



CITY COUNCIL AGENDA

NOTICE OF WORKSHOP

Tuesday, December 17, 2013

6:00 p.m.

Council Chamber - City Hall

Daniel P. Moore Community Center Complex

1900 Billy G. Webb

Portland, Texas 78374

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

1. **CALL TO ORDER:** MAYOR KREBS
2. **EXECUTIVE SESSION:** THE CITY COUNCIL WILL CONDUCT AN EXECUTIVE SESSION ACCORDING §551.071 (DISCUSSION OF PENDING OR CONTEMPLATED LITIGATION WITH ATTORNEYS: "TEAL CONSTRUCTION VS. CITY OF PORTLAND") AND §551.087 (DELIBERATE ECONOMIC DEVELOPMENT NEGOTIATIONS) – MAYOR AND CITY MANAGER

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

3. **NOISE CONTROL ORDINANCE:** THE CITY COUNCIL WILL DISCUSS CHAPTER 11 ARTICLE X. NOISE CONTROL SECS. 11-181 – 187 OF THE CODE OF ORDINANCES - COUNCIL MEMBER JORGENSEN
4. **ADJOURNMENT:** MAYOR KREBS

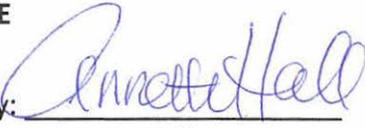
NOTICE OF ASSISTANCE

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. 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: December 13, 2013 by 5 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

**Tuesday, December 17, 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:**
 - QUARTERLY FINANCIAL UPDATE – FINANCE DIRECTOR
- 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 DECEMBER 3, 2013 REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

NEW BUSINESS

6. **RESOLUTION NO. 675 - DESIGNATION OF INVESTMENT OFFICER:** THE CITY COUNCIL WILL RESOLUTION NO. 675 DESIGNATING A NEW INVESTMENT OFFICER FOR THE CITY – ASSISTANT TO THE CITY MANAGER
7. **RESOLUTION NO. 676 - AMENDING AUTHORIZED TEXPOOL REPRESENTATIVES:** THE CITY COUNCIL WILL CONSIDER ADOPTING A RESOLUTION AMENDING AUTHORIZED TEXPOOL REPRESENTATIVES – ASSISTANT TO THE CITY MANAGER
8. **ORDINANCE NO. 2081 – INCREASING WATER RATE SERVICE RATES:** THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF ORDINANCE NO. 2081 WHICH INCREASES WATER SERVICE RATES (\$0.25 PER 1,000 GALLONS) – FINANCE DIRECTOR AND UTILITY BILLING SUPERVISOR

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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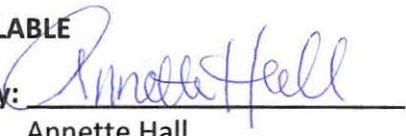
D. ADJOURNMENT: MAYOR KREBS

NOTICE OF ASSISTANCE

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BRAILLE IS NOT AVAILABLE

Posted: December 13, 2013 by 5:00 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
DECEMBER 3, 2013 – 7:00 P.M.**

On this the 3rd day of December 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
David Lewis	Council Member

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
Kyle Schreckenbach	Assistant Director of Public Works
Kristin Conner	Director of Parks and Recreation
Michel Weaver	Assistant to the City Manager
Annette Hall	City Secretary
Lorenzo Lara	Senior Accountant
Terrell Elliott	IT Manager - Police Sergeant
Brandon Lemon	Accounting Assistant
Fred Bussman	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 Lewis gave the invocation and Mayor Krebs led the Pledge of Allegiance.

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

- PRESENTATION OF HOLIDAY EVENT SCHEDULE – DIRECTOR OF PARKS AND RECREATION

Director of Parks and Recreation, Kristin Connor presented the 2013 Holiday event and activity schedules for the Community Center, Senior Center, and Latch Key Program.

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

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

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

Council Member Moore reminded everyone to pay attention to traffic while out during the Holiday Season.

B. **ACTION ITEMS, RESOLUTIONS, AND ORDINANCES:**

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concerning an agenda item or (4) propose regulatory changes concerning an agenda item, must comply with the following rules of procedure:

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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 19, 2013 REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Council Member Green made the motion to approve the minutes of the November 19, 2013 as presented. Council Member Moore seconded the motion.

The motion passed 7-0.

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

Chief of Police, Gary Giles explained that this is the second reading of Ordinance No. 2080 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 changes made to the ordinance in the first reading:

- (1) 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.

(2) 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).

Chief Giles further explained that No. 3 was added to the ordinance since the first reading was approved to read as follows:

(3) 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.

Council and Staff discussed the proposed revisions and the guideline for animals that are not claimed or adopted.

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2080 to include the amendment of **Sec. 3-55. Impoundment Generally (b) 2. a.** Mayor Pro Tem Skurow seconded the motion.

The motion passed 7-0.

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

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

Mayor Krebs explained that the City of Portland is entitled to 249 votes in San Patricio County Appraisal District Board of Directors Election. The candidates are John Curlee, Frank Hametner, Dr. Anne Matula, Dalia Sanchez, and Bill Wilson.

Council Member Vilo made the motion to approve Resolution No. 674 casting 125 votes for Bill Wilson and 124 votes for Dr. Anne Matula for a total of 249 votes. Mayor Pro Tem Skurow seconded the motion.

The motion passed 7-0.

