

**NOTICE OF REGULAR MEETING  
CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING**

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS, WILL HOLD A REGULAR MEETING ON:

**WEDNESDAY, DECEMBER 15, 2010**

5:30 P.M. AT THE MUNICIPAL BUILDING,  
JOYCE H. ADAMS BOARD ROOM, 2<sup>ND</sup> FLOOR  
4601 PADRE BOULEVARD, SOUTH PADRE ISLAND, TEXAS


1. Call to order
2. Pledge of Allegiance
3. Public Comments and Announcements: *This is an opportunity for citizens to speak to Council relating to agenda or non-agenda items. Speakers are required to address Council at the podium and give their name before addressing their concerns. [Note: State law will not permit the City Council to discuss, debate or consider items that are not on the agenda. Citizen comments may be referred to City Staff or may be placed on the agenda of a future City Council meeting]*
4. Presentations and Proclamations:
5. Approve Consent Agenda:
  - a. Approve invoices for payment. (Homan)
  - b. Approve Tax Collection Report from Point Isabel Independent School District. (Homan)
  - c. Approve excused absence from the December 15, 2010 meeting for Council Member Rick Ridolfi. (Ridolfi)
  - d. Approve Second and Final Reading of Ordinance No. 10-32 amending Chapter 4 and 15 of the Code of Ordinances to substitute the Development Standards Review Task Force for the name and for all the functions of the Development Plan Review Board and change the membership on the Board from nine (9) members to seven (7), and change any reference to Board of Aldermen to City Council. (Cunningham)
  - e. Approve Second and Final Reading of Ordinance No. 10-33 amending the Planned Development District Standards, Specifications and Zoning for The Shores Subdivision of South Padre Island attached document as Exhibit "A"; providing for repeal of conflicting ordinances. (Vasquez)
6. Presentation, Discussion and Action on final design for the Fire and Emergency Services Station Project. (Baskett)
  - a. Approval of plans.
  - b. Approval to move forward with bid process pursuant to timeline.

7. Discussion and action to:
  - a. Accept TxDOT/FTA 2010 SGR Fleet Initiative grant for \$115,000 and authorize the City Manager to execute grant agreements for the purchase of a Ford E-450 WAVE bus.
  - b. Budget Amendment to Increase the WAVE budget (Account No. 591-1007) in the amount of \$115,000.
  - c. Reaffirm approval to purchase one 2010 Ford E-450 bus up to \$70,000, utilize HGAC Buy program to purchase bus, approve purchase order and accept quote from Champion Bus Company for \$67,761.00.
  - d. Approve the purchase of a specialized bus to operate on Padre Boulevard in an amount up to \$180,000, authorize WAVE staff to purchase the bus through HGAC, approve purchase order.
8. Discussion and action to appoint a member to the Economic Development Corporation to fill the unexpired term of Darla Gilchrist. (EDC)
9. Discussion and action concerning the City of South Padre Island's Media Policy. (Quandt)
10. Discussion and action to direct the Planning and Zoning Commission to review the Zoning Ordinance definitions of building height, definition of Standard Story in Height, Section 20-7.1 District "B-2" Residential & Multi Family Dwelling District, (C) Height regulations: No building shall exceed three standard stories. (Bagley)
11. Public hearing regarding the creation of the South Padre Island Tax Increment Reinvestment Zone Number One. (Jones)
12. Discussion and action regarding the boundaries of the South Padre Island Tax Increment Reinvestment Zone Number One, approval of map of same and approval of project list. (Jones)
13. Discussion and action regarding Ordinance No. 10-34 designating an area known as the City of South Padre Island Development Project as a Tax Increment Reinvestment Zone; describing the boundaries of the zone; creating a board of directors for the zone; providing for an effective date and termination date for the zone; naming the zone "Reinvestment Zone Number One City of South Padre Island", and establishing a Tax Increment Fund. (Jones)
14. Discussion and action to use available funds from the Coastal Management Program grant to replace the existing walkover at Good Hope Beach Access #21. (Trevino)
15. Discussion and action on the merger of the Beach and Dune Task Force and Bay Area Task force. (Trevino)

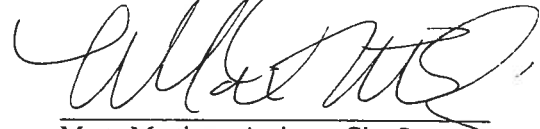
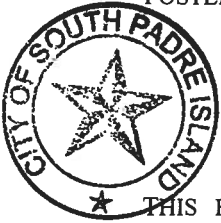
16. Discussion and Action on the beachfront construction certificate and dune protection permit for David Miranda of South Texas Pools to construct a 140 sq. ft. swimming pool (4702 Gulf Blvd). (Trevino)
17. Discussion and action on the beachfront construction certificate and dune protection permit for Peter Ravella/ Barry Patel for a Dune Ridge Enhancement Project located at 350 Padre Boulevard. (Trevino)
18. Discussion and action to authorize the City Manager to execute the Contract No. 11-156-000-4707, with the General Land Office for the upcoming Beneficial Use of Dredge Material project (BUDM). (Trevino)
19. Discussion and action on First Reading of Ordinance No. 10-35 amending the Code of Ordinances and all other ordinances to change any reference to Board of Aldermen to City Council and Town to City. (Cunningham)
20. Discussion and action regarding project status, report on the citizen project request identified as street improvements and sidewalks, bus shelters, benches, palms, library annex, safety, parks and website. (Clarke)
21. Discussion and Action to approve Budget Amendment for continued spending of Interlocal Agreement funds. Funds were allotted in 2009 for Weapons, Radars and Crime Scene Equipment from City of Brownsville JAG grant and placed in account 521-0150. (Smith)
22. Discussion and action to authorize staff to proceed with a plan for Paid Parking Pilot Program. (Fry)
23. Discussion and Action to approve budget amendment to transfer funds from the Municipal Court Technology reserve fund (21-2630) to Municipal Court Technology line item 21-0150 in the amount of \$9055.00 and line item 21-0415 in the amount of \$1755.00. (Delgado)
24. Discussion and action on first reading of Ordinance No. 10-36 granting extension to BFI for Garbage and Trash Collection Franchise.
25. Discussion and action regarding the City of South Padre Island Fiscal and Budgetary Policy. (Homan)
26. Discussion and action regarding the City of South Padre Island's Fixed Asset Policy. (Homan)
27. Discussion and action to approve Ordinance No. 10-37 as set forth in Section 5.06 (a) of the Home Rule Charter making appropriations by department, fund, service, strategy or other organizational unit and authorizing an allocation for each program or activity.
28. Adjourn.

WE RESERVE THE RIGHT TO GO INTO EXECUTIVE SESSION REGARDING ANY OF THE ITEMS POSTED ON THIS AGENDA, PURSUANT TO SECTIONS 551.071, CONSULTATION WITH ATTORNEY; 551.072, DELIBERATIONS ABOUT REAL PROPERTY; 551.073, DELIBERATIONS ABOUT GIFTS & DONATIONS; 551.074, PERSONNEL MATTERS; 551.076, DELIBERATIONS ABOUT SECURITY DEVICES; AND/OR 551.086, DISCUSS (A) COMMERCIAL OR FINANCIAL INFORMATION RECEIVED FROM A BUSINESS PROSPECT WITH WHICH THE CITY IS CONDUCTING NEGOTIATIONS, OR (B) FINANCIAL OR OTHER INCENTIVES TO THE BUSINESS PROJECT.

DATED THIS THE 10TH DAY OF DECEMBER 2010

  
Marta Martinez, Assistant City Secretary

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING OF THE GOVERNING BODY OF THE CITY OF SOUTH PADRE ISLAND, TEXAS IS A TRUE AND CORRECT COPY OF SAID NOTICE AND THAT I POSTED A TRUE AND CORRECT COPY OF SAID NOTICE ON THE BULLETIN BOARD AT CITY HALL/MUNICIPAL BUILDING ON **DECEMBER 10, 2010** AT/OR BEFORE 6:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

  
Marta Martinez, Assistant City Secretary

THIS FACILITY IS WHEELCHAIR ACCESSIBLE, AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT BUILDING OFFICIAL, JAY MITCHIM; ADA DESIGNATED RESPONSIBLE PARTY AT (956) 761-1025.

**CITY COUNCIL MEETING  
CITY OF SOUTH PADRE ISLAND  
CONSENT AGENDA**

**MEETING DATE:** December 15, 2010

**ITEM DESCRIPTION**

NOTE: All matters listed under Consent Agenda are considered routine by the City of South Padre Island City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

Items to be considered are:

- a. Approve invoices for payment. (Homan)
- b. Approve Tax Collection Report from Point Isabel Independent School District. (Homan)
- c. Approve excused absence from the December 15, 2010 meeting for Council Member Rick Ridolfi. (Ridolfi)
- d. Approve Second and Final Reading of Ordinance No. 10-32 amending Chapter 4 and 15 of the Code of Ordinances to substitute the Development Standards Review Task Force for the name and for all the functions of the Development Plan Review Board and change the membership on the Board from nine (9) members to seven (7), and change any reference to Board of Aldermen to City Council. (Cunningham)
- e. Approve Second and Final Reading of Ordinance No. 10-33 amending the Planned Development District Standards, Specifications and Zoning for The Shores Subdivision of South Padre Island attached document as Exhibit "A"; providing for repeal of conflicting ordinances. (Vasquez)

**RECOMMENDATIONS/COMMENTS**

Approve Consent Agenda

**COUNCIL ACTION**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Larry Homan, Finance Director

**ITEM**

Approve invoices for payment, BY General Fund checks number 119197 through 119459 for a total of \$593,608.95.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 1

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002434	CINDY BOUDLOCHE, TRUSTE					
		I-DW5201011222914	01 -2469	DEBTORS WAGE A/N 07-10758-B-13	119198	796.15
		I-DW9201011222914	01 -2469	DEBTORS WAGE CASE NO 10-10137-B-13	119199	490.38
01-003185	OFFICE OF THE ATTY GENL					
		I-C09201011222914	01 -2473	CHILD SUPPORT A/N 0010486563	119201	212.31
		I-C10201011222914	01 -2473	CHILD SUPPORT A/N 2004094864B	119201	282.92
		I-C14201011222914	01 -2473	CHILD SUPPORT A/N N002589726	119201	100.00
		I-C24201011222914	01 -2473	CHILD SUPPORT A/N 0011488748	119201	462.18
		I-C31201011222914	01 -2473	CHILD SUPPORT A/N 0011545222	119201	161.54
		I-C32201011222914	01 -2473	CHILD SUPPORT A/N 2007031654D	119201	338.35
		I-C48201011222914	01 -2473	CHILD SUPPORT NO. 2008-08-4758-E	119201	383.08
		I-C49201011222914	01 -2473	CHILD SUPPORT 0009648707	119201	165.69
		I-C50201011222914	01 -2473	CHILD SUPPORT AG CASE #0011346896	119201	634.62
01-003720	COLONIAL LIFE INS. CO.					
		I-E7061344-1101103	01 -2467	COLONIAL LIFE OCT 2010 EMPLOYEE PREMIUMS	119203	9,592.66
		I-E7061344-1101103	01 -2467	COLONIAL LIFE OCT 2010 EMPLOYEE PREMIUMS	119203	93.38
01-007001	ANA GARZA					
		I-C04201011222914	01 -2473	CHILD SUPPORT A/N 2003-03-1480-B	119209	194.88
01-009097	INTERNAL REVENUE SERVIC					
		I-IR6201011222914	01 -2459	IRS LEVY A/N XXX-XX-1603	119211	383.00
01-009109	INTERNAL REVENUE SVC AC					
		I-IR3201011222914	01 -2459	IRS LEVY A/N 449316913	119212	100.00
01-012108	HERMELINDA LONGORIA					
		I-C16201011222914	01 -2473	CHILD SUPPORT A/N 2002031289D	119215	146.77
01-023200	MICHELLE WILBURN					
		I-C21201011222914	01 -2473	CHILD SUPPORT A/N 0011549506	119224	146.31
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						14,684.22
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 2

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 512 CITY ADMINISTRATION

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE.	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-011015	KARLA' S KATERING					
		I-092965	01 -512-0102	LOCAL MEETING LEADERSHIP TEAM HOLIDAY	119213	120.00
01-013166	MINERVA E. LOPEZ					
		I-111910	01 -512-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119216	64.78
01-023053	WALMART COMMUNITY					
		I-004641	01 -512-0102	LOCAL MEETING COFFEE FOR COUNCIL, ELECTION	119221	19.86
DEPARTMENT 512 CITY ADMINISTRATION TOTAL:						204.64
-----						

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 3

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 514 PLANNING DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEI	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-023053	WALMART COMMUNITY					
		I-006823	01 -514-0101	OFFICE SUPPLI 1-16G SD CARD	119221	44.88
DEPARTMENT 514 PLANNING DEPARTMENT TOTAL:						44.88
-----						

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 4

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 520 MUNICIPAL COURT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-013410	MUNICIPAL SERVICES BURE					
	I-111910		01 -520-0531	WARRANT COLLE OCT 2010 MUNICIPAL COLL	119217	598.00
DEPARTMENT 520 MUNICIPAL COURT						TOTAL: 598.00
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 5

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 521 POLICE DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-023053 WALMART COMMUNITY						
		I-004464	01 -521-0111	K9 FOOD DOG FOOD, SUPPLIES, TOOLS	119221	69.44
		I-004464	01 -521-0110	K9 SUPPLIES DOG FOOD, SUPPLIES, TOOLS	119221	30.00
		I-004464	01 -521-0150	MINOR TOOLS & DOG FOOD, SUPPLIES, TOOLS	119221	27.14
		I-004606	01 -521-0150	MINOR TOOLS & CAMERA CASES, ETC. DOG LEASH	119221	127.54
		I-004606	01 -521-0110	K9 SUPPLIES CAMERA CASES, ETC. DOG LEASH	119221	7.68
		I-009103	01 -521-0150	MINOR TOOLS & 8-PATT. RUDOLPH,ZINC CONN HOSE	119221	21.71
		I-06905	01 -521-0101	OFFICE SUPPLI 5-10#BAGS ICE, TABLE CVR, RIBB	119221	17.89
DEPARTMENT 521 POLICE DEPARTMENT TOTAL:						301.40
=====						

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 6

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 522 FIRE DEPARTMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VI	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-006238	KENNETH FULLER					
	I-112210	01 -522-0550	TRAVEL EXPENS MEAL REIMBURSEMENT	119208	21.10	
01-019222	S.P.I. FIREFIGHTERS ASS					
	I-110410	01 -522-0104	FUELS & LUBRI PURCHASE REIMBURSEMENT	119219	21.64	
01-023053	WALMART COMMUNITY					
	I-001111	01 -522-0102	LOCAL MEETING NAPKINS, COOKIES, SOFTDRNKS	119221	50.20	
	I-002079	01 -522-0102	LOCAL MEETING MISC. CANDY	119221	39.13	
	I-003746	01 -522-0170	DORM AND KITC BLANKET	119221	9.88	
	I-009478	01 -522-0170	DORM AND KITC MISC. ITEMS FOR FIRE DEPT	119221	91.97	
				DEPARTMENT 522 FIRE DEPARTMENT	TOTAL:	233.92
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 7

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 532 CODE ENFORCEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VI	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-023053	WALMART COMMUNITY					
		I-004837	01 -532-0150	MINOR TOOLS & GLOVES, GERMX, TAPE, DIVIDERS	119221	51.25
		I-004837	01 -532-0101	OFFICE SUPPLI GLOVES, GERMX, TAPE, DIVIDERS	119221	46.90
DEPARTMENT 532 CODE ENFORCEMENT TOTAL:						98.15
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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 8

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 540 FLEET MANAGEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-008120	ANGEL R. HERNANDEZ					
		I-709536	01 -540-0420-01	REPAIRS & MAI REMOVAL OF EQUIPMEENT	119210	600.00
DEPARTMENT 540 FLEET MANAGEMENT						TOTAL: 600.00
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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 543 PUBLIC WORKS DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VI	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-023053	WALMART COMMUNITY					
		I-001967	01 -543-0150	MINOR TOOLS & INK CARTRIDGES, FOR	119221	84.97
		I-005089	01 -543-0101	OFFICE SUPPLI MISC. COFFEE & CREAMER -PWKS	119221	62.54
		I-006305	01 -543-0150	MINOR TOOLS & DUCT AND ELEC TAPE	119221	45.26
DEPARTMENT 543 PUBLIC WORKS DEPARTMENT TOTAL:						192.77
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 10

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 570 GENERAL SERVICES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VF	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002805	ALLIED WASTE SERVICES #					
		I-0863000416308	01 -570-0581	WATER, SEWER, 108 W. RETAMA ST.	119200	1,371.13
01-004089	DEPT OF INFO RESOURCES					
		I-11100574T	01 -570-0501	COMMUNICATION TEX-AN 2000 CHARGES OCT 2010	119206	79.53
01-00612	FEDEX					
		I-7-298-17601	01 -570-0108	POSTAGE MISC. SHIPPING CHARGES	119207	60.07
01-023053	WALMART COMMUNITY					
		I-004641	01 -570-9175	ELECTION EXPE COFFEE FOR COUNCIL, ELECTION	119221	56.72
				DEPARTMENT 570 GENERAL SERVICES	TOTAL:	1,567.45
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 11

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 572 SPECIAL PROJECTS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

