



CITY COUNCIL AGENDA

NOTICE OF WORKSHOP

Tuesday, March 4, 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. **ENCODE 360 PRESENTATION:** THE CITY COUNCIL WILL DISCUSS THE ENCODE 360 PROGRAM FOLLOWING A PRESENTATION – ENCODE 360 REPRESENTATIVE
3. **EXECUTIVE SESSION:** THE CITY COUNCIL WILL CONDUCT AN EXECUTIVE SESSION ACCORDING TO §551.074 OF THE TEXAS GOVERNMENT CODE (DELIBERATE THE EVALUATION AND DUTIES OF THE MUNICIPAL COURT PROSECUTOR) - MAYOR AND CITY MANAGER

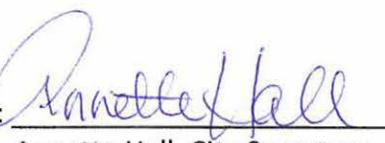
NO FORMAL ACTION WILL BE TAKEN AT THE CONCLUSION OF THE EXECUTIVE SESSION
4. **ADJOURNMENT:** MAYOR KREBS

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: February 28, 2014 by 5 p.m.
Portland City Hall

By: 
Annette Hall, City Secretary



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

Tuesday, March 4, 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:**

- REPUBLIC SERVICES UPDATE – REPUBLIC SERVICES REPRESENTATIVE

- 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

5. **MINUTES OF PREVIOUS MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS FEBRUARY 18, 2014 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

6. **REQUEST FOR WAIVER OF ROOM RENTAL FEES AT THE PORTLAND COMMUNITY CENTER:** THE CITY COUNCIL WILL CONSIDER A REQUEST BY THE SAN PATRICIO JUVENILE SERVICES DEPARTMENT FOR THE WAIVER OF ROOM RENTAL FEES FOR THE CJD GRANT PROGRAM – DIRECTOR OF PARKS AND RECREATION

7. **REQUEST FOR EVENT CO-SPONSORSHIP:** THE CITY COUNCIL WILL CONSIDER REQUESTS FOR TWO WALK/RUN EVENT CO-SPONSORSHIPS AT SUNSET LAKE PARK – DIRECTOR OF PARKS AND RECREATION

8. **PROPOSAL FOR ENGINEERING SERVICES:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR THE CITY-WIDE SCADA SYSTEM PROJECT IN THE AMOUNT OF \$98,403.50 – CONSULTING CITY ENGINEER AND DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

9. **ORDINANCE NO. 2084 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF AN ORDINANCE INCREASING THE DAILY IMPOUND FEES FOR ANIMALS BEING HELD FOR OBSERVATION – CHIEF OF POLICE

- 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

5. **MINUTES OF PREVIOUS MEETINGS:** THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS FEBRUARY 18, 2014 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY
6. **REQUEST FOR WAIVER OF ROOM RENTAL FEES AT THE PORTLAND COMMUNITY CENTER:** THE CITY COUNCIL WILL CONSIDER A REQUEST BY THE SAN PATRICIO JUVENILE SERVICES DEPARTMENT FOR THE WAIVER OF ROOM RENTAL FEES FOR THE CID GRANT PROGRAM – DIRECTOR OF PARKS AND RECREATION
7. **REQUEST FOR EVENT CO-SPONSORSHIP:** THE CITY COUNCIL WILL CONSIDER REQUESTS FOR TWO WALK/RUN EVENT CO-SPONSORSHIPS AT SUNSET LAKE PARK – DIRECTOR OF PARKS AND RECREATION
8. **PROPOSAL FOR ENGINEERING SERVICES:** THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR THE CITY-WIDE SCADA SYSTEM PROJECT IN THE AMOUNT OF \$98,403.50 – CONSULTING CITY ENGINEER AND DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT
9. **ORDINANCE NO. 2084 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES:** THE CITY COUNCIL WILL CONSIDER THE SECOND (FINAL) READING OF AN ORDINANCE INCREASING THE DAILY IMPOUND FEES FOR ANIMALS BEING HELD FOR OBSERVATION – CHIEF OF POLICE

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

Members of the audience who wish to (1) comment on issues for which there is no item on this agenda, (2) present questions for which there is no item on this agenda, (3) request assistance for which there is no item on this agenda or (4) propose regulatory changes for which there is no item on this agenda, must comply with the following rules of procedure:

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

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

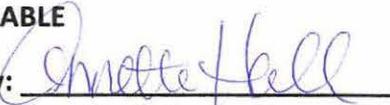
D. ADJOURNMENT: MAYOR KREBS

NOTICE OF ASSISTANCE

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

BRAILLE IS NOT AVAILABLE

Posted: February 28, 2014 by 5:00 p.m.
Portland City Hall

By: 
Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
WORKSHOP MEETING
FEBRUARY 18, 2014 – 6:00 P.M.**

On this the 18th day of February 2014, 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
Michel Sorrell	Finance Director
Brian DeLatte	Director of Public Works and Development
Tim Vanlandingham	Fire Chief
Annette Hall	City Secretary

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 TO §551.071 (DISCUSSION OF PENDING OR CONTEMPLATED LITIGATION WITH ATTORNEYS: "TEAL CONSTRUCTION VS. CITY OF PORTLAND) OF THE TEXAS GOVERNMENT CODE - 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 to according §551.071 (discussion of pending or contemplated litigation with Attorneys: "Teal Construction vs. City of Portland) of the Texas Government Code.

Mayor Krebs announced that the Executive Session was concluded at 6:51 p.m. and reconvened the workshop at 6:53 p.m. He added that no formal action will be taken on this item.

3. **ADJOURNMENT:** MAYOR KREBS

Mayor Krebs adjourned the workshop at 6:53 p.m.

D. NOTICE OF ASSISTANCE:

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

BRaille IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
FEBRUARY 18, 2014 – 7:00 P.M.**

On this the 18th day of February 2014, 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
Michel Sorrell	Finance Director
Gary Giles	Police Chief
Tim Vanlandingham	Fire Chief
Kristin Connor	Director of Parks and Recreation
RoseAleta Laurell	Library Director
Kyle Schreckenbach	Assistant Director of Public Works
Annette Hall	City Secretary
Terrell Elliott	IT Manager - Police Sergeant
Fred Bussman	IT Technician
Brandon Lemon	Accounting Assistant
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 Lewis gave the invocation and Mayor Krebs led the Pledge of Allegiance.

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

- PROCLAMATION DECLARING MARCH 4, 2014 TO BE "IHOP NATIONAL PANCAKE DAY AND SHRINERS HOSPITALS FOR CHILDREN DAY" - MAYOR KREBS AND REPRESENTATIVE OF SHRINERS HOSPITALS FOR CHILDREN

Mayor Krebs read and presented Al Amin Shrine Representatives Ralph Nelson and Richard Gamewell with a signed copy of the Proclamation declaring March 4, 2014 to be "IHOP NATIONAL PANCAKE DAY AND SHRINERS HOSPITALS FOR CHILDREN DAY" in Portland.

- INTRODUCTION OF NEW EMPLOYEES – CHIEF OF POLICE AND DIRECTOR OF PARKS AND RECREATION

Chief Gary Giles introduced Patrol Officer Nadia Lugo.

Parks and Recreation Director, Kristin Conner introduced Parks and Recreation Maintenance employees Eduardo Davila and Gene Cruz.

- REPORT ON 2014 SWEETHEART BALL – DIRECTOR OF PARKS AND RECREATION

Parks and Recreation Director, Kristin Conner announced that the 2014 Sweetheart Ball held on February 7th was very well attended with 465 tickets sold. The event included a sundae station, fun booth and masquerade masks were provided to the young girls.

- FINANCIAL UPDATE – FINANCE DIRECTOR

Finance Director, Michel Sorrell presented a Financial Update that included the following:

- 2014 Revenues collected Year to Date and Budget
- 2014 Expenditures Used Year to date and Budget
- 2014 Revenues Collected Year to Date and Budget
- Sales Tax Revenues - General Fund - Month by Month 2010 -2014

- ELECTION UPDATE – CITY SECRETARY

City Secretary, Annette Hall announced that the deadline to apply for a place on the ballot for the upcoming May 10th General Election is February 28th at 5 pm. The purpose of the General Election is to elect a Mayor and 2 Council Members to 2 year terms. Application packets can be picked up in the City Secretary's Office, Monday – Friday during regular business hours.

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 complimented the recent report on Channel 3 on “Things you need to know about Portland” and on the great job on the interviews by Portland Chamber Executive Director, Collette Walls, Police Chief Giles, City Manager, Randy Wright, and Mayor Krebs.

Council Member Green commented on the positive response on the Channel 3 news report and thanked the public for their support.

Council Member Lewis also gave a positive comment on the Channel 3 report. He also asked the Portland residents to check their bulk trash schedule before doing yard work.

Council Member Vilo announced that baseball season has started and asked everyone to watch for children chasing after foul balls while driving near baseball fields. He then

complimented the Parks and Recreation Department on the great job they did on the Sweetheart Ball and winning the award for the "Park It" program.

Council Member Jorgensen complimented Police Chief Giles and Corpus Christi Chief of Police Simpson for a job well done on the recent high speed car chase.

Mayor Krebs also commented on the excellent job by the Portland Police Department and Corpus Christi Police Department on the high speed chase that came to a stop in Portland yesterday. He complimented the Parks and Recreation on the award they received on the "Park It" program. He added that a reminder concerning the recycle and bulk trash pickup schedules should be included in next newsletter.

B. ACTION ITEMS, RESOLUTIONS, AND ORDINANCES:

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

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

There were none.

5. MINUTES OF PREVIOUS MEETINGS: THE CITY COUNCIL WILL CONSIDER THE MINUTES OF ITS FEBRUARY 4, 2014 WORKSHOP AND REGULAR MEETING - MAYOR KREBS AND CITY SECRETARY

Council Member Vilo made the motion to approve the minutes of the February 4, 2014 workshop and regular meeting, seconded by Mayor Pro Tem Skurow.

The motion passed 7-0.