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

Director of Public Works and Development, Brian DeLatte presented and review the following project overview and bids for the Fire Station No. 2 Expansion Project:

Project Overview

- Capital Improvement Program includes the Fire Station No. 2 Expansion
 - Budget of \$569,250
 - Engagement of Solka Nava Torno as the Project Architect
- Fire Station No. 2 has encountered increased space constraints and fire equipment storage needs at its facility
 - Dormitory space
 - Administrative space
 - Apparatus bay

Project Budget

- Project is being funded from Public Safety Proceeds (\$300,000) and General Fund reserves (\$269,250)
- Prior to design, the following budget was developed:

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

Bidding Process

- Latest SNT cost estimate was \$450,504.76
 - \$19,911.81 plan contingency was added to bring the estimate to \$470,416.57
 - Final architect's estimate prior to bid was \$475,000
- Bidders were asked to include a \$20,000 plan contingency in their bids
- Bidders were asked to include two alternates in the event of lower than anticipated bids
 - Repaving portion of the north drive (SNT estimate \$9,200)
 - Recoating the existing apparatus bay floors (Estimate \$15,000)

BIDS

- Competitive sealed proposal process used
 - Combination of price, quality, history, references

BIDDERS	BASE BID	ALTERNATE A	ALTERNATE B
A & A Constructors	\$598,000.00	\$17,200.00	\$15,800.00
Barcom Commercial, Inc.	\$565,000.00	\$18,700.00	\$15,000.00
KJM Commercial	\$575,575.00	\$10,500.00	\$11,000.00
LNV, INC.	\$498,900.00	\$21,000.00	\$14,800.00
SafeNet Services, LLC	\$566,220.00	\$10,403.00	\$15,128.00
Sun City Enterprises, LLC	\$680,000.00	\$68,000.00	\$16,000.00
TBC Commercial Construction	\$494,980.00	\$17,400.00	\$16,300.00
The D.L.P. Group, Inc.	\$650,000.00	\$15,970.00	\$14,475.00
CAS Companies, LP	\$701,391.00	\$20,025.00	\$24,520.00
Highmark Construction	\$660,000.00	\$10,000.00	\$25,000.00

Evaluation of Bids

- Project team of Jay Porterfield, Sandra Clarkson, Timothy Vanlandingham, and Brian DeLatte reviewed the contractor's qualifications for the top five bids
- SafeNet was determined to be non-responsive
- TBC Commercial Construction, LLC was determined to be the best proposal using the predetermined selection criteria

Project Status

- TBC's bid is approximately \$20,000 over budget
- There are generally four options available when bids are over budget
 - Rebid the project
 - Increase the budget
 - Reallocate project funds if available
 - Value engineer the project

Staff Analysis

- Funds can be reallocated from the project contingency to the construction budget
 - \$22,500 will allow the project to proceed without a change order on incidental modification
- There are several value engineering items that can be delayed until further in the project
 - Reduce scope on front entrance window (\$7,000)
 - Eliminate dumpster fencing (\$4,000)
 - Modify the apparatus bay flooring (\$9,000)
 - Modify interior flooring to VCT (\$5,000)

Staff Recommendation

- Award the Fire Station No. 2 Expansion to TBC Commercial Construction, LLC in the amount of \$494,980.00
- Reallocate \$22,500 from the project contingency to the construction budget
- Delay decision on the value engineering elements
- Delay decision on the additive alternatives

Council Member Moore made the motion to accept the recommendation to award the Fire Station No. 2 Expansion Project bid to TBC Construction in the amount of \$494,980.00 and the reallocation of \$22,500 from the project contingency to the construction budget, delay decision on the value engineering elements, and delay decision on the additive alternatives. Mayor Pro Tem Skurow seconded the motion.

Council, Staff and the City Manager discussed their disappointment with the Architects discrepancies in the budget and estimates of this project.

Council, Staff and SNT Representative Ray Torno discussed the lump sum agreement for Professional Services, reassurance the project will be completed on budget as designed and any unforeseen issues are resolved in a timely and cost effective manner.

The motion passed 7-0.

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

Chief Giles explained that this purchase of this truck to be used by the Animal Control Division is in the 2013-2014 Budget. The following bids were received:

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

The low bid was received from Silsbee Ford (State Contract) for a 2014 Ford F150 Extended Cab V6 in the amount of \$18,816. 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.

Council and Staff discussed the mileage and maintenance cost for the upkeep of the truck that is being replaced.

Mayor Pro Tem Skurow made the 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. Council Member Jorgensen seconded the motion.

The motion passed 6-1 with Council Member Moore voting against.

**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 7:37 p.m.

E. NOTICE OF ASSISTANCE:

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BRAILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary



CITY COUNCIL ACTION ITEM

AGENDA TITLE	<u>RESOLUTION NO. 675 – DESIGNATION OF INVESTMENT OFFICER</u> The City Council will consider adopting a resolution designating a new Investment Officer for the City.
MEETING DATE	12/17/2013
DEPARTMENT	Administration
SUBMITTED BY	Michel Sorrell, Assistant to the City Manager

EXECUTIVE SUMMARY

The Public Funds Investment Act requires the City Council, by resolution, to designate one or more Investment Officers for the investment of its funds consistent with the Investment Policy adopted by the City Council. Resolution No. 675 authorizes the City Council to designate a new Investment Officer.

PRIOR ACTIONS OR REVIEWS

A formal Investment Policy has been adopted by the City Council.

DETAILS / STAFF ANALYSIS

Sandra Clarkson, Finance Director, will be retiring December 27, 2013. Randy Wright recommends that Michel Sorrell be named Investment Officer.

ALTERNATIVES CONSIDERED

N/A

FINANCIAL IMPACT

It is incumbent upon the City Council to designate an Investment Officer in order to comply with the Public Funds Investment Act. This designation is essential for the staff to be able to invest the City's funds according to the adopted Investment Policy.

ATTACHMENTS

Resolution No. 675

RECOMMENDED ACTION

Adopt a motion that approves Resolution No. 675

RESOLUTION NO. 675

**A RESOLUTION AUTHORIZING THE DESIGNATION OF AN
INVESTMENT OFFICER FOR INVESTMENT PURPOSES**

WHEREAS, the Public Funds Investment Act, codified in the Texas Government Code Chapter 2256, governs local government investment; and

WHEREAS, the City of Portland intends to fulfill the requirements of the Public Funds Investment Act in order to secure the safety of its funds; and

WHEREAS, the Public Funds Investment Act (Section 2256.005f) states that:

Each investing entity shall designate, by rule, order, ordinance, or resolution, as appropriate, one or more officers as investment officer(s) to be responsible for the investment of its funds consistent with the adopted Investment Policy and Investment Strategy. Authority granted to a person to invest an entity's funds is effective until rescinded by the City Council or until expiration of the officer's term or termination of employment.