V	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-016651	PORT ISABEL ROTARY CLUB					
		I-112210	01 -572-0558	SPECIAL EVENT HOLIDAY FLAG PROGRAM	119218	975.00
01-023053	WALMART COMMUNITY					
		I-000688	01 -572-9179	HOLIDAY LIGHT LIGHTS	119221	479.04
		I-00686	01 -572-9179	HOLIDAY LIGHT LIGHTS	119221	479.04
		I-008336	01 -572-0558	SPECIAL EVENT MISC. DONUTS-VET DAY EVENT	119221	20.34
				DEPARTMENT 572 SPECIAL PROJECTS	TOTAL:	1,953.42
=====						
				FUND 01 GENERAL FUND	TOTAL:	20,478.85

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 590 VISITORS BUREAU

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-004089	DEPT OF INFO RESOURCES					
		I-11100574T	02 -590-0501	COMMUNICATION TEX-AN 2000 CHARGES OCT 2010	119206	11.93
01-023053	WALMART COMMUNITY					
		C-005256	02 -590-0558	DECORATIONS ITEM RETURNED	119221	20.57-
		I-004432	02 -590-0558	DECORATIONS TINSEL WREATHS, DOOR PANELS	119221	142.00
		I-005867	02 -590-0558	DECORATIONS 12- COOL WHITE LIGHTS	119221	143.76
		I-009073	02 -590-0558	DECORATIONS MISC.SANTA AND SLEIGH	119221	63.00
		I-05091	02 -590-0558	DECORATIONS SANTA/TREE, SANTA, PALM TREE	119221	141.00
		I-05866	02 -590-0101	OFFICE SUPPLI COCOA, FOLGERS, COFFEEMATE	119221	46.96
DEPARTMENT 590 VISITORS BUREAU					TOTAL:	528.08
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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES &amp; MARKETING

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001020	DEEONDA AHADI					
		I-100110	02 -592-0550	TRAVEL EXPENS MILEAGE/MISC. REIMBURSEMENT	119197	129.22
01-004006	DEROUSIE, LILIA					
		I-111610	02 -592-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119204	293.00
		I-112310	02 -592-0533	MARKETING TOLL FEE TO BE PAID FOR CLIENT	119205	100.00
01-004089	DEPT OF INFO RESOURCES					
		I-11100574T	02 -592-0501	COMMUNICATION TEX-AN 2000 CHARGES OCT 2010	119206	6.14-
01-012019	CONNIE LEDBETTER					
		I-111910	02 -592-0533	MARKETING CASH FOR 18% GRATUITY	119214	750.00
		I-111910-1	02 -592-0533	MARKETING BALANCE DUE ON TAMALADA	119214	2,087.50
-----						
			DEPARTMENT 592	SALES & MARKETING	TOTAL:	3,353.58
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			FUND 02	HOTEL/MOTEL TAX FUND	TOTAL:	3,881.66

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 14

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: 565 CONVENTION CENTER OPER

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-004089	DEPT OF INFO RESOURCES					
		I-11100574T	06 -565-0501	COMMUNICATION TEX-AN 2000 CHARGES OCT 2010	119206	10.45
DEPARTMENT 565 CONVENTION CENTER OPER TOTAL:						10.45
-----						
FUND	06	CONVENTION CENTER FUND	TOTAL:			10.45

PACKET: 07115 Regular Payments

VENDOR SET: 01

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 560 BEACH MAINTENANCE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-020764	REUBEN TREVINO					
		I-102910	60 -560-0550	TRAVEL MEAL REIMBURSEMENT	119220	9.13
		I-111710	60 -560-0102	LOCAL MEETING MEAL REIMBURSEMENT	119220	25.08
				DEPARTMENT 560 BEACH MAINTENANCE	TOTAL:	34.21
-----						
				FUND 60 BEACH MAINTENANCE FUND	TOTAL:	34.21
REPORT GRAND TOTAL:						24,405.17

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001287	AMERICAN EXPRESS					
		I-120310	01 -1402	CLEARING AMEX:NOV. 2010 MTGS/TRAVEL	119226	8,656.54
01-001290	AMERICAN FAMILY LIFE					
		I-699434	01 -2463	AMERICAN FAMI NOV. 2010 EMPLOYEE PREMIUMS	119227	35.18
01-001297	AMERICAN FUNDS					
		I-112910	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC 11/19/10	119228	83.08
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -2462	BLUE CROSS DE DECEMBER 2010 DENTAL PREM	119232	1,566.46
		I-111710	01 -2462	BLUE CROSS DE DECEMBER 2010 DENTAL PREM	119232	17.66
		I-111710	01 -48042	MISCELLANEOUS DECEMBER 2010 DENTAL PREM	119232	0.06-
01-002205	BLUE CROSS BLUE SHIELD					
		I-111710	01 -2477	COBRA NOV. 2010 COBRA DENTAL PREM	119234	26.55
01-006133	FORT DEARBORN LIFE INS					
		I-110110	01 -2465	VTL LIFE INSU EMPLOYEE PREM. -VTL	119245	234.26
		I-110110	01 -48042	MISCELLANEOUS EMPLOYEE PREM. -VTL	119245	0.05-
01-006163	AMERICAN GENERAL LIFE I					
		I-111910	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC 11/19/10	119247	483.78
01-016686	PUTNAM INVESTMENTS					
		I-112910	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC 11/19/10	119255	40.00
01-019222	S.P.I. FIREFIGHTERS ASS					
		I-112410	01 -2472	FIREFIGHTERS ASSOCIATION DUES 11/24/10	119263	233.00
01-019327	SOUTH PADRE ISLAND PROF					
		I-112410	01 -2487	POLICE DEPT A ASSOCIATION DUES 11/24/10	119264	270.00
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -2461	BLUE CROSS ME DEC 2010 MEDICAL PREMIUMS	119266	10,331.28
		I-111910	01 -2461	BLUE CROSS ME DEC 2010 MEDICAL PREMIUMS	119266	118.26
		I-111910	01 -2484	VISION DEC 2010 MEDICAL PREMIUMS	119266	398.25
		I-111910	01 -2484	VISION DEC 2010 MEDICAL PREMIUMS	119266	6.75
01-020615	SOUTH PADRE E CLUB					
		I-112410	01 -2479	EMPLOYEE ACTI EMPLOYEE CONTRIBUTION 11/24/10	119268	124.00
01-020700	TRANSAMERICA WORKSITE M					
		I-110110	01 -2464	TRANSAMERICA NOV. 2010 EMPLOYEE PREM	119269	15.18
		I-110110	01 -48042	MISCELLANEOUS NOV. 2010 EMPLOYEE PREM	119269	0.01-
01-021109	UNITED WAY OF S. CAMERO					
		I-112410	01 -2468	UNITED WAY EMPLOYEE CONTRIBUTIONS11/24/10	119272	228.50

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 2

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISC. VENDORS					
	GALAN DE HOYOS, MA	I-000201012012915	01 -2424	MUN. COURT BO Bond Refund:E0007747 -01	119277	198.10
	GROVES, DOUGLAS LE	I-000201012012916	01 -2424	MUN. COURT BO Bond Refund:E0023446 -01	119278	200.00
	ROSA LAURA CONTRER	I-201012032917	01 -2424	MUN. COURT BO ROSA LAURA CONTRERAS:	119280	230.00
			DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	23,496.71

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 512 CITY ADMINISTRATION

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -512-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	132.75
01-003410	CHAMBER OF COMMERCE - S					
		I-6642	01 -512-0102	LOCAL MEETING QTRLY LUNCHEON:JONE CLARKE	119237	18.00
		I-6643	01 -512-0102	LOCAL MEETING QTRLY LUNCHEON:DARLA JONES	119237	18.00
01-013166	MINERVA E. LOPEZ					
		I-120210	01 -512-0550	TRAVEL EXPENS MILEAGE ADVANCEMENT	119254	133.26
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -512-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	1,704.70
DEPARTMENT 512 CITY ADMINISTRATION					TOTAL:	2,006.71

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 4

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 513 FINANCE DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -513-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	132.75
01-003410	CHAMBER OF COMMERCE - S					
		I-6645	01 -513-0102	LOCAL MEETING QTRLY LUNCHEON:LARRY HOMAN	119237	18.00
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -513-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	1,375.76
			DEPARTMENT 513	FINANCE DEPARTMENT	TOTAL:	1,526.51

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 5

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 514 PLANNING DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -514-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -514-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	687.88
				DEPARTMENT 514 PLANNING DEPARTMENT	TOTAL:	740.98

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 515 TECHNOLOGY DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
	I-111710	01 -515-0081	GROUP INSURAN	DECEMBER 2010 DENTAL PREM	119232	79.65
01-003423	CDW GOVERNMENT, INC.					
	I-VJC9090	01 -515-1011	INFORMATION T	HP DL380 G6 Server	119239	1,070.12
	I-VMQ3544	01 -515-1011	INFORMATION T	HP DL380 G6 Server	119239	3,782.03
	I-VMZ3800	01 -515-1011	INFORMATION T	HP DL380 G6 Server	119239	1,958.43
01-020057	TEXAS MUNICIPAL LEAGUE					
	I-111910	01 -515-0081	GROUP INSURAN	DEC 2010 MEDICAL PREMIUMS	119266	1,016.82
01-020906	TYLER TECHNOLOGIES, INC					
	I-4738	01 -515-0415	SERVICE CONTR	Incode Maint - Court	119270	259.50
DEPARTMENT 515 TECHNOLOGY DEPARTMENT TOTAL:						8,166.55

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 516 HUMAN RESOURCES

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -516-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-004090	WENDI DELGADO					
		I-111710	01 -516-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119241	41.00
01-007053	RODRIGO GIMENEZ					
		I-120310	01 -516-0514	TUITION ASSIS TUITION ASSITANCE FALL 2010	119249	845.92
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -516-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	677.88
				DEPARTMENT 516 HUMAN RESOURCES	TOTAL:	1,617.90

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 520 MUNICIPAL COURT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -520-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -520-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	677.88
				DEPARTMENT 520 MUNICIPAL COURT	TOTAL:	730.98

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BANK: OPER

VE#	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD	I-111710	01 -521-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	955.80
01-020057	TEXAS MUNICIPAL LEAGUE	I-111910	01 -521-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	12,929.58
				DEPARTMENT 521 POLICE DEPARTMENT	TOTAL:	13,885.38

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 522 FIRE DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001278	ARMANDO ALVARADO					
		I-111910	01 -522-0530	PROFESSIONAL MILEAGE AND MEAL REIMBURSE	119225	164.84
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -522-0081	GROUP INSURANCE DECEMBER 2010 DENTAL PREM	119232	557.55
01-016723	PRO SOURCE SPECIALTIES					
		I-7034TS	01 -522-0106	FIRE PREVENTION COLORING BOOKS FOR KIDS	119257	256.25
		I-7077TS	01 -522-0106	FIRE PREVENTION COLORING BOOKS	119257	256.25
01-018509	SAM'S CLUB DIRECT					
		I-001613	01 -522-0170	DORM AND KITCHEN PAPER PROD. COFFEE, ETC	119260	36.96
		I-003356	01 -522-0102	LOCAL MEETING PAPER PROD. WATER, ETC	119260	13.76
		I-003356	01 -522-0160	LAUNDRY & JAN PAPER PROD. WATER, ETC	119260	38.96
		I-003356	01 -522-0170	DORM AND KITCHEN PAPER PROD. WATER, ETC	119260	15.88
		I-006404	01 -522-0160	LAUNDRY & JAN MISC SUPPLIES	119260	73.23
		I-006404	01 -522-0170	DORM AND KITCHEN MISC SUPPLIES	119260	93.06
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -522-0081	GROUP INSURANCE DEC 2010 MEDICAL PREMIUMS	119266	6,828.80
01-023046	GREGORY NEIL WATERS					
		I-111710	01 -522-0550	TRAVEL EXPENSES MILEAGE & MEAL REIMBURSEMENT	119275	88.71
01-045077	HEATH OLSON					
		I-120110	01 -522-0550	TRAVEL EXPENSES C/A: TRIP TO SEGUIN TEXAS	119276	250.00
DEPARTMENT 522 FIRE DEPARTMENT					TOTAL:	8,674.25

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 532 CODE ENFORCEMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001950	B & N TRACTOR SERVICE					
	I-BN-232-1	01 -532-0545	LOT MOWING	MOWING @ 109 E. AMBERJACK	119229	64.00
	I-BN-233-1	01 -532-0545	LOT MOWING	MOWING @ 5901 A. HAVANA	119229	110.00
	I-BN-234-1	01 -532-0545	LOT MOWING	MOWING @ 5901 B HAVANA	119229	110.00
	I-BN-235-1	01 -532-0545	LOT MOWING	MOWING @ 5909 A, HAVANA	119229	174.00
	I-BN-236-1	01 -532-0545	LOT MOWING	MOWING @ 5909 B, HAVANA	119229	174.00
01-002051	VICTOR BALDOVINOS					
	I-120210	01 -532-0550	TRAVEL EXPENS	CASH ADVANCE:SAN ANTONIO	119231	298.88
01-002200	BLUE CROSS BLUE SHIELD					
	I-111710	01 -532-0081	GROUP INSURAN	DECEMBER 2010 DENTAL PREM	119232	79.65
01-003410	CHAMBER OF COMMERCE - S					
	I-6489	01 -532-0530	PROFESSIONAL	COUPON BOOK COVER	119237	225.00
01-013164	MCAFDO					
	I-120210	01 -532-0513	TRAINING EXPE	REGISTRATION FEE FOR TRAINING	119253	25.00
01-016716	PROFESSIONAL EQUIPMENT					
	I-1016425325	01 -532-0172	ANIMAL SUPPLI	ANIMAL CONTROL TRAPS	119256	497.30
01-020057	TEXAS MUNICIPAL LEAGUE					
	I-111910	01 -532-0081	GROUP INSURAN	DEC 2010 MEDICAL PREMIUMS	119266	1,375.76
DEPARTMENT 532 CODE ENFORCEMENT TOTAL:						3,133.59
-----						

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 12

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 540 FLEET MANAGEMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -540-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-008120	ANGEL R. HERNANDEZ					
		I-709537	01 -540-0420-01	REPAIRS & MAI INSTALLATION OF DIGITAL	119251	225.00
		I-709538	01 -540-0420-01	REPAIRS & MAI INSTALLATION OF DIGITAL	119251	225.00
		I-709539	01 -540-0420-01	REPAIRS & MAI INSTALLATION OF DIGITAL	119251	225.00
		I-709540	01 -540-0420-01	REPAIRS & MAI INSTALLATION OF DIGITAL RECORD	119251	225.00
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -540-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	677.88
				DEPARTMENT 540 FLEET MANAGEMENT	TOTAL:	1,630.98

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 13

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 541 BUILDING MAINTENANCE

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001988	BARCO PRODUCTS COMPANY					
	I-101001341	01 -541-0411	BUILDINGS & S MESSAGE BOARD		119230	892.50
01-002200	BLUE CROSS BLUE SHIELD					
	I-111710	01 -541-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM		119232	79.65
01-020057	TEXAS MUNICIPAL LEAGUE					
	I-111910	01 -541-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS		119266	1,026.82
DEPARTMENT 541 BUILDING MAINTENANCE					TOTAL:	1,998.97
-----						

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 542 INSPECTIONS DIVISION

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -542-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	79.65
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -542-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	1,017.32
				DEPARTMENT 542 INSPECTIONS DIVISION	TOTAL:	1,096.97

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 543 PUBLIC WORKS DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE'	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	01 -543-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	504.45
01-006159	SCOTT FRY					
		I-102210	01 -543-0550	TRAVEL EXPENS MILEAGE AND MISC. REIMBURSE	119246	325.28
01-007083	JOSE V. GONZALES					
		I-111810	01 -543-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119250	158.00
		I-111910	01 -543-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119250	79.00
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	01 -543-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	6,449.86
01-1	MISC. VENDORS					
ASE		I-110288115	01 -543-0513	TRAINING EXPE ASE: NOV. 2010 TESTING	119279	28.00
DEPARTMENT 543 PUBLIC WORKS DEPARTMENT TOTAL:						7,544.59



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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 572 SPECIAL PROJECTS

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VE	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-021132	U.S. FLAG SUPPLY					
		I-621203	01 -572-9179	HOLIDAY LIGHT 30 x 60 Xmas Banners	119273	1,204.56
DEPARTMENT 572 SPECIAL PROJECTS					TOTAL:	1,204.56
-----						
FUND 01 GENERAL FUND					TOTAL:	78,004.10

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VEN	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====							
01-001287	AMERICAN EXPRESS						
		I-120310	02	-1402	CLEARING AMEX:NOV. 2010 MTGS/TRAVEL	119226	8,610.14
			DEPARTMENT	NON-DEPARTMENTAL	TOTAL:		8,610.14
-----							

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 590 VISITORS BUREAU

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	02 -590-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-002805	ALLIED WASTE SERVICES #					
		I-0863000427803	02 -590-0581	WATER,SEWER & SERV @ 600-B PADRE BLVD	119235	73.99
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	02 -590-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	697.88
01-021095	UNITED PARCEL SERVICE					
		I-0000648239460	02 -590-0108	POSTAGE WEEKLY SERVICE CHARGE	119271	20.00
				DEPARTMENT 590 VISITORS BUREAU	TOTAL:	844.97

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES &amp; MARKETING

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	02 -592-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	265.50
01-00612	FEDEX					
		I-7-297-96593	02 -592-0108	POSTAGE MISC. SHIPPING FEES	119244	7.29
		I-7-298-29377	02 -592-0108	POSTAGE MISC. SHIPPING CHARGES	119244	112.78
01-017002	DAN QUANDT					
		I-111810	02 -592-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119258	80.50
01-018509	SAM'S CLUB DIRECT					
		I-003050	02 -592-0101	OFFICE SUPPLI BATTERS, OFFICE SUPPLIES, ETC	119260	75.93
		I-006277	02 -592-0101	OFFICE SUPPLI MISC. BATTERIES ETC	119260	34.72
01-019510	AT&T ADVERTISING & PUBL					
		I-111110	02 -592-0531	MEDIA PLACEME YELLOW PAGE ADVERTISING	119265	256.40
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	02 -592-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	3,409.40
01-021095	UNITED PARCEL SERVICE					
		I-0000648239470	02 -592-0108	POSTAGE MISC. SHIPPING CHARGES	119271	85.43
				DEPARTMENT 592 SALES & MARKETING	TOTAL:	4,327.95