6. ISSUANCE OF CERTIFICATES OF OBLIGATION: THE CITY COUNCIL WILL CONSIDER AND APPROVE A FINANCING PLAN FOR THE ISSUANCE OF CERTIFICATES OF OBLIGATION, SERIES 2014, NOT TO EXCEED \$5,250,000 – FINANCE DIRECTOR AND CONSULTING CITY FINANCIAL ADVISOR

Finance Director, Michel Sorrell explained that there is one correction to the agenda bill this is actually Street Program Phase 9A and Phase 9B. In fiscal year 2012 the City Council approved a Comprehensive Street, Parking Lot, Sidewalk, and Trail Master Plan, which was presented by Brian DeLatte, Director of Public Works, and Development on February 4, 2014. As a result of the study we will be deliberate and consider the Issuance of Certificates of Obligation.

Consulting City Financial Advisor Victor Quiroga with Southwest Securities presented the following Financing Plan for \$5,000,000 Certificates of Obligation, Series 2014:

Goals

- 1) Provide certificate proceeds for street projects
- 2) Attain a fixed interest rate for a 20-year repayment term

Projected Debt Services

Seal Coat	Street Rehab	Series 2014
\$1,000,000	\$4,000,00	CD's

Assumes a conservative interest rate of 4.25%.

Financing Plan Timeline

- February 18th – City Council considers a Financing Plan to sell Certificates of Obligation
- April 1st - City sells Certificates and Council locks in fixed interest rate
- April 24th - Certificate proceeds delivered to City's project fund

Term Sheet

Sale Date: April 1, 2014
Closing Date: April 24, 2014
Tax Status: Tax-Exempt Bank Qualified
Interest Rate: Fixed Rate
Interest Dates: Semi-annually on (2-15) and (8-15); first payment on 2-15-2015.
Principal Dates: Annually beginning 8-15-2015 through 8-15-2034
Call Option: August 15, 2023
Security: Ad valorem taxes.
Ratings: "AA-" by Standard & Poor's.
Insurance: Application to be submitted.
Sale Type: Negotiated
Underwriters: Frost Capital Markets & Estrada Hinojosa

Council Member Jorgensen made the motion to approve the financing plan using the Issuance of Certificates of Obligation, Series 2014 in an amount not to exceed \$5,250,000, seconded by Council Member Lewis.

The motion passed 7-0.

7. **RESOLUTION NO. 679 – AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION:** THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 679 WHICH AUTHORIZES PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION – FINANCE DIRECTOR AND CONSULTING CITY FINANCIAL ADVISOR

Finance Director, Michel Sorrell explained that it a statutory requirement the publication of notice of intent be published in the City’s newspaper of public record. The intent for the funds is to acquire, construct, and equip various street, sidewalk, and related drainage improvements in the City and to construct, repair, improve and rehabilitate various City parking facilities.

Council Member Vilo made the motion to approve Resolution No. 679 authorizing the publication of intention to Issue Certificates of Obligation, seconded by Council Member Moore.

The motion passed 7-0.

8. **ENGAGEMENT OF RICHTER ARCHITECTS TO PREPARE A CONCEPTUAL DESIGN PLAN FOR THE COMMUNITY CENTER COMPLEX** THE CITY COUNCIL WILL CONSIDER AUTHORIZING THE CITY MANAGER TO ENGAGE RICHTER ARCHITECTS TO CREATE A CONCEPTUAL DESIGN PLAN FOR THE CENTRAL PUBLIC SPACES AT THE DANIEL P. MOORE COMMUNITY CENTER COMPLEX – CITY MANAGER

City Manager, Randy Wright explained that the City’s 5 Year Capital Plan (CIP) includes funding for the placement of the Veterans’ Memorial at 13 Acre Park that is in disrepair with a new memorial at the Daniel P. Moore Community Center Complex. This location will allow the gathering of people for ceremonies.

Council, Staff and Richter Architects, David and Elizabeth Chu Richter discussed the scope of the project.

Mayor Pro Tem Skurow made the motion authorizing the City Manager to engage Richter Architects to create a conceptual design plan for the central public spaces at the Daniel P. Moore Community Center Complex, seconded by Council Member Lewis.

The motion passed 7-0.

9. **RESOLUTION NO. 678 - WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION FINAL PAYMENT AND PROJECT ACCEPTANCE:** THE CITY COUNCIL WILL CONSIDER RESOLUTION NO. 678 THAT ACCEPTS CONSTRUCTION AND AUTHORIZES FINAL PAYMENT TO JHABORES CONSTRUCTION COMPANY, INC., FOR THE WASTEWATER COLLECTION SYSTEM IMPROVEMENTS FOR THE DOYLE ADDITION SUBDIVISION – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

Director of Public Works and Development, Brian DeLatte explained the construction on the Doyle Addition Subdivision Wastewater Collection System Improvements has been completed. Resolution No. 678 formally accepts the construction as being complete and authorizes the final payment pending Texas Water Development Board authorization. The project has been completed \$10,498.45 under the original bid amount and \$14,162.45 under the construction budget. The next phase of this project is the actual hookup from the new main to the existing homes. Bids for this phase of the project will be opened on March 4th.

Mayor Pro Tem Skurow made the motion to approve Resolution No. 678 that accepts construction and authorizes final payment to Jhabores Construction Company, Inc., for the Wastewater Collection System Improvements for the Doyle Addition Subdivision, seconded by Council Member Green.

The motion passed 7-0.

10. **ORDINANCE NO. 2083 – AMENDING WASTEWATER SERVICE RATES:** THE CITY COUNCIL WILL CONSIDER THE SECOND AND FINAL READING OF ORDINANCE NO. 2083, WHICH CORRECTS THE WASTEWATER RATES SET BY ORDINANCE NO. 2081 – UTILITY BILLING SUPERVISOR

Utility Billing Supervisor Luci Rodriguez explained this is the second and final reading of Ordinance 2083. The increase from San Patricio Municipal Water District only affects the water rates, not wastewater rates. Customers have not and will not be affected because no bills have been issued with the incorrect rate. Staff recommends approval Ordinance No. 2083.

Council Member Jorgensen made the motion to approve the second and final reading of Ordinance No. 2083 correcting the rate charged for wastewater services, with a second by Council Member Green.

Mayor Krebs read the following caption:

ORDINANCE NO. 2083

**AN ORDINANCE AMENDING ORDINANCE NUMBER 2081;
CORRECTING THE RATE CHARGED FOR WASTEWATER
SERVICE; PROVIDING FOR THE REPEAL OF ORDINANCES IN
CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE
AND ESTABLISHING AN EFFECTIVE DATE.**

11. PUBLIC HEARING TO CONSIDER CONTINUATION OF SECTION 11-1 – CURFEW FOR MINORS: THE CITY COUNCIL WILL CONDUCT THE SECOND OF TWO PUBLIC HEARINGS REQUIRED BY STATE LAW TO CONTINUE THE CITY'S CURFEW ORDINANCE FOR MINORS – CHIEF OF POLICE

Chief of Police, Gary Giles explained that according to the Texas Local Government Code, Chapter 370.002 cities are required to review local curfew ordinances every three years to abolish, continue, or modify the ordinance. This is the second of the required two public hearings followed by City Council action. The City of Portland curfew ordinance has been, and continues to be, an effective method of keeping our children safe as well as reducing the number of crimes committed by juveniles.

Mayor Krebs opened the Public Hearing at 7:51 p.m. to solicit comments citizens or other interested parties regarding continuation of Section 11-1 of the Curfew for Minors Ordinance.

With no citizen participation or comments, Mayor Krebs closed the Public Hearing at 7:52 p.m.

12. CURFEW FOR MINORS ORDINANCE: THE CITY COUNCIL WILL DELIBERATE THE CURFEW FOR MINORS ORDINANCE (ABOLISH, CONTINUE OR MODIFY) – CHIEF OF POLICE

Chief of Police, Gary Giles explained that according the Texas Local Government Code, Chapter 370.002 requires cities to review local curfew ordinances every three years. Having conducted two public hearings, Council action is required to abolish, continue, or modify the ordinance.

Council Member Vilo made the motion to continue the Curfew for Minors Ordinance, seconded by Council Member Moore.

The motion passed 7-0.

13. ORDINANCE NO. 2084 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES: THE CITY COUNCIL WILL CONSIDER THE FIRST READING OF AN ORDINANCE INCREASING THE DAILY IMPOUND FEES FOR ANIMALS BEING HELD FOR OBSERVATION – CHIEF OF POLICE

Chief of Police, Gary Giles explained that this is a housekeeping item that should have been taken care of at the same time fees were increased in December. The proposed fee increase will help cover the daily upkeep of animals being held for observation in quarantine. The proposed ordinance increases the fees from \$10.00 to \$15.00 per day.

Council Member Green made the motion to approve the first reading of Ordinance No. 2084 increasing the daily impound fees for animals being held for observation, seconded by Mayor Pro Tem Skurow.

The motion passed 7-0.

Mayor Krebs read the following caption:

ORDINANCE NO. 2084

AN ORDINANCE AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND INCREASING ANIMAL CONTROL FEES FOR THE CARE OF ANIMALS BEING HELD FOR OBSERVATION, REPEALING ORDINANCES IN CONFLICT HERewith, PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

14. PAYMENT OF CONTRACT FOR DATA INTEGRATION OF LAW ENFORCEMENT RECORDS USING DRUG FORFEITURE FUNDS: THE CHIEF OF POLICE SEEKS THE COUNCIL’S SUPPORT FOR USING FEDERAL EQUITABLE SHARING FUNDS IN ORDER TO PAY CONTRACT FEES TO NORTHROP GRUMMAN FOR DATA INTEGRATION ON LINX GULF COAST – CHIEF OF POLICE

Chief of Police, Gary Giles explained that the Law Enforcement Information Exchange (LInX) is a Naval Criminal Investigative Service (NCIS)/Department of Justice (DOJ) computer interface developed by Northrop Grumman that creates vital information sharing capabilities between local, state, and federal law enforcement agencies allowing inter-agency sharing of reports, contacts, and other critical law enforcement data.