In the administration of the duties of an Investment Officer, the Officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the City Council retains ultimate responsibility as fiduciaries of the assets. The Investment Officer(s) may deposit, withdraw, transfer, or manage the funds in any other manner; and

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

Section 1. The City has complied with the requirements of the Public Funds Investment Act, and designates the City Finance Director to act as Investment Officer for the City.

Section 2. The aforementioned Investment Officer(s) are hereby assigned the responsibility for the investment, management, and safekeeping of all City funds at all times.

PASSED and APPROVED this 17th day of December 2013.

EXECUTED UPON APPROVAL

By: _____
David Krebs
Mayor

ATTEST:

By: _____
Annette Hall
City Secretary

AGENDA TITLE	<u>RESOLUTION NO. 676 – AMENDING AUTHORIZED REPRESENTATIVES</u> The City Council will consider adopting a resolution amending authorized TexPool representatives.
MEETING DATE	12/17/2013
DEPARTMENT	Administration
SUBMITTED BY	Michel Sorrell, Assistant to the City Manager

EXECUTIVE SUMMARY

TexPool requires a resolution anytime there is a change in authorized representatives.

PRIOR ACTIONS OR REVIEWS

None

DETAILS / STAFF ANALYSIS

Sandra Clarkson, Finance Director, will be retiring December 27, 2013. Randy Wright recommends that Michel Sorrell be added as an authorized TexPool representative.

ALTERNATIVES CONSIDERED

N/A

FINANCIAL IMPACT

The City has multiple accounts and substantial monies residing in TexPool and it is necessary to authorize a representative who can transact with TexPool.

ATTACHMENTS

Resolution No. 676

RECOMMENDED ACTION

Adopt a motion that approves Resolution No. 676

RESOLUTION NO. 676



RESOLUTION AMENDING AUTHORIZED REPRESENTATIVES

WHEREAS, CITY OF PORTLAND

(Participant Name & Location Number)

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representatives of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Name: David Krebs Title: Mayor
Phone/Fax/Email: 361-777-4500, 361-777-4501
Signature:

2. Name: Randy Wright Title: City Manager
Phone/Fax/Email: 361-777-4500, 777-4501, rwright@portlandtx.com
Signature:

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TEX - REP

3. Name: Michel Sorrell Title: Assistant to the City Manager
Phone/Fax/Email: 361-777-4520, 361-777-4501, michel.sorrell@portlandtx.com
Signature: _____

4. Name: Lorenzo Lara Title: Senior Accountant
Phone/Fax/Email: 361-777-4523, 361-777-4501
Signature: _____

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name RANDY WRIGHT

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

5. Name: _____ Title: _____
Phone/Fax/Email: _____

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 17th day December, 20 13.

Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

NAME OF PARTICIPANT: CITY OF PORTLAND

SIGNED: _____

Signature

David Krebs

Printed Name

Mayor

Title

ATTEST: _____

Signature

Annette Hall

Printed Name

City Secretary

Title

This document supersedes all prior Authorized Representative designations.

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TEX – REP

TexPool Participant Services • Federated Investors Inc
1001 Texas Ave., Suite 1400 • Houston, TX 77002 • www.texpool.com • 1-866-839-7665

06/13

AGENDA TITLE **ORDINANCE NO. 2081 - INCREASING WATER RATE SERVICE RATES:**
The City Council will consider the first reading of Ordinance No. 2081 which increases water service rates (\$0.25 per 1,000 gallons).

MEETING DATE 12/17/2013

DEPARTMENT Utility Billing

SUBMITTED BY Lucia Rodriguez, Utility Billing Supervisor

EXECUTIVE SUMMARY

The San Patricio Municipal Water District has increased its rates by \$0.25 per 1,000 gallons of water purchased by the City on behalf of our customers. The new rate is \$2.89 per 1,000 gallons. Ordinance 896 requires the City Council, by majority vote, to approve the change in rates within 60 days from the date of the change. Customers will see the increase on the water bill we issue on January 31, 2014.

PRIOR ACTIONS OR REVIEWS

Ordinance No. 2063 increasing the rates charged for water service by \$0.05 per 1,000 gallons took effect January 1, 2013.
Ordinance No. 2045 increasing the rates charged for water service by \$0.05 per 1,000 gallons took effect January 1, 2012.
Ordinance No. 2033 decreasing the rates charged for water service by \$0.01 per 1,000 gallons took effect January 1, 2011.

DETAILS / STAFF ANALYSIS

In documentation from San Patricio Municipal Water District, the reasoning for the rate increase of \$0.25 per thousand gallons is composed of the following:

1. The City of Corpus Christi raised their raw water rate \$.03/1000 gallons.
2. The District increased its debt service coverage to 1.1X in response to a negative outlook issued by Fitch; this resulted in a \$0.14/1000 gallon increase.
3. In response to municipal treated water demand, the District is constructing an additional sedimentation basin (est. \$400,000) that relates to \$0.10/1000 gallon increase.

The increase amounts listed above totaled \$0.27/1000 gallons. The District was able to reduce their budget to assimilate \$0.02/1000 gallons of the increase.

ALTERNATIVES CONSIDERED

Failure to pass this increase through to our customers will not negate the increased cost to the City.

FINANCIAL IMPACT

The financial impact for the City for not approving the Ordinance would be that the City would absorb the cost of the increased rates charged by San Patricio Municipal Water District.