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 593 EVENTS MARKETING

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	02 -593-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	26.55
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	02 -593-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	559.67
				DEPARTMENT 593 EVENTS MARKETING	TOTAL:	586.22
				FUND 02 HOTEL/MOTEL TAX FUND	TOTAL:	14,369.28

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VENDOR SET: 01

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001287	AMERICAN EXPRESS					
		I-120310	06 -1402	CLEARING	AMEX:NOV. 2010 MTGS/TRAVEL	119226
						2,446.97
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						2,446.97

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 23

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: 565 CONVENTION CENTER OPER

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002200	BLUE CROSS BLUE SHIELD					
	I-111710	06 -565-0081	GROUP INSURAN	DECEMBER 2010 DENTAL PREM	119232	265.50
01-002805	ALLIED WASTE SERVICES #					
	I-0863000427852	06 -565-0581	WATER, SEWER	SERV @ 7355 PADRE BLVD	119235	561.46
01-004232	DISH NETWORK					
	I-112210	06 -565-0415	SERVICE CONTR	SERVICE 12/07 -01/06/11	119242	6.36
01-018509	SAM'S CLUB DIRECT					
	I-003050	06 -565-0160	LAUNDRY & JAN	BATTERS, OFFICE SUPLIES, ETC	119260	52.87
	I-003050	06 -565-0101	OFFICE SUPPLI	BATTERS, OFFICE SUPLIES, ETC	119260	137.88
	I-003050	06 -565-0150	MINOR TOOLS &	BATTERS, OFFICE SUPLIES, ETC	119260	145.74
	I-006277	06 -565-0101	OFFICE SUPPLI	MISC. BATTERIES ETC	119260	139.72
	I-006277	06 -565-0150	MINOR TOOLS &	MISC. BATTERIES ETC	119260	79.98
	I-006277	06 -565-0101	OFFICE SUPPLI	MISC. BATTERIES ETC	119260	19.96-
01-020057	TEXAS MUNICIPAL LEAGUE					
	I-111910	06 -565-0081	GROUP INSURAN	DEC 2010 MEDICAL PREMIUMS	119266	3,409.40
DEPARTMENT 565 CONVENTION CENTER OPER TOTAL:						4,778.95
-----						
FUND	06	CONVENTION CENTER FUND	TOTAL:	7,225.92		

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 24

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 21 MUN. COURT TECHNOLOGY

DEPARTMENT: 520 MUN COURT TECHNOLOGY

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-020906	TYLER TECHNOLOGIES, INC					
		I-4738	21 -520-0415	SERVICE CONTR Incode Maint - Court	119270	1,200.00
DEPARTMENT 520 MUN COURT TECHNOLOGY TOTAL:						1,200.00
-----						
FUND	21	MUN. COURT TECHNOLOGY	TOTAL:	1,200.00		

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 25

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 30 TRANSPORTAION GRANT

DEPARTMENT: 591 TRANSPORTATION DEPT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD						
		I-111710	30	-591-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	238.95
01-002805	ALLIED WASTE SERVICES #						
		I-0863000426791	30	-591-0581	WTR/SWR/GARBA SERV@4501 PADRE BLVD	119235	33.51
01-003420	CHEMSEARCH						
		I-793874	30	-591-0420	MOTOR VEHICLE MAX LUBE	119238	318.44
01-007048	GIDDY-UP DELIVERY SERVI						
		I-392635	30	-591-0108	POSTAGE DELIVERY TO TXDOT IN PHARR	119248	24.02
01-018255	DAVID RUIZ						
		I-111810	30	-591-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119259	158.00
01-019081	SEASIDE SERVICES						
		I-112910	30	-591-0411	BUILDING & ST CLEANING SERVICES	119262	180.00
01-020057	TEXAS MUNICIPAL LEAGUE						
		I-111910	30	-591-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	3,291.19
DEPARTMENT 591 TRANSPORTATION DEPT						TOTAL:	4,244.11
FUND 30 TRANSPORTAION GRANT						TOTAL:	4,244.11

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 26

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 560 BEACH MAINTENANCE

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	60 -560-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	106.20
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	60 -560-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	1,355.76
				DEPARTMENT 560 BEACH MAINTENANCE	TOTAL:	1,461.96
				FUND 60 BEACH MAINTENANCE FUND	TOTAL:	1,461.96

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 27

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002901	TAMMI BULOW					
		I-111710	80 -1401	GIFT SHOP INV EDC/SPIBNC: EXPENSE REIMBURSE	119236	170.88
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						170.88
-----						

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 28

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: 580 EDC

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002200	BLUE CROSS BLUE SHIELD					
	I-111710	80 -580-0081	GROUP INSURAN	DECEMBER 2010 DENTAL PREM	119232	26.55
01-012097	DARLA LAPEYRE					
	I-112910	80 -580-0108	POSTAGE	EDC: MISC. REIMBURSEMENT	119252	8.80
	I-112910	80 -580-0102	LOCAL METTING	EDC: MISC. REIMBURSEMENT	119252	22.00
01-020057	TEXAS MUNICIPAL LEAGUE					
	I-111910	80 -580-0081	GROUP INSURAN	DEC 2010 MEDICAL PREMIUMS	119266	338.94
01-022202	VALLEY MORNING STAR					
	I-112910	80 -580-0107	BOOKS & PUBLI	EDC:6 MOS SUBSCRIPTION	119274	70.50
				DEPARTMENT 580 EDC	TOTAL:	466.79
-----						

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 29

PACKET: 07137 Regular Payments 12/02/10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: 581 BIRDING CENTER

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002200	BLUE CROSS BLUE SHIELD					
		I-111710	80 -581-0081	GROUP INSURAN DECEMBER 2010 DENTAL PREM	119232	53.10
01-012097	DARLA LAPEYRE					
		I-112910	80 -581-0415	SERVICE CONTR EDC: MISC. REIMBURSEMENT	119252	32.48
01-020057	TEXAS MUNICIPAL LEAGUE					
		I-111910	80 -581-0081	GROUP INSURAN DEC 2010 MEDICAL PREMIUMS	119266	677.88
				DEPARTMENT 581 BIRDING CENTER	TOTAL:	763.46
				FUND 80 ECONOMIC DEVELOPMENT CORP	TOTAL:	1,401.13
					REPORT GRAND TOTAL:	107,906.50

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001297	AMERICAN FUNDS					
		I-120410	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC 12/03/10	119290	83.08
01-002434	CINDY BOUDLOCHE, TRUSTE					
		I-DW5201012062920	01 -2469	DEBTORS WAGE A/N 07-10758-B-13	119304	796.15
		I-DW9201012062920	01 -2469	DEBTORS WAGE CASE NO 10-10137-B-13	119305	490.38
01-003185	OFFICE OF THE ATTY GENL					
		I-C09201012062920	01 -2473	CHILD SUPPORT A/N 0010486563	119311	212.31
		I-C10201012062920	01 -2473	CHILD SUPPORT A/N 2004094864B	119311	282.92
		I-C14201012062920	01 -2473	CHILD SUPPORT A/N N002589726	119311	100.00
		I-C24201012062920	01 -2473	CHILD SUPPORT A/N 0011488748	119311	462.18
		I-C31201012062920	01 -2473	CHILD SUPPORT A/N 0011545222	119311	161.54
		I-C32201012062920	01 -2473	CHILD SUPPORT A/N 2007031654D	119311	338.35
		I-C37201012062920	01 -2473	CHILD SUPPORT A/N 2008-10-5941-D	119311	319.85
		I-C48201012062920	01 -2473	CHILD SUPPORT NO. 2008-08-4758-E	119311	383.08
		I-C49201012062920	01 -2473	CHILD SUPPORT 0009648707	119311	165.69
		I-C50201012062920	01 -2473	CHILD SUPPORT AG CASE #0011346896	119311	634.62
01-006163	AMERICAN GENERAL LIFE I					
		C-120310	01 -2485	AMERICAN GENE WRONG VENDOR-	119341	40.00-
		I-120310	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC 12/03/10	119341	40.00
		I-120710	01 -2485	AMERICAN GENE EMPLOYEE SALARY ALLOC DEC	119341	483.78
01-00241	FUELMAN					
		I-NP27780727	01 -1199	MISCELLANEOUS EMS	119342	354.99
01-007001	ANA GARZA					
		I-C04201012062920	01 -2473	CHILD SUPPORT A/N 2003-03-1480-B	119344	194.88
01-009097	INTERNAL REVENUE SERVIC					
		I-IR6201012062920	01 -2459	IRS LEVY A/N XXX-XX-1603	119360	383.00
01-009109	INTERNAL REVENUE SVC AC					
		I-IR3201012062920	01 -2459	IRS LEVY A/N 449316913	119361	100.00
01-012108	HERMELINDA LONGORIA					
		I-C16201012062920	01 -2473	CHILD SUPPORT A/N 2002031289D	119377	146.77
01-016686	PUTNAM INVESTMENTS					
		I-120710	01 -2485	AMERICAN GENE EMPLOYEE ALLOC 12/03/10	119401	40.00
01-019222	S.P.I. FIREFIGHTERS ASS					
		I-120710	01 -2472	FIREFIGHTERS ASSOCIATION DUES 12/08/10	119410	233.00
01-019327	SOUTH PADRE ISLAND PROF					
		I-120810	01 -2487	POLICE DEPT A ASSOCIATION DUES 12/08/10	119413	285.00
01-020100	T.M.R.S.					

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PAGE: 2

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-020100	T.M.R.S.		continued			
		I-120910	01 -2470	T.M.R.S. NOVEMBER 2010 CONTRIBUTIONS	119425	32,914.34
01-020615	SOUTH PADRE E CLUB					
		I-120710	01 -2479	EMPLOYEE ACTI ASSOCIATION DUES 12/08/10	119431	126.00
01-020751	DAVID TRAVIS					
		I-120910	01 -2461	BLUE CROSS ME REIMBURSEMENT: HEALTH INS.	119433	219.24
01-021109	UNITED WAY OF S. CAMERO					
		I-120710	01 -2468	UNITED WAY EMPLOYEE DONATIONS 12/07/10	119440	228.50
01-023200	MICHELLE WILBURN					
		I-C21201012062920	01 -2473	CHILD SUPPORT A/N 0011549506	119452	146.31
01-1	MISC. VENDORS					
	PENA, MOLLY CORENE	I-000201012032918	01 -2424	MUN. COURT BO Bond Refund:34196A -01	119457	5.00
	CAMERON COUNTY,	I-000201012032919	01 -2424	MUN. COURT BO Bond Refund:32837A -01	119458	265.00
	CAMERON COUNTY,	I-000201012032919	01 -2424	MUN. COURT BO Bond Refund:32839A -01	119458	265.00
	CAMERON COUNTY,	I-000201012032919	01 -2424	MUN. COURT BO Bond Refund:32839A -02	119458	365.00
	CAMERON COUNTY,	I-000201012032919	01 -2424	MUN. COURT BO Bond Refund:32840A -01	119458	265.00
				DEPARTMENT NON-DEPARTMENTAL TOTAL:		41,450.96

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 3

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 512 CITY ADMINISTRATION

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-006133	FORT DEARBORN LIFE INS					
		I-111710	01 -512-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	150.27
01-020043	TEXAS MUNICIPAL CLERK'S					
		I-111910	01 -512-0513	TRAINING EXPE 1 SET TMCCP COURSE 2 BOOKS	119419	50.00
01-020050	TEXAS CITY MGMT ASSOC.					
		I-120210	01 -512-0551	DUES & MEMBER 2011 MEMBERSHIP RENEWAL	119422	345.00
01-020100	T.M.R.S.					
		I-120910	01 -512-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	2,928.40
DEPARTMENT 512 CITY ADMINISTRATION					TOTAL:	3,473.67

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 4

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 513 FINANCE DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001129	A & W OFFICE SUPPLY INC					
		I-444496-0	01 -513-0101	OFFICE SUPPLI 1 CS #10 ENV., WALL CALAENDAR	119284	60.47
01-006133	FORT DEARBORN LIFE INS					
		I-111710	01 -513-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	163.78
01-015010	OFFICE DEPOT					
		I-03599	01 -513-0101	OFFICE SUPPLI MISC OFFICE SUPPLIES	119390	59.22
01-020100	T.M.R.S.					
		I-120910	01 -513-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	2,517.21
				DEPARTMENT 513 FINANCE DEPARTMENT	TOTAL:	2,800.68

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 514 PLANNING DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -514-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	75.04	
01-016600	PT ISABEL/SO PADRE PRES					
	I-113010	01 -514-0540	ADVERTISING P & Z PUBLIC HRNG NOTICE	119399	65.50	
01-019239	SOUTH PADRE OFFICE CENT					
	I-100775	01 -514-0101	OFFICE SUPPLI SCAN OF OVERSIZE COPY:	119411	7.00	
01-020100	T.M.R.S.					
	I-120910	01 -514-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	1,107.43	
01-021231	GATEWAY PLANNING GROUP					
	I-112810	01 -514-0530	PROFESSIONAL FBC SERVICES	119441	84,603.97	
DEPARTMENT 514 PLANNING DEPARTMENT					TOTAL:	85,858.94

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BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001142	AT&T GLOBAL SERVICES, I					
	I-SB624872	01 -515-0415		SERVICE CONTR Phone System Support	119286	430.99
	I-SB630274	01 -515-0415		SERVICE CONTR Phone System Support	119286	430.99
01-003423	CDW GOVERNMENT, INC.					
	I-VPM9404	01 -515-0410		MACHINERY & E Switches & FC Card	119319	1,899.34
	I-VQK6986	01 -515-0410		MACHINERY & E Switches & FC Card	119319	2,277.66
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -515-0081		GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	99.24
01-007400	GRANICUS, INC.					
	I-22227	01 -515-0415		SERVICE CONTR Granicus Maintenance	119348	538.90
	I-22862	01 -515-0415		SERVICE CONTR Granicus Maintenance	119348	538.90
01-013177	MCAFEE					
	I-INV454458	01 -515-0415		SERVICE CONTR Email Protection and Cont	119385	199.56
01-013508	METIIX LLC					
	I-00002197	01 -515-0415		SERVICE CONTR CLIENT MGMT, & SET UP FEES	119387	298.00
01-020100	T.M.R.S.					
	I-120910	01 -515-0080		TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	1,371.32
01-11185	TIME WARNER CABLE					
	I-111810	01 -515-0415		SERVICE CONTR City Hall Cable Internet	119428	304.07
				DEPARTMENT 515 TECHNOLOGY DEPARTMENT	TOTAL:	8,388.97

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 516 HUMAN RESOURCES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002106	BICKERSTAFF HEATH DELGA					
		I-79366	01 -516-9030	LEGAL SERVICE PROF. SERV.THROUGH NOV. 15,	119301	262.50
01-006101	FIRST CHECK APPLICANT S					
		I-11514	01 -516-0530	PROFESSIONAL PRE-EMPLOYMENT SCREENING	119334	21.25
01-006133	FORT DEARBORN LIFE INS					
		I-111710	01 -516-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	72.85
01-016098	PADRE ISLAND HEALTH SPE					
		I-112910	01 -516-0530	PROFESSIONAL PPHYSICAL/DRUG SCREEN:J.BARKER	119393	50.00
01-019189	RANDY SMITH					
		I-120310	01 -516-0514	TUITION ASSIS EDUCATION ASSISTANCE	119408	2,500.00
01-020100	T.M.R.S.					
		I-120910	01 -516-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	1,077.36
DEPARTMENT 516 HUMAN RESOURCES TOTAL:						3,983.96

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BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-006133	PORT DEARBORN LIFE INS					
	I-111710	01 -520-0081	GROUP INSURAN	DEC 2010 LTD, LIFE,AD&D PREM	119337	53.20
01-015010	OFFICE DEPOT					
	I-03599	01 -520-0101	OFFICE SUPPLI	MISC OFFICE SUPPLIES	119390	53.57
	I-03599	01 -520-0150	MINOR TOOLS &	MISC OFFICE SUPPLIES	119390	29.99
01-020048	TEXAS MUNICIPAL COURTS					
	I-120210	01 -520-0107	BOOKS & PERIO	MISC. COURT SUPPLIES	119421	28.95
	I-120210-1	01 -520-0513	TRAINING EXPE	PREP & EXAMS	119421	225.00
01-020100	T.M.R.S.					
	I-120910	01 -520-0080	TMRS	NOVEMBER 2010 CONTRIBUTIONS	119425	611.77
01-020906	TYLER TECHNOLOGIES, INC					
	I-4303	01 -520-0415	SERVICE CONTR	ONLINE COMPONENT SET-UP	119436	975.00
			DEPARTMENT 520	MUNICIPAL COURT	TOTAL:	1,977.48

