



CITY COUNCIL AGENDA

NOTICE OF WORKSHOP

Tuesday, January 7, 2014

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 TO §551.072 (DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY – 420 HOUSTON) AND 551.087 (DISCUSS OR DELIBERATE REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE GOVERNMENTAL BODY HAS RECEIVED FROM A BUSINESS PROSPECT THAT THE GOVERNMENTAL BODY SEEKS TO HAVE LOCATE, STAY, OR EXPAND IN OR NEAR THE TERRITORY OF THE GOVERNMENTAL BODY AND WITH WHICH THE GOVERNMENTAL BODY IS CONDUCTING ECONOMIC DEVELOPMENT NEGOTIATIONS) OF THE TEXAS GOVERNMENT CODE – MAYOR AND CITY MANAGER

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

3. **ADJOURNMENT:** MAYOR KREBS

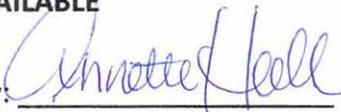
NOTICE OF ASSISTANCE

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: January 3, 2014 by 5 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

**Tuesday, January 7, 2014
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:**
 - INTRODUCTION OF NEW EMPLOYEES – FIRE CHIEF
 - PRESENTATION OF MARTIN LUTHER KING HOLIDAY SCHEDULE (FACILITIES AND SERVICES) – UTILITY BILLING SUPERVISOR
- 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 17, 2013 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY
6. **ORDINANCE NO. 2081 - INCREASING WATER RATE SERVICE RATES:** THE CITY COUNCIL WILL CONSIDER THE SECOND AND FINAL READING OF ORDINANCE NO. 2081 WHICH INCREASES WATER SERVICE RATES (\$0.25 PER 1,000 GALLONS) – FINANCE DIRECTOR AND UTILITY BILLING SUPERVISOR

NEW BUSINESS

7. **WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION SUBDIVISION CHANGE ORDER NO. 5:** THE CITY COUNCIL WILL CONSIDER CHANGE ORDER NO. 5 (\$8,993.00 COST INCREASE) FOR THE WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION SUBDIVISION – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AND CONSULTING CITY ENGINEER
8. **RESOLUTION NO. 678 - APPOINTMENT OF SUCCESSOR TRUSTEE:** THE CITY COUNCIL WILL CONSIDER ADOPTING A RESOLUTION WHICH APPOINTS MICHEL SORRELL AS TRUSTEE OF THE EMPLOYEE BENEFIT PLAN TRUST – CITY MANAGER AND FINANCE DIRECTOR

9. ORDINANCE NO. 2082 - AMENDING THE CITY'S NOISE CONTROL ORDINANCE: THE CITY COUNCIL WILL CONSIDER FIRST READING OF ORDINANCE NO. 2082 AMENDING THE CITY'S NOISE CONTROL REGULATIONS BY CHANGING THE DEFINITIONS OF DAYTIME AND NIGHTTIME AND ALLOWING THE CITY MANAGER TO PERMIT CERTAIN TYPES OF WORK DURING NIGHTTIME HOURS – CITY MANAGER

10. CHANGEOVER TO GLOCK FIREARMS USING DRUG FORFEITURE FUNDS: THE CHIEF OF POLICE SEEKS THE COUNCIL'S SUPPORT FOR USING FEDERAL EQUITABLE SHARING FUNDS AND TRADE-IN OF OUR CURRENT SIG SAUER FIREARMS TO PURCHASE GLOCK MODEL HANDGUNS – CHIEF OF POLICE

11. RESOLUTION NO. 679 – CALLING REGULAR ELECTION: THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 679 CALLING FOR A MAY 10, 2014 GENERAL ELECTION FOR THE PURPOSE OF ELECTING A MAYOR AND 2 COUNCIL MEMBERS TO 2 YEAR TERMS OF OFFICE – MAYOR AND CITY SECRETARY

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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- Persons who wish to speak will only be given 4 minutes to do so

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

D. ADJOURNMENT: MAYOR KREBS

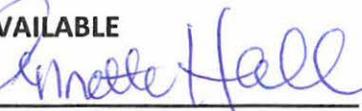
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BRaille IS NOT AVAILABLE

Posted: January 3, 2014 by 5:00 p.m.
Portland City Hall

By:



Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
WORKSHOP MEETING
DECEMBER 17, 2013 – 6:00 P.M.**

On this the 17th day of December 2013, the Council of the City of Portland convened in a workshop meeting session at 6:00 p.m. in the Council Chambers of City Hall, Daniel P. Moore Community Center Complex and notice of workshop 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 E. Lewis	Council Member

STAFF PRESENT:

Randy Wright	City Manager
Sandy Clarkson	Finance Director
Brian DeLatte	Director of Public Works and Development
Gary Giles	Chief of Police
Tim Vanlandingham	Fire Chief
Kyle Schreckenbach	Assistant Public Works Director
RoseAleta Laurell	Library Director
Michel Weaver	Assistant to the City Manager
Lorenzo Lara	Senior Accountant
Annette Hall	City Secretary
Drew Schell	IT Technician
Fred Bussman	IT Technician
Luci Rodriguez	Utility Billing Supervisory

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.

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

1. CALL TO ORDER: MAYOR KREBS

Mayor Krebs called the workshop to order at 6:00 p.m.

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

At 6:00 p.m. Mayor Krebs announced that 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 Krebs announced that the Executive Session was concluded at 6:38 p.m. and reconvened the workshop at 6:38 p.m. He added that no formal action will be taken on this item.

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

Council Member Jorgensen explained that a Portland resident expressed his concern with the daytime hours of the Noise Control Ordinance during the recent construction and development of neighboring subdivision. He added that with the upcoming construction of a new Elementary School surrounding residential areas and the development of new subdivisions, he felt the City Council should consider discussing the definition of daytime and nighttime hours of the current ordinance.

The City Council and City Manager, Randy Wright discussed the current definitions of daytime and nighttime hours and sound levels of the Noise Control Ordinance, typical hours of construction during the summer months, typical hours of foundation pours, and drafting an ordinance for consideration at the next regular meeting changing the definition of daytime hours from 6 a.m. to 6 p.m. to 7 a.m. to 8 p.m.