ATTACHMENTS

- Letter from San Patricio Municipal Water District
- San Patricio Municipal Water District FY2014 Proposed Budget Worksheet
- San Patricio Municipal Water District 2014 Rate Schedule
- Fitch Ratings Report – San Patricio Municipal Water District
- Proposed Ordinance No. 2081 increasing rates in accordance with actions by San Patricio Municipal Water District

RECOMMENDED ACTION

Staff recommends approving Ordinance No. 2081.



**Billie Jo Tennill, President
Troy Mircovich, Vice President
Brian Williams, P.E., District Manager
Rebecca Krumnow, Secretary/Treasurer**

**A. Larry Kalich, Director
Danny C. Cox, Director
Ed Rainwater, Director
Alan Miller, Director
A. L. Nelson, Director
Doll Kellar, Director**

November 1, 2013

Randy Wright, City Manager
City of Portland
1900 Billy G. Webb Drive
Portland, TX 78374

Dear Mr. Wright;

We are enclosing a copy of the summary of the District's proposed FY 2014 budget. Discussion of the budget will be an agenda item for the Board Meeting scheduled for November 12, 2013 and December 10, 2013.

The proposed 2014 rate for Municipal customers will be \$2.89 per thousand gallons (the current rate is \$2.64). This rate will take effect on January 1, 2014 on the bill that is mailed at the end of January and due in February.

This rate increase (\$0.25/1000 gallons) is larger than has been experienced in the last several years. The rate increase is composed of three items:

- 1) Corpus Christi raised their raw water rate \$0.03/1000 gallons
- 2) The District increased its debt service coverage to 1.1X in response to a negative outlook issued by Fitch (see attached Fitch report); this resulted in a \$0.14/1000 gallon increase
- 3) In response to municipal treated water demand, the District is constructing an additional sedimentation basin (est. \$400,000) that relates to \$0.10/1000 gallon increase

These increases amount to a total of \$0.27/1000 gallons. We were able to reduce our budget to assimilate \$0.02/1000 gallons of these increases. This total increase will amount to \$2 per month for an average consumer using 8,000 gallons per month.

Regarding water availability, much of Texas continues to experience drought conditions. We have been very fortunate to receive rainfall in the Lake Corpus Christi watershed recently. As a result of this major rainfall, Lake Corpus Christi has reached its maximum capacity. However, water in storage in the Lake Corpus Christi/Choke Canyon reservoir system is just over fifty percent combined capacity and we remain in Stage 2 Drought Contingency. We appreciate your water conservation efforts in the past year and encourage you to continue your conservation efforts.

Please don't hesitate to call me if you have any questions.

Sincerely,

Rebecca Krumnow

Enclosure

Phone 361-643-6521
Fax 361-643-9093

10-28-2013 09:15 PM

SAN PATRICIO MUNICIPAL WATER DISTRICT
 PROPOSED BUDGET WORKSHEET
 AS OF: OCTOBER 31ST, 2013

01 -GENERAL WATER OPERATING

FINANCIAL SUMMARY

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- AMENDED BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET
REVENUE SUMMARY					
00 NON-DEPARTMENTAL	132,272.08	107,558.99	50,950.00	530,818.70	48,811.00
21 ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
24 PLANT B	3,177,475.77	3,004,073.82	2,791,972.00	2,314,584.72	3,019,239.00
25 PLANT C	2,428,193.49	2,332,009.66	2,009,734.00	1,613,365.55	2,306,315.00
27 TREATED	10,681,240.68	10,575,185.99	10,147,286.00	7,614,440.44	11,443,951.00
28 UNTREATED	2,721,238.35	2,301,304.00	2,638,407.00	1,937,305.74	2,531,210.00
30 GROUNDWATER	0.00	0.00	0.00	0.00	0.00
40 DEBT SERVICE	10,213.67	6,381.76	0.00	1,527.88	0.00
50 PROJECT 2008 (WAS98)	0.00	0.00	0.00	0.00	0.00
51 97 BOND FUND	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***	<u>19,150,634.04</u>	<u>18,326,514.22</u>	<u>17,638,349.00</u>	<u>14,012,043.03</u>	<u>19,349,526.00</u>
EXPENDITURE SUMMARY					
00 NON-DEPARTMENTAL	1,804,914.45	1,959,004.00	3,774,826.00	452,847.48	3,701,876.00
20 BOARD OF DIRECTORS	27,704.12	50,387.55	39,085.00	49,132.61	69,600.00
21 ADMINISTRATION	539,290.11	538,545.29	525,050.00	475,030.09	537,800.00
22 LAB	43,196.96	45,679.71	56,000.00	29,261.91	51,500.00
23 PLANT A	247,323.85	301,832.62	361,500.00	330,650.02	338,500.00
24 PLANT B	397,890.06	478,288.45	430,505.00	286,272.93	410,315.00
25 PLANT C	1,239,188.26	1,480,576.69	1,504,112.00	1,431,432.30	2,035,585.00
26 SHOP	59,756.73	74,929.78	61,000.00	49,273.14	57,500.00
27 TREATED	3,093,644.41	1,795,102.82	1,458,837.00	1,026,913.24	1,228,644.60
28 UNTREATED	8,779,191.26	10,241,175.89	10,468,287.00	7,943,872.45	10,655,034.00
40 DEBT SERVICE	1,161,685.64	1,113,468.50	0.00	1,536,436.68	0.00
50 PROJECT 2008 (WAS98)	0.00	0.00	0.00	104,240.85	0.00
51 97 BOND FUND	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	<u>17,393,785.85</u>	<u>18,078,991.30</u>	<u>18,679,202.00</u>	<u>13,715,363.70</u>	<u>19,086,354.60</u>
** REVENUES OVER(UNDER) EXPENDITURES **	<u>1,756,848.19</u>	<u>247,522.92</u>	<u>(1,040,853.00)</u>	<u>296,679.33</u>	<u>263,171.40</u>

SAN PATRICIO MUNICIPAL WATER DISTRICT
2014 RATE SCHEDULE
Adopted December 10, 2013

BE IT RESOLVED by the Board of Directors of the San Patricio Municipal Water District that all previous rate schedules, resolutions or directives be rescinded and that the following rate schedule and resolution be adopted by the District, effective on the 31st day of December, 2013. All water rates are subject to revision and to the provisions of the District's supply contract with the City of Corpus Christi.