Since changing to the Spillman computerized reporting system in July 2012, the Portland Police Department has been unable to share data with the LInX network. This interface will make it possible to begin sharing data on the network again. All of the funds for the purchase of the Northrop Grumman Data Integration Package in the amount of

\$12,423.32 will come from the Equitable Sharing Account and he is seeking the Council's support for the purchase.

Council Member Green made the motion supporting the use of Federal Equitable Sharing Funds in order to pay contract fees to Northrop Grumman for Data Integration on LNX Gulf Coast, seconded by Council Member Jorgensen.

The motion passed 7-0.

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

Members of the audience who wish to (1) comment on issues for which there is no item on this agenda, (2) present questions for which there is no item on this agenda, (3) request assistance for which there is no item on this agenda or (4) propose regulatory changes for which there is no item on this agenda, must comply with the following rules of procedure:

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

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

There were none.

D. ADJOURNMENT: MAYOR

Mayor Krebs adjourned the meeting at 8:00 p.m.

E. NOTICE OF ASSISTANCE:

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

BRaille IS NOT AVAILABLE

Approved:

David Krebs
Mayor

Attest:

City Secretary

AGENDA TITLE **REQUEST FOR WAIVER OF ROOM RENTAL FEES AT THE PORTLAND COMMUNITY CENTER**
THE CITY COUNCIL WILL CONSIDER A REQUEST BY THE SAN PATRICIO JUVENILE SERVICES DEPARTMENT FOR THE WAIVER OF ROOM RENTAL FEES FOR THE CJD GRANT PROGRAM

MEETING DATE 3/4/2014

DEPARTMENT Parks & Recreation

SUBMITTED BY Kristin Connor, Director of Parks & Recreation

EXECUTIVE SUMMARY

San Patricio Juvenile Services is requesting the use of one small meeting room for their CJD Grant Program. This program is a curriculum for families of juveniles soon to be released from probation. There are several Gregory-Portland families participating and the central location of the Portland Community Center would be accessible and convenient to those involved.

Classes are scheduled for March 10-13, 2014 from 5:00 – 7:00 PM. The Causeway room is available at the Portland Community Center.

PRIOR ACTIONS OR REVIEWS

This is the first request of this nature from the San Patricio Juvenile Services Department.

DETAILS / STAFF ANALYSIS

The Causeway room at the Portland Community Center is available and would accommodate the number of people to be served.

ALTERNATIVES CONSIDERED

None.

FINANCIAL IMPACT

If room fees were charged the total rental would be \$269.00 including 8 Hours @ \$28.00/hour; \$15 Set Up Fee; and a \$30.00 Clean Up fee. Deposit not included in these estimated costs.

ATTACHMENTS

1. Email from Marla Ruvalcaba, Director of Juvenile Services

RECOMMENDED ACTION

Motion to waive room fees for the San Patricio Juvenile Services Department.

Randy Wright

From: Marla Ruvalcaba
Sent: Friday, February 28, 2014 10:50 AM
To: rwright@portlandtx.com
Cc: Jaime Coronado
Subject: Training Space

Importance: High

Good Morning- Thanks for seeing me this morning. We have a CJD grant that allows us to provide education classes to juveniles under supervision and their parents. We have several families from the Gregory and Portland area that their probation supervision is fixing to expire and we want them to be able to complete these education classes; therefore, we want to take advantage of Spring Break.

Beginning Monday, March 10, 2014, Cindy Potts, our Education Specialist, would like to borrow a meeting room to facilitate the program curriculum to 12-15 clients from 5p.m.-7p.m. We will conclude our groups on Thursday, March 13, 2014.

If you have any questions, please feel free to call. I really appreciate your assistance in this matter.

Marla Ruvalcaba
Director of Juvenile Services
361 364-9511

AGENDA TITLE **REQUEST FOR EVENT CO-SPONSORSHIP: THE CITY COUNCIL WILL CONSIDER REQUESTS FOR TWO WALK/RUN EVENT CO-SPONSORSHIPS AT SUNSET LAKE PARK**

A. March 29, 2014 (Saturday morning) – Farmers Insurance fundraiser for March of Dimes

B. May 10, 2014 (Saturday morning) – Portland Rotary Club fundraiser for college scholarships (Gregory-Portland High School graduates)

MEETING DATE 3/4/2014

DEPARTMENT Parks & Recreation

SUBMITTED BY Kristin Connor, Director of Parks & Recreation

EXECUTIVE SUMMARY

Local Farmers Insurance agents, Roxanne Swierc and Bart Floerke, are hosting their 2nd annual Run with the Wind Walk/Run to benefit The March of Dimes on Saturday, March 29, 2014. All proceeds from the event will be donated to The March of Dimes. Race organizers are requesting to close vehicular access to Sunset Lake Park from 6:30-9:30 AM on the day of the race to ensure safety of the race participants.

The Portland Rotary Club will be hosting their 3rd annual B2B Tune Up Run/Walk on Saturday, May 10, 2014. The race will provide participants the opportunity to prepare for the Beach to Bay relay marathon that is held the following weekend in Corpus Christi. The race proceeds will be used to fund college scholarships for our students at Gregory-Portland High School and other opportunities to help those less fortunate in our community, supporting the Rotary Club's mission of Service above Self. The Portland Rotary Club is requesting to close vehicular traffic access to Sunset Lake Park from 6:00-9:00 AM on the day of the race to ensure the safety of race participants.

The Portland Police Department has reviewed and approved routes and will be providing traffic control for both events. Standard reimbursement fees will apply.

PRIOR ACTIONS OR REVIEWS

March 19, 2013 - City Council approved the request to close vehicular access to Sunset Lake Park for these same events. (Run with the Wind: April 6, 2013 and B2B Tune Up on May 11, 2013)

February 21, 2012 - City Council approved closing vehicular access to Sunset Lake Park for the Portland Rotary Club event. (B2B Tune Up: May 12, 2012)

DETAILS / STAFF ANALYSIS

For safety reasons, it is best to restrict vehicular access during these two events. Sunset Lake Park will remain open to the public. Only vehicular access will be restricted for the short period of time when runners are on the course.

ALTERNATIVES CONSIDERED

None.

FINANCIAL IMPACT

None. Each group contracts with Portland Police Department and pays the City for the cost of officers needed during the event.

ATTACHMENTS

1. Letters of request
2. Route Maps

RECOMMENDED ACTION

Move to approve the use of Sunset Lake Park for the Farmers Insurance March of Dimes event on March 29, 2014 and for the Rotary Club Beach to Bay Tune Up event on May 10, 2014.



January 29, 2014

City of Portland
Attn: Kristin Connor
2000 Billy G Webb
Portland, TX 78374

Farmers Insurance Group, Roxanne Swierc and Bart Floerke are sponsoring a Farmers Run/Walk Event on Saturday, March 29, 2014. This will be the second year for this event. All funds raised for this event (event registration fees, sponsorships and donations) are all used to benefit the March of Dimes. All expenses are paid out of pocket by Roxanne Swierc and Bart Floerke.

Roxanne Swierc and Bart Floerke would like to request that the Sunset Lake Park be closed to vehicular traffic from 6:30 a.m. to 9:30 a.m. on the morning of Saturday, March 29, 2014. Approximately 200 runners/walkers are expected to participate in this event.

Roxanne Swierc Insurance Agency and Bart Floerke Insurance Agency both appreciate your support of this event. Without your approval and assistance the event would not be possible. Your consideration of closing Sunset Lake Park to vehicular traffic on Saturday, March 29, 2014 would be greatly appreciated.

If you have any questions, you may contact Roxanne Swierc at 643-6264 or 877-2422.

Sincerely,

A handwritten signature in cursive script, appearing to read "Roxanne Swierc".

Roxanne J. Swierc

A handwritten signature in cursive script, appearing to read "Bart Floerke".

Bart Floerke



 Farmers Insurance Run with the Wind

© 2013 Google

Google earth



February 5, 2014

To Whom It May Concern:
Portland Rotary 2085
P.O. Box 661
Portland, TX 78374

The Portland Rotary Club is sponsoring a B2B Tune Up Run/Walk on Saturday, May 10, 2014. The funds raised by the B2B Tune Up will be used to fund scholarships for our high school students and other opportunities to help those less fortunate in our community. Our Rotary Motto is "Service Above Self" and it is through fundraising opportunities like the B2B Tune Up Run/Walk that we are able help those in our community. The Portland Rotary Club would like to request that the Sunset Lake Park be closed to vehicular traffic from 6:00 a.m. to 9:00 a.m. on the morning of Saturday, May 10, 2014. Approximately 200 runners/walkers are expected to participate in this event. The Portland Rotary Club appreciates your support of this race and our organization. Without your approval and assistance the race would not be possible. Your consideration of closing Sunset Lake Park to vehicular traffic on Saturday, May 10, 2014 would be greatly appreciated. If you have any questions, you may contact Roxanne Swierc at 643-6264 or Lisa Adams at 643-4052.

Sincerely,

Lisa V. Adams
Portland Rotary
P.O. Box 661
Portland, TX 78374



Image © 2012 GeoEye

© 2012 Google
Texas Orthoimagery Program

Google earth

AGENDA TITLE	<u>PROPOSAL FOR ENGINEERING SERVICES</u> THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM COYM, REHMET & GUTIERREZ ENGINEERING, L.P., FOR PROJECT MANAGEMENT, ENGINEERING DESIGN, AND CONSTRUCTION MANAGEMENT SERVICES FOR THE CITY-WIDE SCADA SYSTEM PROJECT IN THE AMOUNT OF \$98,403.50
MEETING DATE	3/4/2014
DEPARTMENT	Public Works
SUBMITTED BY	Brian DeLatte, P.E.

EXECUTIVE SUMMARY

The City's water and wastewater systems' Supervisory Control and Data Acquisition (SCADA) system has become obsolete and is not performing at an acceptable level. Installing a new SCADA system is critical in maintaining control of the water and wastewater systems and in complying with TCEQ permits and regulations. Coym, Rehmet & Gutierrez Engineering, L.P., (CRG) has completed an initial assessment of the existing SCADA infrastructure and has recommended proposed improvements in a Preliminary Engineering Report (PER). Engaging CRG will authorize the preparation of the bid documents and commencement of the bidding phase. Throughout the project, CRG will be responsible for project management, engineering design, and construction management services, including direct oversight of the contractor.