4. **ADJOURNMENT:** MAYOR KREBS

Mayor Krebs adjourned the workshop at 6:54 p.m.

D. NOTICE OF ASSISTANCE:

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BRILLE IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
DECEMBER 17, 2013 – 7:00 P.M.**

On this the 17th 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
Sandy Clarkson	Finance Director
Gary Giles	Police Chief
Tim Vanlandingham	Fire Chief
RoseAleta Laurell	Library Director
Kyle Schreckenbach	Assistant Director of Public Works
Michel Weaver	Assistant to the City Manager
Annette Hall	City Secretary
Lorenzo Lara	Senior Accountant
Terrell Elliott	IT Manager - Police Sergeant
Drew Schell	IT Technician
Fred Bussman	IT Technician
Luci Rodriguez	Utility Billing Supervisor

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:**

- QUARTERLY FINANCIAL UPDATE – FINANCE DIRECTOR

Finance Director, Sandy Clarkson presented a Financial Update that included the following:

- 2014 Revenues Collected Year-to-Date and Budget
- 2014 Expenditures Used Year-to-Date and Spent
- Special Revenues Collected Year-to-Date and Budget
- Hotel Occupancy Tax Collection History FY2008 through FY2013
- Sales tax Revenues – General Fund – Month by Month 2010-2014
- History of General Sales Tax Collections

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

Mayor Pro Tem Skurow wished everyone a Merry Christmas and a Happy New Year. She added that she is looking forward to participating in the Shop with a Cop event that is taking place tomorrow.

Council Member Green wished everyone a safe and a Merry Christmas.

Council Member Moore wished everyone a Merry Christmas and a Happy New Year.

Council Member Lewis wished everyone a happy and a safe Christmas Holiday.

Council Member Vilo thanked all the Charitable Organizations for their support during the Christmas Holidays.

Council Member Jorgensen reminded everyone to support the local Christmas for Kids Event and wished everyone a happy and safe Christmas Holiday.

Mayor Krebs also wished everyone a happy and safe Christmas holiday. He also thanked all the charitable organizers and volunteers that help make the Christmas season possible for so many less fortunate children and families.

B. ACTION ITEMS, RESOLUTIONS, AND ORDINANCES:

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- All comments, requests and proposals must be presented to or through the Mayor
- Persons who wish to speak will be given 4 minutes to do so

There were none.

OLD BUSINESS

5. MINUTES OF PREVIOUS MEETINGS: THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS DECEMBER 3, 2013 REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Mayor Pro Tem Skurow made the motion to approve the minutes of the December 3, 2013 as presented, seconded by Council Member Green.

The motion passed unanimously (7-0).

NEW BUSINESS

City Manager, Randy Wright explained that the next two items are housekeeping items that are required with the transition of Finance Director, Sandy Clarkson's retirement effective December 31st and Michel Sorrell assuming the responsibilities of Finance Director on January 1st.

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

Assistant to the City Manager, Michel Sorrell explained that the Public Funds Investment Act requires the City Council, by resolution 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. 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

Council Member Vilo made the motion adopting Resolution No. 675 designating Finance Director, Michel Sorrell as the new investment officer for the city, seconded by Council Member Lewis.

The motion passed unanimously (7-0).

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

Council Member Moore made the motion to adopt Resolution No. 676 adding Finance Director, Michel Sorrell as an authorized Texpool Representatives, seconded by Council Member Vilo.

The motion passed unanimously (7-0).

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**

Utility Billing Supervisor, Luci Rodriguez explained that 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.

In documentation submitted by 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 by absorbing \$0.02/1000 gallons of the increase. She further explained that 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.

Council and Staff discussed the proposed increase and the Water District's justification for the increase.

Council Member Jorgensen made the motion to approve the first reading of Ordinance No. 2081 which increases water service rates (\$0.25 per 1,000 gallons), seconded by Council Member Green.

The motion passed unanimously (7-0).

Mayor Krebs read the following caption:

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

**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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- Persons who wish to speak will only be given 4 minutes to do so

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There were none.

D. ADJOURNMENT: MAYOR

Mayor Krebs adjourned the meeting at 7:33 p.m.

E. NOTICE OF ASSISTANCE:

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BRaille IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

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

MEETING DATE 01/07/2014

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.

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

Residential Meter Size	<u>Water</u>	<u>Wastewater</u>
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 first reading on the 17th day of December 2013.

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

AGENDA TITLE	<u>WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION SUBDIVISION CHANGE ORDER NO. 5</u> THE CITY COUNCIL WILL CONSIDER CHANGE ORDER NO. 5 (\$8,993.00 COST INCREASE) FOR THE WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION SUBDIVISION
MEETING DATE	1/7/2014
DEPARTMENT	Public Works
SUBMITTED BY	Brian DeLatte, P.E.

EXECUTIVE SUMMARY

The construction on the Doyle Addition Subdivision Wastewater Collection System Improvements is nearing completion. In order to close out the project with the Texas Water Development Board (TWDB), this final change order must be executed to reconcile final constructed quantities against plan quantities. Once the change order is approved, the TWDB will begin the project closeout and a final project acceptance action item will be presented at a future City Council meeting. The project will be completed \$10,498.45 under the original bid amount and \$14,162.45 under the construction budget.

PRIOR ACTIONS OR REVIEWS

- May 1, 2012 – Engagement of Jhabores Construction for \$2,389,801.00
- October 16, 2012 – Change Order No. 1 approved, decreasing the contract by \$41,158.00
- February 5, 2013 – Change Order No. 2 approved, decreasing the contract by \$26,854.59
- March 19, 2013 – Change Order No. 3 approved, increasing the contract time by 120 days
- October 15, 2013 – Change Order No. 4 approved, increasing the contract by \$48,521.14 and by 150 days

DETAILS / STAFF ANALYSIS

This change order reconciles final constructed quantities against plan quantities. While the City would normally do this at the same time as the project acceptance, TWDB closeout procedures requires this action be taken prior to the closeout process.