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BANK: OPER

DEPARTMENT 521	POLICE DEPARTMENT	TOTAL:	18,192.67
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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 522 FIRE DEPARTMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001097	ACETYLENE OXYGEN COMPAN					
	I-113010	01 -522-0114	MEDICAL	ACETYLENE & OXYGEN CYL. RENT	119283	21.18
01-001364	MID AMERICAN SPECIALTIE					
	I-INV37195	01 -522-0106	FIRE PREVENTI	COLORING BOOKS	119296	865.32
	I-INV736949	01 -522-0106	FIRE PREVENTI	PUZZLE FIRE TRUCKS	119296	661.65
01-003245	CASCO INDUSTRIES INC.					
	I-090765	01 -522-0117	SAFETY SUPPLI	NEW FIREFIGHTING BOOTS	119314	336.00
01-006128	MES- TEXAS					
	I-00203970SNV	01 -522-0117	SAFETY SUPPLI	REPLACEMENT VOICE AMPLIFI	119336	316.20
	I-00204562SNV	01 -522-0117	SAFETY SUPPLI	REPLACEMENT VOICE AMPLIFI	119336	318.30
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -522-0081	GROUP INSURAN	DEC 2010 LTD, LIFE,AD&D PREM	119337	661.35
01-008287	HOYT BREATHING AIR PROD					
	I-23495	01 -522-0530	PROFESSIONAL	QTRLY SERVICE ON ARI COMPRESSO	119358	495.00
01-012120	JEFF LUTRICK					
	I-120610	01 -522-0551	DUES & MEMBER	MISC.REIMBURSEMENT	119378	60.00
01-0036	MANNY'S UNIFORMS					
	I-11970	01 -522-0130	WEARING APPAR	NEW SHIRT/EMT PANTS	119382	143.19
01-015010	OFFICE DEPOT					
	I-03599	01 -522-0101	OFFICE SUPPLI	MISC OFFICE SUPPLIES	119390	131.19
	I-06896	01 -522-0101	OFFICE SUPPLI	ROTARY FILE, BUS CARD.FILE, ET	119390	27.77
01-015012	O'REILLY AUTOMOTIVE, IN					
	I-411342	01 -522-0150	MINOR TOOLS &	1 BX SHEET TOWELS	119391	12.99
01-016110	PADRE ISLAND'S ACE HARD					
	I-069255	01 -522-0150	MINOR TOOLS &	LAWN BAGS, MISC HDW	119394	11.99
	I-069683	01 -522-0150	MINOR TOOLS &	RECP.BLADE,MISC.HDW	119394	18.18
	I-069704	01 -522-0150	MINOR TOOLS &	TENT PEGS, JUTE TWINE	119394	5.98
	I-069745	01 -522-0150	MINOR TOOLS &	4-500 W. BULBS	119394	23.96
	I-069753	01 -522-0150	MINOR TOOLS &	CRIMPING TOOL, ELECT TAPE, PLU	119394	19.96
	I-069838	01 -522-0150	MINOR TOOLS &	WALLPLATE, GRND RECP, KEYS	119394	9.73
01-019239	SOUTH PADRE OFFICE CENT					
	I-100773	01 -522-0101	OFFICE SUPPLI	3-ARCHITECT RULERS	119411	20.97
01-020058	TARPON FIRE & SAFETY					
	I-44560	01 -522-0530	PROFESSIONAL	ANNUAL INSPECTION:FIRE EXTG.	119424	215.00
01-020100	T.M.R.S.					
	I-120910	01 -522-0080	TMRS	NOVEMBER 2010 CONTRIBUTIONS	119425	11,180.94
			DEPARTMENT 522	FIRE DEPARTMENT	TOTAL:	15,556.85

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 532 CODE ENFORCEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001129	A & W OFFICE SUPPLY INC					
	I-443691-0	01 -532-0101	OFFICE SUPPLI ENV. INDEX TABS, PEND,FLDRS.,	119284	60.50	
	I-443691-1	01 -532-0101	OFFICE SUPPLI 2-PKG. POPUPS,	119284	36.98	
01-001322	AMERICAN ASSOC. OF NOTA					
	I-120610	01 -532-0551	DUES & MEMBER BALANCE ON SUPPLIES ORDERED	119291	4.00	
01-001950	B & N TRACTOR SERVICE					
	I-BN-241	01 -532-0545	LOT MOWING MOWING @ 4100 PADRE BLVD	119298	64.00	
	I-BN-242	01 -532-0545	LOT MOWING MOWING @ 4104 PADRE BLVD	119298	64.00	
	I-BN-243	01 -532-0545	LOT MOWING MOWING @ 1310 PADRE BLVD	119298	44.00	
	I-BN-244	01 -532-0545	LOT MOWING MOWING @102 E.LING	119298	64.00	
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -532-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	115.26	
01-007073	CARLOS GONZALEZ					
	I-120110	01 -532-0513	TRAINING EXPE EXAM FEE FOR BASIC CODE	119347	100.00	
	I-120110-1	01 -532-0550	TRAVEL EXPENS C/A TRIP TO LAREDO TEXAS	119347	591.45	
01-016110	PADRE ISLAND'S ACE HARD					
	I-069759	01 -532-0150	MINOR TOOLS & GRAPHT LUBE, DAWN,ETC	119394	35.46	
	I-069766	01 -532-0150	MINOR TOOLS & PICK, LOCK LUBE, ELCT CLNR	119394	47.76	
01-000000	PT ISABEL/SO PADRE PRES					
	I-110810	01 -532-0530	PROFESSIONAL DISPLAY AD PUBLISHED 11/08/10	119399	206.33	
	I-111110	01 -532-0530	PROFESSIONAL RECYLING AD NOV. 11, 2010	119399	120.00	
	I-120210	01 -532-0107	BOOKS & PERIO 1 YR. SUBSCRIPTION	119399	22.00	
01-020054	TEXAS DEPT. OF STATE HE					
	I-111610	01 -532-0551	DUES & MEMBER CODE ENFORCEMENT OFFICER	119423	106.00	
01-020100	T.M.R.S.					
	I-120910	01 -532-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	1,426.17	
01-020167	TEHA					
	I-111810	01 -532-0551	DUES & MEMBER MEMBERSHIP RENEWAL	119427	180.00	
DEPARTMENT 532 CODE ENFORCEMENT					TOTAL:	3,287.91

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 540 FLEET MANAGEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003101	CARDENAS MOTORS, INC.					
	I-174169	01 -540-0420-02	REPAIRS & MAI FUEL CAP & SENSOR UNIT F-1	119310	72.68	
01-003424	CHEMTEX					
	I-664	01 -540-0420-03	REPAIRS & MAI 1-DRY MOLY	119320	103.50	
01-006083	FAST & FAIR CAR CARE					
	I-1432	01 -540-0420-03	REPAIRS & MAI 2-TIRES RECYLCLED	119333	10.00	
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -540-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	56.24	
01-006241	FUELMAN					
	I-NP27780727	01 -540-0104-01	FUEL & LUBRIC FUEL PURCHASED NOV.2010	119342	5,968.42	
	I-NP27780727	01 -540-0104-02	FUEL & LUBRIC FUEL PURCHASED NOV.2010	119342	1,383.52	
	I-NP27780727	01 -540-0104-03	FUEL & LUBRIC FUEL PURCHASED NOV.2010	119342	2,075.43	
	I-NP27780727	01 -540-0104-04	FUEL & LUBRIC FUEL PURCHASED NOV.2010	119342	817.18	
01-007059	GLASS ETC.					
	I-16056	01 -540-0420-01	REPAIRS & MAI C02PD	119345	195.00	
01-008120	ANGEL R. HERNANDEZ					
	I-709543	01 -540-0420-01	REPAIRS & MAI INSTALLATION UNIT F-61	119350	225.00	
	I-709544	01 -540-0420-01	REPAIRS & MAI INSTALLATION ON UNIT # F-83	119350	225.00	
	I-709545	01 -540-0420-01	REPAIRS & MAI INSTALLATION ON UNIT # F-91	119350	225.00	
	I-709546	01 -540-0420-01	REPAIRS & MAI INSTALLATION ON UNIT # F-93	119350	225.00	
	I-709552	01 -540-0420-01	REPAIRS & MAI REPAIR LIGHTS/RADIO #F-61PD	119350	150.00	
01-014030	NAPA AUTO PARTS					
	I-575636	01 -540-0420-03	REPAIRS & MAI BATTERY BRUSH, TAP-FILE	119388	11.92	
	I-575637	01 -540-0420-01	REPAIRS & MAI 1-SERPENTINE BELT UNIT F-61	119388	44.74	
	I-577637	01 -540-0420-03	REPAIRS & MAI 2-FHP PWERATED BE -SCAGGS	119388	41.74	
	I-577849	01 -540-0420-03	REPAIRS & MAI TIE RODE END UNIT #73	119388	28.56	
	I-577866	01 -540-0420-01	REPAIRS & MAI 2-SPARK PLUGS UNIT#D-81	119388	4.26	
	I-577876	01 -540-0420-03	REPAIRS & MAI 1-WHEEL CLEANER	119388	6.89	
	I-577883	01 -540-0420-03	REPAIRS & MAI CARB CLNR, ST.FLUID, ETC	119388	63.75	
	I-577886	01 -540-0420-01	REPAIRS & MAI 4-WIPER BLADES TAHOE	119388	80.60	
01-015012	O'REILLY AUTOMOTIVE, IN					
	I-412060	01 -540-0420-01	REPAIRS & MAI FRONT RODOR & BRAKES	119391	184.06	
	I-412276	01 -540-0420-02	REPAIRS & MAI 1-SOLID STRIPE	119391	3.99	
	I-412645	01 -540-0420-04	REPAIRS & MAI PWR OUTLET, PRIM WIRE	119391	40.43	
	I-414072	01 -540-0420-01	REPAIRS & MAI DISC PADE SET , CERAMIC PADS	119391	10.55	
	I-414073	01 -540-0420-03	REPAIRS & MAI JUMPSTART, BOOSTER PAC	119391	89.01	
01-015020	OIL PATCH FUEL & SUPPLY					
	I-322275	01 -540-0104	FUELS & LUBRI DIESEL FUEL DEL. 11/30/10	119392	1,391.25	

01-016110 PADRE ISLAND'S ACE HARD

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 540 FLEET MANAGEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-016110	PADRE ISLAND'S ACE HARD	continued				
	I-069376	01 -540-0420-01	REPAIRS & MAI HOLE SAW, DRILL BIT		119394	15.28
01-019310	SOUTH SHORE AUTOMOTIVE					
	I-3577	01 -540-0420-02	REPAIRS & MAI FLAT REPAIR UNIT F-4		119412	15.00
	I-3656	01 -540-0420-01	REPAIRS & MAI TIRE REPAIR UNIT F-91		119412	15.00
	I-3703	01 -540-0420-01	REPAIRS & MAI WELD MUFFLER, UNIT P-81		119412	45.00
01-020100	T.M.R.S.					
	I-120910	01 -540-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS		119425	681.78
01-020203	TIPTON MOTORS, INC					
	I-69999	01 -540-0420-01	REPAIRS & MAI 1-LAMP ASSY, UNIT #F82		119429	87.22
	I-70224	01 -540-0420-03	REPAIRS & MAI 2-TUBE ASSY, UNIT #PW37		119429	77.12
	I-70354	01 -540-0420-03	REPAIRS & MAI 1-OIL TUBE UNIT#37		119429	16.42
	I-70447	01 -540-0420-01	REPAIRS & MAI 1-BUCKLE ASSY UNIT F-83		119429	87.79
	I-70536	01 -540-0420-03	REPAIRS & MAI 1-ACTUATOR UNIT #39		119429	83.48
DEPARTMENT 540 FLEET MANAGEMENT TOTAL:						14,857.81

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 541 BUILDING MAINTENANCE

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-006113	JOE W. FLY CO., INC.					
		I-120299	01 -541-0150	MINOR TOOLS & AC FILTER	119335	240.60
01-006133	FORT DEARBORN LIFE INS					
		I-111710	01 -541-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	71.53
01-007072	GALVAN SHEET METAL SHOP					
		I-6160	01 -541-0411	BUILDINGS & S 30 X 30 ALUM FRAME HELIPAD	119346	150.00
01-007600	GULF COAST PAPER CO. IN					
		I-112159	01 -541-0160	LAUNDRY & JAN JANITORIAL SUPPLIES	119349	450.95
01-009832	JOHNSON CONTROL INC.					
		I-1-1837040034	01 -541-0415	SERVICE CONTR CHILLER MAINT	119368	2,034.00
01-012020	THE LIGHT HOUSE					
		I-P43417	01 -541-0115	LAMPS & GLOBE MISC. LIGHT BULBS FOR PRKG LT	119369	136.38
01-016110	PADRE ISLAND'S ACE HARD					
		I-069034	01 -541-0150	MINOR TOOLS & MULTIPURPOSE CLNR, TOOL KIT	119394	26.98
01-020058	TARPON FIRE & SAFETY					
		I-44560	01 -541-0411	BUILDINGS & S ANNUAL INSPECTION:FIRE EXTG.	119424	105.00
		I-44560	01 -541-0411	BUILDINGS & S ANNUAL INSPECTION:FIRE EXTG.	119424	238.00
		I-44560	01 -541-0411	BUILDINGS & S ANNUAL INSPECTION:FIRE EXTG.	119424	30.00
01-020100	T.M.R.S.					
		I-120910	01 -541-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	757.10
01-021102	UNIFIRST CORP.					
		I-1876129	01 -541-0130	WEARING APPAR UNIFORMS, FLOOR MATS ETC	119438	37.38
		I-1876129	01 -541-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS ETC	119438	120.73
		I-1878311	01 -541-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS, ETC	119438	69.76
		I-1878311	01 -541-0130	WEARING APPAR UNIFORMS, FLOOR MATS, ETC	119438	37.38
		I-1880536	01 -541-0160	LAUNDRY & JAN UNIFORMS, MATS, ETC	119438	120.74
		I-1880536	01 -541-0130	WEARING APPAR UNIFORMS, MATS, ETC	119438	37.38
		I-1882794	01 -541-0130	WEARING APPAR UNIFORMS, FLOOR MATS, ETC	119438	37.38
		I-1882794	01 -541-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS, ETC	119438	68.64
01-023160	WORTH HYDROCHEM OF CORP					
		I-13276	01 -541-0415	SERVICE CONTR WATER TREATMENT-CHILLR	119451	300.00

DEPARTMENT 541 BUILDING MAINTENANCE TOTAL: 5,069.93

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VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 542 INSPECTIONS DIVISION

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001129	A & W OFFICE SUPPLY INC					
	I-444233-0	01 -542-0150	MINOR TOOLS & 2- 100 FT. MEASURE TAPE	119284	57.48	
	I-444235-0	01 -542-0101	OFFICE SUPPLI YRLY ORGANIZAER, BATTERIES	119284	48.43	
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -542-0081	GROUP INSURAN DEC 2010 LTD, LIFE, AD&D PREM	119337	93.22	
01-019633	STC-TEXAS ENVIRONMENTAL					
	I-120810	01 -542-0513	TRAINING EXPE CONFERENCE REGISTRATION	119415	150.00	
01-020036	TEXAS STATE BOARD OF					
	I-112410	01 -542-0551	DUES & MEMBER LICENSE RENEWAL: JAMES MITCHIM	119418	55.00	
01-020100	T.M.R.S.					
	I-120910	01 -542-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	1,225.38	
			DEPARTMENT 542 INSPECTIONS DIVISION	TOTAL:	1,629.51	

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 543 PUBLIC WORKS DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001129	A & W OFFICE SUPPLY INC					
	I-442874-0	01 -543-0101	OFFICE SUPPLI	OFFICE SUPPLIES	119284	167.64
	I-442874-1	01 -543-0101	OFFICE SUPPLI	1-ENGINEERING TRIANGLE	119284	4.38
01-003704	CAMERON COUNTY					
	I-112210	01 -543-0432	CAUSEWAY LIGH	CAUSEWAY LTNG 10/11-11-09/10	119321	457.73
01-003760	CONSOLIDATED ELECTRICAL					
	I-0938-471455	01 -543-0412	LANDSCAPE	CENTER MEDIANS	119323	156.00
	I-0938-471675	01 -543-0412	LANDSCAPE	BALLASTS	119323	232.50
	I-0938-471677	01 -543-0412	LANDSCAPE	BALLASTS	119323	75.00
01-004221	DISPLAY SALES					
	I-INV0077273	01 -543-0510	RENTAL OF EQU	BANNER BRACKETS	119328	1,026.00
01-006043	LOS FRESNOS CONSTRUCTIO					
	I-737	01 -543-0416	STREETS & RIG	CALICHE	119332	500.00
01-006133	FORT DEARBORN LIFE INS					
	I-111710	01 -543-0081	GROUP INSURAN	DEC 2010 LTD, LIFE,AD&D PREM	119337	486.66
01-014030	NAPA AUTO PARTS					
	I-577163	01 -543-0410	MACHINERY & E	TRANS,OIL AND FUEL FILTERS,#30	119388	76.50
01-014110	PADRE ISLAND'S ACE HARD					
	I-069038	01 -543-0150	MINOR TOOLS &	BATTERIES, LEAF RAKE	119394	35.97
	I-069097	01 -543-0150	MINOR TOOLS &	GEAR WRENCH, LONG NOSE PLIER	119394	25.48
	I-069359	01 -543-0150	MINOR TOOLS &	CLAW HAMMER	119394	9.99
	I-069712	01 -543-0416	STREETS & RIG	YELW, MARK PAINT, ROLLER	119394	73.44
	I-069713	01 -543-0150	MINOR TOOLS &	BLK SPRY PAINT, ETC.	119394	10.06
01-016151	PATHMARK TRAFFIC PRODUC					
	I-0067311-IN	01 -543-0112	SIGNS	SIGNS	119398	228.00
01-018058	RELIABLE ELECTRIC CO.					
	I-23691	01 -543-0412	LANDSCAPE	INSTALLATION	119404	802.76
01-020045	TEXAS MUNICIPAL LEAGUE					
	I-8852	01 -543-0551	DUES & MEMBER	CONFERENCE REGISTRATION	119420	320.00
01-020100	T.M.R.S.					
	I-120910	01 -543-0080	TMRS	NOVEMBER 2010 CONTRIBUTIONS	119425	5,481.71
01-020167	TEHA					
	I-113010	01 -543-0551	DUES & MEMBER	2011 MEMBERSHIP DUES	119427	30.00
01-021102	UNIFIRST CORP.					
	I-1876129	01 -543-0130	WEARING APPAR	UNIFORMS, FLOOR MATS ETC	119438	220.03
	I-1878311	01 -543-0130	WEARING APPAR	UNIFORMS, FLOOR MATS, ETC	119438	220.02