SCHEDULE A-POTABLE WATER

The monthly rates for sale of Potable Water to users having Retail Water Service Agreements (other than Municipal or Contractual*) are hereby established as follows:

All meters will be charged a monthly water service charge based on meter size. All usage will be billed monthly at \$4.40 per 1000 gallons.

<u>Meter Size</u>	<u>Min. Monthly Charge</u>
5/8" x 3/4" meters	\$ 20.00
2" meters	50.00
4" meters	125.00

*All 6" or larger customers shall be contractual users and the rate set by the Board of Directors.

SCHEDULE B-UNTREATED WATER

The monthly rates for sale of Untreated Water to users having Retail Water Service Agreements (other than Contractual users**) are hereby established as follows:

All meters will be charged a monthly water service charge based on meter size. All usage will be billed monthly at \$2.90 per 1000 gallons.

<u>Meter Size</u>	<u>Min. Monthly Charge</u>
5/8" x 3/4" meters	\$ 20.00
2" meters	50.00
4" meters	125.00

**All untreated water users in excess of 300,000 gallons per month shall be by special contract based on water cost, delivery cost, operation, overhead and maintenance costs and other necessary costs of the District.

CONNECTION CHARGES

A connection charge of \$25.00 is required from all new customers. A reconnect charge of \$50.00 is required to establish any service terminated for non-payment.

Two inch (2") Oil Rig connections to be billed a \$250.00 connection charge, with an additional \$500.00 refundable deposit which may be applied to the water bill at the termination of service.

All new taps will be billed at actual tapping and connection cost, cost of meter, valves, other materials and labor.

MUNICIPAL \$2.89 per thousand

Agenda for APPROVAL by the Board of Directors of the San Patricio Municipal Water District, the 10th day of December, 2013.


Rebecca Krumnow, Secretary/Treasurer

FitchRatings

FITCH AFFIRMS SAN PATRICIO MWD, TX'S WATER SYSTEM REVS AT 'A+'; OUTLOOK TO NEGATIVE

Fitch Ratings-Austin-20 September 2013: Fitch Ratings affirms the 'A+' rating on the following bonds issued by San Patricio Municipal Water District's (the district):

--\$25.4 million water revenue refunding bonds, series 2006.

The Rating Outlook is revised to Negative from Stable.

SECURITY

The bonds are payable from and secured by a first lien on and pledge of net revenues of the district's wholesale water system (the system) and are secured also by a pledge of the money in all funds created by the bond resolution.

KEY RATING DRIVERS

LOWER COVERAGE DRIVES OUTLOOK CHANGE: The change to Negative Outlook reflects volatility and lower performance of all-in debt service coverage (DSC) in recent years.

REGIONAL SERVICE PROVIDER: The district is a wholesale supplier providing water to seven cities within its boundaries as well as other communities and large industrial customers in the area.

FLEXIBLE SUPPLY CONTRACT: The district's take-and-pay contract with the city of Corpus Christi allows it to balance potential loss of revenue by purchasing less water and hence reduce operational expenses.

SOLID CUSTOMER PROFILE: Although customer concentration exists within the district's industrial retail customers, the larger of such users are corporations which have remained strong over time. Additionally, more than 40% of the district's customers are stable municipal wholesale users.

WEAK RATE COVENANT: The district's rate covenant is weak as it allows coverage to fall below 1.0x if reserves are greater than 25% of expenditures. Somewhat mitigating this is the board's ability to enact a mid-year rate increase to ensure adequate coverage.

RATING SENSITIVITIES

MODEST FINANCIAL RESULTS: Continued below-average financial metrics, particularly with regards to DSC, would likely result in negative rating action over the intermediate term.

CREDIT PROFILE

The district is located in along the South Texas Gulf Coast in San Patricio County and is a component of the Corpus Christi metropolitan area. The district obtains its water from the City of Corpus Christi through long-term, take-and-pay potable water and raw water contracts.

WEAK RATE COVENANT RESULTS IN POOR FINANCIAL PERFORMANCE

The district's financial performance has been mostly adequate for the rating level, although volatility in all-in DSC has trended towards below average in recent years. Bolstered by a dry season leading to higher water sales, all-in DSC was strong in 2009 at nearly 2.1x versus Fitch's 'A' median of 1.5x. However, in 2010 coverage was only slightly higher than sum sufficient. There was

some improvement in DSC in 2011, but results were below comparably-rated credits. Most recently, 2012 results were on track to be again just above 1.0x, but the district's board of directors approved an amendment to use \$500 thousand to reduce the district's unfunded retirement liability. This resulted in fiscal 2012 all-in DSC below 1.0x, which is allowed by policy and the applicable rate covenant, but is not consistent with the current rating level in Fitch's view.

Much of the volatility in DSC is driven by the district's mostly volumetric-based sales combined with yearly variances in rainfall. Positively, the district's board has the ability to enact intra-year rate increases if water sales were to decline significantly. Reserve levels have seen less volatility in recent years than DSC, but were down somewhat in 2012 to 216 days cash on hand.

SUFFICIENT SUPPLY VIA TAKE-AND-PAY CONTRACT WITH CORPUS CHRISTI

The district's system includes treatment plants with a combined capacity of 30 million gallons per day, various storage and transmission facilities, and an effluent re-use system. There is some user concentration among the district's industrial users with Occidental Chemical Corporation, a wholly-owned subsidiary of Occidental Petroleum Corporation (Issuer Default Rating of 'A' by Fitch), and Sherwin Alumina Company accounting for approximately 17% and 14% of the district's 2012 total sales, respectively. However, due to the nature of the take-and-pay contracts, any loss of revenues driven by a large user leaving the system can be largely offset by purchasing less water from Corpus Christi. The remaining loss of revenue would be resolved by spreading the district's costs among its remaining customers via a rate increase.