There are three items that differed from plan quantity: (1) 242 linear feet of line was constructed approximately a foot deeper than anticipated, increasing the cost by \$726; (2) two

bores across Moore Avenue were ten feet longer than anticipated to clear a mismarked gas line, increasing the cost by \$9,440; (3) deletion of a single service connection, reducing the cost by \$1,173.

This change order also sets the project completion date as January 31, 2014 (551 calendar days).

ALTERNATIVES CONSIDERED

N/A.

FINANCIAL IMPACT

Upon approval of this change order, the project will be completed \$10,498.45 under the original bid amount and \$14,162.45 under the construction budget.

ATTACHMENTS

- Proposed Change Order No. 5

RECOMMENDED ACTION

Motion to approve Change Order No. 5 for the Doyle Addition Subdivision Wastewater Collection System Improvements.

NAISMITH ENGINEERING, INC.
CHANGE ORDER

Project Title: Wastewater Collection System Improvements for the Doyle Addition Subdivision			
Owner: City of Portland, Texas (TWDB Contract No. 10373)			
Owner Project Number: N/A		NEI Project Number: 6110	
Contractor: Jhabores Construction Company Inc.			Page 1 of 1
Change Order Number 5		Date of Issuance	December 31, 2013
		Effective Date	December 31, 2013
You are directed to make the following changes in the Contract Documents:			
		ADD	DEDUCT
1.	Deletion of 8" Gravity Sanitary Sewer @ 5' to 7' Depth (242 LF@\$40.00)		(\$9,680.00)
2.	Addition of 8" Gravity Sanitary Sewer @ 7' to 9' Depth (242 LF@\$43.00)	\$10,406.00	
3.	Deletion of 4" Single Sanitary Sewer Service Connection (Short ROW) (1 EA@\$1,173.00)		(\$1,173.00)
4.	Addition of 16" Diameter Steel Casing (Installed by Boring) (10 LF@\$600.00)	\$6,000.00	
5.	Addition of 8" Diameter Steel Casing (Installed by Boring) (10 LF@\$344.00)	\$3,440.00	
		NET ADD/DEDUCT	\$8,993.00
		Amount	Days
Original Contract		\$2,389,801.00	250
Net Change from Previous Change Orders (No. 1 to No. 4)		(\$19,491.45)	270
Revised Contract Prior to this Change Order		\$2,370,309.55	520
Net Add/Deduct for this Change Order		\$8,993.00	31
Revised Contract Including this Change Order		\$2,379,302.55	551

CONTRACTOR: Jhabores Construction Co.

OWNER: City of Portland

By: *Ken Bala*

By: _____

ENGINEER: Naismith Engineering, Inc.
TBPE Firm Reg.# F-000355

By: *Melanie Gavlik*



1-3-14

AGENDA TITLE **RESOLUTION NO. 678 APPOINTMENT OF SUCCESSOR TRUSTEE**
The City Council will consider adopting a resolution which appoints Michel Sorrell as trustee of the Employee Benefit Plan Trust.

MEETING DATE 1/7/2014

DEPARTMENT Finance

SUBMITTED BY Michel Sorrell, Finance Director

EXECUTIVE SUMMARY

The events of Sandra Clarkson’s retirement and Michel Sorrell’s placement as Finance Director require an action to dissolve and appoint a new trustee for the Employee Benefit Plan Trust. Resolution No. 678 accomplishes both the dissolution and appointment.

PRIOR ACTIONS OR REVIEWS

Resolution No. 670 on July 16, 2013 accomplished the same dissolution and appointment when Mike Tanner, former City Manager, retired and when Randy Wright became City Manager.

DETAILS / STAFF ANALYSIS

The City has been partially self-funded for employee health benefits administered by Entrust, Inc. since October 1, 2003. At that time, the Employee Benefit Plan Trust was established to provide the fiduciary mechanism by which premiums are collected and payments are made for claims.

ALTERNATIVES CONSIDERED

N/A

FINANCIAL IMPACT

The Employee Benefit Plan Trust requires an appointed fiduciary to conduct all business with the “Trust”.

ATTACHMENTS

Resolution No. 678

RECOMMENDED ACTION

Adopt a motion that approves Resolution No. 678

RESOLUTION NO. 678

**A RESOLUTION OF THE CITY OF PORTLAND,
TEXAS, REGARDING THE EMPLOYEE BENEFIT
PLAN TRUST AND APPOINTING A SUCCESSOR
TRUSTEE**

WHEREAS, the City of Portland (the "Company") has established the City of Portland Employee Benefit Plan Trust (the "Trust") on or about October 1, 2003 to provide for the payment or reimbursement of all or a portion of covered expenses and which is for the exclusive use of Participants and, should the Plan Sponsor so direct, is also intended to be exempt under Section 501(c)(9) of the Internal Revenue Code of 1986 and its regulations, as amended (the Code):

WHEREAS, as of October 1, 2003, the original trustees of the trust were Mike Tanner and Sandy Clarkson; and

WHEREAS, as of July 23, 2013, Mike Tanner resigned as a trustee of the trust, and Randy Wright was appointed as an additional Successor Trustee of the trust, thereby making Sandy Clarkson and Randy Wright as the only trustees of the trust;

WHEREAS, as of December 31, 2013, pursuant to paragraph 11.2 of the Trust, Sandy Clarkson resigns as a trustee of the Trust, as evidenced by the Resignation of Trustee document attached hereto.

WHEREAS, as of December 31, 2013, the City of Portland, pursuant to paragraph 11.5 of the City of Portland Employee Benefit Plan Trust (the "Trust"), hereby appoints Michel Sorrell as an additional Successor Trustee of the Trust.

THEREFORE, IT IS RESOLVED, that effective December 31, 2013, Sandra Clarkson resigns as a trustee of the Trust.

IT IS FURTHER RESOLVED, that effective December 31, 2013, the trustees of the Trust are Randy Wright and Michel Sorrell.

PRESENTED AND PASSED on this 7th day of January 2014 at a regular meeting of the City Council of Portland, Texas.

