



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

Tuesday, December 3, 2013

7:00 p.m.

City Hall - Council Chamber

Daniel P. Moore Community Center Complex

1900 Billy G. Webb Drive

Portland, Texas

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

- 1. CALL TO ORDER: MAYOR KREBS**
- 2. INVOCATION AND PLEDGE: MAYOR KREBS OR DESIGNEE**
- 3. FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS AND REPORTS THAT MAY BE DISCUSSED:**
 - PRESENTATION OF HOLIDAY EVENT SCHEDULE – DIRECTOR OF PARKS AND RECREATION
- 4. CITY COUNCIL AND STAFF COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:**

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

- Expressions of thanks, congratulations, or condolence
- Information regarding holiday schedules
- Honorary recognition of city officials, employees, or other citizens

- Reminders about upcoming events sponsored by the city or another entity that is scheduled to be attended by a city official or city employee
- Announcements involving imminent threats to the public health and safety of the city

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

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

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

OLD BUSINESS

5. **MINUTES OF PREVIOUS MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS NOVEMBER 19, 2013 REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY
6. **ORDINANCE NO. 2080 – AMENDING ANIMAL CONTROL CHAPTER 3, ARTICLE VI SEC. 3-55 OF THE CODE ORDINANCES:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF AN ORDINANCE AMENDING ANIMAL CONTROL FEES AND ESTABLISHING GUIDELINES FOR THE RELEASE OF IMPOUNDED ANIMALS – CHIEF OF POLICE

NEW BUSINESS

7. **RESOLUTION NO. 674 – CASTING VOTES IN APPRAISAL DISTRICT ELECTION** – THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 674 WHICH CASTS VOTES FOR CANDIDATES SEEKING ELECTION TO THE SAN PATRICIO COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS – MAYOR AND CITY MANAGER
8. **BIDS FOR FIRE STATION NO. 2 EXPANSION PROJECT:** THE CITY COUNCIL WILL CONSIDER BIDS FOR THE EXPANSION OF FIRE STATION NO. 2 - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS CONSULTING CITY ARCHITECT

9. PURCHASE OF A NEW ANIMAL CONTROL TRUCK: THE CITY COUNCIL WILL CONSIDER THE PURCHASE OF A PICKUP TRUCK TO BE USED BY THE ANIMAL CONTROL DIVISION – CHIEF OF POLICE

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:

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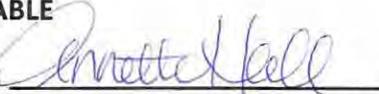
D. ADJOURNMENT: MAYOR KREBS

NOTICE OF ASSISTANCE

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

BRAILLE IS NOT AVAILABLE

Posted: November 27, 2013 by 5:00 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
NOVEMBER 19, 2013 – 7:00 P.M.**

On this the 19th day of November 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
Cathy Skurow	Mayor Pro Tem
Ron Jorgensen	Council Member
John Vilo	Council Member
Gary Moore, Sr.	Council Member
John Green	Council Member

MEMBERS ABSENT:

David Lewis	Council Member
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STAFF PRESENT:

Randy Wright	City Manager
Brian DeLatte	Director of Public Works and Development
Gary Giles	Police Chief
Tim Vanlandingham	Fire Chief
RoseAleta Laurell	Library Director
Michel Weaver	Assistant to the City Manager
Kyle Schreckenbach	Assistant Director of Public Works
Annette Hall	City Secretary
Lorenzo Lara	Senior Accountant
Terrell Elliott	IT Manager - Police Sergeant
Fred Bussman	IT Technician
Drew Schell	IT Technician

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

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

1. CALL TO ORDER: MAYOR

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

2. INVOCATION AND PLEDGE: MAYOR OR DESIGNEE

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

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

- PRESENTATION OF THANKSGIVING HOLIDAY SCHEDULE (FACILITIES AND SERVICES) – UTILITY BILLING SUPERVISOR

Utility Billing Supervisor, Luci Rodriguez presented the Thanksgiving Holiday schedule for hours of operation for the City's facilities and services.

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

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

Mayor Pro Tem Skurow wished everyone a Happy Thanksgiving and commented that this time to reflect on family and friends and spiritually. She also reminded everyone to practice safety and fire awareness while cooking during the holiday.

Council Member Green wished everyone a happy and safe Thanksgiving Holiday.

Council Member Moore and Vilo also wished everyone a safe and Happy Thanksgiving.

Council Member Jorgensen commented that the GP Football Team did well this season. He also commented that he attended the ALCOA/Sherwin Alumina 60th Anniversary and their staff did an excellent job on hosting the event.

Mayor Krebs announced that he participated in the GP Intermediate Celebrity Reading Program held this week and enjoyed reading to and meeting with the students. He then commented that he attended the Parks and Recreation Regional Rodeo hosted by our Parks and Recreation Department last Friday and was very impressed with the talent and skill the participants have. He added that a couple of our Parks and Recreation employees have advanced to the State competition.

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

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- 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.

OLD BUSINESS

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

Council Member Jorgensen made the motion to approve the minutes with corrections. Mayor Pro Tem Skurow seconded the motion.

The motion passed 5-1 with Council Member Vilo abstaining.

NEW BUSINESS

7. RESOLUTION NO. 672 – ADVANCE FUNDING AGREEMENT: THE CITY COUNCIL WILL CONSIDER APPROVAL OF AN ADVANCE FUNDING AGREEMENT FOR THE RAILROAD

RIGHT-OF-WAY HIKE AND BIKE TRAIL WITH THE TEXAS DEPARTMENT OF
TRANSPORTATION – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development, Brian DeLatte explained that this project fits well Halff & Associate's Master Plan that was done years ago. The plan envisioned a trail circuit through the city that that connected hike, bike and jogging trails together. A couple of project that that tie in to the plan includes a 10ft jogging trail that was included in the Buddy Ganem Project and the Street Master Plan will also include hike and bike trails. This project connects Violet Andrew Trail to Indian Point Pier Sunset Lake Trail System and qualifies for funding through the Transportation Enhancement Program. Resolution No. 672 authorizes the City Manager to execute the Advance Funding Agreement (AFA) for the Railroad right-of-way Hike and Bike Trail. Approval of the resolution is a required action to receive the 80% match of \$145,986.00 in Transportation Enhancement Program for funding of the project.

Council and Staff discussed the timeline for the design phase, construction and completion of Hike and Bike Trail project.

Council Member Moore made the motion to approve Resolution No. 672 - Advance Funding Agreement for the Railroad Right-of-Way Hike and Bike Trail with the Texas Department of Transportation. Council Member Green seconded the motion.

The motion passed 6-0.