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 543 PUBLIC WORKS DEPARTMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-021102	UNIFIRST CORP.		continued			
		I-1880536	01 -543-0130	WEARING APPAR UNIFORMS, MATS, ETC	119438	230.22
		I-1882794	01 -543-0130	WEARING APPAR UNIFORMS, FLOOR MATS, ETC	119438	220.02
01-023100	WHITE LUMBER & SUPPLY I					
		I-158539	01 -543-0150	MINOR TOOLS & PARTS FOR TRAILER-PWKS	119450	38.99
01-040010	MARTIN PENA					
		I-20807	01 -543-0112	SIGNS ST.SIGNS	119456	177.35
DEPARTMENT 543 PUBLIC WORKS DEPARTMENT TOTAL:						11,306.45
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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 18

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 570 GENERAL SERVICES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-002805	ALLIED WASTE SERVICES #					
	I-0863000430125	01 -570-0581	WATER, SEWER, SERV @108 W. RETAMA		119308	286.68
01-003805	PAUL CUNNINGHAM					
	I-2000168	01 -570-9030	LEGAL SERVICE GEN.LEGALSERV FOR NOV.2010		119324	8,137.50
01-004231	DIRECT ENERGY					
	I-1089186	01 -570-0580	ELECTRICITY ELECTRIC BILL DATED 11/30/10		119329	18,117.10
01-009159	IKON OFFICE SOLUTIONS					
	I-83718205	01 -570-0510	RENTAL OF EQU COPIER LEASE: FY2010-11		119364	243.51
01-012071	LAGUNA MDRE WTR DIST NO					
	I-201012092923	01 -570-0581	WATER, SEWER, 80 FT E, NEW CAUSEWAY		119371	300.53
	I-201012092926	01 -570-0581	WATER, SEWER, 1313 PADRE BLVD MDN		119371	12.68
	I-201012092927	01 -570-0581	WATER, SEWER, 911 PADRE BLVD MDN		119371	11.96
	I-201012092928	01 -570-0581	WATER, SEWER, 1201 PADRE BLVD MDN		119371	11.96
	I-201012092929	01 -570-0581	WATER, SEWER, 1612 PADRE BLVD MDN		119371	12.44
	I-201012092930	01 -570-0581	WATER, SEWER, 2000 PADRE BLVD		119371	11.96
	I-201012092931	01 -570-0581	WATER, SEWER, 2412 PADRE BLVD		119371	12.68
	I-201012092932	01 -570-0581	WATER, SEWER, 2700 PADRE BLVD		119371	12.44
	I-201012092933	01 -570-0581	WATER, SEWER, 3000 PADRE BLVD		119371	11.96
	I-201012092934	01 -570-0581	WATER, SEWER, CRN PADRE & TARPON MDN		119371	19.20
	I-201012092935	01 -570-0581	WATER, SEWER, 1800 GULF BLVD		119371	39.10
	I-201012092936	01 -570-0581	WATER, SEWER, 2712 PADRE BLVD		119371	11.96
	I-201012092937	01 -570-0581	WATER, SEWER, 3420 GULF BLVD ACCESS11		119371	68.50
	I-201012092938	01 -570-0581	WATER, SEWER, 104 W. RETAMA ST.		119371	24.37
	I-201012092939	01 -570-0581	WATER, SEWER, 108 W. HUISACHE ST.		119371	32.23
	I-201012092940	01 -570-0581	WATER, SEWER, 110 E. MORNINGSIDE DR		119371	79.73
	I-201012092941	01 -570-0581	WATER, SEWER, 6100 PADRE BLVD		119371	16.56
	I-201012092943	01 -570-0581	WATER, SEWER, 4380 GULF BLVD		119371	11.96
	I-201012092944	01 -570-0581	WATER, SEWER, 4501 PADRE BLVD		119371	70.32
	I-201012092945	01 -570-0581	WATER, SEWER, 4501 PADRE BLVD		119371	46.46
	I-201012092946	01 -570-0581	WATER, SEWER, 4501 PADRE BLVD		119371	75.84
	I-201012092947	01 -570-0581	WATER, SEWER, 4501 PADRE BLVD		119371	186.30
	I-201012092948	01 -570-0581	WATER, SEWER, 4601 PADRE BLVD F/L		119371	50.25
	I-201012092949	01 -570-0581	WATER, SEWER, 4601 PADRE BLVD		119371	574.68
	I-201012092950	01 -570-0581	WATER, SEWER, LAGUNA & VENUS		119371	72.03
01-015010	OFFICE DEPOT					
	I-03599	01 -570-0101	OFFICE SUPPLI MISC OFFICE SUPPLIES		119390	82.68
01-016712	PROFESSIONAL PRINTING I					
	I-55857	01 -570-0118	PRINTING LETTER ENVELOPES		119402	75.00
01-022000	VALLEY BOTTLE WATER CO.					
	I-875348	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL PUB WRKS		119443	32.25
	I-875351	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL FIRE DEPT		119443	32.25
	I-883245	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL.PUBL WRKS		119443	63.00

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 570 GENERAL SERVICES

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-022000	VALLEY BOTTLE WATER CO.		continued			
		I-883246	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL. PUB. WRKS	119443	28.00
		I-883247	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL. PUB WRKS	119443	28.00
		I-883248	01 -570-0581	WATER, SEWER, BOTTLED WATER DEL. FIRE DPT	119443	40.00
01-023906	XEROX CORPORATION					
		C-052045964	01 -570-0510	RENTAL OF EQU CREDIT TO REVERSE INVOICE	119453	1,277.42-
		I-051542575	01 -570-0510	RENTAL OF EQU COPIER -PUBLIC WRKS	119453	1,277.42
		I-051583733	01 -570-0510	RENTAL OF EQU FY2010-11 CID	119453	369.16
		I-052045965	01 -570-0510	RENTAL OF EQU COPIER -PUBLIC WRKS	119453	1,296.81
		I-052045966	01 -570-0510	RENTAL OF EQU COPIER -PUBLIC WRKS	119453	855.19
DEPARTMENT 570 GENERAL SERVICES					TOTAL:	31,465.23
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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 01 GENERAL FUND

DEPARTMENT: 572 SPECIAL PROJECTS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002101	DOUGLAS G. MAYOR					
		I-112210	01 -572-9179	HOLIDAY LIGHT STORAGE UNIT X-MAS DECR	119300	170.00
01-004221	DISPLAY SALES					
		I-INV0076760	01 -572-9179	HOLIDAY LIGHT TOWER TREE WITH BASES	119328	8,482.50
01-008253	HILLCO PARTNERS					
		I-17545	01 -572-0530	PROFESSIONAL 75% PROF FEES FOR DEC 2010	119355	9,375.00
01-013259	MINI-STOR ALL					
		I-8206	01 -572-9179	HOLIDAY LIGHT STORAGE UNIT-XMAS DECOR	119386	83.00
01-016110	PADRE ISLAND'S ACE HARD					
		I-068605	01 -572-9177	PARK IMPROVEM PAINT THINNER,BRUSHES, ROLLER	119394	22.47
		I-068864	01 -572-9179	HOLIDAY LIGHT MISC.HDW	119394	9.40
		I-068950	01 -572-9177	PARK IMPROVEM BRUSH, DRILL BIT, ADHESIVE	119394	19.37
		I-068962	01 -572-9177	PARK IMPROVEM ADHESIVE, DRILL BITS	119394	11.88
		I-069096	01 -572-9179	HOLIDAY LIGHT CABLE TIES FOR CHRISTMASWRTH	119394	4.99
		I-069103	01 -572-9179	HOLIDAY LIGHT 4-WIRE RAOPE CLIPS	119394	5.96
		I-069265	01 -572-9179	HOLIDAY LIGHT 1-PK CABLE TIES	119394	13.49
		I-069346	01 -572-9179	HOLIDAY LIGHT NAIL, 2-PKS CABLE TIES	119394	21.47
		I-069358	01 -572-9179	HOLIDAY LIGHT HOSE CLAMP, CHRISTMAS DECO	119394	23.88
		I-069398	01 -572-9179	HOLIDAY LIGHT TAP CUBE, CLOTHESLINE WIRE	119394	17.46
		I-069540	01 -572-9179	HOLIDAY LIGHT ELECT TAPE, DPLX RECPT,ETC	119394	25.27
		I-069566	01 -572-9179	HOLIDAY LIGHT 1-SWIVEL PHOTOCCELL	119394	11.49
		I-069681	01 -572-9179	HOLIDAY LIGHT EXT.HDW, DPLX RECPT	119394	45.93
01-023000	WBS - PORT ISABEL					
		I-I33931	01 -572-9177	PARK IMPROVEM 1 GAL. DV SANBALST PASTEL PAIN	119446	52.00
01-023100	WHITE LUMBER & SUPPLY I					
		I-159762	01 -572-9179	HOLIDAY LIGHT HARDWARE FOR CHRISTMAS DECO	119450	34.85
01-024202	ZIMCO MARINE, INC.					
		I-0065167-IN	01 -572-9179	HOLIDAY LIGHT 20 #72 HOSE CLAMPS	119454	46.80
DEPARTMENT 572 SPECIAL PROJECTS					TOTAL:	18,477.21
FUND 01 GENERAL FUND					TOTAL:	267,778.23

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## REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 590 VISITORS BUREAU

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001210	AIR FILTER COMPANY					
		I-0000051982	02 -590-0411	BUILDINGS & S AIR FILTER SERVICE-VISITORS CT	119288	29.00
01-001277	ALMOST ALWAYS AVAILABLE					
		I-1203	02 -590-0101	OFFICE SUPPLI 6-OLD INDIO BOOKS	119289	72.00
01-001353	ASCOM HASLER/GE CAP PRO					
		I-73549737	02 -590-0415	SERVICE CONTR MONTHLY LEASE ON MAILING MACHI	119295	230.02
		I-73568043	02 -590-0415	SERVICE CONTR PERSONAL PROP.TAXES	119295	39.89
01-004231	DIRECT ENERGY					
		I-1089186	02 -590-0580	ELECTRICITY ELECTRIC BILL DATED 11/30/10	119329	1,056.90
01-006133	FORT DEARBORN LIFE INS					
		I-111710	02 -590-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	53.69
01-006241	FUELMAN					
		I-NP27780727	02 -590-0104	FUELS & LUBRI VISITORS CENTER	119342	29.27
01-007600	GULF COAST PAPER CO. IN					
		I-112157	02 -590-0160	LAUNDRY & JAN 1 CS. CAN LINERS	119349	25.48
01-008269	HILDA'S CAUSEWAY CLEAN					
		I-555240	02 -590-0160	LAUNDRY & JAN 3-RUGS CLEANED	119357	75.00
		I-555243	02 -590-0160	LAUNDRY & JAN 3-RUGS CLEANED	119357	75.00
01-012071	LAGUNA MDRE WTR DIST NO					
		I-201012092924	02 -590-0581	WATER,SEWER & 600 PADRE BLVD	119371	32.23
		I-201012092925	02 -590-0581	WATER,SEWER & 600 PADRE BLVD	119371	31.25
01-016651	PORT ISABEL ROTARY CLUB					
		I-120210	02 -590-0110	FLAGS 1-FLAG SPI VISITORS CENTER	119400	75.00
01-020100	T.M.R.S.					
		I-120910	02 -590-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	621.64
01-020661	TOP CUT LAWN CARE & IRR					
		I-30690	02 -590-0412	LANDSCAPE LAWN CARE SERVICE	119432	375.00
01-021095	UNITED PARCEL SERVICE					
		I-0000648239480	02 -590-0108	POSTAGE WEEKLY SERVICE CHARGE	119437	20.00
01-021102	UNIFIRST CORP.					
		I-1880537	02 -590-0160	LAUNDRY & JAN FLOOR MATS VISITORS CENTER	119438	48.40
01-021232	GATEWAY PRINTING & OFFI					
		I-3203034-0	02 -590-0101	OFFICE SUPPLI 4-CS. WHITE COPY PAPER	119442	131.80
01-022000	VALLEY BOTTLE WATER CO.					

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 590 VISITORS BUREAU

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-022000	VALLEY BOTTLE WATER CO.	continued				
	I-875361		02 -590-0581	WATER,SEWER & BOTTLED WATER DEL. VISITOR CTR 119443		9.50
DEPARTMENT 590 VISITORS BUREAU TOTAL:						3,031.07
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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES &amp; MARKETING

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001020	DEEONDA AHADI					
		I-102310	02 -592-0550	TRAVEL EXPENS MILEAGE AND MISC.REIMBURSE	119282	28.70
		I-102310	02 -592-0535	FAMILIARIZATI MILEAGE AND MISC.REIMBURSE	119282	39.18
		I-113010	02 -592-0101	OFFICE SUPPLI MILEAGE & MISC.REIMBURSEMTN	119282	10.99
		I-113010	02 -592-0550	TRAVEL EXPENS MILEAGE & MISC.REIMBURSEMTN	119282	12.20
01-001129	A & W OFFICE SUPPLY INC					
		I-443453-0	02 -592-0101	OFFICE SUPPLI PLANNER,APPT BKL,INK CARTRID	119284	138.08
		I-443545-0	02 -592-0101	OFFICE SUPPLI DESK REF. 5-EPS INK CARTRIDGES	119284	131.87
		I-444453-0	02 -592-0101	OFFICE SUPPLI 3CS. PAPER 40- RING INDEX	119284	147.77
01-003410	CHAMBER OF COMMERCE - S					
		I-6646	02 -592-0102	LOCAL MEETING REG.QTRLY LUNCHERON,DAN	119316	36.00
01-004006	DEROUSIE, LILIA					
		I-112610	02 -592-0550	TRAVEL EXPENS MILEAGE REIMBURSEMENT	119326	157.50
01-004121	E PRIZE LLC					
		I-030433	02 -592-0533	MARKETING COCA COLA TOP 100 COLLEGE	119327	12,000.00
01-006133	FORT DEARBORN LIFE INS					
		I-111710	02 -592-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	321.66
01-00741	FUELMAN					
		I-NP27780727	02 -592-0104	FUELS & LUBRI SALES & MKTNG	119342	280.96
01-008258	HEWLETT-PACKARD COMPANY					
		I-48588844	02 -592-0101	OFFICE SUPPLI OFFICE SUPPLIES	119356	711.40
01-009131	CLEAR CHANNEL AIRPORTS					
		I-792100629	02 -592-0531	MEDIA PLACEME BROCHURE RACK VIA AJN -MAR	119362	135.00
		I-792100630	02 -592-0531	MEDIA PLACEME EDGELIT DISPLAY, VIA JAN - MAR	119362	1,617.00
01-009142	INTERNATIONAL A. GRAPHI					
		I-756	02 -592-0101	OFFICE SUPPLI ENVELOPES FOR X-MAS CALEN	119363	256.00
01-013158	MAURICE RODRIGUEZ					
		I-120310	02 -592-0533	MARKETING BALANCE DUE ON TAMALADA	119384	2,702.50
		I-120310-1	02 -592-0533	MARKETING 18% GRATUITY FOR TAMALADA	119384	750.00
01-016600	PT ISABEL/SO PADRE PRES					
		I-110410	02 -592-0531	MEDIA PLACEME SHRIMP COOK-OFF	119399	70.00
01-018087	ISLAND GEEK					
		I-1108	02 -592-0530	PROFESSIONAL TECH SERVICES	119405	1,500.00
01-019239	SOUTH PADRE OFFICE CENT					
		I-100762	02 -592-0538	CONVENTION SE 2-REAMS WHITE COVER PAPER, TAP	119411	43.94

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PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES &amp; MARKETING

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-020031	TACVB					
		I-5590	02 -592-0513	TRAINING EXPE CONFERENCE REGISTRATION	119417	250.00
01-020100	T.M.R.S.					
		I-120910	02 -592-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	5,090.49
01-020602	TOUCAN GRAPHICS					
		I-11056	02 -592-0230	STOCK - PROMO PROMOTIONAL ITEMS	119430	4,492.95
		I-11082	02 -592-0561	HISTORIC PRES SPI HISTORIC BROCHURES	119430	815.98
01-020758	TRAVEL & TOURISM RESEAR					
		I-120210	02 -592-0551	DUES & MEMBER MEMBERSHIP DUES	119434	600.00
01-022003	VACATION PLANNING SERVI					
		I-1210023	02 -592-0531	MEDIA PLACEME ADVERTISING TRAVEL INFORM	119444	281.60
01-028032	CITY OF BROWNSVILLE					
		I-120110	02 -592-0540	ADVERTISING AIRPORT DISPLAY:NOV.DEC2010	119455	740.00
DEPARTMENT 592 SALES & MARKETING					TOTAL:	33,361.77