DEBT RATIOS ELEVATED BUT IMPROVING; CAPITAL NEEDS MINIMAL

Leverage ratios are high but improved, with debt-to-net plant at 75% versus Fitch's 'A' median of 55%. However, amortization is somewhat quick and debt ratios should lower given that the district has no future debt issuance plans over the intermediate horizon. Forthcoming capital projects related to the district's industrial retail users are expected to be funded by such users.

SOMEWHAT CHALLENGED LOCAL ECONOMY

San Patricio County showed 64,804 residents in the 2010 census, down 3.5% from 2000. Local economic drivers include tourism, petrochemicals, oil, manufacturing and agribusiness. County wealth levels are slightly below state and national averages with median household income at 95% and 92% of the state's and nation's, respectively. The estimated county unemployment rate at 7.9% as of July 2013 is above the metropolitan, state (6.9%) and national (7.8%) levels.

Contact:

Primary Analyst
Major Parkhurst
Director
+1 512-215-3724
Fitch Ratings, Inc.
111 Congress Avenue
Austin, TX 78701

Secondary Analyst
Teri Wenck
Associate Director
+1 512-215-3742

Committee Chairperson
Doug Scott
Managing Director
+1 512-215-3725

Media Relations: Elizabeth Fogerty, New York, Tel: +1 (212) 908 0526, Email: elizabeth.fogerty@fitchratings.com.

Additional information is available at 'www.fitchratings.com'.

In addition to the sources of information identified in Fitch's Revenue-Supported Rating Criteria, this action was informed by information from CreditScope and IHS Global Insights.

Applicable Criteria and Related Research:

- 'Revenue-Supported Rating Criteria'(June 3, 2013);
- 'U.S. Water and Sewer Revenue Bond Rating Criteria' (July 31, 2013);
- '2013 Water and Sewer Medians'(Dec. 5, 2012);
- '2013 Outlook: Water and Sewer Sector' (Dec. 5, 2012).

Applicable Criteria and Related Research:

Revenue-Supported Rating Criteria

http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=709499

U.S. Water and Sewer Revenue Bond Rating Criteria

http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=715275

2013 Water and Sewer Medians

http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=695756

2013 Outlook: Water and Sewer Sector

http://www.fitchratings.com/creditdesk/reports/report_frame.cfm?rpt_id=695755

ALL FITCH CREDIT RATINGS ARE SUBJECT TO CERTAIN LIMITATIONS AND DISCLAIMERS. PLEASE READ THESE LIMITATIONS AND DISCLAIMERS BY FOLLOWING THIS LINK: <HTTP://FITCHRATINGS.COM/UNDERSTANDINGCREDITRATINGS>. IN ADDITION, RATING DEFINITIONS AND THE TERMS OF USE OF SUCH RATINGS ARE AVAILABLE ON THE AGENCY'S PUBLIC WEBSITE 'WWW.FITCHRATINGS.COM'. PUBLISHED RATINGS, CRITERIA AND METHODOLOGIES ARE AVAILABLE FROM THIS SITE AT ALL TIMES. FITCH'S CODE OF CONDUCT, CONFIDENTIALITY, CONFLICTS OF INTEREST, AFFILIATE FIREWALL, COMPLIANCE AND OTHER RELEVANT POLICIES AND PROCEDURES ARE ALSO AVAILABLE FROM THE 'CODE OF CONDUCT' SECTION OF THIS SITE. FITCH MAY HAVE PROVIDED ANOTHER PERMISSIBLE SERVICE TO THE RATED ENTITY OR ITS RELATED THIRD PARTIES. DETAILS OF THIS SERVICE FOR RATINGS FOR WHICH THE LEAD ANALYST IS BASED IN AN EU-REGISTERED ENTITY CAN BE FOUND ON THE ENTITY SUMMARY PAGE FOR THIS ISSUER ON THE FITCH WEBSITE.

ORDINANCE NO. 2081

AN ORDINANCE AMENDING THE CODE OF ORDINANCES; INCREASING THE RATES CHARGED FOR WATER SERVICE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the San Patricio Municipal Water District has increased rates for water sold to the City of Portland; and,

WHEREAS, the City Council previously enacted ordinance number 896 which provides that all increases and decreases in the cost for water purchased from San Patricio Municipal Water District shall be passed through to the customers of the City's water system; and

WHEREAS, the San Patricio Municipal Water District has notified the City it increased the charge for water sold to the City of Portland effective January 1, 2014,

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

The Code of Ordinances of the City of Portland is hereby amended to read as follows:

Section 1. Chapter 23, Article II, Division 2, Section 23-41, Subsection (a), Paragraph (4)

Table 1. Water and Wastewater Minimum Base Charges

	<u>Water</u>	<u>Wastewater</u>
Residential		
Meter Size		
0.625 inch to 2.0 inch	\$ 13.84	\$ 26.59
Commercial		
Meter Size		
0.625 inch	\$ 16.25	\$ 32.22
0.75 inch	\$ 16.25	\$ 32.22
1.0 inch	\$ 21.00	\$ 42.84
1.5 inch	\$ 32.87	\$ 69.37
2.0 inch	\$ 47.11	\$101.21
3.0 inch	\$ 80.37	\$175.51
4.0 inch	\$127.87	\$281.67
6.0 inch	\$246.62	\$547.03

Raw Water accounts, any meter size, will have a minimum monthly charge of \$140.34.