8. **RESOLUTION NO. 673 - INTERLOCAL AGREEMENT FOR THE DELIVERY OF HEALTH RELATED SERVICES:** THE CITY COUNCIL CONSIDER APPROVAL OF AN INTERLOCAL AGREEMENT FOR HEALTH RELATED SERVICES WITH THE SAN PATRICIO COUNTY ENVIRONMENTAL HEALTH DEPARTMENT – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development, Brian DeLatte explained that the San Patricio County Environmental Health Department has been providing health related services since 1996. This agreement is renewed every three years. Resolution No. 673 authorizes the City Manager to execute an Interlocal Agreement with San Patricio County for health related services which allows San Patricio County to provide health related services within the City of Portland city limits. Services include septic tank inspections, food handler services, and food establishment regulations.

Council Member Vilo made the motion to approve Resolution No. 673 to enter into an Interlocal Agreement for Health related services with the San Patricio County Environmental Health Department. Mayor Pro Tem Skurow seconded the motion.

The motion passed 6-0.

9. **ORDINANCE NO. 2080 – AMENDING ANIMAL CONTROL CHAPTER 3, ARTICLE VI SEC. 3-55 OF THE CODE ORDINANCES:** THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF AN ORDINANCE AMENDING ANIMAL CONTROL FEES AND ESTABLISHING GUIDELINES FOR THE RELEASE OF IMPOUNDED ANIMALS – CHIEF OF POLICE

Chief of Police, Gary Giles explained that Ordinance No. 2080 proposed revisions to Chapter 3, Article VI. Which revises the fee charged for impounded animals, the fee for the daily care and feeding of impounded animals at the City of Portland Animal Shelter, and establishes a procedure for release of animals from impound. Chief Giles reviewed the following proposed revisions:

(b) No dog or cat shall be released from the animal control facility unless the owner or person entitled to claim the same shall pay to the City a fee as set forth in the following schedule:

(1) The fee for release of a dog or cat that has been immunized against rabies within the previous twelve (12) months and has a current dog or cat license shall be ~~forty dollars (\$40.00)~~ fifty dollars (\$50.00) for the day of impoundment plus the cost of boarding the dog or cat, which cost is hereby set at ~~ten dollars (\$10.00)~~ fifteen (\$15.00) per additional day.

(2) The fee for the release of a dog or cat that does not have a current City license or has not been ~~has a current license, but was~~ vaccinated for rabies within the previous longer than twelve (12) months prior to impounding shall be ~~forty dollars (\$40.00)~~ fifty dollars (\$50.00) for the day of impoundment, plus the cost of boarding the dog or cat, which cost is hereby set at ~~ten dollars (\$10.00)~~ fifteen dollars (\$15.00) per additional day.

a. An additional fifteen dollar (\$15.00) rabies and license fee will be assessed to all such animals to pay for the vaccination and license. The Chief of Police will administer a process by which the vaccination and license are obtained through a partnership with local veterinarian(s).

(c) Any dog or cat seized by the animal control officer and impounded three (3) or more times shall be deemed a public nuisance and the City and/or private parties may bring appropriate action to abate such nuisance.

~~(a) All dogs and cats released from the animal control facility to owners or purchasers thereof shall receive rabies immunization, at the cost of the owner or purchaser, if they have not been vaccinated within the previous twelve (12) months.~~

(d) Dogs or cats not claimed and released within seventy-two (72) hours after being impounded may be adopted or destroyed or otherwise disposed of.

Council and staff discussed separating the license and rabies vaccination fee in **Sec. 3-55. Impoundment Generally (b) 2. a.** and including language of the City's partnership with local veterinarians for the licensing of animals .

Council Member Vilo made the motion to approve the first reading of Ordinance No. 2080 to include the amendment of **Sec. 3-55. Impoundment Generally (b) 2. a.** as discussed. Council Member Moore seconded the motion.

The motion passed 6-0.

Mayor Krebs read the following caption:

Ordinance No. 2080

AN ORDINANCE AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND INCREASING ANIMAL CONTROL FEES AND ESTABLISHING GUIDELINES FOR THE RELEASE OF IMPOUNDED ANIMALS

10. PURCHASE OF THREE (3) NEW PATROL VEHICLES: THE CITY COUNCIL WILL CONSIDER THE PURCHASE OF THREE (3) NEW PATROL VEHICLES FROM MEADOR DODGE UNDER THE STATE CONTRACT BID FOR \$69,555 – CHIEF OF POLICE

Chief of Police, Gary Giles explained that the request to purchase three (3) new patrol vehicles is a budgeted item. Two (2) of the vehicles will be replacing existing, high mileage Chargers which are beginning to require regular maintenance. One (1) vehicle is being added to the fleet. Newer vehicles, still under warranty, will cost less to maintain. All three vehicles were included in the approved 2013/2014 budget. Any costs beyond what was approved in the budget can be absorbed in the overall police budget. In addition to the vehicle purchase, approximately \$19,200 (\$6,400 each) will be required for equipment changeover (radio, light bar, cage, etc.) on two of the vehicles and purchase of new equipment for the remaining vehicle.

Council Member Green made the motion to authorize the purchase of three Dodge Charger (v8 rear wheel drive) police vehicles from Meador Dodge under the State Contract bid along with necessary equipment and installation for a total cost not to exceed \$88,755. Council Member Jorgensen seconded the motion.

The motion passed 6-0.

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

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There were none.

D. ADJOURNMENT: MAYOR

Mayor Krebs adjourned the meeting at 7:34 p.m.

E. NOTICE OF ASSISTANCE:

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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:

City Secretary

AGENDA TITLE **ORDINANCE NO. 2080 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-55 OF THE CODE OF ORDINANCES**

The City Council will consider the second and final reading of an ordinance amending animal control fees and establishing the means for the release of impounded animals.

MEETING DATE 12/3/2013

DEPARTMENT Police

SUBMITTED BY Gary Giles, Chief of Police

EXECUTIVE SUMMARY

The proposed ordinance revises the fee charged for impounded animals, the fee for the daily care and feeding of impounded animals at the City of Portland Animal Shelter, and establishes a procedure for release of animals from impound.

PRIOR ACTIONS OR REVIEWS

Fees were last raised from \$20.00 to \$40.00 per impoundment and boarding costs were raised from \$5.00 to \$10.00 per day by ordinance on August 19, 2003.

DETAILS / STAFF ANALYSIS

It has become necessary to increase the fees associated with animals impounded and housed at the City of Portland animal shelter due to many factors including:

- The increase in the number of animals impounded that comes with the growing human population
- The increasing cost of food, bedding, cleaning supplies, utilities, etc.

The change also includes a more efficient way to handle the release of animals from impoundment. Establishing an efficient means for the release of impounded animals assures those released are properly licensed and vaccinated.

ALTERNATIVES CONSIDERED

Staff also considered a tiered-fine option costing less for animals which are spayed/neutered, registered, and vaccinated and more for those which are not.

FINANCIAL IMPACT

Increasing animal impoundment fees will generate additional revenue to cover the costs of running and maintaining the current animal shelter. Based on statistics from the first 8 months of 2013, the increase in fees of 25% on impound fees and 50% on boarding fees will produce revenue of approximately

\$1400.00 per year. This increase in fees was recommended during budget workshops and is included as a part of projected revenues for FY 2013-14.