David Krebs, Mayor

ATTEST:

Annette Hall, City Secretary



CITY COUNCIL ACTION ITEM

AGENDA TITLE **CHANGEOVER TO GLOCK FIREARMS USING DRUG FORFEITURE FUNDS**
THE CHIEF OF POLICE SEEKS THE COUNCIL’S SUPPORT FOR USING FEDERAL EQUITABLE SHARING FUNDS AND TRADE-IN OF OUR CURRENT SIG SAUER FIREARMS TO PURCHASE GLOCK MODEL HANDGUNS.

MEETING DATE 1/7/2014

DEPARTMENT Police

SUBMITTED BY Gary Giles, Chief of Police

EXECUTIVE SUMMARY

As part of our work with the DEA, we often receive a portion of the value of seized assets through the Federal Equitable Sharing Program. Guidelines for the use of these funds are strict and must be maintained separate from the regular City budget. They can be used for permissible law enforcement purposes only.

Currently, the Portland Police Department uses a Sig Sauer P226 DAK model which is a very good gun, but there are some drawbacks. The Chief of Police has arranged with a reputable company (GT Distributors) to trade in the current firearms and purchase new Glock Gen 4 firearms. The trade-in/purchase would also include new leather holsters and gear as well as a tactical light for all patrol handguns.

PRIOR ACTIONS OR REVIEWS

The current Sig Sauer handguns were purchased through the General Fund in 2006.

DETAILS / STAFF ANALYSIS

Vendor	Mass Bid Price
30 Glock 22/23 Gen 4 w/ NS (after trade-in)	\$ 1,685.00
27 Safariland ALS Level III Holsters GLK17-22 BW I	2,889.00
Safariland Double Magazine Pouch	626.40
Streamlight TLR-1 Tactical Light	2,356.29
Federal Cartridge .40 180gr ammunition (practice and qualification)	<u>500.00</u>
Total:	\$ 7,932.52

A few additional holsters may need to be purchased for plain clothed officers as well as Special Response Team members.

Federal rules require that the chief law enforcement officer report the expenditure of these funds to the local governing body. As an added measure of oversight and transparency, we prefer that the City Council understand and approve these expenditures.

ALTERNATIVES CONSIDERED

The Sig Sauer is a one-size-fits-all type gun with a heavy trigger pull. Officers with smaller hands can have a more difficult time firing the weapon. The Glock Gen 4 weapons offer three different size grips as well as many other features which can increase safety and efficiency.

FINANCIAL IMPACT

All funds for this trade in/purchase would come from the Equitable Sharing Account and do not affect our City Budget funds.

ATTACHMENTS

None

RECOMMENDED ACTION

Motion to ratify the decision to use approximately \$8,000.00 in federal drug forfeiture funds as well as a firearm trade-in program to purchase 30 Glock Gen 4 handguns and accessories.

AGENDA TITLE	<u>ORDINANCE NO. 2082 – AMENDING THE CITY’S NOISE CONTROL ORDINANCE</u> THE CITY COUNCIL WILL CONSIDER FIRST READING OF ORDINANCE NO. 2082 AMENDING THE CITY’S NOISE CONTROL REGULATIONS BY CHANGING THE DEFINITIONS OF DAYTIME AND NIGHTTIME AND ALLOWING THE CITY MANAGER TO PERMIT CERTAIN TYPES OF WORK DURING NIGHTTIME HOURS.
MEETING DATE	1/7/2014
DEPARTMENT	Administration
SUBMITTED BY	Randy Wright, City Manager

EXECUTIVE SUMMARY

At the request of a citizen, the City Council discussed changes in our Noise Control ordinance that would reduce the chance of construction noise disturbing nearby residents early in the morning. The proposed ordinance amends our existing noise ordinance by changing the definition of daytime and nighttime and adds a provision that allows the city manager to permit special operations to continue.

PRIOR ACTIONS OR REVIEWS

Our Noise Control ordinance, Chapter 11, Article X, was originally passed in 1992. There have been no changes since passage.

DETAILS / STAFF ANALYSIS

During the 12/17/2013 meeting, the City Council discussed our existing noise control ordinance that limits most construction activities to daytime hours. In the ordinance, “daytime” is defined as the hours between 6:00 AM and 6:00 PM. Nighttime is defined as 6:00 PM to 6:00 AM. The proposed ordinance redefines daytime as 7:00 AM to 8:00 PM and nighttime from 8:00 PM to 7:00 AM. Moving the time when construction noise is likely to occur can reduce citizen complaints.

Council was also concerned that the amended ordinance clearly allow for some special operations during nighttime when those operations were technically necessary, like pouring concrete slabs in darkness due to our summer temperatures. The original ordinance only vaguely referred to such exceptions. The proposed ordinance gives the city manager clear authority to allow those special, nighttime operations.

ALTERNATIVES CONSIDERED

The current ordinance has been in effect since 1992. Complaints of construction noise are rare. The change in work hours will reduce the risk that construction noise might adversely affect nearby residents.

The change could also affect some local builders and developers who have grown accustomed to, or depend on, work starting at 6:00 AM. The proposed ordinance has been provided to local builders (through the Builder’s Roundtable) for review and comment.

FINANCIAL IMPACT

None

ATTACHMENTS

Proposed Ordinance

RECOMMENDED ACTION

Motion to approve first reading of Ordinance No. 2082.