PRIOR ACTIONS OR REVIEWS

- August 6, 2013 – Resolution No. 673 provided final funding for the SCADA project with a budget of \$600,000 from Water/Wastewater Enterprise Fund reserves

DETAILS / STAFF ANALYSIS

The City's existing SCADA system controlling and monitoring the water and wastewater systems was installed over an approximately fifteen year period without a cohesive plan. The system was installed without the benefit of a Professional Engineering design. Furthermore, the system was designed without redundancy or resiliency. Consequently, there have been several incidents recently in which the system has not operated at an acceptable performance level. Much of the existing equipment is obsolete and cannot be replaced with similar components. As discussed during the 2013-2014 budgeting process, a new system designed by a Professional Engineer is being proposed.

The new SCADA components, as identified in the attached PER executive summary, will allow City personnel to monitor and control all water facilities. Pump stations can be controlled locally, automatically, or remotely. Pressure sensors will be installed in various locations throughout the City to monitor fluctuations in water pressure. Monitoring equipment will send notifications to personnel with any abnormalities, as well as undertake appropriate actions, such as switching to backup power automatically in the event of a power loss. These features are not available in the existing system and will allow greater redundancy in operations.

The new SCADA components will be extended throughout the wastewater system, including to 14 lift stations and the wastewater treatment plant. The system will monitor flows through upstream lift stations in the event of incidents downstream to reduce the likelihood of overflows. The proposed equipment at the wastewater treatment plant will allow the plant's critical processes to be managed from off-site in the event of an emergency.

The communications links through the SCADA system will be circuit type agnostic; when fiber is installed throughout the City in the future, the communication pathways can be converted to fiber without any additional hardware installation. Additionally, the system will be modular and scalable in that additional components can easily be added as the City expands at either a micro or macro level. The radios, antennas and SCADA pack controllers will all have "hot spares" on the shelf for easy replacement in the event of equipment malfunction. The SCADA equipment will also be specified to match recent projects in neighboring cities to reduce contractor costs for any needed repairs and maintenance.

Staff analysis of CRG's proposal found that the proposed engineering fee, as a percentage of construction, is higher than typical utility construction projects. However, this project requires specialized electrical engineering and SCADA expertise. As a result, CRG is tasked with complete project management services. Furthermore, Staff has requested extensive construction administration services in order to ensure quality installation. Having installation inspections completed by an electrical engineer is critical to the success of the project.

ALTERNATIVES CONSIDERED

Not replacing the SCADA system is not considered a viable alternative since the City must stay in compliance with TCEQ regulations.

FINANCIAL IMPACT

Project funds have been previously allocated from Water/Wastewater Enterprise Fund reserves in previous fiscal years.

ATTACHMENTS

- Coym, Rehmet & Gutierrez Engineering, L.P., proposal for engineering services
- Executive Summary of Preliminary Engineering Report
- Map of proposed improvements
- Coym, Rehmet & Gutierrez Engineering, L.P. Opinion of Probable Cost

RECOMMENDED ACTION

Motion to authorize the engagement of Coym, Rehmet & Gutierrez Engineering, L.P., for the City-Wide SCADA System Project in the amount of \$98,403.50.

Coym, Rehmet & Gutierrez Engineering, L.P.

ENGINEERS • PLANNERS • SURVEYORS

TBPE Firm Reg. No. F-388

TBPLS Firm Reg. No. 10104001

5656 S. STAPLES, SUITE 230
CORPUS CHRISTI, TX 78411
361-991-8550 FAX:361-993-7569

1220 N. TEXAS BLVD., SUITE 4
ALICE, TX 78332
361-664-6821 FAX:361-664-0559

February 11, 2014

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

RE: **City-Wide SCADA System Project
CRG Project No. 20654c**

Dear Mr. DeLatte,

We are pleased to submit this proposal for engineering services for the City of Portland City-Wide SCADA (Supervisory Control and Data Acquisition) Project.

PROJECT SCOPE

The project will be construction/installation of an enhanced SCADA System for the water and wastewater system of the City. The project locations/sites include:

- Two Elevated Storage Tanks
- Two Water Pumping Plants with Ground Storage Tank
- Fourteen Lift Stations
- Wastewater Treatment Plant
- Public Works Building
- Public Safety (Police Department) Building

SCOPE OF SERVICES

Coym, Rehmet & Gutierrez Engineering, L.P (CRG) proposes to work closely with sub-consultant Ed Rotter Engineering, Inc. to perform the following services:

Design Phase

- Coordinate design details with City Staff.
- Prepare the construction documentation including specifications and drawings to fix and describe the size and character of the entire Project, description of materials to be utilized and such other essentials as may be necessary;
- Furnish plans, specification and bid documents for City review and approval.
- Provide two (2) copies of the 90% (pre-final submittal) complete plans and specifications to the City for review and approval purposes with revised estimates of probable total construction costs; and
- Submit two (2) copies of plans and specifications at 100% completion for final review prior to bidding.

Bid Phase

- Distribute bid packets to prospective bidders.
- Conduct the pre-bid conference;
- Assist City in obtaining qualified contractors;
- Review all pre-bid questions and submissions concerning the bid documents and prepare, for the City's approval, any addenda or other revisions necessary to inform contractors of approved changes prior to bidding;
- Assist the City in receiving bids.
- Analyze bids, prepare bid tabulations and make recommendation concerning award of each contract. Attend a City Council meeting to present recommendation of contract award.
- Prepare the final Contract Documents and obtain all necessary signatures and approvals to proceed to the construction phase.

Construction Phase

- Participate in the pre-construction meeting;
- Review for approval shop and working drawings, materials and other submittals;
- Review tests and testing results;
- Provide interpretations and clarifications of the plans and specifications for the contractor and authorize minor changes which do not affect the contractor's price and are not contrary to the general interest of the City under the contract;
- Consult with City representative and advise during construction with City and other governmental authorities;
- Make visits to the site of the project to confer with the City project inspector and contractor, to observe the general process and quality of work and to determine in general, if the work is being done in accordance with the contract documents. Review and coordinate contractor's progress schedule and critical path updates with contractor and the City. This will not be confused with the Project representative inspection or continuous monitoring of the progress of construction;
- Consult with the City on any change order requests;
- Make final inspection with City representatives and provide the City with a Certificate of Completion; and
- On the basis of "red-line" drawings provided by the contractor and inspector, prepare "as-built" record drawings of the project as constructed based upon known deviations, change orders, mark-ups and changes reported by the City project inspector. Deliver to the City a reproducible set and electronic file of the record drawings and specifications, which will be the property of the City.

FEES

We propose that our services be reimbursed on a lump sum basis for Basic Services and Additional Services in the following amounts: A manhour/fee analysis is shown in Attachment "A".

Description	Amount
Basic Services	
Design Phase	\$70,178.50
Bid Phase	\$7,580.00
Construction Phase	\$20,645.00
Total Basic Services	\$98,403.50

The fee will be billed monthly on the percent of the work completed in the previous month.

SCHEDULE

A proposed schedule is shown below:

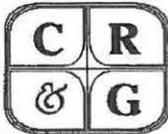
TASK	DATE
Notice To Proceed – Design	March 4, 2014
90% Completion Submittal	May 1, 2014
Complete 90% Review	May 23, 2014
Final Submittal	June 13, 2014
Advertise For Bids	June 23, 2014
Receive Bids	July 23, 2014
Award Contract	August 5, 2014
Commence Construction	September 1, 2014
Construction Completion	January 9, 2015

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

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

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

Attachment – Attachment "A" Manhour and Fee Analysis



Coym, Rehmet & Gutierrez Engineering, L.P.
 TBPE Firm Reg. No. F-388
 TBPLS Firm Reg. No. 101040-01
 5656 S. Staples, Suite 230
 Corpus Christi, Texas 78411
 Phone: 361-991-8550 Fax: 361-993-7569
 Email: crg@crgei.com

ATTACHMENT "A"

MANHOOR AND FEE ANALYSIS - BASIC SERVICES

CLIENT: CITY OF PORTLAND
 PROJECT: CITY-WIDE SCADA PROJECT

ITEM	DESCRIPTION	PRINCIPAL, P.E.		PROJECT ELECTRICAL ENGINEER, P.E.		DESIGN ENGINEER P.E.		CADD TECH		RPLS		CLERICAL		SUB-CONTRACTOR		NON-LABOR		TASK TOTAL
		RATE		\$135.00		\$125.00		\$100.00		\$80.00		\$85.00		\$50.00				
		Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total		
DESIGN PHASE																		
	Project Administration	4	\$540									8	\$400				\$20	\$960.00
	Project Scheduling, Updates	4	\$540	4	\$500							2	\$100				\$20	\$1,160.00
	In-House Meetings	4	\$540			4	\$400											\$940.00
	Project Meetings with City	6	\$810	6	\$750												\$40	\$1,600.00
	Site Visits	8	\$1,080	16	\$2,000												\$80	\$3,160.00
	Design Calculations, Analysis	4	\$540															\$540.00
	SCADA and Size Equipment			12	\$1,500													\$1,500.00
	Repeater Pole			4	\$500													\$500.00
	Control Schematics Lift Stations			5	\$625													\$625.00
	Transfer Switches (2)			4	\$500													\$500.00
	Bridge Clarifier Radio			4	\$500													\$500.00
	Bar Screen Area			4	\$500													\$500.00
	Scum/Sludge/L.S.			8	\$1,000													\$1,000.00
	Generator			8	\$1,000													\$1,000.00
	MCC			6	\$750													\$750.00
	Blower Controls			12	\$1,500													\$1,500.00
Sheet	PLANS (11" x 17" Sheets)																	
1	Title Sheet					1	\$100	2	\$160								\$3	\$263.00
2	Project Layout, Legend, Abbreviations	0.5	\$68	2	\$250	2	\$200	3	\$240								\$3	\$760.50
3	Construction Notes	0.5	\$68	5	\$625	2	\$200	3	\$240								\$5	\$1,137.50
4	Moore Ave, E.S.T.	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
5	Hwy 181 E.S.T.	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
6	Wildcat Pump Station	0.5	\$68	6	\$750	0.5	\$50	3	\$240								\$5	\$1,112.50
7	Wildcat Pump Station Details	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240								\$5	\$1,362.50
8	CR 2004 Pump Station	0.5	\$68	6	\$750	0.5	\$50	3	\$240								\$5	\$1,112.50
9	CR 2004 Pump Station Details	0.5	\$68	10	\$1,250	0.5	\$50	3	\$240								\$5	\$1,612.50
10	Bay Breeze Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
11	Bluff #1 Lift Station (Generator)	0.5	\$68	6	\$750	0.5	\$50	3	\$240								\$5	\$1,112.50
12	Bay View Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
13	Lang Road Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
14	Jr High Lift Station	0.5	\$68	6	\$750	0.5	\$50	3	\$240								\$5	\$1,112.50
15	High School Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
16	Cedar Drive Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50
17	Nicklaus Lift Station (Diesel Pump)	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240								\$5	\$1,362.50
18	Country Club Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240								\$5	\$737.50