ATTACHMENTS

1. Proposed Ordinance No. 2080

RECOMMENDED ACTION

Motion to approve the second and final reading of Ordinance No. 2080 revising animal control impoundment fees and amending procedures for release of animals from impoundment.

Ordinance No. 2080

AN ORDINANCE AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND INCREASING ANIMAL CONTROL FEES AND ESTABLISHING GUIDELINES FOR THE RELEASE OF IMPOUNDED ANIMALS

WHEREAS, the City of Portland spends a significant amount of time, effort and money to impound, care for, feed, and maintain animals at the city Animal Shelter; and,

WHEREAS, the cost of food, bedding, cleaning supplies, and other shelter necessities has continued to increase; and,

WHEREAS, the City has an obligation to properly care for animals in its charge,

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

SECTION ONE: Chapter 3, Article VI of the Code of Ordinances of the City of Portland is hereby amended as follows:

Sec. 3-55. Impoundment Generally

The City shall maintain an animal shelter

- (a) The City shall provide an animal control facility and it shall be the duty of the animal control officer and every other person who may be employed by the City for that purpose to promptly seize, take up and place in such animal control facility all dogs or cats running at large or being kept or harbored in any place within the City contrary to the provisions of this article, and any dog or cat not being kept on the premises of the owner as described in Articles IV and V, and noisy dogs or any dogs that cause or are a nuisance as defined by sections 4-34 and 4-35, and any dangerous vicious dogs as defined in section 4-36. The animal control officer and any other person employed by the City for that purpose, shall be authorized to enter any public or private premises, other than the premises of the owner, to seize any dog or cat that the officer has observed violating this article or against which a complaint has been filed in the municipal court.
- (b) No dog or cat shall be released from the animal control facility unless the owner or person entitled to claim the same shall pay to the City a fee as set forth in the following schedule:
 - (1) The fee for release of a dog or cat that has been immunized against rabies within the previous twelve (12) months and has a current dog or

cat license shall be ~~forty dollars (\$40.00)~~ fifty dollars (\$50.00) for the day of impoundment plus the cost of boarding the dog or cat, which cost is hereby set at ~~ten dollars (\$10.00)~~ fifteen (\$15.00) per additional day.

(2) The fee for the release of a dog or cat that does not have a current City license or has not been ~~has a current license, but was~~ vaccinated for rabies within the previous ~~longer than~~ twelve (12) months prior to impounding shall be ~~forty dollars (\$40.00)~~ fifty dollars (\$50.00) for the day of impoundment, plus the cost of boarding the dog or cat, which cost is hereby set at ~~ten dollars (\$10.00)~~ fifteen dollars (\$15.00) per additional day.

a. The person receiving a dog or cat herein shall pay an additional ten dollar (\$10.00) rabies vaccination fee if the dog or cat has not been vaccinated within the previous 12 month period.

b. The person receiving a dog or cat herein shall pay an additional five dollar (\$5.00) City License fee if the dog or cat has not been licensed within the previous 12 month period.

(3) The Chief of Police will administer a process by which the person paying the rabies vaccination fee or City license fee may obtain the vaccination and/or license through a partnership with local veterinarian(s).

(4) Any person who receives a dog or cat as described herein and pays a vaccination or license fee shall have the dog or cat vaccinated and/or licensed and provide proof to the Animal Control Officer within ten (10) days of the release.

(c) Any dog or cat seized by the animal control officer and impounded three (3) or more times shall be deemed a public nuisance and the City and/or private parties may bring appropriate action to abate such nuisance.

~~(d) All dogs and cats released from the animal control facility to owners or purchasers thereof shall receive rabies immunization, at the cost of the owner or purchaser, if they have not been vaccinated within the previous twelve (12) months.~~

(d) Dogs or cats not claimed and released within seventy-two (72) hours after being impounded may be adopted or destroyed or otherwise disposed of.

SECTION TWO: Any previously adopted ordinance, resolution, rule, regulation or policy in

conflict with this Ordinance is hereby repealed.

SECTION THREE: That it is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable and separable and if any section, paragraph, sentence, clause or phrase of this ordinance shall be declared unconstitutional by the valid judgment or decree or any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, or phrases of this ordinance since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION FOUR: This Ordinance shall be in full force and effect after passage and publication as required by law.

PASSED and APPROVED this _____ day of December, 2013.

EXECUTED

BY: _____
David Krebs, Mayor

ATTEST:

BY: _____
Annette Hall, City Secretary

RESOLUTION NO. 674

**A RESOLUTION CASTING VOTES
FOR THE SAN PATRICIO COUNTY
APPRAISAL DISTRICT BOARD OF
DIRECTORS**

WHEREAS the City of Portland and all other San Patricio County entities that levy an ad valorem tax elect members of the San Patricio County Appraisal District Board of Directors; and,

WHEREAS the City of Portland is authorized to cast 249 votes for one or more of the five candidates nominated.

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

THAT the City casts its 249 votes for the following candidates:

<u>Candidate</u>	<u>Number of Votes</u>
Curlee, John	_____
Hametner, Frank	_____
Matula, Dr. Anne	_____
Sanchez, Dalia	_____
Wilson, Bill	_____

THAT the City Secretary is directed to submit a certified copy of this resolution and a completed ballot to the Chief Appraiser before December 15, 2013.

PASSED and **APPROVED** this 2nd day of December 2013.

EXECUTED:

BY: _____
David Krebs, Mayor

ATTEST:

BY: _____
Annette Hall, City Secretary



San Patricio County Appraisal District

1301 E. Sinton, Ste. B ★ P. O. Box 938 ★ Sinton, Texas 78387-0938

(361) 364-5402 ★ Fax (361) 364-1198

www.spcad-egov.org

October 4, 2013

Mailed to Judge Terry Simpson, All Commissioners, All Mayors, All City Managers /
City Secretaries, All School Board Presidents, and All Superintendents

RE: San Patricio County Appraisal District Board of Directors' Elections

Enclosed please find the voting entitlements for the Appraisal District Board of
Directors' Elections. Votes may be cast as soon as the ballots are received or after
October 30th. Remember all votes must be made by resolution.

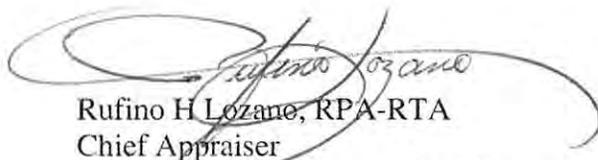
The schedule for the election process is listed below:

1. Ballot of candidates mailed to entities by October 30th.
2. Votes by resolution from entities must be received at the Appraisal District by
December 15th.
3. Results of election mailed to entities on December 31st.

Each entity may nominate up to five (5) individuals, one for each vacancy on the Board.
Nominees must be current on all property taxes and may not be an employee of any
taxing unit served by the Appraisal District.

Should you require additional information or verification, please do not hesitate to
contact us. With this we close and thank you for your attention to this matter.