44 Sound level meter means an instrument which includes a microphone, amplifier,
45 RMS detector, integrator or time averages, output meter, and weighting network used
46 to measure sound pressure levels.
47

48 **Sec. 11-182. Noise nuisance enumeration.**

49
50 a) The following acts, among others not hereinafter enumerated, are declared to
51 be "noise nuisance," in violation of the provisions of this article when done in
52 such a manner, or with such volume, intensity, or with continued duration, so as
53 to annoy, distress, or disturb the comfort of other persons on any property
54 under separate ownership who are of reasonable nervous sensibilities, or so as
55 to endanger or injure the health of another person.
56

57 (1) The playing or permitting or causing the playing of instruments that
58 include, but are not limited to any radio, television, phonograph, drum,
59 junk box, nickelodeon, musical instrument, sound amplifier or similar
60 device which produces, reproduces, or amplifies sound.
61

62 (2) Any loud or vociferous language or any soliciting for, or description of,
63 any amusement house, moving picture theater, or other like place of
64 amusement, or for the performance therein, in the entrance thereto, the
65 foyer or lobby thereof, or on the sidewalks adjoining the same.
66

67 (3) The keeping of any dog, cat, other animal, fowl, or bird, which makes
68 frequent or long, continued noise.
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70 (4) The continued or frequent sounding of any horn or other signal device on
71 any vehicle, including but not limited to automobiles, motorcycles, and
72 buses, except as a danger signal.
73

74 (5) The discharge into the open air of the exhaust of any steam engine,
75 stationary internal combustion engine, automobile, motorcycle, or other
76 motor vehicle or boat, except through a muffler or other device which
77 adequately prevents loud or explosive noises.
78

79 (6) The erection, including construction, excavation, demolition, alteration,
80 or repair work, or the permitting or causing thereof, of any building or
81 other structure, or the operation or the permitting or causing the
82 operation of any tools or equipment used in construction, excavation,
83 drilling, demolition, alteration or repair work:

- 84 a. Other than during the daytime on weekdays; or
85 b. At any time such that the sound level at or across a real property
86 boundary exceeds eighty (80) dBA; ~~or~~

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c. This section shall not apply in cases of extreme and urgent necessity in the interest of public safety and convenience, and then only with specific approval obtained from the director of public works, or any duly appointed representatives.

d. The city manager may permit operations otherwise prohibited by this section to proceed during nighttime when, in his opinion, there is technical necessity for performing such operations during nighttime.

(7) The crying, calling, or shouting, in person or by any mechanical device, or the use of any whistle, rattle, or bell, gong, clapper, hammer, drum, horn, loudspeaker or phonograph with or without an amplifier, hand organ, or other devices or instruments, musical or otherwise, for the purpose of advertising any goods, wares, or merchandise, or for the purpose of attracting attention to or inviting persons to any rally, meeting or gathering, to any place of amusement, to any performance or show, or to any business or activity whatsoever.

(8) The raucous shouting, whistling, yelling, singing, hooting, or crying of peddlers, hawkers, vendors or any other persons.

(b) The following defined acts shall be prima facie evidence of unreasonable conduct:

(1) The making of noise which exceeds sixty-three (63) decibels in any residentially zoned area (as defined by the city zoning ordinance) when measured from property under separate ownership.

(2) The making of noise which exceeds seventy (70) decibels in any commercially zoned area as defined by the city zoning ordinance, when measured from property under separate ownership.

(3) The making of noise which exceeds seventy-two (72) decibels in any industrially zoned area as defined by the city zoning ordinance, when measured from property under separate ownership.

(4) The making of noise which exceeds eighty-five (85) decibels using the LEQ method of noise measure for noise emanating from entertainment zoned property as defined by the city zoning ordinance, when measured from property under separate ownership. Any adjacent property owned, leased, controlled or managed by any person or entity or any affiliate that directly or indirectly controls, is controlled by, or shares common control with the other entity that has an ownership interest or lease interest in the monitored property shall not be considered property under separate

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ownership for purposes of determining the boundaries of the noise source property in an entertainment district.

- (c) This section shall not apply to any city approved cases of urgent necessity in the interest of public safety, or in cases of city sponsored or approved fiestas, parades, or other public events.

SECTION 2. 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 of an 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 3. This ordinance shall be in full force and effect after passage and publication as required by law.

PASSED AND APPROVED this the 21st day of January, 2014.

Mayor, City of Portland

ATTEST:

City Secretary

AGENDA TITLE **RESOLUTION NO. 680 - CALLING REGULAR ELECTION:**
THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 680 WHICH CALLS FOR A MAY 10, 2014 GENERAL ELECTION (PURPOSE OF ELECTING A MAYOR AND 2 (TWO) COUNCIL MEMBERS TO 2 (TWO) YEAR TERMS).

MEETING DATE 1/7/2014

DEPARTMENT Administration

SUBMITTED BY Annette Hall, City Secretary

EXECUTIVE SUMMARY

Resolution No. 680 authorizes a May 10, 2014 General Election for the purpose of:

- Electing a Mayor and two (2) Council Members to two (2) year term
- Establishes an Early Voting Clerk (City Secretary), presiding and an alternate judges
- A single voting site (Portland Community Center)
- Establishes voting hours and a recommendation of extended voting hours of 7:00 a.m. to 7:00 p.m. on Monday, April 28, 2014 and Monday, May 5, 2014

PRIOR ACTIONS OR REVIEWS

The City Charter requires a regular election be held annually.

DETAILS / STAFF ANALYSIS

In order to meet election requirements Resolution No. 680 calling the May Election must be adopted.

ALTERNATIVES CONSIDERED

None

FINANCIAL IMPACT

Approximate impact will be \$10,000.

ATTACHMENTS

- Resolution No. 680
- Election Order

RECOMMENDED ACTION

Adopt Resolution No. 680 which calls for a May 10, 2014 General Election for the purpose of electing a Mayor and two (2) Council Members to two (2) year terms.

RESOLUTION NO.680

**A RESOLUTION ORDERING A GENERAL ELECTION
TO BE HELD ON MAY 10, 2014 FOR THE PURPOSE OF
ELECTING A MAYOR AND TWO (2) COUNCIL MEMBERS
FOR TWO (2) YEAR TERMS**

WHEREAS, the Mayor and City Council of the City of Portland, Texas has ordered that a General Election be held in said City on the 10th day of May 2014, for the purpose of electing:

A Mayor and Two (2) Council Members for two (2) year terms

NOW, THEREFORE, BE IT RESOLVED that in accordance with the order adopted by the City Council of said City, said election shall be held at the following place in said City, and the following named persons are hereby appointed officers and establishing an Early Voting Clerk (Annette Hall) for said election:

In Election Precincts No. 108, No 116, No. 119 and No 121 on Election Day and Early Voting by Personal Appearance shall be held at Daniel P. Moore Community Complex (Portland Community Center), 2000 Billy G. Webb Dr., Portland, Texas.