Section 2. Chapter 23, Article II, Division 2, Section 23-41, Subsection (b):

(b) New "master meter" systems (where many entities or units are served through one meter) shall only be allowed with prior written approval of the city manager and finance director. All "master meter" systems for apartments, multi-family units and commercial entities shall be charged a monthly minimum rate of **\$24.88** for water (plus usage as

outlined in Table 3). Apartment complexes (5 units and up) and commercial accounts on master meters will be charged a per-unit charge of **\$18.58** for wastewater (plus usage as outlined in Section 23-42). Multi-family units of 2 to 4 units will be charged **\$27.17** per unit for wastewater (plus usage as outlined in Section 23-42). There will not be any amount of usage included in the minimum monthly bill. The per-unit charges will not vary based on occupancy of the unit. Minimum solid waste service for master metered units shall be established by the city, based on a projected volume of waste.

Section 3. Chapter 23, Article II, Division 2, Section 23-42, Subsection (a):

- (a) *Water.* Water usage (per metered connection) for each thousand gallons or part thereof shall be billed as stated in Table 3.

Table 3. Water Usage Charges per Thousand Gallons

	<u>Potable Water</u>	<u>Raw Water</u>
0 to 13,000	\$3.02	\$3.25
13,001 to 25,000	3.08	\$3.25
25,001 to 40,000	3.28	\$3.25
40,001 and up	3.54	\$3.25

Section 4. All previously adopted rules, regulations, policies and ordinances in conflict with this Ordinance are hereby repealed.

Section 5. If for any reason any part of this ordinance is held to be invalid or unconstitutional by a final judgment of a court of competent jurisdiction, it shall not affect any other part of this ordinance.

Section 6. This ordinance shall be in full force and effect after all necessary publication requirements have been met.

Passed and approved after second reading on the 7th day of January 2014.

City of Portland

By: _____
David Krebs, Mayor

Attest: _____
Annette Hall, City Secretary



STAFF
WEEKLY
REPORTS



Portland Police Department

Gary Giles
Chief of Police

CITY OF PORTLAND INTEROFFICE MEMORANDUM

TO: RANDY WRIGHT, CITY MANAGER
FROM: GARY GILES, CHIEF OF POLICE
REF: POLICE DEPARTMENT WEEKLY REPORT
DATE: DECEMBER 9, 2013

Week of December 1-7, 2013

Total calls taken:	400
Traffic Stops:	142
Citations:	86
Traffic Accidents:	5
Arrests:	6
Animal Control Calls:	32
Code/Parking Violations:	3

Strong arm Robbery - On Monday night (Dec. 2nd) at nearly midnight, officers responded to Sunset Lake to a report of a robbery and assault that had occurred. A 36 year old male went to the park with a female and while they were sitting in the vehicle talking, several other males opened the door, grabbed the male, and hit him over the head with an object, demanding his money. The victim did have several thousand dollars with him, but was able to run away and hide in the brush. It appears that the female had set up the situation and she left with the other males in their truck. The victim walked to a nearby home and called police. The suspects have been identified and arrest warrants are being sought.

Runaways and stolen vehicle – Connections



Portland Police Department

Gary Giles
Chief of Police

Two teenage girls ran away from Connections on Lang road and took the company vehicle in the process. Information was put out to other agencies where the girls may be going. A short time later, Kleberg County called and advised that the girls and the vehicle had been located in Kingsville.

Drugs – On Friday (Dec 6th), ex-Portland officer Jaimey Pelfrey called in a possible DWI. Officer Colunga located the vehicle and suspect at Whataburger. Upon making contact, Colunga could smell synthetic marijuana and questioned the driver. The driver admitted to having the synthetic in the vehicle. He was arrested and transported to jail.

Drug Class - On Tuesday (Dec. 3rd), School Resource Officers held a drug training class at the GP Jr. High School auditorium. The class was free to the public and was geared towards parents and students in order to educate on the current trends that we are seeing in our community. There was a pretty good turnout with around 30 people in attendance. These classes will continue at different schools over the next several months.

David Perkins - This was Cpl. David Perkins' last week. David took a job as the Assistant Chief for the Arransas Pass police department. Perkins has been one of our detectives for the past several years and has done a great job. He will be sorely missed here in Portland.

On December 5th, the Border Patrol and Customs moved in to their new building. They are now located just west of the Corpus Christi airport on Hwy 77.

Librarian's Report
December 2-December 6, 2013



Ran the monthly Koha reports and compiled the library November statistics including Overdrive and our website statistics

Created additional new book lists in Koha for patron use.

Wrote four *Portland News* articles

Submitted interlibrary loan requests and handled all receipts of ILLs from libraries around the country, notifying patron and entering in the computer and returning materials

Offered 8 computer classes with attendance of 42 adults

Updated library Facebook page with new information

Worked on library website

Ordered office and library supplies

Presented Toddler Time Program and After School Program

Prepared and emailed Welcome to the Library messages to 22 new patrons

Prepared and emailed 3,064 December library newsletters

Prepared a printed flyers and posters for upcoming events in January

Proctored 2 exams for one student

Two staff members attended Performers Showcase to select performers for Summer Reading Club

Participated in Christmas in Portland with Letters to Santa and Christmas Bingo

Addressed envelopes for messages to 302 Letters to Santa

Made preparations for the Elf on the Shelf Contest

Hosted Connections for training in meeting room

Called and arranged for judges for the Great Lego Build Off

Created and printed signs for the Great Lego Build and the Elf on the Shelf contest posters