Sincerely,



Rufino H. Lozano, RPA-RTA
Chief Appraiser
San Patricio County Appraisal District

Enclosure: Voting Entitlement List

Appraisal District 2014 Voting Allocations

Schools	2013 Taxable Value	2013 Tax Rate	2013 Tax Levy	Percent Voting Entitlement	
Aransas Pass	502,574,044	1.07138	5,384,477.79	5.111%	263
Gregory-Portland	1,309,564,640	1.35	17,679,122.64	16.781%	863
Ingleside	1,508,069,799	1.08	16,287,153.83	15.460%	795
Mathis	316,809,560	1.3478	4,269,959.25	4.053%	209
Odem-Edroy	339,665,118	1.2873	4,372,509.06	4.150%	214
Sinton	453,400,310	1.541	6,986,898.78	6.632%	341
Taft	518,466,890	1.475	7,647,386.63	7.259%	373
Skidmore-Tynan (o)	4,349,720	1.40225	60,993.95	0.058%	3
Corpus Christi (o)	19,092,772	1.23735	236,244.41	0.224%	12
Banquette (o)	518,793	1.5132	7,850.38	0.007%	1
Cities					
Aransas Pass	458,729,630	0.680354	3,120,985.39	2.962%	152
Gregory	43,479,485	0.89	386,967.42	0.367%	19
Ingleside	498,658,730	0.625	3,116,617.06	2.958%	152
Ingleside on the Bay	49,430,197	0.209273	103,444.06	0.098%	5
Lakeside	15,796,576	0.116012	18,325.92	0.017%	2
Mathis	102,686,534	0.9	924,178.81	0.877%	45
Odem	69,517,513	0.86117	598,663.97	0.568%	29
Portland	891,518,000	0.572756	5,106,222.84	4.847%	249
Sinton	152,989,627	0.65	994,432.58	0.944%	50
Taft	76,666,199	1.051329	806,013.98	0.765%	39
County & Special					
San Patricio County	4,666,879,864	0.52	24,267,775.29	23.035%	1,185
TOTALS for VE			102,376,224.02		5,000



San Patricio County Appraisal District

1301 E. Sinton, Ste. B ★ P. O. Box 938 ★ Sinton, Texas 78387-0938
(361) 364-5402 ★ Fax (361) 364-1198
www.spcad-egov.org

November 12, 2013

Mailed to Judge Terry Simpson, All Commissioners, All Mayors, All City Managers /
City Secretaries, All School Board Presidents, and All Superintendents

RE: San Patricio Appraisal District Board of Directors' Elections

The District received nominations from only two jurisdiction, enclosed please find the official voting ballot for the Appraisal District Board of Directors' Elections. Votes may be cast as soon as the ballot is received, if not already cast. **Remember casting of voting entitlements must be made by resolution and must be in our office before December 31st.**

Each entity may cast its votes for as many or as few candidates as they wish and in any denomination they deem appropriate.

Should you require additional information or verification, please do not hesitate to contact us. With this we close and thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Rufino H. Lozano".

Rufino H. Lozano, RPA-RTA
Chief Appraiser
San Patricio Appraisal District

Enclosure: Voting Ballot

OFFICIAL BALLOT

San Patricio County Appraisal District Board of Directors' Election

As Presiding Officer of

we cast a total of _____ votes as follows:

Curlee, John	_____	votes
Hametner, Frank	_____	votes
Matula, Dr Anne	_____	votes
Sanchez, Dalia	_____	votes
Wilson, Bill	_____	votes
	_____	votes

(The total number of the vote entitlement may be given to one nominee, or it may be divided among any number of nominees.)

BY _____

Presiding Officer - _____ (print name)

Return this voting ballot with written resolution to:

San Patricio County Appraisal District
Rufino H Lozano, Chief Appraiser
PO Box 938
Sinton, TX 78387-0938

AGENDA TITLE **FIRE STATION NO. 2 EXPANSION BIDS**
 The City Council will consider bids for the Fire Station No. 2 Expansion that were received, opened, and publicly read on November 5, 2013

MEETING DATE 12/3/2013

DEPARTMENT Building and Development

SUBMITTED BY Brian DeLatte, P.E.

EXECUTIVE SUMMARY

Ten Bid Proposals were received on November 5, 2013, for the Fire Station No. 2 Expansion. The Bid Proposals were ranked and TBC Commercial Construction, LLC (TBC) was determined to be the apparent low bidder and highest scoring company using a predetermined selection criteria. TBC's bid of \$494,980.00 is \$19,980.00 over the architect's estimate and will require the utilization of a portion of the construction contingency. Rebidding the project is not expected to produce lower bids, and therefore the award of the contract to TBC is recommended.

PRIOR ACTIONS OR REVIEWS

- August 7, 2012 – City Council approved Resolution No. 654 that placed the Fire Station No. 2 Expansion on the 5-Year Capital Program
- November 6, 2012 – City Council authorized the engagement of Solka Nava Torno, LLC (SNT) to provide architectural and engineering services for the project
- May 7, 2013 – City Council reviewed the preliminary site plan, floor plan, and building elevations

DETAILS / STAFF ANALYSIS

Due to the growing equipment demands of the Fire Department and the space constraints encountered at Fire Station No. 2, an expansion of the apparatus bay, dormitory space, and administrative space is needed. The current apparatus bays will be increased by two and an additional approximately 1,325 sf of administrative and dormitory space is proposed. A budget of \$569,250 was developed by SNT and was allocated by Resolution No. 654 from Public Safety Proceeds (\$300,000) and General Fund Reserves (\$269,250). The budget was subsequently broken down as follows:

Line Item	Budget
Construction, including a \$20,000 plan contingency	\$475,000
A/E, incl surveying, geotech, and reimbursables	\$71,250

Advertising	\$750
Project contingency (4.68%)	\$22,250
Project Total	\$569,250

During the design, SNT's final cost estimate dated July 26, 2013, was \$470,416.57, which included a \$19,911.81 plan contingency. As a result, bidders were asked to include a \$20,000 allowance into their final bids to encompass any needed City-approved field changes during construction. Additionally, bidders were requested to submit pricing on two additive alternates in the event the bids were under budget. Alternate A was the demolition and repaving of existing paving at the north end of the existing apparatus bays. Alternate B was the recoating of the existing apparatus bay floors.

On November 5, 2013, ten Bid Proposals were received, opened, and publicly read aloud for the project. The bids ranged from \$494,980.00 to \$701,291.00. A predetermined selection criteria was used to evaluate the bids as follows:

- (1) Monetary Proposal (50 points)
- (2) Experience with similar projects (15 points)
- (3) List of subcontractors (10 points)
- (4) Qualifications of key personnel (10 points)
- (5) Financial statements (5 points)
- (6) Schedule and demonstration of meeting previous schedules (5 points)
- (7) References (5 points)

A selection team of Jay Porterfield, AIA, Timothy Vanlandingham, Sandra Clarkson, and Brian DeLette met on November 11, 2013, to review the proposals and rank the contractors. The results of the evaluations are attached, and TBC Commercial Construction, LLC, was determined to be the apparent low bidder with a bid of \$494,980.00 and a score of 94 out of a possible 100 points.

