** This Ordinance shall be published after second reading hereof by publishing the caption thereof in the official newspaper with a statement the public may view the Ordinance in the Office of the City Secretary. This Ordinance shall be effective from and after the publication provided herein.

**PASSED and APPROVED** on second reading this \_\_\_ day of \_\_\_\_\_ 2013.

**CITY OF PORTLAND**

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

**ATTEST:**

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**Annette Hall**  
**City Secretary**



STAFF  
WEEKLY  
REPORTS



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

## Completed Activities

05/19/2013 through 05/25/2013

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Report run on: 05-28-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	VALENCIA CYNTHIA MARIE	01145 AUSTIN	Craig Hedrick	NOTIFIED
05/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GONZALES ELOY JR	01201 DALLAS	Craig Hedrick	NOTIFIED
05/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	MCADA JAMES NEWTON	00129 DANIEL MOORE AVE	Craig Hedrick	NOTIFIED
05/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LOVELL, ROBERT JR & RHONDA	00218 CARMEL DR	Craig Hedrick	NOTIFIED
05/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	STUEHRENBERG LUCILLE G	00217 CHASE	Craig Hedrick	NOTIFIED
05/20/2013	Annual Inspection	Annual	HEB	1600 Wildcat Dr.	Craig Hedrick	PASS
05/20/2013	Annual Inspection	Re-Inspection	COASTAL PALMS NURSING CENTER	00221 Cedar	Craig Hedrick	PASS
05/21/2013	Unwholesome Property (FD)	Follow-Up	RESPONSIBLE PARTY	00103 CHISPA DR	Craig Hedrick	COMPLETE
05/21/2013	Signs	Notice of violation, signs	KIMPER ROY L	01202 WILDCAT DR /HWY 181	Mary Newton	MAILED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	WILLEFORD BRIAN & JOHN SANDERLIN	00227 TERLINGUA	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00028 COMMONS WAY S	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	PATEL BHASKAR	00032 COMMONS WAY S	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	01831 PORTLAND	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	AEP ELECTRICAL STATION	211 Lang Rd.	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GTEK COMPUTER LLC	103 Lang Rd.	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	PHIL BERRYMAN	1591 US Hwy 181	Craig Hedrick	NOTIFIED
05/22/2013	Signs	Notice of violation, signs	JAMSHID INC	00617 MOORE AVE	Mary Newton	MAILED
05/22/2013	Unwholesome Property (FD)	Follow-Up	SCHONS MARK J & DEBORAH S	02205 LIVE OAK DR	Craig Hedrick	REASSIGNED
05/22/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	SCHONS MARK J & DEBORAH S	02205 LIVE OAK DR	Craig Hedrick	PENDING



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## Completed Activities

05/19/2013 through 05/25/2013

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Report run on: 05-28-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	CHANYAMAN PAANPENNEE	00701 MOORE	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00109 SAN SABA	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00126 SECO DR	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00201 BROADWAY BLVD E	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00906 BAY VIEW BLVD	Craig Hedrick	NOTIFIED
05/22/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00218 DRIFTWOOD DR	Craig Hedrick	NOTIFIED
05/22/2013	Annual Inspection	Re-Inspection	CITY HALL	01900 Billy G. Webb Dr.	Craig Hedrick	FAIL
05/22/2013	Alarm	Re-Inspection	CITY HALL	01900 Billy G. Webb Dr.	Craig Hedrick	SCHEDULED
05/22/2013	Unwholesome Property (FD)	Follow-Up	US BANK NATIONAL ASSOC	02200 MEMORIAL PKWY	Craig Hedrick	COMPLETE
05/23/2013	Unwholesome Property (FD)	Follow-Up	RESPONSIBLE PARTY	01023 SACRAMENTO	Craig Hedrick	COMPLETE
05/23/2013	Annual Inspection	Annual	MCALISTER'S DELI	01704 U.S. Highway 181	Craig Hedrick	PASS
05/23/2013	Annual Inspection	Re-Inspection	PURE ENERGY	1004 U.S. Highway 181	Craig Hedrick	FAIL
05/23/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	01026 LIVERMORE ST	Craig Hedrick	NOTIFIED
05/23/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	01030 LIVERMORE ST	Craig Hedrick	NOTIFIED
05/23/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	01032 LIVERMORE ST	Craig Hedrick	NOTIFIED
05/23/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	01406 SACRAMENTO DR	Craig Hedrick	NOTIFIED
05/23/2013	Fire Safety	Requested	BEALL'S	01530 Wildcat Dr.	Craig Hedrick	N/A
05/23/2013	Alarm	Re-Inspection	COMMUNITY CENTER	02000 Billy G. Webb Dr.	Craig Hedrick	FAIL
05/24/2013	Annual Inspection	Annual	THE PAVILION AT COASTAL PALMS	211 Cedar Dr.	Craig Hedrick	FAIL
05/24/2013	Annual Inspection	Annual	GOLD FALCON	707 Moore Ave.	Craig Hedrick	PASS