ITEM	DESCRIPTION	PRINCIPAL, P.E.		PROJECT ELECTRICAL ENGINEER, P.E.		DESIGN ENGINEER P.E.		CADD TECH		RPLS		CLERICAL		SUB-CONTRACTOR	NON-LABOR	TASK TOTAL
		RATE		\$125.00		\$100.00		\$80.00		\$85.00		\$50.00				
		Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total
19	Granby Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240						\$5	\$737.50
20	Georgia Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240						\$5	\$737.50
21	Causeway Lift Station	0.5	\$68	3	\$375	0.5	\$50	3	\$240						\$5	\$737.50
22	Olde Town Lift Station	0.5	\$68	4	\$500	0.5	\$50	3	\$240						\$5	\$862.50
23	Doyle Lift Station (Generator)	0.5	\$68	6	\$750	0.5	\$50	3	\$240						\$5	\$1,112.50
24	WWTP Overall Site Plan	0.5	\$68	4	\$500	0.5	\$50	3	\$240						\$5	\$862.50
25	WWTP Overall Electrical Plan	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240						\$5	\$1,362.50
26	WWTP MCC Building Layout	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240						\$5	\$1,362.50
27	PW Site Plan	0.5	\$68	5	\$625	0.5	\$50	3	\$240						\$5	\$987.50
28	PW Building Interior Layout	0.5	\$68	4	\$500	0.5	\$50	3	\$240						\$5	\$862.50
29	PD Overall Layout	0.5	\$68	3	\$375	0.5	\$50	3	\$240						\$5	\$737.50
30	PD Control Room Interior Layout	0.5	\$68	3	\$375	0.5	\$50	3	\$240						\$5	\$737.50
31	Schematic 2 and 3 Pump Lift Station	0.5	\$68	4	\$500	0.5	\$50	3	\$240						\$5	\$862.50
32	Schematic Wildcat Pump Station	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240						\$5	\$1,362.50
33	Schematic CR 2004 Pump Station	0.5	\$68	8	\$1,000	0.5	\$50	3	\$240						\$5	\$1,362.50
34	Schematic WWTP	0.5	\$68	6	\$750	0.5	\$50	4	\$320						\$5	\$1,192.50
35	Schematic WWTP	0.5	\$68	5	\$625	0.5	\$50	4	\$320						\$5	\$1,067.50
36	Schematic WWTP	0.5	\$68	5	\$625	0.5	\$50	4	\$320						\$5	\$1,067.50
37	Standard Details	0.5	\$68	4	\$500	0.5	\$50	2	\$160						\$5	\$782.50
38	Standard Details	0.5	\$68	4	\$500	0.5	\$50	2	\$160						\$5	\$782.50
39	Standard Details	0.5	\$68	4	\$500	0.5	\$50	2	\$160						\$5	\$782.50
40	Standard Details	0.5	\$68	4	\$500	0.5	\$50	2	\$160						\$5	\$782.50
	Specifications, Contract Documents	8	\$1,080	16	\$2,000	4	\$400					16	\$800		\$50	\$4,330.00
	Specifications, Coordination for Transfer Switches (Eaton) 2 Each.	1	\$135	6	\$750											\$885.00
	Specifications and Coordinate etc. for Antenna/Pole for PW Antenna	1	\$135	6	\$750											\$885.00
	Opinion of Cost	4	\$540	4	\$500						2	\$100				\$1,140.00
	QA/QC	6	\$810	4	\$500											\$1,310.00
	Pre-Final Submittal	6	\$810	6	\$750			8	\$640			12	\$600			\$2,800.00
	Address Review Comments, Meeting(s)	6	\$810	6	\$750	4	\$400					12	\$600			\$2,560.00
	Final Submittal	4	\$540	6	\$750							4	\$200		\$50	\$1,540.00
TOTAL DESIGN PHASE																\$70,178.50

ITEM	DESCRIPTION	PRINCIPAL, P.E.		PROJECT ELECTRICAL ENGINEER, P.E.		DESIGN ENGINEER P.E.		CADD TECH		RPLS		CLERICAL		SUB-CONTRACTOR	NON-LABOR	TASK TOTAL
		\$135.00		\$125.00		\$100.00		\$80.00		\$85.00		\$50.00				
		Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Hrs.	Total	Expense	Expense	Total
BID PHASE																
	Project Administration	2	\$270	2	\$250							4	\$200		\$25	\$745.00
	Distribute Doc's	1	\$135			4	\$400					8	\$400		\$150	\$1,085.00
	Pre-Bid Conference	6	\$810	6	\$750										\$50	\$1,610.00
	Prepare Addenda	2	\$270	3	\$375							4	\$200		\$20	\$865.00
	Contractor's Questions	2	\$270	6	\$750	2	\$200								\$15	\$1,235.00
	Bid Opening Bid Tab	4	\$540	2	\$250							6	\$300		\$10	\$1,100.00
	Analyze, Recommend Award, Council Meeting, Contract Documents	4	\$540	2	\$250							2	\$100		\$50	\$940.00
															TOTAL BID PHASE	\$7,580.00
CONSTRUCTION PHASE																
	Project Administration	8	\$1,080	3	\$375							12	\$600		\$25	\$2,080.00
	In-House Meetings	4	\$540	4	\$500	4	\$400								\$10	\$1,450.00
	Scheduling, Updates	2	\$270	2	\$250	4	\$400								\$10	\$930.00
	Pre-Construction Conference	4	\$540	4	\$500										\$50	\$1,090.00
	Review Submittals	4	\$540	10	\$1,250							20	\$1,000		\$25	\$2,815.00
	Review Field and Lab Tests	2	\$270	6	\$750										\$20	\$1,040.00
	Provide Clarification to Plans	2	\$270	6	\$750										\$20	\$1,040.00
	Site Visits	4	\$540	12	\$1,500										\$70	\$2,110.00
	Change Order Review, Submittal	6	\$810	6	\$750							6	\$300			\$1,860.00
	Pre-Final and Final Inspections, Memos	8	\$1,080	8	\$1,000							6	\$300		\$100	\$2,480.00
	Record Drawings	2	\$270	3	\$375	8	\$800	16	1,280						\$30	\$2,755.00
	Project Closeout	4	\$540	1	\$125							6	\$300		\$30	\$995.00
															TOTAL CONSTRUCTION PHASE	\$20,645.00
															TOTAL BASIC SERVICES	\$98,403.50

1.0 **EXECUTIVE SUMMARY**

1.1 **Introduction**

This Preliminary Engineering Report was prepared by Coym, Rehmet & Gutierrez Engineering, L.P. (CRG) in association with Ed Rotter Engineering (ERE) for the City of Portland under the terms of CRG's proposal for Engineering Services dated February 11, 2014.

1.2 **Project Location and Description**

This project will encompass water and wastewater facilities located throughout the City of Portland. A location map exhibit of all facilities included in the project is shown on page 5. The project will be installation of a new, complete SCADA (supervisory control and data acquisition) system for all major water and wastewater facilities in the City. The system will include hardware and software components. The hardware gathers and feeds data into a computer that has SCADA software installed. The computer then processes the data in real time or near-real time manner. The SCADA system records and logs all events into a file stored on a hard disc or sends them to a printer. In addition to monitoring data, the system has the capacity for remote operation of selected facilities. SCADA warns when conditions become hazardous or problematic by sounding or sending various types of notifications or alarms.

1.3 **Description of Existing Conditions and Main Deficiencies**

Over the years various types and manufacturers of SCADA equipment have been installed in some, but not all, water and wastewater facilities throughout the City. Much of the equipment is outdated and/or does not lend itself to ease of reporting and control of the facilities. The existing data base is obsolete with hardware that cannot be replaced.

1.4 **Recommendations for Proposed Improvements**

CRG and ERE, in conjunction with City of Portland personnel, have performed onsite inspections of all water and wastewater facilities to be included in this project. Further, extensive working meetings with City Staff were held to determine the exact requirements for each facility. The proposed improvements, operational aspects of the facilities and inputs and outputs of each are delineated in Section 2.0, 3.0 and 4.0 respectively in this report. Appendix "A" contains catalogue sheets for major components proposed for the project. Some of the major components are:

PLC: ScadaPack #314 for most stations. It has the needed Analog and Digital I/O points needed to collect data and perform operations for monitoring and control of the pump stations. Similar ScadaPack PLC's are in use at several local cities (Aransas Pass, Ingleside on the Bay, Kingsville) with excellent service. ScadaPack #100 for



the Elevated Water Storage Tanks. It has the needed Analog and Digital I/O points. It is not as powerful as the #314, however there are no pumps in control.

PLC Expansion Module: ScadaPack #5606-24 for the Wastewater Plant where additional I/O points are needed since the number of motors is far greater than at any other station.

Radio: General Electric (Microwave Data Systems) #MDS INET 900

The MDS 9810 has been used for this application at several local cities (Aransas Pass, Ingleside on the Bay, Kingsville) with excellent service. This radio has been replaced with the MDS INET 900 (same radio with some improvements).

Antennas: Omni : Laird FG9026. Yagi : Laird YS8966

Motor Current Sensor "MCS": Katy Instrument Sales #420 or 420L. This device monitors the current for each motor to provide information to the Operator. A low current could indicate a rag in a pump, a high current could indicate a problem before it requires shut-down of the pump.