Once the selection process was completed, SNT was directed to find ways to bring the project within budget. In the attached November 18, 2013, letter, SNT recommended several alternatives in reducing the project budget. Either the required \$20,000 allowance or the project's \$22,250 contingency could be removed. Additionally, four scope-reducing items were listed, with a potential savings of \$25,000. However, it is Staff's opinion that these four items would reduce the functionality or attractiveness of the new expansion. Upon a thorough analysis of the budget and plans, it is recommended to reallocate the \$22,250 project contingency towards the construction budget. This will leave a \$20,020 contingency (3.52%) to complete the project. While this is slightly lower than desired for a renovation and expansion project, SNT believes that the project can be constructed for \$494,980.00.

Consequently, Staff recommends the award of the contract to TBC in the amount of \$494,980.00. The additive alternates will be evaluated during the construction process to be determined if they can be fit within the budget.

ALTERNATIVES CONSIDERED

- Rebidding the project is always an option when bids come in higher than anticipated. However, the fact that the project received ten bids with an average of \$599,006.60, it is unlikely that rebidding will offer any reasonable cost savings.
- The value engineering items that SNT recommended could be removed from the project. However, removing these items would degrade the quality of the project and is not recommended.
- An increase in the project budget was considered. Since the increase would come directly from General Fund Reserves, it is not recommended.

FINANCIAL IMPACT

The award of the contract to TBC will require the reallocation of the project contingency to the construction budget. The construction would commence with a 3.52% contingency.

ATTACHMENTS

- SNT Recommendation for Contract Award, dated November 20, 2013
- SNT Possible Cost Savings Items, dated November 18, 2013

RECOMMENDED ACTION

Motion to award the Fire Station No. 2 Expansion to TBC Commercial Construction, LLC, in the amount of \$494,980.00 and reallocate \$22,250 from the project contingency to the construction budget.

November 20, 2013

Mr. Brian DeLatte, P.E.
Director of Public Works and Development
City of Portland
1101 Moore Avenue
Portland, Texas 78374

Subject: City of Portland Additions and Renovations to Fire Station No. 2
Recommendation for Contract Award

Dear Mr. DeLatte,

Bid Proposals were received November 5, 2013 and Supplemental Information was received on November 8. The Selection Committee met on November 11, 2013 and based on the scoring analysis provided by the Selection Committee it is recommended that the construction contract be awarded to the apparent low bidder and highest scoring company, TBC Commercial Construction, LLC in the amount of \$494,980.00 as the "best value" for the City of Portland. Additive alternate bid items "A" and "B" are beyond the budget at this time, therefore we do not recommend awarding the alternates at this time.

We look forward to a successful construction project!

Sincerely Yours,



Jay Porterfield, AIA
Project Architect

Attachments: Tabulation of Bids
Contractor Evaluation Worksheet
Project Budget

TABULATION OF BIDS

TABULATED BY: Jay Porterfield, AIA - Solka Nava Torno, LLC

BID DATE: November 5, 2013

TIME OF COMPLETION: 270 Calendar Days

ARCHITECT'S ESTIMATE: \$475,000

CITY OF PORTLAND ADDITIONS AND RENOVATIONS TO FIRE STATION NO. 2								
Comm. No. 1213								
BIDDERS	BID SECURITY	CIQ	ADDENDUMS		BASE BID	ALTERNATE A	ALTERNATE B	TOTAL
			1	2				
TBC Commercial Construction 1025 US Hwy 181 Portland, TX 78374	x	x	x	x	\$494,980.00	\$17,400.00	\$16,300.00	\$528,680.00
LNV, INC. 801 Navigation Blvd, STE 300 Corpus Christi, TX 78408	x	x	x	x	\$498,900.00	\$21,000.00	\$14,800.00	\$534,700.00
SafeNet Services, LLC 1321 Glenoak Dr. Corpus Christi, TX 78418	x	x	x	x	\$566,220.00	\$10,403.00	\$15,128.00	\$591,751.00
KJM Commercial 1814 Holly Road Corpus Christi, TX 78417	x	x	x	x	\$575,575.00	\$10,500.00	\$11,000.00	\$597,075.00
Barcom Commercial, Inc. 5826 Bear Ln. Corpus Christi, TX 78405	x	x	x	x	\$565,000.00	\$18,700.00	\$15,000.00	\$598,700.00
A & A Constructors P.O. Box 465 Victoria, TX 77902	x	x	x	x	\$598,000.00	\$17,200.00	\$15,800.00	\$631,000.00
The D.L.P. Group, Inc. 1891 CR 26 Corpus Christi, TX 78410	x	x	x	x	\$650,000.00	\$15,970.00	\$14,475.00	\$680,445.00
Highmark Construction 2016 S. 45th St. McAllen, TX 78503	x	x	x	x	\$660,000.00	\$10,000.00	\$25,000.00	\$695,000.00
CAS Companies, LP 3765 S. Alameda St., STE 315 Corpus Christi, TX 78411	x	x	x	x	\$701,391.00	\$20,025.00	\$24,520.00	\$745,936.00
Sun City Enterprises, LLC 22608 Red Sand Rd. San Antonio, TX 78264	x	x	x	x	\$680,000.00	\$68,000.00	\$16,000.00	\$764,000.00

**CONTRACTOR EVALUATION WORKSHEET
CITY OF PORTLAND
ADDITIONS AND RENOVATIONS TO FIRE STATION NO. 2**

Evaluation Committee - 11/11/2013

1. Brian DeLatte, P.E. _____ 2. Sandra Clarkson _____

3. Tim Vanlandingham _____ 4. Jay Porterfield, AIA 

Name of Contractor	SafeNet	TBC Commercial Construction	LNV, INC.	Barcom Commercial, Inc.	KJM Commercial
Base Bid Amount		\$494,980.00	\$498,900.00	\$565,000.00	\$575,575.00
1. Offerors monetary proposal - 50 points		50	49.60402	42.92699	41.85876
2. Offeror's experience with similar projects completed within the last five (5) years - 15 points	Not Scored: Supplemental Information submission Determined to be Non-Responsive	12.5	5	15	15
3. List of subcontractors - 10 points		10	10	10	7
4. The qualification and experience of the Offeror's key personnel committed to the project - 10 points		7	8	10	7
5. Financial statements - 5 points		5	5	5	5
6. Offeror's proposed project summary schedule and demonstrated ability to meet schedules on similar projects - 5 points		4.5	4	5	4
7. The quality of references from Owners and Architects of similar projects completed by offeror within the last five (5) years. Emphasis should be given to providing references from both the Owner and Architect of the same single project - 5 points		5	2	5	5
8. A schedule of values - zero points, but required for Owner's review		X	X	X	X
Total Score for Contractor		0	94	83.60402441	92.92698695



Fire Station No. 2 Addition

Construction		\$475,000
A/E, incl surveying, geotech, reimbursables		\$71,250
Advertising		\$750
Construction contingency	4.68%	\$22,250
Project Total		\$569,250

* Fixtures, furniture, equip to be provided from Fire
Dept operating budget

City of Portland
 Additions and Renovations to Fire Station No. 2
 Possible Cost Savings Items

November 18, 2013

By simply removing the contingency required to be included in the contractor's bid amount (\$20,000) the project can be brought down within the funds available for construction. In addition to the contingency there are scope items listed below for consideration of additional savings. The items listed are a betterment to the project but are not critical to the operation of the Fire Station.