JOANN LUEHRING as Presiding Judge and MARY GARZA as Alternate Judge are hereby appointed and said Presiding Judge shall appoint the necessary Clerks to assist with the election not to exceed two (2) Clerks for said election.

The polls of the above designated polling place shall on said Election Day be open 7:00 a.m. to 7:00 p.m.

Early voting by personal appearance for the above said place of early voting shall remain open for at least eight hours on each day for early voting which is not a Saturday, a Sunday, an official holiday, or an Official State Holiday, beginning April 28, 2014 and continuing through May 6, 2014, and for at least twelve hours on Monday, April 28, 2014 and Monday May 5, 2014, preceding the election. The mailing address for an application for ballot by mail is Annette Hall, Early Voting Clerk, 1900 Billy G. Webb Dr., Portland, Texas, 78374.

Early voting by mail shall be offered by paper ballot. Electronic voting will be offered during early voting by personal appearance and on Election Day.

A copy of this resolution shall also serve as a writ of election which shall be delivered to the above appointed Presiding Judges, for said election.

PASSED AND APPROVED THIS 7th DAY OF JANUARY 2014.

CITY OF PORTLAND, TEXAS

David Krebs, Mayor

ATTEST:

Annette Hall, City Secretary

ORDER OF ELECTION FOR MUNICIPALITIES

An election is hereby ordered to be held on May 10, 2014 for the purpose of:

Electing a Mayor and Two (2) Council Members for two (2) year terms

Early voting by personal appearance will be conducted each weekday at

Daniel P. Moore Community Center 2000 Billy G. Webb Dr., Portland, Texas

(location)

Recommended but not required

Between the hours of 8 a.m. and 5 p.m. beginning on April 28, 2014 and
(date)
ending on May 6, 2014 and from 7 a.m. to 7 p.m. on Monday, April 28, 2014 and Monday, May 5, 2014.
(date)

Applications for ballot by mail shall be mailed to:

Annette Hall, City Secretary
(Name of Early Voting Clerk)

1900 Billy G. Webb Dr
(Address)

Portland, Texas 78374
(City) (Zip Code)

Applications for ballots by mail must be received no later than the close of business on
May 1, 2014.
(date)

Issued this the 7th day of January, 2014.

Signature of Mayor

Signature of Councilperson

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before Election Day.

ORDEN DE ELECCION PARA MUNICIPIO

Por la presente se ordena que se llevará a cabo una elelcción y una eleccion especial el 10 de Mayo, 2014 con el propósito (fecha)

de: elegir Un Alcalde y Dos Miembros de Concilio (Termino de Dos Anos)

La votación adelantada en persona se llevará a cabo de lunes a viernes en

Daniel P. Moore Community Center, 2000 Billy G. Webb Dr., Portland, Tx
(sitio)

Entre las 8 de la mañana y las 5 de la tarde empezando el 28 de Abril (fecha) y terminando el 6 de Mayo, y entre las 7 de la mañana y las 7 de la tard. (lunes) el 28 de Abril 2014 y (lunes) el dia 5 de Mayo 2014 (fecha)

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Annette Hall, City Secretary
(Nombre del Secretario(a) de Votación Adelantada)

1900 Billy G. Webb Dr.
(Dirección)

Portland, Texas 78374
(Ciudad) (Zona Postal)

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de las horas de negocio el 1 de Mayo 2014.
(fecha)

Emitida este día 7 de Enero,2014.

Firma del Alcalde

Firma de la Persona del Concilio

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.



STAFF
WEEKLY
REPORTS

Portland Fire Department

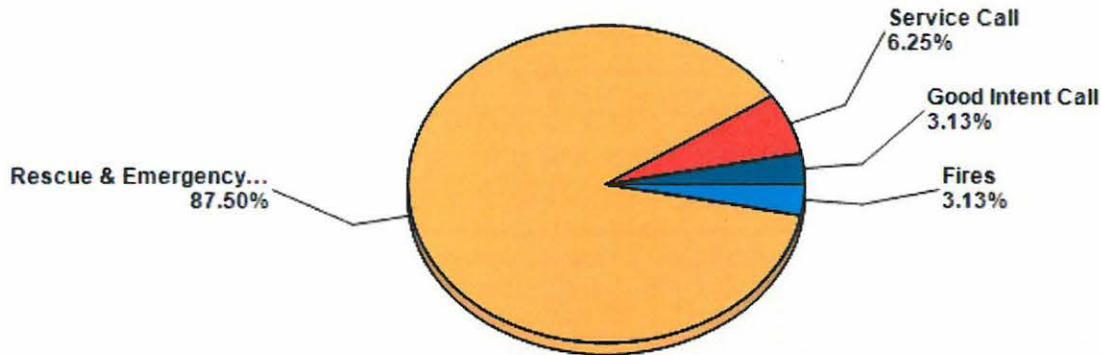
Portland, TX

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Breakdown by Major Incident Types for Date Range

Start Date: 12/16/2013 | End Date: 12/22/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	3.13%
Rescue & Emergency Medical Service	28	87.50%
Service Call	2	6.25%
Good Intent 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	10	31.25%
321 - EMS call, excluding vehicle accident with injury	16	50.00%
322 - Motor vehicle accident with injuries	1	3.13%
324 - Motor vehicle accident with no injuries.	1	3.13%
510 - Person in distress, other	2	6.25%
622 - No incident found on arrival at dispatch address	1	3.13%
TOTAL INCIDENTS:	32	100.00%

**Station Tour upon Public Request (1)
Participated in Christmas For Kids Community Event**

Average Response Time: 4.19 Min.