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## Completed Activities

05/19/2013 through 05/25/2013

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Report run on: 05-28-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/24/2013	Annual Inspection	Annual	LUCY'S HAIR STUDIO	00701 MOORE Suite-A	Craig Hedrick	N/A
05/24/2013	Annual Inspection 1	Periodic	TRADE MART CONSTRUCTION - MARTINEZ/ATTORNEY	203 Lang Suite C/D	Craig Hedrick	FAILED
05/24/2013	Annual Inspection 1	Periodic	SOUTH TEXAS SPORTS MEDICINE	00203 CEDAR DR	Craig Hedrick	PASSED
05/24/2013	Unwholesome Property (FD)	Follow-Up		01008 LIVERMORE ST	Craig Hedrick	COMPLETE
05/24/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00619 ELM (CORNER)	Craig Hedrick	NOTIFIED
05/24/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RESPONSIBLE PARTY	00908 COMMERCE	Craig Hedrick	NOTIFIED
05/24/2013	Annual Inspection 1	Periodic	NU IMAGE SALON	203 Lang Suite B	Craig Hedrick	FAILED
05/24/2013	Annual Inspection 1	Annual	NEW WAVE PROPERTIES	203 Lang Suite A	Craig Hedrick	FAILED

**Total Completed Activities: 47**

# Portland Fire Department

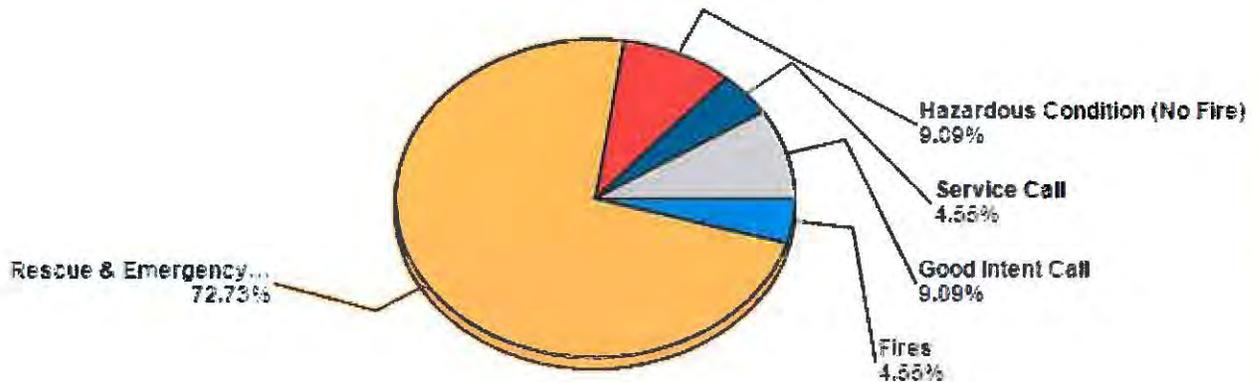
Portland, TX

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## Breakdown by Major Incident Types for Date Range

Start Date: 05/20/2013 | End Date: 05/26/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	4.55%
Rescue & Emergency Medical Service	16	72.73%
Hazardous Condition (No Fire)	2	9.09%
Service Call	1	4.55%
Good Intent Call	2	9.09%
<b>TOTAL</b>	<b>22</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
154 - Dumpster or other outside trash receptacle fire	1	4.55%
311 - Medical assist, assist EMS crew	2	9.09%
321 - EMS call, excluding vehicle accident with injury	12	54.55%
322 - Motor vehicle accident with injuries	2	9.09%
412 - Gas leak (natural gas or LPG)	2	9.09%
541 - Animal problem	1	4.55%
600 - Good intent call, other	1	4.55%
651 - Smoke scare, odor of smoke	1	4.55%
<b>TOTAL INCIDENTS:</b>	<b>22</b>	<b>100.00%</b>

**Average Response Time: 4.22 Min.**



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## Completed Activities

05/12/2013 through 05/18/2013

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Report run on: 05-20-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/13/2013	Unwholesome Property (FD)	Follow-Up	GANEM MICHELLE CHRISTI	01109 AUSTIN	Craig Hedrick	PENDING
05/15/2013	Unwholesome Property (FD)	Follow-Up	VROTNEY DAVID D JR & JULI J	01113 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	HERRERA ANTONIO III &	01117 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	SANCHEZ TOMAS & ANITA	01121 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	GANEM JOSEPHENE	01125 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	BENVIDEZ ALBERT & ESTHER	01129 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	WHITLEY J A	01133 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	LOONEY DIONE	01137 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	MILLER PEGGY LUCILLE	01141 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	VALENCIA CYNTHIA MARIE	01145 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	VANDEN RUSSELL	01149 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	Pena, Raul	01153 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	LEAL SYLVIA M SALAZAR	01157 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GOMEZ MARIO	00316 SAN RAFAEL DR	Craig Hedrick	IN COMPLIANCE
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LIPKA JASON & JESSICA	00106 ACACIA ARCH	Craig Hedrick	NOTIFIED
05/15/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	LIPKA JASON & JESSICA	00106 ACACIA ARCH	Craig Hedrick	NOTIFIED
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LEAL MICHAEL & DORI	00144 DELL (CORNER)	Craig Hedrick	NOTIFIED
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	TORRALVA RALPH	01224 MEMORIAL PKY	Craig Hedrick	NOTIFIED
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	US BANK NATIONAL ASSOC	02200 MEMORIAL PKWY	Craig Hedrick	NOTIFIED
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	PORTLAND MARINE INC	00500 Moore Ave.	Craig Hedrick	IN COMPLIANCE