Valve Operator: Rotork series "Q". To be used at the CR-2004 Water Pump Station to open and close the pump discharge valve slowly to eliminate the water hammer problems the residents in the area have experienced.

PLC at the Police Department is the hub for the operation and monitoring of the Water and Wastewater systems since it is in a "safe" building and can be monitored and controlled in severe weather conditions.

Computer at the Police Department: This computer will be mounted in the "racks" to be the interface between the PLC which controls all the sites, and the City of Portland Network for monitoring the systems by the Director of Public Works, and by the Wastewater Treatment Plant Superintendent at his computer in the Wastewater Plant Office.

Installation at Public Works: Antenna and hardware installation at Public Works building. Software will be installed on Public Works Director's computer.

Installation at Wastewater Treatment Plant: Antenna and hardware installation at Wastewater Treatment Plant building. Install laptop and software in Operator's Office.

Each site is "Stand Alone" for most operations, but for the Wastewater System, failure of power at one lift station would shut off the upstream stations to prevent pumping into a station and flooding the area with waste. Also, problems at any station will be alarmed before a situation becomes critical.

The system will have provisions for redundancy and duplicity in control



The SCADA facilities will be installed and constructed in the following locations:

Water Facilities

- Wildcat Drive Pumping Station and Ground Storage Tank
- County Road 2004 Pumping Station and Ground Storage Tank
- Moore Avenue Elevated Storage Tank
- Hwy 181 Elevated Storage Tank

Offices

- Public Works
- Wastewater Treatment Plant
- Police Department Control Room

Wastewater System – Lift Stations

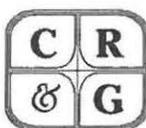
- Bay Breeze Lift Station
- Bay View Lift Station
- Bluff Lift Station
- Lang Road Lift Station
- Junior High Lift Station
- High School Lift Station
- Cedar Drive Lift Station
- Nicklaus Lift Station
- Country Club Lift Station
- Granby Lift Station
- Georgia Lift Station
- Causeway Lift Station
- Olde Town Lift Station
- Doyle Lift Station

Wastewater Treatment Plant

- Monitoring and Operation of Critical Process Facilities

Note: Some lift stations will not be included in the SCADA System because generally the pumps are fractional horsepower and/or average daily flows are extremely low and inconsequential compared to larger lift station flows. The stations are:

- Sports Complex Lift Station
- 807 Wildcat Lift Station
- 1017 Bluff II Lift Station



1.5 Opinion of Probable Costs for Proposed Improvements

The probable costs of the project are shown as:

PROJECT COSTS	
WATER SYSTEM	\$82,200
WASTEWATER SYSTEM	\$197,000
WASTEWATER TREATMENT PLANT	\$80,450
OFFICES	\$92,100
SubTotal	\$451,750
10% Contingencies	\$45,175
TOTAL CONSTRUCTION COSTS	\$496,925
ENGINEERING	\$98,400
TOTAL PROJECT COST	\$595,325

A detailed breakdown of the probable costs is shown in Section 5.0 of this report.

1.6 Proposed Schedule

TASK	DATE
Notice To Proceed – Design	March 4, 2014
90% Completion Submittal	May 1, 2014
Complete 90% Review	May 23, 2014
Final Submittal	June 13, 2014
Advertise For Bids	June 23, 2014
Receive Bids	July 23, 2014
Award Contract	August 5, 2014
Commence Construction	September 3, 2014
Construction Completion	January 7, 2015

1.7 Project Sequencing

It is recommended that the water distribution system installation/construction be made the first priority for completion.



**CITY OF PORTLAND
WATER AND WASTEWATER SCADA SYSTEM
OPINION OF PROBABLE COST**



**ED ROTTER ENGINEERING
TBPE FIRM REG. NO. F-371**

ITEM	PUMP STATIONS		ELEVATED TANKS	
	Wildcat	CR-2004	Moore Tk	Hwy 181 Tk
Mob. & Demob.	\$1,300	\$1,400	\$500	\$500
Demolition	\$200	\$200	\$200	\$200
SCADAPack 314E	\$2,300	\$2,300	\$2,100	\$2,100
RADIO	\$1,050	\$1,050	\$1,050	\$1,050
ANTENNA	\$300	\$300	\$300	\$300
Cond/Cable to Ant.	\$2,500	\$1,500	\$550	\$550
Motor CT & Aux. Cont.	\$1,500	\$1,500		
Generator	\$2,000	\$2,000		
ATS	\$8,700	\$8,700		
SanPat Meter		\$1,100		
Flowmeter	\$800	\$800	\$800	\$800
Scada Box & Misc	\$3,700	\$3,700	\$3,700	\$3,700
Press. TX	\$2,500	\$2,500	\$1,200	\$1,200
Programming	\$500	\$5,000	\$1,000	\$1,000

ITEM	OFFICES		
	Police Dept.	Public Works	WW Office
Mob. & Demob.	\$1,600	\$1,600	\$900
SCADAPack 314E	\$2,300	\$2,300	
RADIO	\$1,050	\$1,050	
ANTENNA	\$300	\$300	
Cond/Cable to Ant.	\$1,800	\$1,500	
Computer	\$2,000	\$2,000	\$2,000
Program	\$5,000	\$5,000	\$5,000
CLEARSCADA	\$12,000	\$12,000	\$12,000
Scada Box & Misc	\$3,700	\$3,700	
Programming	\$6,500	\$6,500	

WASTEWATER PLANT	
ITEM	
Mob. & Demob.	\$3,500
SCADAPack 314E	\$2,300
EXPANSION MODULES	\$3,200
RADIO	\$1,050
ANTENNA	\$300
MCC CT & Aux. Cont.	\$16,500
Scum CT & Aux cont	\$6,500
Bar Sc CT & Aux cont	\$2,500
L.S. CT & Aux cont	\$2,500
Scada Box & Misc.	\$4,500
Cond/Cable - misc	\$9,200
Generator	\$2,500
ATS	\$1,500
Programming	\$8,000
Blower Controls	\$8,500
Clarifier	\$7,900

ABBREVIATIONS	
ANT	-- ANTENNA
ATS	-- AUTOMATIC TRANSFER SWITCH
COND.	-- CONDUIT
CONT.	-- CONTACTOR
CT.	-- CURRENT TRANSFORMER
PD	-- POLICE DEPARTMENT
PRESS.	-- PRESSURE
PW	-- PUBLIC WORKS
SAN PAT.	-- SAN PATRICIO MWD No.1
TK	-- TANK
TX	-- TRANSMITTER
WW	-- WASTEWATER
TX	-- TRANSMITTER
WW	-- WASTEWATER

Totals	\$27,250	\$32,050	\$11,400	\$11,400	TOTAL WATER	\$82,200
--------	----------	----------	----------	----------	--------------------	-----------------

Totals	\$36,250	\$35,950	\$19,900	TOTAL OFFICES	\$92,100
--------	----------	----------	----------	----------------------	-----------------

Totals	\$80,450	TOTAL WW PLANT	\$80,450
--------	----------	-----------------------	-----------------

ITEM	WASTEWATER SYSTEM													
	LIFT STATIONS													
	Bay Breeze	Bay View	Bluff #1	Causeway	Cedar	Country Club	Doyle	Georgia	Granby	High School	Jr. High School	Lang Rd.	Nicklaus	Olde Town
Mob. & Demob.	\$600	\$600	\$600	\$500	\$500	\$500	\$700	\$500	\$600	\$600	\$500	\$500	\$700	\$600
SCADAPack 314E	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300
RADIO	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050	\$1,050
ANTENNA	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Scada Box & Misc.	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700
Cond/Cable to Ant.	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,600	\$1,200
Motor CT & Aux. Cont.	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$2,500
Generator		\$2,500	\$2,500				\$2,500						\$3,500	
ATS Connection		\$1,200	\$1,200				\$600							
Press. TX & Cond.	\$1,600						\$1,200		\$1,200	\$1,800			\$1,600	\$1,200
Programming	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

Totals	\$13,950	\$16,050	\$16,050	\$12,250	\$12,250	\$12,950	\$16,750	\$12,250	\$13,550	\$14,150	\$12,250	\$12,250	\$17,950	\$14,350	TOTAL WW SYSTEM	\$197,000
--------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	------------------------	------------------

PROJECT COSTS	
WATER SYSTEM	\$82,200
WASTEWATER SYSTEM	\$197,000
WASTEWATER TREATMENT PLANT	\$80,450
OFFICES	\$92,100
SubTotal	\$451,750
10% Contingencies	\$45,175
TOTAL CONSTRUCTION COSTS	\$496,925
ENGINEERING	\$98,400
TOTAL PROJECT COST	\$595,325

AGENDA TITLE	<u>ORDINANCE NO. 2084 AMENDING CHAPTER 3, ARTICLE VI SEC. 3-54 OF THE CODE OF ORDINANCES</u> The City Council will consider the second and final reading of an ordinance increasing the daily fees for animals being held for observation.
MEETING DATE	3/4/2014
DEPARTMENT	Police
SUBMITTED BY	Gary Giles, Chief of Police

EXECUTIVE SUMMARY

The proposed ordinance revises the fee charged for animals being held for observation in quarantine to be equal to the daily fees for impounded animals.

PRIOR ACTIONS OR REVIEWS

- Boarding fees for animals held for observation were last raised from \$5.00 to \$10.00 per day by ordinance on August 19, 2003.
- Daily fees for impounded animals (Sec. 3-55) were raised from \$10.00 per day to \$15.00 per day on December 3, 2013.

DETAILS / STAFF ANALYSIS

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

- The increase in the number of animals being held for observation
- The increasing cost of food, bedding, cleaning supplies, utilities, etc.

The change from \$10.00 to \$15.00 per day brings the fee for quarantine animal care equal to the daily fees for impounded animal care.

ALTERNATIVES CONSIDERED

None.

FINANCIAL IMPACT

Increasing animal impoundment fees will generate additional revenue to cover the costs of running and maintaining the current animal shelter.