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

Completed Activities

12/15/2013 through 12/21/2013

Page 1 of 3

Report run on: 12-30-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
12/16/2013	Unwholesome Property (FD)	Follow-Up	GEORGE EMMA K	00529 MOORE AVE.	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RODRIGUEZ ADAN	00103 COX DR	Craig Hedrick	IN COMPLIANCE
12/16/2013	Unwholesome Property (FD)	Follow-Up	RODRIGUEZ ADAN	00103 COX DR	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	RODRIGUEZ ADAN	00103 COX DR	Craig Hedrick	IN COMPLIANCE
12/16/2013	Unwholesome Property (FD)	Follow-Up	TINA SPICER	01224 MEMORIAL PKY	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Follow-Up	PAULK CHARLES T	00102 ANN DR	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	GEIGER DATHEL L	00102 PARK PLACE	Craig Hedrick	IN COMPLIANCE
12/16/2013	Unwholesome Property (FD)	Follow-Up	GEIGER DATHEL L	00102 PARK PLACE	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	TINA SPICER	01224 MEMORIAL PKY	Craig Hedrick	COMPLETE
12/16/2013	Unwholesome Property (FD)	Contract Services (Mowing or Clean-up)	GEORGE EMMA K	00529 MOORE AVE.	Craig Hedrick	COMPLETE
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	DEMPSEY ARTHUR D & PATRICIA ANN	01506 AUSTIN	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	JONES JUNE T	01502 AUSTIN	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	POLINARD DANNY JOHN ALLEN	01504 AUSTIN	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	GARZA JUSTIN JAY	01605 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	VERA MARTHA R	01603 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SERRATOS ADELITA	01601 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	HERNANDEZ GLORIA	01509 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	SALINAS DARRELL & MELISSA	01507 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	LAIRD BILLIE RAY & RUBY LAIRD PETTY	01505 CROSBY	Craig Hedrick	NOTIFIED



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

Completed Activities

12/15/2013 through 12/21/2013

Page 2 of 3

Report run on: 12-30-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	HERNANDEZ HIPOLITO & MARY	01503 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	HARRIS MICKY	01501 CROSBY	Craig Hedrick	NOTIFIED
12/17/2013	Annual Inspection	Annual	LAB CORP	1702 U.S. Highway 181 Suite B-12	Craig Hedrick	FAIL
12/17/2013	Annual Inspection	Annual	WHATABURGER INC	1010 U.S. Highway 181	Craig Hedrick	PASS
12/17/2013	Annual Inspection	Annual	COASTAL BEND LAWN AND GARDEN	911 Railroad Ave.	Craig Hedrick	PASS
12/17/2013	Annual Inspection 1	Periodic	MCDONALD'S	1300 Wildcat	Craig Hedrick	PASSED
12/17/2013	Annual Inspection 1	Annual	TACO BELL	1043 US Hwy 181	Craig Hedrick	PASSED
12/17/2013	Annual Inspection 1	Periodic	PEERLESS CLEANERS	1003 A US Hwy 181	Craig Hedrick	FAILED
12/17/2013	Annual Inspection	Annual	COE, KELLEY	1702 U.S. Highway 181 Suite B-6	Craig Hedrick	FAIL
12/18/2013	Annual Inspection	Re-Inspection	ATTIC ANTIQUES	01113 RAILROAD	Craig Hedrick	PASS
12/18/2013	Annual Inspection	Re-Inspection	CONNECTIONS FAMILY SERVICES	209 Cedar Dr. B	Craig Hedrick	PASS
12/18/2013	Annual Inspection 1	Periodic	CAPITAL SEARCH NETWORK	1105 Railroad Suite A	Craig Hedrick	PASSED
12/18/2013	Annual Inspection	Re-Inspection	TKO SECURITY	01109 RAILROAD AVE	Craig Hedrick	FAIL
12/18/2013	Annual Inspection	Re-Inspection	NORTH BAY PROPERTIES	1111 Railroad Ave Suite	Craig Hedrick	PASS
12/18/2013	Annual Inspection	Re-Inspection	TBC COMMERCIAL CONSTRUCTION LLC	1025 US Hwy 181	Craig Hedrick	FAIL
12/18/2013	Annual Inspection 1	Periodic	TSO - DR. RM BURTON OPTOMETRIST	1540 Wildcat Suite B	Craig Hedrick	PASSED
12/18/2013	Annual Inspection 1	Re-inspection	SAN PATRICIO PUBLISHING CO.	1105 Railroad Suite B	Craig Hedrick	FAILED
12/18/2013	Annual Inspection 1	Re-inspection	SONIC	106 Lang	Craig Hedrick	PASSED
12/18/2013	Unwholesome Property (FD)	Follow-Up	RAMIREZ GLORIA B	00420 HOUSTON ST (CORNER)	Craig Hedrick	COMPLETE
12/18/2013	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RAMIREZ GLORIA B	00420 HOUSTON ST (CORNER)	Craig Hedrick	IN COMPLIANCE



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

Completed Activities

12/15/2013 through 12/21/2013

Page 3 of 3

Report run on: 12-30-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
12/18/2013	Unwholesome Property (FD)	Notice of violation, trash, rubbish, carrion, refuse	RAMIREZ GLORIA B	00420 HOUSTON ST (CORNER)	Craig Hedrick	IN COMPLIANCE
12/20/2013	Annual Inspection 1	Periodic	SAN PATRICIO PUBLISHING CO.	1105 Railroad Suite B	Craig Hedrick	PASSED
Total Completed Activities: 41						



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

Completed Activities

12/22/2013 through 12/28/2013

Page 1 of 1

Report run on: 12-30-2013

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
12/23/2013	Annual Inspection	Annual	VHP CATERING	917 Commerce St.	Craig Hedrick	FAIL
12/23/2013	Unwholesome Property (FD)	Follow-Up		2200 Post Oak Dr.	Craig Hedrick	COMPLETE
12/26/2013	Unwholesome Property (FD)	Follow-Up	TIME WARNER CABLE	00821 MARKET	Mary Newton	N/A
12/26/2013	Unwholesome Property (FD)	Follow-Up	PHIL BERRYMAN	1591 US Hwy 181	Craig Hedrick	COMPLETE
12/27/2013	Annual Inspection 1	Re-inspection	K-MART	1400 Wildcat	Craig Hedrick	FAILED
12/27/2013	Annual Inspection	Re-Inspection	SECURITY FINANCE CORPORATION	1605 U.S. Highway 181 Suite #C	Craig Hedrick	PASS
12/27/2013	Annual Inspection 1	Re-inspection	TRIDENT CLUB	822 Denver	Craig Hedrick	FAILED
12/27/2013	Annual Inspection 1	Re-inspection	AL WILLEFORD CHEVROLET - BODY SHOP	200 Lang	Craig Hedrick	FAILED
12/27/2013	Annual Inspection	Re-Inspection	TKO SECURITY	01109 RAILROAD AVE	Craig Hedrick	PASS
12/27/2013	Annual Inspection	Re-Inspection	TBC COMMERCIAL CONSTRUCTION LLC	1025 US Hwy 181	Craig Hedrick	PASS