- | | |
|---|-------------|
| 1. Delete the requirement for \$20,000 Contingency | \$ 20,000 |
| 2. Delete bullet proof glass reception window, existing to remain | \$7,000 |
| 3. Delete fence around dumpster | \$4,000 |
| 4. Delete epoxy floor finish in apparatus bay, apply clear sealer..... | \$9,000 |
| 5. Change vinyl plank flooring to VCT. Delete floor logo | \$5,000 |
| | Total |
| | \$45,000 |

TBC Bid Amount	\$494,980
Deleted Contingency	<u>\$20,000</u>
Contract Amount	\$474,980

TBC Bid Amount	\$494,980
Total Savings	<u>\$45,000</u>
Contract Amount	\$449,980

Project Construction Budget:

Construction	\$475,000
Project Construction Contingency	\$22,250

AGENDA TITLE **PURCHASE OF A NEW ANIMAL CONTROL TRUCK**
 The City Council will consider the purchase of a pickup truck to be used by the Animal Control division.

MEETING DATE 12/3/2013

DEPARTMENT Animal Control

SUBMITTED BY Gary Giles, Chief of Police

EXECUTIVE SUMMARY

We have pricing from several mass bidders for the purchase of one (1) Animal Control Truck. This is a budgeted purchase.

PRIOR ACTIONS OR REVIEWS

One Ford F-150 truck was purchased in January 2013. Due to the city hiring a second Animal Control Officer in May 2012, we have continued using a 2005 Ford Ranger pickup truck with high mileage. This new truck will be replacing the 2005 truck.

DETAILS / STAFF ANALYSIS

Vendor	Mass Bid Price
Silsbee Ford, Silsbee, TX (State Contract) 2014 Ford F150 Extended Cab V6	\$18,815.65
Dallas Dodge, Dallas, TX (H-GAC) 2014 Ram 1500 Quad Cab	19,525.00
Silsbee Ford, Silsbee, TX (State Contract) 2014 Ford F150 Extended Cab V8	21,454.00

In addition to the vehicle purchase, approximately \$5000.00 will be required for vehicle striping, warning lights, equipment changeover (radio), and animal and tool boxes for the bed of the truck.

ALTERNATIVES CONSIDERED

The current 2005 truck has high mileage and will begin costing more in maintenance. The City could try to use only one animal control truck, but whereas the City employs two animal

control officers with schedules that often overlap, it is necessary to have a second vehicle.

FINANCIAL IMPACT

A new animal control truck will be under factory warranty and will not require the costs for maintenance that a high-mileage older vehicle would need. Additionally, the new truck will be larger in size and able to fit more equipment to facilitate transporting animals more efficiently. This vehicle was included in the approved 2013/2014 budget.

ATTACHMENTS

None

RECOMMENDED ACTION

Motion to authorize the purchase of one (1) Ford F150 V6 extended cab truck from Silsbee Ford along with necessary equipment and installation for a cost not to exceed \$24,000.



STAFF
WEEKLY
REPORTS

Portland Fire Department

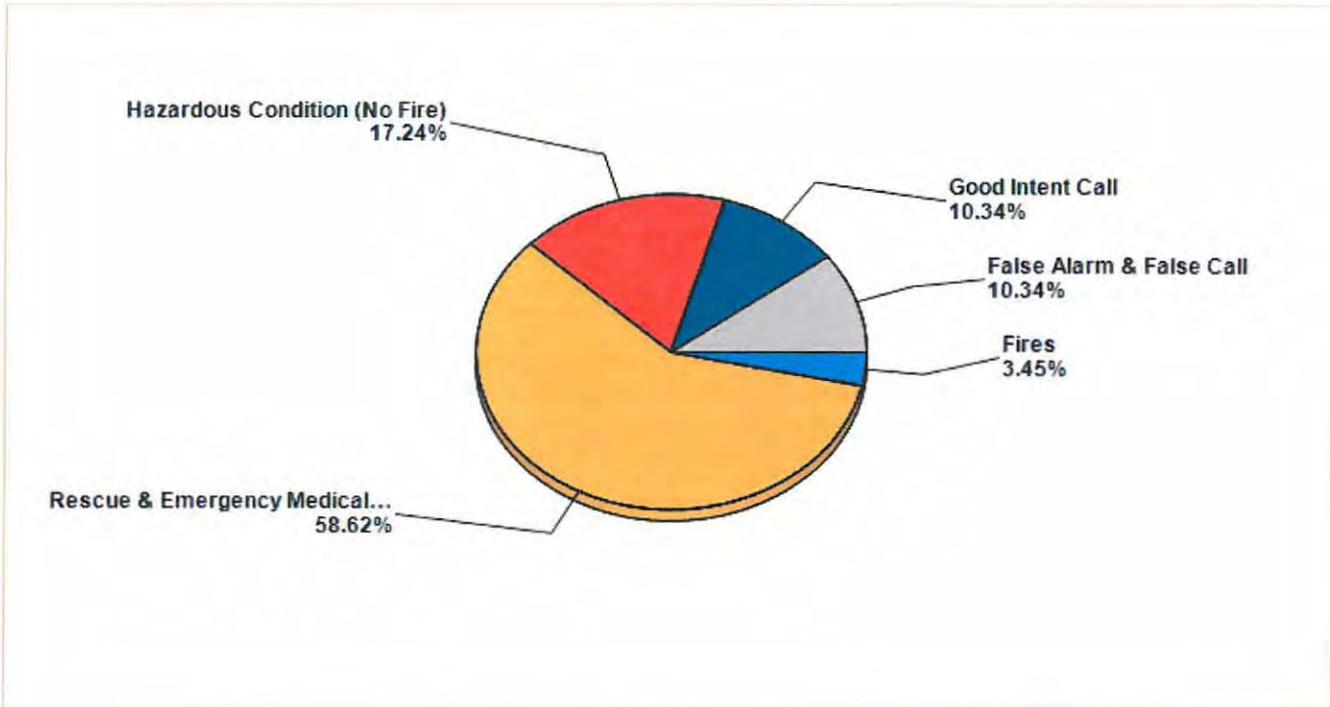
Portland, TX

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Breakdown by Major Incident Types for Date Range

Start Date: 11/18/2013 | End Date: 11/24/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.45%
Rescue & Emergency Medical Service	17	58.62%
Hazardous Condition (No Fire)	5	17.24%
Good Intent Call	3	10.34%
False Alarm & False Call	3	10.34%
TOTAL	29	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
112 - Fires in structure other than in a building	1	3.45%
311 - Medical assist, assist EMS crew	5	17.24%
321 - EMS call, excluding vehicle accident with injury	10	34.48%
322 - Motor vehicle accident with injuries	2	6.90%
412 - Gas leak (natural gas or LPG)	3	10.34%
440 - Electrical wiring/equipment problem, other	1	3.45%
460 - Accident, potential accident, other	1	3.45%
611 - Dispatched & cancelled en route	3	10.34%
700 - False alarm or false call, other	1	3.45%
745 - Alarm system activation, no fire - unintentional	2	6.90%
TOTAL INCIDENTS:	29	100.00%

Knox Box Key Installations

Average Response Time: 4.39 Min.