ATTACHMENTS

1. Proposed Ordinance No. 2084

RECOMMENDED ACTION

Motion to approve the second and final reading of Ordinance No. 2084 revising animal control fees for the care and feeding of animals being held for observation.

42 (1) The owner of an animal that has bitten or scratched any person shall be allowed
43 to assume personal responsibility for confining the animal so as to prevent
44 further exposure to humans or other animals during the observation period of
45 ten (10) days, only under the following circumstances.

46 a. Separate facilities must be available at the home of the animal's owner,
47 and must be approved by the local health authority, and
48 b. The animal is currently vaccinated against rabies, and
49 c. The animal was not in violation of any laws or ordinances at the time of
50 the bite, and
51 d. The animal control officer or licensed veterinarian must observe the
52 animal at least on the first and last days of the quarantine period. If the
53 animal becomes ill during the observation period the local health
54 authority must be notified by the person having possession of the animal.
55 At the end of the observation period, the release from quarantine must
56 be accomplished in writing by the veterinarian.

57 (2) If an animal is believed to have rabies or has been bitten by an animal suspected
58 of having rabies, such animal shall be quarantined for observation by a
59 veterinarian for the appropriate period.

60 (3) The violation of the observation confinement of the biting animal as provided in
61 subsection (1) shall be just cause for seizure and confinement of the animal in
62 the animal control facility of the city.

63 (4) No wild animals will be placed in quarantine. All wild animals involved in biting
64 incidents will be humanely euthanized in such a manner that the brain is not
65 mutilated. The brain shall be submitted to a Texas Department of Health
66 certified laboratory for rabies diagnosis.

67 (c) It shall be unlawful for any owner within the corporate limits of the city to conceal, sell,
68 give away or otherwise dispose of an animal that has bitten or scratched another animal
69 or a human, or to otherwise permit the animal to be taken beyond the corporate limits
70 of the city after having knowledge of the animal's having bitten or having so injured
71 another animal or a person as to cause an abrasion of the animal's or person's skin until
72 such animal is released by the local health authority.

73 (d) The owner of any animal infected with rabies or who reasonably suspects his/her animal
74 of having such an infection shall notify the police department or the animal control
75 facility of the fact that his/her animal has been exposed to rabies. The local health
76 authority is empowered to have such animal removed from the owner's premises to the
77 animal control facility, or at the request of the owner, said animal may be placed in the
78 veterinary hospital, and shall be placed under observation for a period of ten (10) days.
79 Whether confined in the animal control facility or the veterinary hospital, the owner
80 shall bear the expense of the confinement.

81 (e) Any animal surrendered to the animal control facility for the purpose of observation as
82 provided in this article shall be kept at the facility and shall be fed and cared for at the
83 expense of the owner for a fee of ~~ten dollars (\$10.00)~~ fifteen dollars (\$15.00) per day.
84 Such fee is to be paid to the city before the animal can be reclaimed from the animal
85 control facility at the end of the authorized quarantine and observation period.

86 (f) No animal shall be released from the observation period provided for in this article
87 unless a licensed veterinarian certifies in writing to the local health authority that such
88 animal is not showing symptoms of rabies. Exemption from placing such animal in the
89 animal control facility or in a veterinary hospital as provided [in this] section shall not
90 exempt such owner from securing a proper release, as provided above.

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

93
94 **SECTION THREE:** That it is hereby declared to be the intention of the City Council that the
95 sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable and
96 separable and if any section, paragraph, sentence, clause or phrase of this ordinance shall be
97 declared unconstitutional by the valid judgment or decree or any court of competent
98 jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs,
99 sentences, clauses, or phrases of this ordinance since the same would have been enacted by
100 the City Council without incorporation in this ordinance of any such unconstitutional section,
101 paragraph, sentence, clause or phrase.

102
103 **SECTION FOUR:** This Ordinance shall be in full force and effect after passage and publication.

104
105 **PASSED and APPROVED** this 4th day of March, 2014.

106
107 **EXECUTED**
108
109 **BY:** _____
110 **David Krebs, Mayor**

111
112 **ATTEST:**
113
114
115 **BY:** _____
116 **Annette Hall, City Secretary**

117
118



STAFF
WEEKLY
REPORTS

Portland Fire Department

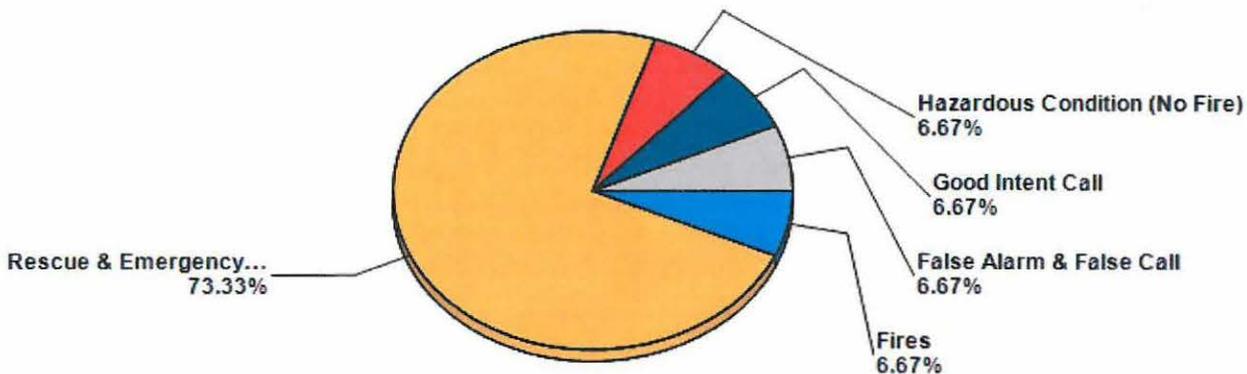


Portland, TX

This report was generated on 2/24/2014 8:26:24 AM

Breakdown by Major Incident Types for Date Range

Start Date: 02/17/2014 | End Date: 02/23/2014



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	6.67%
Rescue & Emergency Medical Service	22	73.33%
Hazardous Condition (No Fire)	2	6.67%
Good Intent Call	2	6.67%
False Alarm & False Call	2	6.67%
TOTAL	30	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	3.33%
151 - Outside rubbish, trash or waste fire	1	3.33%
311 - Medical assist, assist EMS crew	7	23.33%
321 - EMS call, excluding vehicle accident with injury	15	50.00%
411 - Gasoline or other flammable liquid spill	1	3.33%
412 - Gas leak (natural gas or LPG)	1	3.33%
611 - Dispatched & cancelled en route	2	6.67%
700 - False alarm or false call, other	1	3.33%
745 - Alarm system activation, no fire - unintentional	1	3.33%
TOTAL INCIDENTS:	30	100.00%

Personnel completed Fire Instructor I Course
 Personnel attended and completed Advanced Cardiac Life Support Renewal Course

Average Response Time: 4.47 Min.



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

Completed Activities

02/16/2014 through 02/22/2014

Page 1 of 2

Report run on: 02-24-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
02/17/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface	FIGUEROA JESUS JR	00304 INVERNESS DR	Dezirae Hanks	IN COMPLIANCE
02/17/2014	Plants and Vegetation	Follow-Up	FIGUEROA JESUS JR	00304 INVERNESS DR	Dezirae Hanks	COMPLETE
02/17/2014	Re-inspection of Code Enforcement Violation	Routine Inspection	FIGUEROA JESUS JR	00304 INVERNESS DR	Dezirae Hanks	IN COMPLIANCE
02/18/2014	Fence	Notice of violation, damaged fence	STALEY DIANE	02225 POST OAK DR	Dezirae Hanks	IN COMPLIANCE
02/18/2014	Annual Inspection	Re-Inspection	RENT-A-CENTER	01502 WILDCAT DR	Craig Hedrick	PASS
02/18/2014	Annual Inspection	Re-inspection	DR. HEREDIA MD PA	1500 Wildcat Dr. Suite H	Craig Hedrick	PASS
02/18/2014	Fire Safety	Annual	BEALL'S	01530 Wildcat Dr.	Craig Hedrick	N/A
02/19/2014	Annual Inspection	Re-Inspection	EDEN LASER MEDSPA & SALON	1315 Wildcat Dr.	Craig Hedrick	PASS
02/19/2014	Annual Inspection	Annual	DAIRY QUEEN	911 Dallas	Craig Hedrick	PASS
02/19/2014	Annual Inspection	Annual	SEA BREEZE TREASURES - PORTLAND FURNITURE	900-902-904 Elm	Craig Hedrick	FAIL
02/19/2014	Annual Inspection	Annual	ARTISTIC FLOWERS	1302 Wildcat Suite C	Craig Hedrick	FAIL
02/19/2014	Annual Inspection	Annual	SNAPPY FOOD	617 Moore Ave.	Craig Hedrick	FAIL
02/19/2014	Annual Inspection	Annual	PAPA JOHN'S PIZZA	1510 Wildcat Dr.	Craig Hedrick	FAIL
02/19/2014	Annual Inspection	Annual	IDOL HAIR SALON	1302 Wildcat Suite A	Craig Hedrick	N/A
02/19/2014	Annual Inspection	Re-Inspection	NORTHSHORE COUNTRY CLUB	801 Broadway Blvd. E.	Craig Hedrick	PASS
02/19/2014	Fence	Notice of violation, damaged fence	COLLINS BRADLEY & RENAE	01100 LA MIRADA	Dezirae Hanks	NOTIFIED
02/19/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface		00304 FRIO	Dezirae Hanks	IN COMPLIANCE
02/19/2014	Plants and Vegetation	Follow-Up		00304 FRIO	Dezirae Hanks	COMPLETE
02/19/2014	Re-inspection of Code Enforcement Violation	Routine Inspection		00304 FRIO	Dezirae Hanks	IN COMPLIANCE