Total Completed Activities: 10

Portland Fire Department

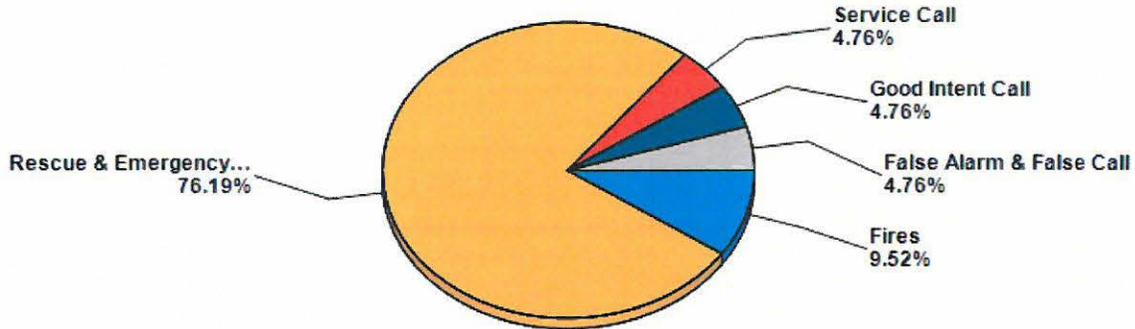
Portland, TX

This report was generated on 12/30/2013 8:32:27 AM



Breakdown by Major Incident Types for Date Range

Start Date: 12/23/2013 | End Date: 12/29/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	9.52%
Rescue & Emergency Medical Service	16	76.19%
Service Call	1	4.76%
Good Intent Call	1	4.76%
False Alarm & False Call	1	4.76%
TOTAL	21	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	1	4.76%
154 - Dumpster or other outside trash receptacle fire	1	4.76%
311 - Medical assist, assist EMS crew	6	28.57%
321 - EMS call, excluding vehicle accident with injury	10	47.62%
510 - Person in distress, other	1	4.76%
611 - Dispatched & cancelled en route	1	4.76%
745 - Alarm system activation, no fire - unintentional	1	4.76%
TOTAL INCIDENTS:	21	100.00%

Average Response Time: 4.19 Min.

SINGLE-FAMILY HOUSING PERMITS ISSUED

	Number	Running Total	Value	Running Value	Revenue	Running Revenue
FY 2012-2013						
October	9	9	\$ 1,935,129.00	\$ 1,935,129.00	\$ 8,165.03	\$ 8,165.03
November	3	12	\$ 593,737.65	\$ 2,528,866.65	\$ 4,196.69	\$ 12,361.72
December	8	20	\$ 1,702,506.00	\$ 4,231,372.65	\$ 11,381.09	\$ 23,742.81
January (13)	6	26	\$ 1,425,711.87	\$ 5,657,084.52	\$ 9,200.13	\$ 32,942.94
February	1	27	\$ 289,718.55	\$ 5,946,803.07	\$ 1,778.77	\$ 34,721.71
March	6	33	\$ 1,380,811.28	\$ 7,327,614.35	\$ 8,651.75	\$ 43,373.46
April	8	41	\$ 2,073,604.20	\$ 9,401,218.55	\$ 13,323.24	\$ 56,696.70
May	4	45	\$ 989,312.12	\$ 10,390,530.67	\$ 6,423.85	\$ 63,120.55
June	6	51	\$ 1,251,764.36	\$ 11,642,295.03	\$ 8,559.80	\$ 71,680.35
July	5	56	\$ 1,413,315.65	\$ 13,055,610.68	\$ 9,335.61	\$ 81,015.96
August	7	63	\$ 1,661,260.02	\$ 14,716,870.70	\$ 10,775.40	\$ 91,791.36
September	13	76	\$ 2,779,602.85	\$ 17,496,473.55	\$ 19,069.67	\$ 110,861.03
Total	76		\$ 17,496,473.55		\$ 110,861.03	
FY 2013-2014						
October	7	7	\$ 1,410,388.52	\$ 1,410,388.52	\$ 9,366.16	\$ 9,366.16
November	3	10	\$ 576,596.12	\$ 1,986,984.64	\$ 3,999.18	\$ 13,365.34
December	2	12	\$ 404,323.14	\$ 2,391,307.78	\$ 2,759.72	\$ 16,125.06
January (14)						
February						
March						
April						
May						
June						
July						
August						
September						
Total	12		\$ 2,391,307.78		\$ 16,125.06	



**Development Services
Permit Report**

City of Portland
1900 Billy G Webb Dr.
Portland, TX 78374
Phone (361) 777-4553

Permits	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Accessory Structure	6	3	2										11
Addition/Remodel - COM	1	0	3										4
Addition/Remodel - RES	1	2	1										4
Cert of Reoccupancy	0	1	1										2
Contractor Registration	61	21	15										97
Demolition	0	0	1										1
Driveway/Slab	8	8	4										20
Drought Mgmt. Var.	3	1	0										4
Electrical	20	14	17										51
Fence	4	12	4										20
Foundation Repair	5	6	4										15
Garage Sales	66	55	22										143
Gas	7	1	8										16
Mechanical	24	10	15										49
New Commercial	0	0	0										0
New Single Family Res	7	3	2										12
Plumbing	31	28	17										76
POD's	5	2	3										10
Re-Roof	7	4	4										15
Sign	8	3	5										16
Swimming Pool	3	0	0										3
Vending Machine	0	0	2										2
Window/ Siding	6	2	7										15
Total	273	176	137	0	586								