Worked on Long Range Plan

Wrote Thank you notes to new Friends Members

Processed invoices and POs for payment

Portland Fire Department

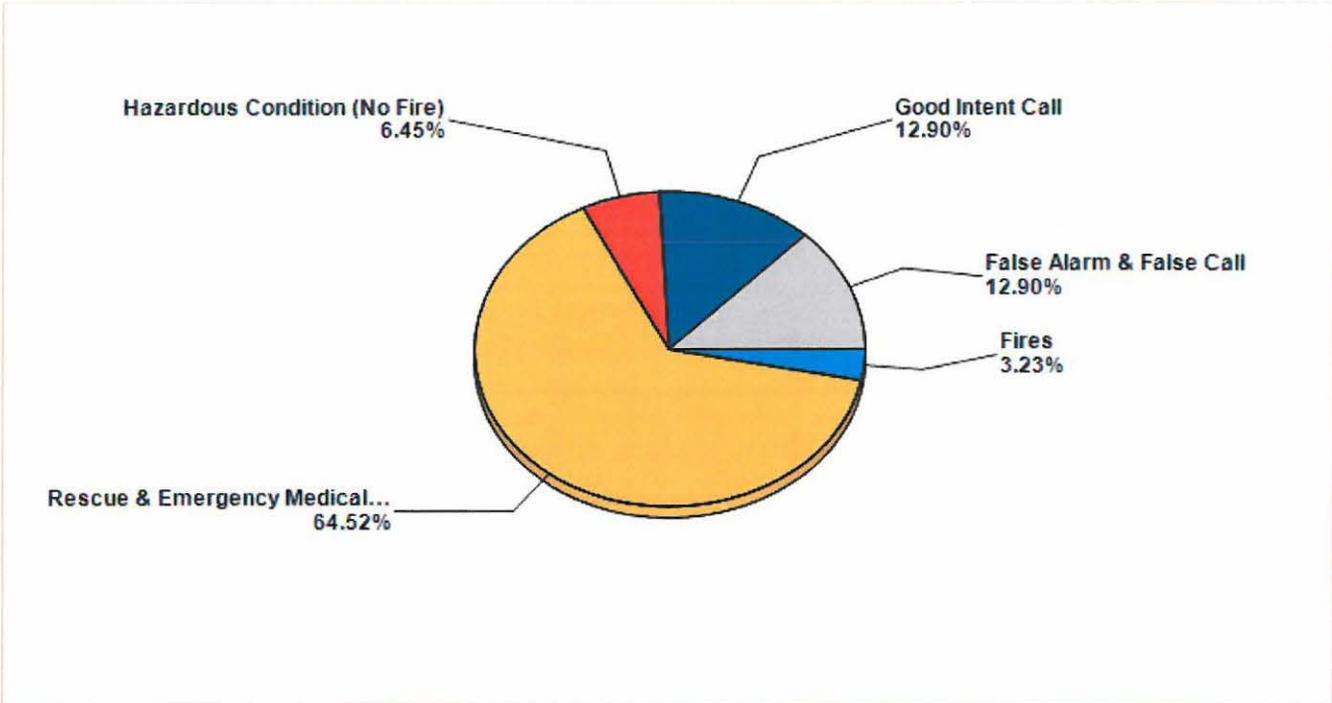
Portland, TX

This report was generated on 12/2/2013 9:38:35 AM



Breakdown by Major Incident Types for Date Range

Start Date: 11/25/2013 | End Date: 12/01/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.23%
Rescue & Emergency Medical Service	20	64.52%
Hazardous Condition (No Fire)	2	6.45%
Good Intent Call	4	12.90%
False Alarm & False Call	4	12.90%
TOTAL	31	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	1	3.23%
311 - Medical assist, assist EMS crew	7	22.58%
321 - EMS call, excluding vehicle accident with injury	11	35.48%
322 - Motor vehicle accident with injuries	1	3.23%
324 - Motor vehicle accident with no injuries.	1	3.23%
440 - Electrical wiring/equipment problem, other	1	3.23%
444 - Power line down	1	3.23%
600 - Good intent call, other	1	3.23%
622 - No incident found on arrival at dispatch address	2	6.45%
650 - Steam, other gas mistaken for smoke, other	1	3.23%
731 - Sprinkler activation due to malfunction	1	3.23%
733 - Smoke detector activation due to malfunction	1	3.23%
735 - Alarm system sounded due to malfunction	1	3.23%
743 - Smoke detector activation, no fire - unintentional	1	3.23%
TOTAL INCIDENTS:	31	100.00%

Average Response Time: 4.58 Min.



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

Completed Activities

11/24/2013 through 11/30/2013

Page 1 of 1

Report run on: 12-02-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
11/26/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GEORGE EMMA K	00529 MOORE AVE.		PENDING
11/26/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	WAMSLEY TERRY & DAWN	01015 FOREST OAK DR	Craig Hedrick	NOTIFIED
11/26/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	SAFE GUARD PROPERTY MANAGEMENT	00110 WESTOVER DR	Craig Hedrick	IN PROGRESS
11/27/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	HAMON GREGORY SCOTT	00111 GHENT PL	Craig Hedrick	MAILED
11/27/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	BURRIS COLBY L	00211 BROADWAY BLVD E		PENDING
11/27/2013	Unwholesome Property (FD)	Follow-Up	ENER THOMAS & CHRISTINA	01026 DIOMEDE DR	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Follow-Up	HAMON GREGORY SCOTT	00111 GHENT PL	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Follow-Up	PALMER JOHN E & ROBIN L	01106 ORION DR	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Follow-Up		00108 FULTON	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GREER PIXIE G TRUSTEE OF THE PIXIE	01011 SACRAMENTO	Craig Hedrick	IN COMPLIANCE
11/27/2013	Unwholesome Property (FD)	Follow-Up	GREER PIXIE G TRUSTEE OF THE PIXIE	01011 SACRAMENTO	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Follow-Up	MIKE NEWMAN OR STEPHEN BLOCK	100 Blk. Cedar	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GEORGE MICHAEL D & CAROLYN	01118 A DENVER	Craig Hedrick	IN COMPLIANCE
11/27/2013	Unwholesome Property (FD)	Follow-Up	GEORGE MICHAEL D & CAROLYN	01118 A DENVER	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	PALMER JOHN E & ROBIN L	01106 ORION DR	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	SCHENA KENNETH J	00109 SAN SABA	Craig Hedrick	COMPLETE
11/27/2013	Unwholesome Property (FD)	Follow-Up	SCHENA KENNETH J	00109 SAN SABA	Craig Hedrick	COMPLETE

Total Completed Activities: 17