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## Completed Activities

05/12/2013 through 05/18/2013

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Report run on: 05-20-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
05/15/2013	Unwholesome Property (FD)	Follow-Up	PORTLAND MARINE INC	00500 Moore Ave.	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	GIGNAC ROBERT & HELEN	00206 SANDPIPER	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 7 feet above sidewalk surface	GIGNAC ROBERT & HELEN	00206 SANDPIPER	Craig Hedrick	IN COMPLIANCE
05/15/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 12 feet above street surface	GIGNAC ROBERT & HELEN	00206 SANDPIPER	Craig Hedrick	IN COMPLIANCE
05/15/2013	Unwholesome Property (FD)	Follow-Up	HATCH REGINALD & IVA	00205 SANDPIPER	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Notice of violation, trees are less than 7 feet above sidewalk surface	HATCH REGINALD & IVA	00205 SANDPIPER	Craig Hedrick	IN COMPLIANCE
05/15/2013	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	IN COMPLIANCE
05/15/2013	Unwholesome Property (FD)	Follow-Up	DAY G PAT & NANCY S	02313 MEMORIAL PKWY	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	COASTLINE CHURCH	00619 RAILROAD	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	TREVINO ALFREDO R & ISIDORA	00819 RAILROAD (CORNER)	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	LOVELL, ROBERT JR & RHONDA	00218 CARMEL DR	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	MANVILLE JOHN R & SYLKE	01111 ORION DR	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	MANVILLE JOHN R & SYLKE	01111 ORION DR	Craig Hedrick	IN COMPLIANCE
05/15/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	MANVILLE JOHN R & SYLKE	01111 ORION DR	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	WILLIAMS JAMIE L	01105 AUSTIN	Craig Hedrick	COMPLETE
05/15/2013	Unwholesome Property (FD)	Follow-Up	GANEM MICHELLE CHRISTI	01109 AUSTIN	Craig Hedrick	COMPLETE

**Total Completed Activities: 36**

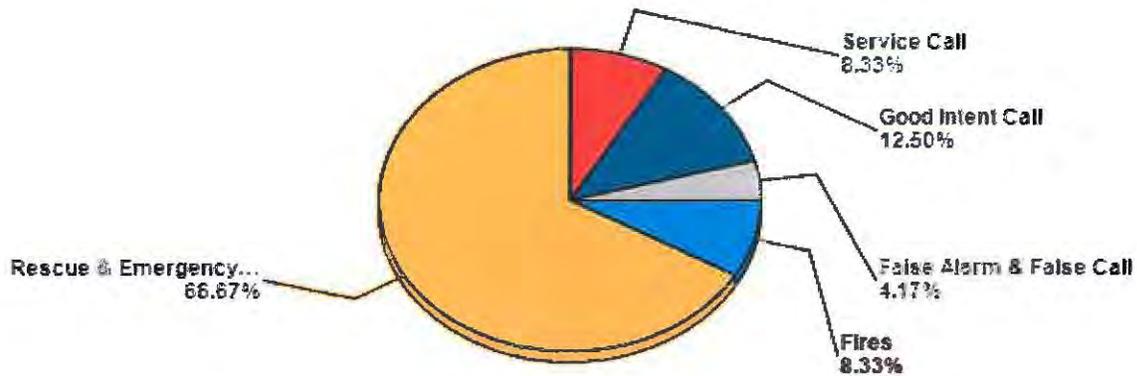
# Portland Fire Department

Portland, TX

This report was generated on 5/20/2013 8:23:59 AM

## Breakdown by Major Incident Types for Date Range

Start Date: 05/13/2013 | End Date: 05/19/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	8.33%
Rescue & Emergency Medical Service	16	66.67%
Service Call	2	8.33%
Good Intent Call	3	12.50%
False Alarm & False Call	1	4.17%
<b>TOTAL</b>	<b>24</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	1	4.17%
154 - Dumpster or other outside trash receptacle fire	1	4.17%
311 - Medical assist, assist EMS crew	5	20.83%
321 - EMS call, excluding vehicle accident with injury	9	37.50%
324 - Motor vehicle accident with no injuries.	1	4.17%
352 - Extrication of victim(s) from vehicle	1	4.17%
510 - Person in distress, other	1	4.17%
551 - Assist police or other governmental agency	1	4.17%
600 - Good intent call, other	1	4.17%
611 - Dispatched & cancelled en route	2	8.33%
744 - Detector activation, no fire - unintentional	1	4.17%
<b>TOTAL INCIDENTS:</b>	<b>24</b>	<b>100.00%</b>

Smoke Detector Battery Change Upon Request (2)  
 Participated in Carriage Inn Derby Races

Average Response Time: 3.67 Min.