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

Completed Activities

02/16/2014 through 02/22/2014

Page 2 of 2

Report run on: 02-24-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
02/19/2014	Re-inspection of Code Enforcement Violation	Routine Inspection	RAMOS OMER & DELILAH DELGADO	01236 HAVEN DR E	Dezirae Hanks	IN COMPLIANCE
02/19/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	RAMOS OMER & DELILAH DELGADO	01236 HAVEN DR E	Dezirae Hanks	NOTIFIED
02/19/2014	Unwholesome Property	Follow-Up	RAMOS OMER & DELILAH DELGADO	01236 HAVEN DR E	Dezirae Hanks	COMPLETE
02/20/2014	Unwholesome Property	Follow-Up	RECH DIANN M & EDDIE	00100 PARK PLACE	Dezirae Hanks	PENDING
02/20/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	MORRIS WILLIAM CARLOS III	01317 BAY VIEW DR		PENDING
02/20/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	MORRIS WILLIAM CARLOS III	01315 BAY VIEW DR	Dezirae Hanks	PENDING
02/20/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	MORRIS WILLIAM CARLOS III	01309 BAY VIEW DR	Dezirae Hanks	PENDING
02/21/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	GHRAOWI M AYMAN	LANG & AKINS (SW CORNER)		PENDING
Total Completed Activities: 27						

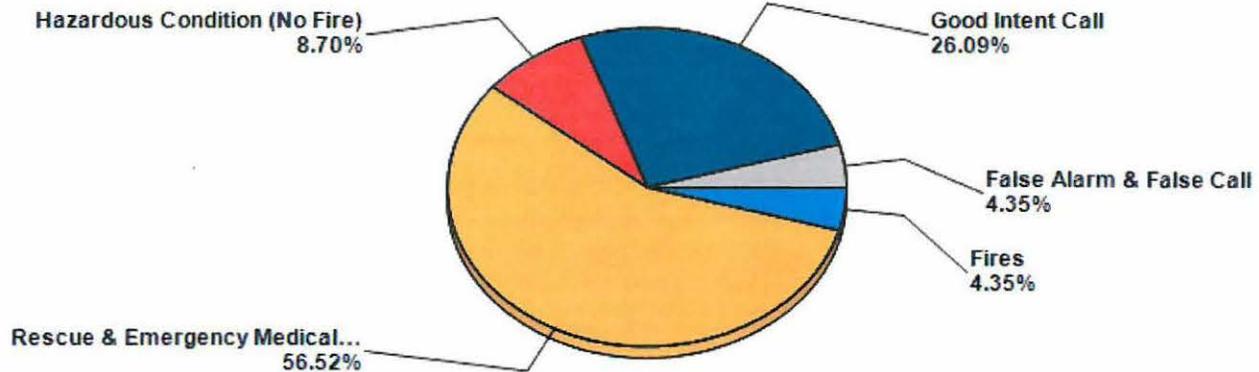
Portland Fire Department

Portland, TX

This report was generated on 2/17/2014 8:31:33 AM

Breakdown by Major Incident Types for Date Range

Start Date: 02/10/2014 | End Date: 02/16/2014



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	4.35%
Rescue & Emergency Medical Service	13	56.52%
Hazardous Condition (No Fire)	2	8.70%
Good Intent Call	6	26.09%
False Alarm & False Call	1	4.35%
TOTAL	23	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
143 - Grass fire	1	4.35%
311 - Medical assist, assist EMS crew	11	47.83%
321 - EMS call, excluding vehicle accident with injury	2	8.70%
412 - Gas leak (natural gas or LPG)	2	8.70%
611 - Dispatched & cancelled en route	3	13.04%
622 - No incident found on arrival at dispatch address	1	4.35%
651 - Smoke scare, odor of smoke	1	4.35%
652 - Steam, vapor, fog or dust thought to be smoke	1	4.35%
700 - False alarm or false call, other	1	4.35%
TOTAL INCIDENTS:	23	100.00%

Station Tour Upon Public Request (1)
 Fire Instructor I Training
 Conducted Hands Only CPR Training at First United Methodist Church

Average Response Time: 4.46 Min.



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

Completed Activities

02/09/2014 through 02/15/2014

Page 2 of 2

Report run on: 02-17-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
02/13/2014	Annual Inspection	Annual	SNAPPY FOOD	617 Moore Ave.	Craig Hedrick	SCHEDULED
02/13/2014	Annual Inspection	Annual	STRIPES	1650 Wildcat	Craig Hedrick	SCHEDULED
02/13/2014	Annual Inspection	Annual	DAIRY QUEEN	911 Dallas	Craig Hedrick	SCHEDULED
02/13/2014	Annual Inspection	Annual	SEA BREEZE TREASURES - PORTLAND FURNITURE	900-902-904 Elm	Craig Hedrick	SCHEDULED
02/13/2014	Annual Inspection 1	Periodic	DR. CHARLES GREGORY	311 Buddy Ganem Suite B	Craig Hedrick	PASSED
02/13/2014	Annual Inspection	Annual	SLEEP CENTER	1702 US 181 STE A-10	Craig Hedrick	PASS
02/14/2014	Annual Inspection	Annual	CVS	1627 Wildcat	Craig Hedrick	PASS
02/14/2014	Unwholesome Property (FD)	Notice of Violation, unwholesome property (grass)	RUSSELL ALICIA ANNE CO- TR	01121 ORION DR	Dezirae Hanks	CONFIRMATI ON
02/14/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface		01010 BROADWAY BLVD W	Dezirae Hanks	IN COMPLIANCE
02/14/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface	BENOIT KIMBERLY MICHELLE	01010 BROADWAY BLVD W	Dezirae Hanks	IN COMPLIANCE
02/14/2014	Plants and Vegetation	Follow-Up	BENOIT KIMBERLY MICHELLE	01010 BROADWAY BLVD W	Dezirae Hanks	COMPLETE
02/14/2014	Annual Inspection	Annual	ARTISTIC FLOWERS	1302 Wildcat Suite C	Craig Hedrick	SCHEDULED
02/14/2014	Re-inspection of Code Enforcement Violation	Re-Inspection		01010 BROADWAY BLVD W	Dezirae Hanks	IN COMPLIANCE
02/14/2014	Re-inspection of Code Enforcement Violation	Routine Inspection	BENOIT KIMBERLY MICHELLE	01010 BROADWAY BLVD W	Dezirae Hanks	IN COMPLIANCE

Total Completed Activities: 33



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

Completed Activities

02/09/2014 through 02/15/2014

Page 1 of 2

Report run on: 02-17-2014

Activity Date	Record Type	Activity	Party	Site Address	Inspector	Status
02/10/2014	Annual Inspection	Annual	COASTAL COMMUNITY AND TEACHERS CREDIT UNION	2030 US Hwy 181 Suite G	Craig Hedrick	SCHEDULED
02/10/2014	Annual Inspection	Annual	GAME STOP	2030 US Hwy 181 Suite H	Craig Hedrick	PASS
02/10/2014	Annual Inspection	Annual	DOLPHIN ORTHODONTIST	1702 US 181 STE A-8	Craig Hedrick	PASS
02/10/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface		00304 FRIO	Dezirae Hanks	MAILED
02/10/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	RECH DIANN M & EDDIE	00100 PARK PLACE	Dezirae Hanks	MAILED
02/11/2014	Plants and Vegetation	Follow-Up	SISSON BRIAN & LOREDANA	01414 MOORE AVE	Dezirae Hanks	COMPLETE
02/11/2014	Fence	Notice of violation, damaged fence	CARROLL DAVID	01035 NORTHCLIFF DR	Dezirae Hanks	PENDING
02/11/2014	Unwholesome Property	Notice of Violation, Unwholesome Property	RAMOS OMER & DELILAH DELGADO	01236 HAVEN DR E	Dezirae Hanks	PENDING
02/11/2014	Re-inspection of Code Enforcement Violation	Routine Inspection	SISSON BRIAN & LOREDANA	01414 MOORE AVE	Dezirae Hanks	IN COMPLIANCE
02/11/2014	Plants and Vegetation	Notice of violation, trees are less than 12 feet above street surface	SISSON BRIAN & LOREDANA	01414 MOORE AVE	Dezirae Hanks	IN COMPLIANCE
02/11/2014	Annual Inspection	Annual	CVS	1627 Wildcat	Craig Hedrick	SCHEDULED
02/12/2014	Annual Inspection	Annual	IDOL HAIR SALON	1302 Wildcat Suite A	Craig Hedrick	SCHEDULED
02/12/2014	Annual Inspection	Annual	NAIL SPA THERAPY	2030 US 181	Craig Hedrick	PASS
02/12/2014	Annual Inspection	Annual	BLISS NAILS	1702 U.S. Highway 181 Suite B-9	Craig Hedrick	PASS
02/12/2014	Annual Inspection	Annual	PORTLAND MARINE	411 Seventh	Craig Hedrick	SCHEDULED
02/12/2014	Annual Inspection	Annual	GP AUTO TECH	200 Daniel Moore	Craig Hedrick	FAIL
02/12/2014	Annual Inspection	Annual	NATURAL NAILS	1500 Wildcat Suite N	Craig Hedrick	FAIL
02/12/2014	Annual Inspection	Annual	DR. HEREDIA MD PA	1500 Wildcat Dr. Suite H	Craig Hedrick	FAIL
02/12/2014	Fence	Notice of violation, damaged fence	ZAPATA HECTOR	01016 STARLITE DR	Dezirae Hanks	PENDING

Librarian's Report
February 10-14, 2014



Created additional new book lists in Koha for patron use.

Wrote *Portland News* article

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

Updated library Facebook page with new information

Worked on library website

Ordered office and library supplies

Processed POs and invoices

Worked with several volunteers

Held 8 computer classes with attendance of 48 adults

Prepared and presented teen and children's programs

Prepared for monthly genealogy program

Offered E-Reader University with one on one assistance to patrons

Placed materials order

Cataloged and processed new materials

Continuous weeding of non-circulating DVDs

Provided Notary Services

Researched and began drafts of 2015 Texas State Library Grant

Met with David Rains of GPHS-regarding grant partnership

Met with Jessie Wells regarding a new program at the library on couponing

Answered research questions

Assisted patrons one-on-one with computer and portable devices assistance

Proctor one webinar

Presented On-Demand Computer Workshop on E-Valentines cards

Prepared monthly statistics

Prepared and emailed Library February newsletter

Sent welcome message to new library patrons

Discussed with Dinah Bowman a partnership for sponsoring the TPW Fish Art Contest