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

Completed Activities

11/17/2013 through 11/23/2013

Page 1 of 2

Report run on: 11-25-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
11/18/2013	Alarm	Annual	ACADEMY SPORTS	1900 U.S. 181	Craig Hedrick	PASS
11/18/2013	Fire Safety	Annual	EASTCLIFF ELEMENTARY	00200 Fulton Pl.	Craig Hedrick	N/A
11/18/2013	Fire Safety	Annual	GREGORY-PORTLAND HIGH SCHOOL	04601 WILDCAT DR	Craig Hedrick	N/A
11/18/2013	Fire Safety	Annual	GREGORY PORTLAND INTERMEDIATE SCHOOL	04200 WILDCAT DR	Craig Hedrick	N/A
11/18/2013	Fire Safety	Annual	WC ANDREWS	1100 Lang Rd.	Craig Hedrick	N/A
11/18/2013	Fire Safety	Annual	T M CLARK ELEMENTARY	02250 Memorial Pkwy.	Craig Hedrick	N/A
11/18/2013	Fire Safety	Annual	GREGORY PORTLAND JR HIGH	04600 WILDCAT DR	Craig Hedrick	N/A
11/18/2013	Unwholesome Property (FD)	Follow-Up	SPALDING ERIK R	02326 MEMORIAL	Craig Hedrick	COMPLETE
11/18/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	SPALDING ERIK R	02326 MEMORIAL	Craig Hedrick	COMPLETE
11/18/2013	Unwholesome Property (FD)	Action Taken	HAMON GREGORY SCOTT	00111 GHENT PL	Craig Hedrick	TASK COMPLETED
11/18/2013	Unwholesome Property (FD)	Action Taken	ENER THOMAS & CHRISTINA	01026 DIOMEDE DR	Craig Hedrick	TASK COMPLETED
11/18/2013	Unwholesome Property (FD)	Follow-Up	GOMEZ BOBBY & MARGARITA P	01094 POLARIS DR	Craig Hedrick	COMPLETE
11/19/2013	Fire Safety	Required	FASTENAL	1008 US Hwy 181	Craig Hedrick	N/A
11/19/2013	Fire Safety	Required	PURE ENERGY	1004 U.S. Highway 181	Craig Hedrick	N/A
11/19/2013	Annual Inspection 1	Periodic	RANDY RUSSELL AUTO INSURANCE	01101 RAILROAD AVE	Craig Hedrick	FAILED
11/19/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GARCIA NICANOR JR	00113 SIXTH ST	Craig Hedrick	MAILED
11/19/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GARCIA NICANOR JR	00113 SIXTH ST	Craig Hedrick	MAILED
11/19/2013	Unwholesome Property (FD)	Follow-Up	GOMEZ MARIO	00316 SAN RAFAEL DR	Craig Hedrick	COMPLETE
11/19/2013	Fire Safety	Required	MCALISTER'S DELI	01704 U.S. Highway 181	Craig Hedrick	N/A
11/19/2013	Fire Safety	Required	K-BOB'S	1702 U.S. Highway 181 Suite A-6	Craig Hedrick	N/A



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

Completed Activities

11/17/2013 through 11/23/2013

Page 2 of 2

Report run on: 11-25-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
11/19/2013	Fire Safety	Required	SPANKYS LIQUOR STORE	1702 U.S. Highway 181 Suite A-5	Craig Hedrick	N/A
11/19/2013	Fire Safety	Required	COLDWELL BANKER	1702 U.S. Highway 181 Suite A-2	Craig Hedrick	N/A
11/19/2013	Fire Safety	Required	MATTRESS FIRM	1702 U.S. HWY 181 A1	Craig Hedrick	N/A
11/19/2013	Fire Safety	Required	CHENIERE LNG	01702 U.S. Highway 181 Suite A-4	Craig Hedrick	N/A
11/20/2013	Unwholesome Property (FD)	Follow-Up	GUZMAN ABEL C	01301 AUSTIN	Craig Hedrick	COMPLETE
11/20/2013	Unwholesome Property (FD)	Follow-Up	ZUNIGA JESUS S & MARIA R MENDEZ-	01408 DENVER	Craig Hedrick	COMPLETE
11/20/2013	Unwholesome Property (FD)	Follow-Up	MCMAHAN ANGELA	01310 DENVER	Craig Hedrick	COMPLETE
11/20/2013	Unwholesome Property (FD)	Follow-Up	HERRERA ANTONIO III &	01117 AUSTIN	Craig Hedrick	COMPLETE
11/20/2013	Unwholesome Property (FD)	Follow-Up	VALENCIA CYNTHIA MARIE	01145 AUSTIN	Craig Hedrick	COMPLETE
11/20/2013	Fire Safety	Required	O'REILLY'S AUTO PARTS	1016 US Hwy 181 Suite B	Craig Hedrick	N/A
11/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SAFE GUARD PROPERTY MANAGEMENT	00110 WESTOVER DR	Craig Hedrick	NOTIFIED
11/20/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	SAFE GUARD PROPERTY MANAGEMENT	00110 WESTOVER DR	Craig Hedrick	NOTIFIED
11/20/2013	Unwholesome Property (FD)	Action Taken	PALMER JOHN E & ROBIN L	01106 ORION DR	Craig Hedrick	TASK COMPLETED
11/20/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	PALMER JOHN E & ROBIN L	01106 ORION DR	Craig Hedrick	IN PROGRESS
11/20/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	SCHENA KENNETH J	00109 SAN SABA	Craig Hedrick	IN PROGRESS
11/20/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SCHENA KENNETH J	00109 SAN SABA	Craig Hedrick	FAILED NOTIFICATION
11/20/2013	Fire Safety	Required	CHINA WALL RESTAURANT	1016 U.S. Highway 181 C	Craig Hedrick	N/A
11/20/2013	Unwholesome Property (FD)	Follow-Up	GANEM JOSEPHENE	01125 AUSTIN	Craig Hedrick	COMPLETE