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 593 EVENTS MARKETING

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001344	THE ATKINS GROUP					
		I-5797	02 -593-8081	NBA D LEAGUE MEDIA PLACEMENT	119293	3,921.58
		I-5799	02 -593-8075	SAND CASTLE D MEDIA PLACEMENT	119293	4,228.00
		I-5809	02 -593-8080	NCAA MEN'S BA MEDIA PLACEMENT	119293	813.25
01-001387	AFCI					
		I-00001738	02 -593-0551	DUES & MEMBER 2011 MEMBERSHIP DUES	119297	750.00
01-002856	RENTAL WORLD					
		I-04-045160-04	02 -593-8080	NCAA MEN'S BA RENTAL OF MISC.SCAFFOLDING	119309	867.80
01-003391	THE CHARTER BUS.COM					
		I-134	02 -593-8081	NBA D LEAGUE NBA DEVELOPMENT LEAGUE	119315	6,545.00
01-006133	FORT DEARBORN LIFE INS					
		I-111710	02 -593-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	33.10
01-006241	FUELMAN					
		I-NP27780727	02 -593-0104	FUEL & LUBRIC SPECIAL EVENTS	119342	88.98
01-008308	HOUSTON PHOTO IMAGING					
		I-112910	02 -593-8060	ENTRANCE SIGN 2 BANNERS FOR WINTER TEXAN	119359	375.50
01-000059	LOUIE'S BACKYARD					
		I-112710	02 -593-8080	NCAA MEN'S BA SPI NCAA INVITATIONAL	119370	2,571.69
01-020100	T.M.R.S.					
		I-120910	02 -593-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	437.58
01-020602	TOUCAN GRAPHICS					
		I-11059	02 -593-8080	NCAA MEN'S BA ART SERV. - 40 PAG PROGRAM	119430	670.00
01-023067	WELLS ELECTRONICS					
		I-10068272	02 -593-8080	NCAA MEN'S BA 100' MOD. /COUPLER	119448	50.96
		I-10068316	02 -593-8080	NCAA MEN'S BA MISC. COUPLERS, COND. PLUG	119448	43.13
DEPARTMENT 593 EVENTS MARKETING TOTAL:						21,396.57
=====						
FUND 02 HOTEL/MOTEL TAX FUND TOTAL:						57,789.41

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: 565 CONVENTION CENTER OPER

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001014	ADMIRAL LINEN & UNIFORM					
	I-AU23183	06 -565-0510	RENTAL OF EQU	MISC. TABLECOVERS	119281	402.85
	I-DE41808	06 -565-0150	MINOR TOOLS &	MISC.MOPS, AIR FRESHNERS,ETC	119281	43.00
	I-DE41809	06 -565-0510	RENTAL OF EQU	MISC. TABLECOVERS	119281	87.10
	I-JL23163	06 -565-0510	RENTAL OF EQU	MISC. TABLECOVERS	119281	441.00
	I-NO33798	06 -565-0150	MINOR TOOLS &	MISC.MOPS, AIR FRESHNERS,ETC	119281	43.00
	I-NO33799	06 -565-0510	RENTAL OF EQU	MISC. TABLECOVERS	119281	42.10
	I-NO37800	06 -565-0150	MINOR TOOLS &	MISC.MOPS, AIR FRESHNERS,ETC	119281	43.00
	I-NO37801	06 -565-0510	RENTAL OF EQU	MISC.TABLECOVERS	119281	42.10
	I-OC09674	06 -565-0150	MINOR TOOLS &	MISC.MOPS, AIR FRESHNERS,ETC	119281	43.00
	I-OC09675	06 -565-0510	RENTAL OF EQU	MISC.TABLECOVERS	119281	42.10
01-001129	A & W OFFICE SUPPLY INC					
	I-44452-0	06 -565-0101	OFFICE SUPPLI	3 CASES COPY PAPER	119284	116.97
01-001142	AT&T GLOBAL SERVICES, I					
	I-SB633371	06 -565-0415	SERVICE CONTR	MAINTENANCE ATT	119286	189.96
01-002052	BEN E. KEITH, CO.					
	I-01917894	06 -565-0176	CONCESSION SU	MISC. CONCESSION SUPPLIES	119299	748.01
01-003418	RHM CHEMICAL INC.					
	I-1319	06 -565-0415	SERVICE CONTR	WTR TREATMENT/CHEMICAL	119317	135.00
01-003453	HORNER FLOORING CO.					
	I-36976	06 -565-0411	BUILDING & ST	REPAIR OF PORTABLE FLOOR	119322	25,109.13
01-004231	DIRECT ENERGY					
	I-1089186	06 -565-0580	ELECTRICITY	ELECTRIC BILL DATED 11/30/10	119329	23,531.44
01-004268	ECONOMY CONSTRUCTION					
	I-100502	06 -565-0411	BUILDING & ST	STORAGE ROOM FOR BBAL FLO	119330	12,975.00
01-004405	ESCAPE INTO AQUARIUMS					
	I-112210	06 -565-0415	SERVICE CONTR	MAINTENANCE FISH TANK	119331	225.00
01-006133	FORT DEARBORN LIFE INS					
	I-111710	06 -565-0081	GROUP INSURAN	DEC 2010 LTD, LIFE,AD&D PREM	119337	239.49
01-006147	FLOWERS BAKING CO. OF S					
	I-89491283	06 -565-0176	CONCESSION SU	MISC. BAKED ITEMS-CONCESSION	119339	109.71
01-006241	FUELMAN					
	I-NP27780727	06 -565-0104	FUELS & LUBRI	CONVENTION CENTRE	119342	79.89
01-007600	GULF COAST PAPER CO. IN					
	I-105603	06 -565-0160	LAUNDRY & JAN	JANITORIAL SUPPLIES	119349	439.20
	I-114353	06 -565-0160	LAUNDRY & JAN	JANITORIAL SUPPLIES	119349	404.69

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: 565 CONVENTION CENTER OPER

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-008227	HINO GAS SALES, INC.					
		I-422214	06 -565-0581	WATER, SEWER 16 GALS LPG	119353	54.40
01-009159	IKON OFFICE SOLUTIONS					
		I-83668089	06 -565-0510	RENTAL OF EQU COPIER LEASE OCT -DEC 07,2010	119364	220.00
01-012071	LAGUNA MDRE WTR DIST NO					
		I-201012092942	06 -565-0581	WATER, SEWER 7355 PADRE BLVD	119371	2,696.12
01-012127	LINK STAFFING SERVICES,					
		I-804453	06 -565-0040	TEMPORARY EMP TEMP. LABOR - CVB	119379	221.24
01-013111	MARINE ELECTRIC SVC INC					
		I-15035	06 -565-0411	BUILDING & ST MEDIAN LIGHT ELECTRICAL	119381	2,386.25
		I-15061	06 -565-0411	BUILDING & ST MARQUEE LIGHT & MEDIAN	119381	562.50
01-016110	PADRE ISLAND'S ACE HARD					
		I-069213	06 -565-0410	MACHINERY & E MISC. ALKLN BATTERIES	119394	51.22
		I-069257	06 -565-0410	MACHINERY & E DRILL BITS, MISC.FOR SLEIGH	119394	120.43
		I-069429	06 -565-0410	MACHINERY & E JIG BLADES,	119394	2.09
		I-069571	06 -565-0150	MINOR TOOLS & GLUE, CABLE TIES, WIRE CONNEC	119394	57.56
		I-069701	06 -565-0420	MOTOR VEHICLE MULTI PUR CLNR, TIRE CLNR ETC	119394	37.95
01-01732	SCHDELDE NORTH AMERICA					
		I-BB273881L	06 -565-0411	BUILDING & ST BUILDING & STRUCTURE	119406	13,490.00
01-020100	T.M.R.S.					
		I-120910	06 -565-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	2,729.21
01-021102	UNIFIRST CORP.					
		I-1878312	06 -565-0130	WEARING APPAR UNIFORMS, FLOOR MATS ETC	119438	87.53
		I-1878312	06 -565-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS ETC	119438	8.15
		I-1880538	06 -565-0130	WEARING APPAR UNIFORMS, FLOOR MATS ETC	119438	87.53
		I-1880538	06 -565-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS ETC	119438	8.15
		I-1882795	06 -565-0130	WEARING APPAR UNIFORMS, FLOOR MATS,ETC	119438	87.53
		I-1882795	06 -565-0160	LAUNDRY & JAN UNIFORMS, FLOOR MATS,ETC	119438	8.15
01-022000	VALLEY BOTTLE WATER CO.					
		I-875352	06 -565-0581	WATER, SEWER BOTTELD WATER DEL CVB	119443	19.25
		I-883243	06 -565-0581	WATER, SEWER BOTTLED WATER DEL CVB	119443	43.00
DEPARTMENT 565 CONVENTION CENTER OPER TOTAL:						88,511.00
FUND 06 CONVENTION CENTER FUND TOTAL:						88,511.00

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 30 TRANSPORTAION GRANT

DEPARTMENT: 591 TRANSPORTATION DEPT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001129	A & W OFFICE SUPPLY INC					
		I-442796-0	30 -591-0150	MINOR TOOLS & 3- SMALL ANGLE BROOMS	119284	30.45
		I-443257-0	30 -591-0101	OFFICE SUPPLI TISSUE, MARKER, FLDRS, BATT	119284	74.19
		I-443259-0	30 -591-0150	MINOR TOOLS & 2-PREM SDHC CARDS	119284	44.04
01-002196	BLANCO'S DETAILING SERV					
		I-111810	30 -591-0420	MOTOR VEHICLE WAVE BUS DETAILING	119302	360.00
		I-199	30 -591-0420	MOTOR VEHICLE WAVE BUS DETAILING	119302	400.00
01-002404	ANDREW HOWARD ,LLC					
		I-00004	30 -591-0530	PROFESSIONAL Feasibility Study for Par	119303	9,974.81
01-002435	BOGGUS MOTOR COMPANY					
		I-238907	30 -591-0420	MOTOR VEHICLE 12- TRANS.FLUID	119306	62.88
		I-51420	30 -591-0420	MOTOR VEHICLE REPLACE FUEL PMP UNIT#27	119306	1,362.79
01-004231	DIRECT ENERGY					
		I-1089186	30 -591-0580	ELECTRICITY ELECTRIC BILL DATED 11/30/10	119329	1,262.46
01-006133	FORT DEARBORN LIFE INS					
		I-111710	30 -591-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	211.01
01-006241	FUELMAN					
		I-NP27780727	30 -591-0104	FUELS & LUBRI FUEL PURCHASED NOV.2010	119342	6,182.69
01-006997	G & K SERVICES					
		I-1103509772	30 -591-0130	WEARING APPAR UNIFORMS	119343	51.78
		I-1103513038	30 -591-0130	WEARING APPAR UNIFORMS	119343	51.78
01-009657	JAIME'S TIRE STORE					
		I-050455	30 -591-0420	MOTOR VEHICLE STATE INSPECTION UNIT #33	119365	62.00
01-012071	LAGUNA MDRE WTR DIST NO					
		I-201012092949	30 -591-0581	WTR/SWR/GARBA 4601 PADRE BLVD	119371	82.11
01-014033	NTC DRUG TESTING SERVIC					
		I-28654	30 -591-0530	PROFESSIONAL RANDOM DRUG SCREEN;D.RUIZ	119389	34.00
01-016110	PADRE ISLAND'S ACE HARD					
		I-069377	30 -591-0150	MINOR TOOLS & 2-AJAX DISH SOAP	119394	3.58
01-016600	PT ISABEL/SO PADRE PRES					
		I-112910	30 -591-0533	MARKETING FULL COLOR AD IN PI PRESS	119399	950.00
01-018052	RED BARN TIRE CENTER, I					
		I-265818	30 -591-0420	MOTOR VEHICLE INSPECTION UNTI #32	119403	62.00
01-019081	SEASIDE SERVICES					
		I-113010	30 -591-0411	BUILDING & ST CLEANING SERVICES	119407	280.00

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BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-020058	TARPON FIRE & SAFETY					
	I-44560	30	-591-0530	PROFESSIONAL ANNUAL INSPECTION:FIRE EXTG.	119424	184.00
01-020100	T.M.R.S.					
	I-120910	30	-591-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	2,688.48
01-020203	TIPTON MOTORS, INC					
	I-70320	30	-591-0420	MOTOR VEHICLE 1-LATCH ASY UNIT #28	119429	21.84
				DEPARTMENT 591 TRANSPORTATION DEPT	TOTAL:	24,436.89
				FUND 30 TRANSPORTAION GRANT	TOTAL:	24,436.89

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 30

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 45 CONSTRUCTION IN PROGRESS

DEPARTMENT: 572 MUNICIAPL COMPLEX

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-013011	MACE GRANT CONSULTING					
		I-3	45 -572-0530	PROFESSIONAL SERVICE: RE: NEW FIRE STATION	119380	390.00
DEPARTMENT 572 MUNICIAPL COMPLEX TOTAL:						390.00
-----						
FUND 45 CONSTRUCTION IN PROGRESS TOTAL:						390.00

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BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-006133	FORT DEARBORN LIFE INS					
	I-111710	60 -560-0081	GROUP INSURAN	DEC 2010 LTD, LIFE, AD&D PREM	119337	100.94
01-006241	FUELMAN					
	I-NP27780727	60 -560-0104	FUEL & LUBRIC	BEACH MAINTENANCE	119342	168.67
01-007600	GULF COAST PAPER CO. IN					
	C-45129	60 -560-0510	EXCESS BEACH	ITEMS RETURNED	119349	66.36-
	I-44300	60 -560-0510	EXCESS BEACH	MISC. PAPER ITEMS	119349	273.37
01-013154	MCCOY'S					
	I-3739573	60 -560-0510	EXCESS BEACH	SAND FENCING MATERIAL	119383	499.22
01-014030	NAPA AUTO PARTS					
	I-577119	60 -560-0150	MINOR TOOLS &	1-AIR FILTER UNIT #14	119388	43.63
	I-577162	60 -560-0510	EXCESS BEACH	1-HYD FILTER UNIT #13	119388	13.64
01-016110	PADRE ISLAND'S ACE HARD					
	I-069720	60 -560-0150	MINOR TOOLS &	1-30" ROTO DIGGER	119394	17.49
01-020100	T.M.R.S.					
	I-120910	60 -560-0080	TMRS	NOVEMBER 2010 CONTRIBUTIONS	119425	1,114.28
01-064	REUBEN TREVINO					
	I-120210	60 -560-0102	LOCAL MEETING	MEAL REIMBURSEMENT	119435	22.04
				DEPARTMENT 560	BEACH MAINTENANCE	TOTAL: 2,186.92
				FUND 60	BEACH MAINTENANCE FUND	TOTAL: 2,186.92

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 32

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 62 BAY ACCESS FUND

DEPARTMENT: 543 \*\* INVALID DEPT \*\*

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-019332	SOUTH WEST CONSULTING E					
		I-701002	62 -543-0510	CONSTRUCTION PROF SERVICES: BOAT RAMP PROJ	119414	1,000.00
DEPARTMENT 543 ** INVALID DEPT **					TOTAL:	1,000.00
-----						
FUND 62 BAY ACCESS FUND					TOTAL:	1,000.00

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 33

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-001204	CAROLYN ALTSTADT					
		I-273652	80 -1401	GIFT SHOP INV EDC/SPIBNC:GIFT SHOP ITEMS	119287	50.00
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						50.00
-----						

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 34

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: 580 EDC

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001335	AnswerONE, L.L.C.					
		I-93398	80 -580-0501	COMMUNICATION EDC;VOICE MAIL 11/21-12/18/10	119292	23.95
01-003805	PAUL CUNNINGHAM					
		I-2000168	80 -580-0530	PROFESSIONAL GEN.LEGALSERV FOR NOV.2010	119324	1,417.50
01-003827	COASTAL TECHNOLOGY CORP					
		I-183680	80 -580-0530	PROFESSIONAL EDC:CMF GRANT WRITING	119325	4,200.00
01-006133	FORT DEARBORN LIFE INS					
		I-111710	80 -580-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	41.94
01-008253	HILLCO PARTNERS					
		I-17338	80 -580-0534-002	LOBBYIST EDC:1/4 PROF SERV FOR NOV	119354	3,125.00
01-009662	JONES & COOK STATIONERS					
		I-3205950-0	80 -580-0101	OFFICE SUPPLI EDC: MISC. OFFICE SUPPLIES	119366	54.30
01-020100	T.M.R.S.					
		I-120910	80 -580-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	537.74
01-020602	TOUCAN GRAPHICS					
		I-11097	80 -580-0101	OFFICE SUPPLI EDC:500 # 10 ENVELOPES/LOG	119430	180.00
			DEPARTMENT 580	EDC	TOTAL:	9,580.43

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: 581 BIRDING CENTER

BUDGET TO USE: CB-CURRENT BUDGET

BANK: OPER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001349	ARGUS SECURITY SYSTEMS					
		I-18016819	80 -581-0415	SERVICE CONTR EDC/SPIBNC:SERVICE FIRE/INSP	119294	200.00
01-002805	ALLIED WASTE SERVICES #					
		I-0863000427283	80 -581-0581	WATER, SEWER, EDC:SERV 6801 PADRE BLVD	119307	73.99
01-004231	DIRECT ENERGY					
		I-1089186	80 -581-0580	ELECTRICITY ELECTRIC BILL DATED 11/30/10	119329	2,475.33
01-006133	FORT DEARBORN LIFE INS					
		I-111710	80 -581-0081	GROUP INSURAN DEC 2010 LTD, LIFE,AD&D PREM	119337	50.58
01-006162	FLORES LANDSCAPING & GR					
		I-112410	80 -581-0415	SERVICE CONTR EDC/BNC:PURCHAE REIMBURSE	119340	219.10
		I-336	80 -581-0415	SERVICE CONTR EDC/BNC:LAWN MAINT NOV.2010	119340	1,412.50
		I-337	80 -581-0415	SERVICE CONTR EDC/BNC:LAWN MAINT :DEC 2010	119340	1,412.50
01-008130	WENDY HAUSCHILDT					
		I-120210	80 -581-0501	COMMUNICATION EDC/BNC:WEB MAINT.NOV. 2010	119351	300.00
01-009679	JIVE COMMUNICATIONS					
		I-29329	80 -581-0501	COMMUNICATION EDC/BNC: ACCTO BALANCE	119367	5.51
01-010171	LAGUNA MDRE WTR DIST NO					
		I-201012092951	80 -581-0581	WATER, SEWER, EDC:6801 PADRE BLVD IRRIG	119371	983.59
		I-201012092952	80 -581-0581	WATER, SEWER, EDC:6801 PADRE BLVD	119371	186.30
		I-201012092953	80 -581-0581	WATER, SEWER, EDC:6801 PADRE BLVD F/L	119371	50.25
01-016600	PT ISABEL/SO PADRE PRES					
		I-113010-1	80 -581-0540	ADVERTISING EDC/SPIBNC: 1/2 PG WINTER TEX	119399	500.00
01-020100	T.M.R.S.					
		I-120910	80 -581-0080	TMRS NOVEMBER 2010 CONTRIBUTIONS	119425	738.52
01-020602	TOUCAN GRAPHICS					
		I-11044	80 -581-0101	OFFICE SUPPLI EDC/SPI BNC:ART SERV. BUS CARD	119430	81.02
01-022153	VALLEY SANITARY SUPPLY,					
		I-6394	80 -581-0590	JANITORIAL EDC/SPIBNC:MISC. PAPER SUPPLIE	119445	67.21
01-023083	WELLS FARGO FINANCIAL L					
		I-6745878321	80 -581-0415	SERVICE CONTR EDC/SPIBNC:COPIER LEASE	119449	154.37
01-1	MISC. VENDORS					
	JIM CORBETT	I-112210	80 -581-0581	WATER, SEWER, JIM CORBETT:EDC/TEST/MAINT FEE	119459	59.00
DEPARTMENT 581 BIRDING CENTER					TOTAL:	8,969.77
FUND 80 ECONOMIC DEVELOPMENT CORPTOTAL:						18,600.20

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 36

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 81 BEACH NOURISHMENT

DEPARTMENT: 581 BEACH RENOURISHMENT

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-008179	HDR ENGINEERING INC.					
		I-00243633-H	81 -581-0530	PROFESSIONAL PROF SERV. AUG 1-OCT 23, 2010	119352	534.63
				DEPARTMENT 581 BEACH RENOURISHMENT	TOTAL:	534.63
-----						
				FUND 81 BEACH NOURISHMENT	TOTAL:	534.63

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## REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 37

PACKET: 07170 Regular Payments 12-10-10

VENDOR SET: 01

FUND : 85 BIRDING CENTER CONSTRUCTI

DEPARTMENT: 580 \*\* INVALID DEPT \*\*

BANK: OPER

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-019196	SHAMROCK BUILDERS					
		I-112410	85 -580-1001	BUILDINGS & S EDC/SPIBNC:WORKON ACCESS MACH	119409	70.00
				DEPARTMENT 580 ** INVALID DEPT **	TOTAL:	70.00
-----						
			FUND 85	BIRDING CENTER CONSTRUCTITOTAL:		70.00
				REPORT GRAND TOTAL:		461,297.28

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Larry Homan, Finance Director

**ITEM**

Approve Tax Collection Report from Point Isabel Independent School District.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

Point Isabel Independent School District  
Tax Office



Filomena Saenz, CTA  
Tax Assessor – Collector

101 Port Road  
Port Isabel, Texas 78578  
Phone: (956) 943 - 0016  
(956) 943 - 0017  
Fax: (956) 943 - 0014  
[Http://www.pi-isd.net](http://www.pi-isd.net)

**December 3, 2010**

**Mr. Larry Homan, Finance Director  
City of South Padre Island  
P.O. Box 3410  
South Padre Island, Texas 78597**

**Dear Mr. Homan:**

**Attached for your verification and presentation to the Board of Aldermen  
please find the Tax Collection and Adjustment Reports for taxes collected  
November 1, 2010 through November 30, 2010.**

**Respectfully,**

A handwritten signature in cursive script that reads "Filomena Saenz". The signature is written in dark ink and is positioned above a horizontal line.

**Filomena Saenz, CTA  
Tax Assessor-Collector**

**I, the above signed, do certify that the information contained in this report is true and  
correct to the best of my knowledge.**

SOUTH PADRE ISLAND  
MONTHLY REPORTS

55

NOV. 2010  
COLLECTIONS

NOV. 2010  
YTD COLLECTIONS

NOV. 2009  
YTD COLLECTION:

CURRENT 2010	\$ 1,009,627.23	CURRENT 2010	\$ 4,017,622.31	CURRENT 2009	\$ 3,667,517.46
2009 & PRIOR	\$ 41,311.49	2009 & PRIOR	\$ 75,266.59	2008 & PRIOR	\$ 64,435.51
P & I	\$ 10,682.42	P & I	\$ 19,639.19	P & I	\$ 18,622.79
ATTORNEY'S FEE	\$ 6,473.89	ATTORNEY'S FEE	\$ 11,538.40	ATTORNEY'S FEE	\$ 10,666.20
LATE RENDITION	\$ 75.42	LATE RENDITION	\$ 313.55	LATE RENDITION	\$ 928.25

TOTAL	\$ 1,068,170.45	TOTAL	\$ 4,124,380.04	TOTAL	\$ 3,762,170.21
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DISCOUNTS	\$ (24,607.95)	DISCOUNTS	\$ (114,434.56)	DISCOUNTS	\$ (105,439.53)
-----------	----------------	-----------	-----------------	-----------	-----------------

BEGINNING BALANCE AS OF 1-Oct-10	CURRENT MONTH ADJUSTMENTS	YTD ADJUSTMENTS	CURRENT MONTH COLLECTIONS	YTD COLLECTIONS	BALANCE AS OF 12/1/2010
2010 TAX LEVY \$ 6,299,938.04	\$ (6,804.97)	\$ (1,638.69)	\$ (1,009,627.23)	\$ (4,017,622.31)	\$ 2,280,677.04
2009 & PRIOR \$ 545,385.46	\$ (217.29)	\$ (1,138.33)	\$ (41,311.49)	\$ (75,266.59)	\$ 468,980.54
TOTAL \$ 6,845,323.50	\$ (7,022.26)	\$ (2,777.02)	\$ (1,050,938.72)	\$ (4,092,888.90)	\$ 2,749,657.58

COLLECTIONS PERCENTAGE	2010 TAX LEVY COLLECTION	\$ 5,946,300.31	2009 TAX LEVY COLLECTION	\$ 5,946,300.30
		4,017,622.31		3,667,517.46
		63.78%		60.32%

TOWN OF SOUTH PADRE ISLAND  
YEAR TO DATE FROM OCTOBER 1, 2008 TO SEPTEMBER 30, 2009  
COLLECTIONS

MONTH	2010	PRIOR	P & I	DISCOUNT	TOTAL	ATTORNEY'S	LATE RENDITIONS
Oct-10	\$ 3,007,995.08	\$ 33,955.10	\$ 8,956.77	\$ (89,826.60)	\$ 2,961,080.35	\$ 5,064.51	\$ 238.13
Nov-10	\$ 1,009,627.23	\$ 41,311.49	\$ 10,682.42	\$ (24,607.95)	\$ 1,037,013.19	\$ 6,473.89	\$ 75.42
Dec-10							
Jan-11							
Feb-11							
Mar-11							
Apr-11							
May-11							
Jun-11							
Jul-11							
Aug-11							
Sep-11							
TOTAL	\$ 4,017,622.31	\$ 75,266.59	\$ 19,639.19	\$ (114,434.55)	\$ 3,998,093.54	\$ 11,538.40	\$ 313.55

FISCAL START: 10/01/2010 END: 09/30/2011 JURISDICTION: 0003 CITY OF SOUTH PADRE ISLAND

CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
2,581,195,669	2,816,250-	2,578,379,419	0.245610	6,298,299.35	5,601

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2010	6,299,938.04	6,804.97-	1,638.69-	1,009,627.23	4,017,622.31	2,280,677.04	63.79	0.00
2009	269,972.53	217.29-	407.96-	32,590.65	56,245.88	213,318.69	20.87	0.00
2008	118,382.54	.00	0.00	4,084.95	12,346.56	106,035.98	10.43	0.00
2007	59,380.01	.00	0.00	4,555.97	7,283.87	52,096.14	12.27	0.00
2006	24,454.89	.00	730.37-	79.92	609.72-	24,334.24	2.57-	0.00
2005	14,517.88	.00	0.00	0.00	0.00	14,517.88	0.00	0.00
2004	5,652.61	.00	0.00	0.00	0.00	5,652.61	0.00	0.00
2003	8,238.74	.00	0.00	0.00	0.00	8,238.74	0.00	0.00
2002	6,858.57	.00	0.00	0.00	0.00	6,858.57	0.00	0.00
2001	3,540.11	.00	0.00	0.00	0.00	3,540.11	0.00	0.00
2000	2,583.50	.00	0.00	0.00	0.00	2,583.50	0.00	0.00
1999	4,596.14	.00	0.00	0.00	0.00	4,596.14	0.00	0.00
1998	883.29	.00	0.00	0.00	0.00	883.29	0.00	0.00
1997	1,501.60	.00	0.00	0.00	0.00	1,501.60	0.00	0.00
1996	3,339.03	.00	0.00	0.00	0.00	3,339.03	0.00	0.00
1995	5,259.35	.00	0.00	0.00	0.00	5,259.35	0.00	0.00
1994	4,972.87	.00	0.00	0.00	0.00	4,972.87	0.00	0.00
1993	4,683.55	.00	0.00	0.00	0.00	4,683.55	0.00	0.00
1992	1,669.39	.00	0.00	0.00	0.00	1,669.39	0.00	0.00
1991	208.18	.00	0.00	0.00	0.00	208.18	0.00	0.00
1990	2,953.70	.00	0.00	0.00	0.00	2,953.70	0.00	0.00
1989	1,736.98	.00	0.00	0.00	0.00	1,736.98	0.00	0.00
****	6,845,323.50	7,022.26-	2,777.02-	1,050,938.72	4,092,888.90	2,749,657.58		0.00

12/02/2010 08:25:38 950538  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 11/01/2010 THRU 11/30/2010  
 JURISDICTION: 0003 CITY OF SOUTH PADRE ISLAND

PAGE: 3  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2010	M & O	.220310	905,626.38	22,078.68-	.00	.00	883,547.70	.00	.00	.00	883,547.70
	I & S	.025300	104,000.85	2,535.78-	.00	.00	101,465.07	.00	.00	.00	101,465.07
	TOTAL	.245610	1,009,627.23	24,614.46-	.00	.00	985,012.77	.00	.00	.00	985,012.77
2009	M & O	.218400	28,980.06	5.79	6,360.21	.00	35,346.06	4,939.38	.00	.00	40,285.44
	I & S	.027210	3,610.59	.72	792.41	.00	4,403.72	.00	.00	.00	4,403.72
	TOTAL	.245610	32,590.65	6.51	7,152.62	.00	39,749.78	4,939.38	.00	.00	44,689.16
2008	M & O	.219310	3,647.53	.00	1,239.12	.00	4,886.65	684.10	.00	.00	5,570.75
	I & S	.026300	437.42	.00	148.59	.00	586.01	.00	.00	.00	586.01
	TOTAL	.245610	4,084.95	.00	1,387.71	.00	5,472.66	684.10	.00	.00	6,156.76
2007	M & O	.216810	4,021.74	.00	1,849.99	.00	5,871.73	831.47	.00	.00	6,703.20
	I & S	.028800	534.23	.00	245.75	.00	779.98	.00	.00	.00	779.98
	TOTAL	.245610	4,555.97	.00	2,095.74	.00	6,651.71	831.47	.00	.00	7,483.18
2006	M & O	.219598	69.34	.00	40.21	.00	109.55	18.94	.00	.00	128.49
	I & S	.033512	10.58	.00	6.14	.00	16.72	.00	.00	.00	16.72
	TOTAL	.253110	79.92	.00	46.35	.00	126.27	18.94	.00	.00	145.21
ALL	M & O		942,345.05	22,072.89-	9,489.53	.00	929,761.69	6,473.89	.00	.00	936,235.58
ALL	I & S		108,593.67	2,535.06-	1,192.89	.00	107,251.50	.00	.00	.00	107,251.50
ALL	TOTAL		1,050,938.72	24,607.95-	10,682.42	.00	1,037,013.19	6,473.89	.00	.00	1,043,487.08
DLQ	M & O		36,718.67	5.79	9,489.53	.00	46,213.99	6,473.89	.00	.00	52,687.88
DLQ	I & S		4,592.82	.72	1,192.89	.00	5,786.43	.00	.00	.00	5,786.43
DLQ	TOTAL		41,311.49	6.51	10,682.42	.00	52,000.42	6,473.89	.00	.00	58,474.31
CURR	M & O		905,626.38	22,078.68-	.00	.00	883,547.70	.00	.00	.00	883,547.70
CURR	I & S		104,000.85	2,535.78-	.00	.00	101,465.07	.00	.00	.00	101,465.07
CURR	TOTAL		1,009,627.23	24,614.46-	.00	.00	985,012.77	.00	.00	.00	985,012.77

5-8

FROM: 11/01/2010 THRU 11/30/2010  
JURISDICTION: 0003 CITY OF SOUTH PADRE ISLAND

TU	ACCOUNT	YEAR	TP	DEPOSIT	DEP DATE	RENDTN AMOUNT	PEN INT	ATTORNEY	AGENT	OWNER / AGENT
0003	0001000021127500	2010	OL	101102B2	2010/11/02	23.20	0.00	0.00		QUAIL CREEK ENTE
	ACCOUNT TOTAL					23.20	0.00	0.00		
0003	0001000112940502	2010	OL	101102B3	2010/11/02	3.55	0.00	0.00		LEWIS GUY V III
0003	0001000130073995	2010	OL	101117B1	2010/11/17	0.40	0.00	0.00		LEASECOMM CORP
0003	0001000151373703	2010	OL	101103B2	2010/11/03	12.95	0.00	0.00		MOBILE MINI I IN
0003	0001000179525090	2010	OL	101103B2	2010/11/03	5.22	0.00	0.00		PINKERTON ROBERT
0003	0001000181920102	2010	OL	101102B3	2010/11/02	3.28	0.00	0.00		LEWIS GUY V III
0003	0001000209244303	2010	OL	101130H1	2010/11/30	2.97	0.00	0.00		HOLLAND MICHAEL
0003	0001000239817505	2010	OL	101102B2	2010/11/02	5.18	0.00	0.00		WABASHA LEASING
0003	0001000245965191	2010	OL	101103B1	2010/11/03	6.53	0.00	0.00		WINDSURF INC
0003	0001008000050308	2010	OL	101130B3	2010/11/30	2.01	0.00	0.00		FREEDOM COMMUNIC
0003	0001008000136008	2010	OL	101109B1	2010/11/09	4.17	0.00	0.00		TIMEPAYMENT CORP
0003	0001008000136108	2010	OL	101109B1	2010/11/09	1.34	0.00	0.00		TIMEPAYMENT CORP
0003	0001009000102709	2010	OL	101105B1	2010/11/05	4.62	0.00	0.00		BEEGEE LLC
	2010					75.42	0.00	0.00		
	JURISDICTION TOTAL					75.42	0.00	0.00		
	JURISDICTION FUNDS					75.42	0.00	0.00		

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Rick Ridolfi, Council Member

**ITEM**

Approve excused absence from the December 15, 2010 meeting for Council Member Rick Ridolfi.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Paul Y. Cunningham, City Attorney

**ITEM**

Approve Second and Final Reading of Ordinance No. 10-32 amending Chapter 4 and 15 of the Code of Ordinances to substitute the Development Standards Review Task Force for the name and for all the functions of the Development Plan Review Board and change the membership on the Board from nine (9) members to seven (7), and change any reference to Board of Aldermen to City Council.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**ORDINANCE NO. 10-32**

AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND, TEXAS, AMENDING CHAPTERS 4 AND 15 OF THE CODE OF ORDINANCES TO SUBSTITUTE THE DEVELOPMENT STANDARDS REVIEW TASK FORCE FOR THE NAME AND FOR ALL THE FUNCTIONS OF THE DEVELOPMENT PLAN REVIEW BOARD [hereby abolished] AND THE PADRE BOULEVARD REVITALIZATION IMPLEMENTATION COMMITTEE [hereby abolished] AND CHANGE THE MEMBERSHIP ON THE BOARD FROM NINE MEMBERS TO SEVEN, AND CHANGE ANY REFERENCE TO BOARD OF ALDERMEN TO CITY COUNCIL AND TOWN TO CITY; PROVIDING FOR A PENALTY FOR VIOLATION NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00); PROVIDING FOR SEVERABILITY; AND AUTHORIZING PUBLICATION IN CAPTION FORM.

WHEREAS, the City of South Padre Island has heretofore enacted Ordinance No. 10-30 wherein it created the Development Standards Review Task Force to carry out all the functions of the Development Plan Review Board, Form-Based Code Commission and the Padre Boulevard Revitalization Implementation Committee; and

WHEREAS, the Development Plan Review Board was created by ordinance and is part of the Code of Ordinances and this ordinance is to amend Chapter 4 and 15 of the Code of Ordinances to substitute the Development Standards Review Task Force in name and for all the functions of the Development Plan Review Board; and

WHEREAS, the City has changed its designation of "Town" to City by the adoption of a Home Rule Charter and Board of Aldermen to City Council; and

WHEREAS, the City Council has determined that such an ordinance should be enacted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS:

Section 1. The Development Plan Review Board is abolished and Article V of Chapter 4 and Chapter 15 of the Code of Ordinances of the City of South Padre Island is hereby amended to substitute the Development Standards Review Task Force for the name and for all the functions of the Development Plan Review Board and change the membership on the board from nine members to seven, and change any reference to Board of Aldermen to City Council and Town to City in the revised portions of said Chapter 4 being attached hereto as Exhibit "A" and the revised Chapter 15 being attached hereto as Exhibit "B".