Total Completed Activities: 38

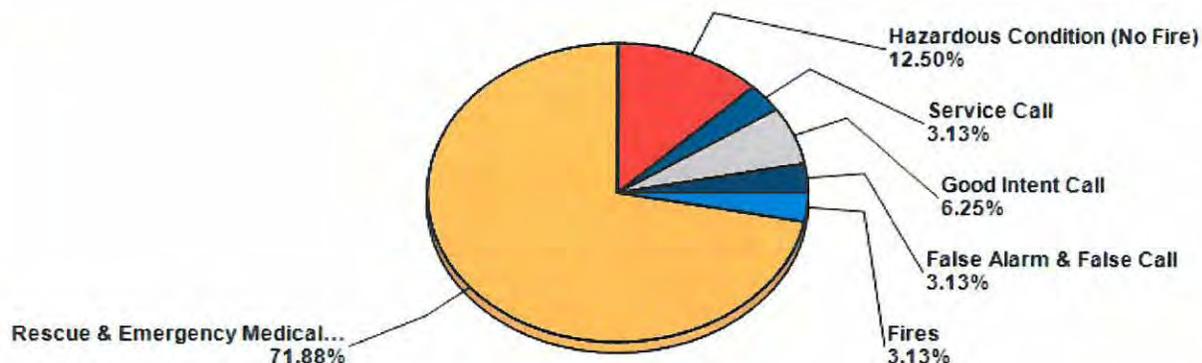
Portland Fire Department

Portland, TX

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Breakdown by Major Incident Types for Date Range

Start Date: 11/11/2013 | End Date: 11/17/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.13%
Rescue & Emergency Medical Service	23	71.88%
Hazardous Condition (No Fire)	4	12.50%
Service Call	1	3.13%
Good Intent Call	2	6.25%
False Alarm & False Call	1	3.13%
TOTAL	32	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
143 - Grass fire	1	3.13%
311 - Medical assist, assist EMS crew	5	15.63%
321 - EMS call, excluding vehicle accident with injury	18	56.25%
411 - Gasoline or other flammable liquid spill	1	3.13%
412 - Gas leak (natural gas or LPG)	2	6.25%
441 - Heat from short circuit (wiring), defective/worn	1	3.13%
510 - Person in distress, other	1	3.13%
600 - Good intent call, other	1	3.13%
611 - Dispatched & cancelled en route	1	3.13%
745 - Alarm system activation, no fire - unintentional	1	3.13%
TOTAL INCIDENTS:	32	100.00%

Participated in Wounded Warrior Welcome on Veteran's Day
 Participated in Celebrity Reading Day at GP Intermediate School
 Conducted Station Tour for Girls Scout Troop (Approx. 15 girls)
 Annual Bunker Gear Cleaning and Maintenance Process
 Participated in In Service Training on new SCBA
 Conducted Hands Only CPR Training for the public at HEB
Average Response Time: 4.0 Min.



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

Completed Activities

11/10/2013 through 11/16/2013

Page 1 of 2

Report run on: 11-18-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
11/11/2013	Unwholesome Property (FD)	Follow-Up		00108 FULTON	Craig Hedrick	COMPLETE
11/11/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)		00108 FULTON	Craig Hedrick	IN COMPLIANCE
11/11/2013	Annual Inspection	Annual	LOPEZ, JUVI	00101 NORTHSORE & HWY 181	Craig Hedrick	FAIL
11/11/2013	Fire Safety	Re-Inspection	PORTLAND CONTESSA APARTMENTS	00410 Lang Rd.	Craig Hedrick	PASS
11/11/2013	Annual Inspection	Annual	CRESCENT VILLIAGE APTS.	01004 AUSTIN	Craig Hedrick	FAIL
11/13/2013	Annual Inspection	Annual	JAMES DUNCAN	00240 RELIANT DR	Craig Hedrick	PASS
11/13/2013	Unwholesome Property (FD)	Follow-Up	COCKE WILLIAM C	1200 BLK. EAST BROADWAY	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	RESPONSIBLE PARTY	Common's Way S/N and Reynolds	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	DUHON DAVID	01407 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	AULT CHARLES	01503 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	CHAPA SILVIA L	01505 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	AIKEN JAMES M & DEBORAH J	01509 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	GOLDSMITH LLYOD & MARY	01510 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	HOEFLING JERRY M	01604 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	GOOD PAUL AREND	01602 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	AVILA MARY ANGELICA	01508 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	HAYS JASON RICHARD & AMANDA LOUISE	01506 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	ZUNIGA JESUS S & MARIA R MENDEZ-	01408 DENVER	Craig Hedrick	IN PROGRESS
11/14/2013	Unwholesome Property (FD)	Follow-Up	CHAVEZ JUAN JOSE JR	01229 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	RAMIREZ JOSEPH	01153 DENVER	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	WILLIAMS JAMIE L	01105 AUSTIN	Craig Hedrick	COMPLETE



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

Completed Activities

11/10/2013 through 11/16/2013

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Report run on: 11-18-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
11/14/2013	Unwholesome Property (FD)	Follow-Up	GANEM MICHELLE CHRISTI	01109 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	VROTNEY DAVID D JR & JULI J	01113 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	LOONEY DIONE	01137 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	MILLER PEGGY LUCILLE	01141 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Unwholesome Property (FD)	Follow-Up	PENA RAUL G	01153 AUSTIN	Craig Hedrick	COMPLETE
11/14/2013	Annual Inspection	Annual	PINK ELEPHANT	01500 WILDCAT DR STE L	Craig Hedrick	N/A
11/14/2013	Annual Inspection 1	Re-inspection	FIRST BAPTIST CHURCH	01305 Wildcat Dr.	Craig Hedrick	PASSED
11/14/2013	Foster Care	Periodic	RESPONSIBLE PARTY	00107 ANN DR	Craig Hedrick	PASSED
11/14/2013	Fire Safety	Re-Inspection	DAYS INN	01703 HWY 181 N	Craig Hedrick	PASS
11/14/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GREER PIXIE G TRUSTEE OF THE PIXIE	01011 SACRAMENTO	Craig Hedrick	MAILED
11/14/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	MIKE NEWMAN OR STEPHEN BLOCK	100 Blk. Cedar	Craig Hedrick	NOTIFIED
11/14/2013	Unwholesome Property (FD)	Action Taken	HERRERA ANTONIO III &	01117 AUSTIN	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Action Taken	VALENCIA CYNTHIA MARIE	01145 AUSTIN	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Action Taken	GUZMAN ABEL C	01301 AUSTIN	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Action Taken	ZUNIGA JESUS S & MARIA R MENDEZ-	01408 DENVER	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Action Taken	SWAFFER DONNA L	01312 DENVER	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Action Taken	MCPAHAN ANGELA	01310 DENVER	Craig Hedrick	TASK COMPLETED
11/14/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GEORGE MICHAEL D & CAROLYN	01118 A DENVER	Craig Hedrick	NOTIFIED
11/14/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GANEM JOSEPHENE	01125 AUSTIN	Craig Hedrick	NOTIFIED

Total Completed Activities: 40