Section 2. The Padre Boulevard Revitalization Implementation Committee as established by Resolution 2009-30 is abolished and the Development Standards Review Task Force will perform all of its functions.

Section 3. This Ordinance repeals all portions of any prior ordinances or parts of ordinances of the Code of Ordinances in conflict herewith.

Section 4. Any violation of this Ordinance may be punished by a fine not to exceed Five Hundred Dollars (\$500.00) for each offense or for each day such offense shall continue and the penalty provisions of Section 21-1 of the Code of Ordinances is hereby adopted and incorporated for all purposes.

Section 5. If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

Section 6. This Ordinance shall become effective when published in summary form or by publishing its caption.

PASSED, APPROVED AND ADOPTED on First Reading, this 1<sup>st</sup> day of December 2010.

PASSED, APPROVED AND ADOPTED on Second Reading, this \_\_ day of December 2010.

**ATTEST:**

**CITY OF SOUTH PADRE  
ISLAND, TEXAS**

\_\_\_\_\_  
Susan Hill, CITY SECRETARY

\_\_\_\_\_  
ROBERT N. PINKERTON, JR., MAYOR

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Rick Vasquez, Transit & Development Director

**ITEM**

Approve Second and Final Reading of Ordinance No. 10-33 amending the Planned Development District Standards, Specifications and zoning for The Shores subdivision of South Padre Island attached document as Exhibit "A"; providing for repeal of conflicting ordinances.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

Recommend approval of Second and Final Reading of Ordinance No. 10-33.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

## ORDINANCE NO. 10-33

**AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND TEXAS APPROVING AMENDMENTS TO THE PLANNED DEVELOPMENT DISTRICT STANDARDS, SPECIFICATIONS AND ZONING FOR THE SHORES SUBDIVISION OF SOUTH PADRE ISLAND ATTACHED DOCUMENT AS EXHIBIT "A"; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR A PENALTY OF UP TO TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH VIOLATION, AND PROVIDING FOR PUBLICATION IN CAPTION FORMAND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Shores Development Inc., submitted an application to the City of South Padre Island to review the Shores Planned Development District Standards and Specifications and Zoning; and,

WHEREAS, the Planning and Zoning Commission reviewed the proposed amendments recommended approval of the amendments to the Shores Planned Development District Standards and Specifications and Zoning; and,

WHEREAS, this ordinance is consistent with the goals of the the Town's Comprehensive Plan.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS THAT:**

**Section 1.** That the Shores Planned Development District Standards and Specifications and Zoning be amended as described and attached hereto as **Exhibit "A"**.

**Section 2.** Any violation of this Ordinance may be punished by a fine not to exceed Two Thousand Dollars (\$2,000.00) for each offense or for each day such offense shall continue and the penalty provisions of Section 21-2 of the Code of Ordinances is hereby adopted and incorporated for all purposes.

**Section 3.** If for any reason any section, paragraph, subdivision, clause, phrase, word, or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word, or provision of this Ordinance for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word, or provision hereof be given full force and effect for its purpose.

**Section 4.** All other ordinances or portions of ordinances that may be in conflict with the provisions of this ordinance are hereby repealed.

**Section 5.** This Ordinance shall become effective when published in summary form or by publishing its caption.

**PASSED, APPROVED AND ADOPTED** on First Reading, this 1st day of December, 2010.

**PASSED, APPROVED AND ADOPTED** on Second Reading, this \_\_\_\_\_ day of December, 2010.

**ATTEST:**

**CITY OF SOUTH PADRE ISLAND, TEXAS**

\_\_\_\_\_  
Susan Hill, City Secretary

\_\_\_\_\_  
Robert N. Pinkerton, Jr., Mayor

# FRANKE INC. REALTORS

Richard J. Franke

[richardsr@frankerealtors.com](mailto:richardsr@frankerealtors.com)

Richard J. Franke, Jr.

[richardjr@frankerealtors.com](mailto:richardjr@frankerealtors.com)

Bob Houser

[bob@frankerealtors.com](mailto:bob@frankerealtors.com)

Dennis A. Franke

[dennis@frankerealtors.com](mailto:dennis@frankerealtors.com)

Kevin C. Franke

[kevin@frankerealtors.com](mailto:kevin@frankerealtors.com)

September 2, 2010

Jay Mitchim  
Building Inspector  
City of South Padre Island  
Public Works Department  
4601 Padre Boulevard  
South Padre Island, Texas 78597

[jmitchim@townspi.com](mailto:jmitchim@townspi.com)

Fax: 761-3898

Re: Shores Planned Development District (PDD)

Dear Jay,

Enclosed are the proposed changes to the PDD for the Shores that we would like to have submitted for the Planning & Zoning and ultimately approved by the South Padre Island Council.

Please advise me as to the schedule and any additional information you may need from me.

Additionally, please review the enclosed changes regarding Offsite Parking and let me know if these changes are approved will we be able to satisfy the parking requirements for the Namar Building (Nader's Building)?

I look forward to hearing from you.

Sincerely yours,

Richard J. Franke

RJF/ce

Enclosure

projections of the buildings, such as eaves, cornices, porches, stairways, carports, etc., are considered as open spaces and not building space.

**Outbuilding:** An accessory building detached from the primary residence, such as a garage or a garage with guesthouse above.

**Overhead Connector:** A walk, deck, or similar structure that connects the house with an outbuilding or garden structure at any level other than the first floor.

**Parking, Parking Requirements, Off-Street Parking:** All parking requirements of a building or premises must be provided on the same site/land for which the building permit is issued or in the commercial areas in adjoining parking lot. All parking areas and access thereto, must be located upon property of the same or more intensive zoning district, and must be of a concrete paver surface. All parking lot construction shall conform to Section, Parking Lots, of the Standards and Specifications for the Acceptance of Public Improvements for The Shores.

**Parking Structure:** A structure in which to park cars that may be one to three stories in height.

**Patio:** A hard surfaced area without a solid roof structure

**Pergola:** An open-air garden structure with a trellised roof.

**Persons:** The word "person" shall, for the purpose of this document, mean every person, firm, co-partnership, association, partnership, corporation or society; and the term "person" shall include both singular and plural and the masculine shall embrace the feminine gender.

**Pervious Surface:** a surface through which water can penetrate.

**Porch/Gallery/Veranda:** A covered outdoor area attached to a house.

**Pool House:** A free standing one-story structure to operate as a cabana with dressing rooms, bathroom and wet bar.

**Primary Residence:** The primary dwelling structure on a lot.

**Primary Structure:** The primary structure is the largest structure on a lot.

**Recreational Center:** A building that is totally enclosed, both with ceilings and walls, within which there is located facilities for the conduct of sports and other related recreational activities and there may be located outdoor swimming pools directly adjacent to said enclosed facilities and which are an integral part of the main facility. Any recreational center may also have located within the sport facilities a pro shop wherein items are sold in connection with sports and recreational activities, a nursery to care for the children of the participants, and a beauty shop for the participants located therein.

On all Lot Types, the first floor must be entirely enclosed with masonry walls or doors (louvered doors are encouraged). All first floor walls (both exterior and interior) must be masonry floor to ceiling breakaway walls, except that concrete shear (non breakaway) walls are allowed, as necessary at entry or stairs not to exceed enclosing a floor area of 300 square feet. A concrete slab floor is allowed in this area, as permitted by FEMA (maximum of 300 square feet). All other first (ground) floors must be of breakaway construction (brick pavers).

#### 5. First Floor Walls / Finish

On all Lot Types, the exterior and interior finish of the first floor walls must be comprised of a smooth stucco finish over the concrete masonry walls. Other finish may be approved at main entry or stairs to house.

#### 6. Ground Floor Patios, etc.

Ground floor patios, driveway, walkway, pool deck, etc. must be constructed with brick pavers. No concrete slabs are allowed (either surface or sub-surface).

(J) A/C Condenser Unit: All A/C condenser units must be located within the envelope of the primary residence, outbuilding or high-rise building and vented with louvers through the exterior wall. No A/C condenser units are permitted on the exterior of the building. Window unit air conditioners are not allowed.

(K) Pool Pumps and other equipment: All pool pumps and other equipment must be located within the building. No pumps or other equipment are permitted on the exterior of the building.

(L) Parking: All buildings are required to have adequate on site parking so that all normal parking is located within the lot and not on the street. Guest or service vehicles may temporarily park on street. Boat trailers and other trailers or large vehicles are not allowed to park in the street or exposed to view on the lot.

(M) First Floor A/C Area: A maximum of 35% of the first floor (ground floor) conditioned. The intent is that the first floor of the house is not to be used as living area. All bona fide living area is to be located on the second floor and above. The first floor must be constructed with breakaway walls and is considered an expendable area in case of significant storm. The air-conditioned area allowed on the first floor is to provide for the entry, stairs, elevator and servant quarters.

(N) Floors to Ceiling Heights: All buildings must have a minimum 10'-0" floor-to- ceiling height at the first living level and a minimum 10'-0" at the second living area as measured from finish floor to finish ceiling. Outbuildings and garages must have a minimum of 9'-0" floor to ceiling height.

(O) Minimum Elevations:

4. Retail Store, barber and beauty shops, curio shops. Dry Cleaners, Laundromats Bakery Retail stores and office buildings shall provide off-street parking space in a ratio of one (1) space for each two hundred fifty (250) square feet of gross sales or office floor area.
5. Nightclubs, off-street parking spaces shall be provided in a ratio of one (1) space for every One Hundred Square feet (100 sq. ft.) of gross nightclub seating floor area.
6. Theaters shall provide off-street parking space in a ratio of one (1) space for each five (5) seats

7. Shared Parking

- (a) Unassigned shared parking within a parking lot is approved so long as the total number of parking spaces in the parking lot total the numbers of required spaces for each of the business uses. If it can be demonstrated that certain businesses will operate at different times of the day the required parking spaces for those businesses may be reduced by 50 %.
- (b) The applicant is responsible for providing the necessary information, which demonstrates that shared parking is possible and appropriate at the proposed location.
- (c) Special Provision Commercial Area: A structure providing a covered parking area for a maximum of 6 cars may be located on a commercial lot along the West side of Highway 100 provided that it is located off of the back (rear) entry of the buildings along the access drive. The structure must be located at least 75 feet East of the Main Street right-of-way with supporting columns setback at least 3 feet from the property line and roof overhand not exceeding the property line.

(J) Area of Lot: the minimum area of a lot shall be 5,000 square feet, (except for Townhouse lots which shall be a minimum of 2,500 square feet).

(K) Width of Lot: the minimum width of a lot shall be thirty-five (35) feet (except for Townhouse lots which shall be a minimum of 25 feet). *Note: the front yard of an irregular shaped lot is measured at the front yard setback when determining the lot width.*

(L) Depth of Lot: the minimum depth of a lot shall be in accordance to meet the 5,000 square foot lot size.

(M) Other Requirements

General Requirements	Section 2.4.4A
Architectural Guidelines	Section 2.9
Site Improvements	Section 2.10
Miscellaneous Guidelines	Section 2.11
Landscape Guidelines	Section 2.12
Shores DRB Approval Process	Section 2.13

## Article 2. Planned Development District (P.D.D.) Land Use Standards for the Shores

### 2.1 Planned Development Districts. (PDD)

The PDD presented in this document includes approximately **247 acres** of land that is located in the Town of South Padre Island. This property extends north and south approximately one half mile on both sides of Highway 100 Road and runs from the Gulf to the Bay.

**2.2 Land Uses** - The land included in this Planned Development District provides for a variety of residential uses, including Single Family homes, Townhouses, Apartments and Condominiums. The area also includes commercial areas and community facilities such as parks and open space corridors. These land uses are determined by Zoning and Lot types, which are defined and specified in this document.

### 2.3 Definitions.

For the purpose of this document, the following words and terms as used herein are defined to mean the following: Words used in the present tense include the future; words in the singular number include the plural number; the words in the plural number include the singular number; the word "building" includes the word "structure"; the word "lot" includes the word "plot"; the word "shall or must" is mandatory and not discretionary.

**Accessory building or use:** A subordinate building having a use customarily incident to and located on the lot occupied by the main building; or a use customarily incident to the main use of the property. A building housing an accessory use is considered an integral part of the main building when it has any part of a wall in common with the main building, or is under an extension of the main roof and designed as an integral part of the main building.

**Alley:** A minor way, which is used primarily for service access to the back or side of properties otherwise abutting on a street.

**Alteration:** Any addition, removal, extension, or change in the location of any exterior wall of a main building or accessory building.

**Amusement center:** An amusement center is a business wherein there are located machines which require the deposit of money therein to be activated for an individual's entertainment, and from which said business establishment derives fifty percent (50%) or more of its gross income.

**Apartment:** A room or a suite of rooms within an apartment house arranged, intended or designed for a place of residence of a single family or group of individuals living together as a single housekeeping unit.

**Apartment house:** A building or portion thereof arranged, intended or designed for three (3) or more families or housekeeping units living independently of each other.

**Bedroom:** For the purpose of calculating off-street parking requirements, rooms such as studies, dens, libraries, etc., must be considered a bedroom if they have an adjacent or adjoining bathroom.

**Boarding house:** A building other than a hotel, occupied as a single housekeeping unit, where lodging or meals are provided for five (5) or more persons for compensation, pursuant to previous arrangements, but not for the public or transients.

**Bed and Breakfast:** A private residence, several rooms of which are set aside for overnight guests whose paid accommodations include breakfast.

**Boathouse:** An accessory structure located on a waterway that houses a boat and may house a residential unit above.

**Building:** An enclosed structure, anchored to permanent foundation, and having exterior or party walls and a roof, designed for the shelter of persons, animals or property. When divided by other than common contiguous walls, each portion or section of such building shall be regarded as a separate building, except that two (2) buildings connected by a breezeway shall be deemed as one building.

**Carport:** An attached air structure with one or more open sides, with a weatherproof roof to shelter automobiles no more than one story in height

**Commercial Use:** Uses including and similar to retail stores, professional and medical offices, restaurants, and lounges. All proposed commercial uses must be submitted to DRB for review and approval. The design of commercial properties is governed by the Shores Commercial Code.

**Corner Lot:** A lot situated at a junction of two or more streets, or of two segments of curved street, forming an angle of not more than 135 degrees.

**Condominium:** The separate ownership of single units or apartments in a multiple unit structure or structures with common elements. (as defined by the Texas Property Code)

**Convenience storage facilities:** A masonry structure that is partitioned into small sections for the purpose of renting individual storage rooms to individuals or corporations for the purpose of storing belongings, but from which there will be no general storage business or warehousing business operated or any other type of business operation.

**Customary home occupations:** Occupations ordinarily carried on in a home that is not detrimental or injurious to adjoining property. Any use, occupation or activity conducted entirely within a dwelling by the residents thereof, which is clearly incidental and secondary to the use of the dwelling for residential purposes and does not create customer and/or client traffic and does not change the character of the neighborhood. All proposed home occupations must be cleared by DRB.

**Deck:** Any wooden platform without solid roof structure.

**DRB:** The Shores Design Review Board.

**Depth of Lot:** The mean horizontal distance between the front and the rear lot lines.

**Depth of Rear Yard:** The mean horizontal distance between the rear line of a building other than an accessory building and the center line of the alley where an alley exists, otherwise the rear lot line.

**District:** A section of the Town for which the regulations governing the area, height and use of buildings are uniform.

**Dwelling:** A building or portion thereof, designed exclusively for residential occupancy, including one-family, two-family and multiple family structures, boarding and lodging houses, apartment houses, but not hotels, house trailers or mobile homes.

**Family:** Any number of individuals living together as a single housekeeping unit; as distinguished from a group occupying a boarding house or hotel.

**Fence:** A freestanding structure constructed to enclose or divide a property.

**Footprint:** The total area of a structure as measured at the ground level. Where enclosed space is located above a porch, the footprint of heated and cooled space must include the enclosed space on the upper level.

**Front Yard:** A yard across the full width of the lot from the front line of the main building to the front line of the lot.

**Garage:** An accessory building principally used for storage of motor vehicles.

**Garden Structure:** Pavilion, gazebos, arbors, pergolas, and other similar structures no more than one story in height.

**Gate House:** A one-story structure to receive and control the entry of cars and pedestrians.

**Gazebo:** An open-air garden structure.

**Gross Floor Area:** The gross floor area of a building shall be measured by taking outside dimensions of the building at each floor, excluding the floor area of basements or attics when not occupied as living quarters.

**Height:** The height of a building or portion of a building shall be measured from sea level, to the roof's top of ridge or gable. In measuring the height of a building, the following structures shall be excluded: chimneys, cooling towers, radio towers, ornamental cupolas, domes or spires,

**Hotels and Motels:** A building occupied or used as a more or less temporary abiding place of individuals or groups of individuals who are lodged, with or without meals, and in which there are more than twelve (12) sleeping rooms, and no provisions for cooking in individual rooms.

**Impervious Surface:** Surfaces which prevent or impede normal water infiltration and/or cause runoff to other areas. Includes, but not limited to: (1) all buildings, and structures (area measured at roof gable end and eave lines), (2) stairs, walkways, driveways and parking or other areas, comprised of cementations substances, or any bituminous substance, including asphalt, and (3) any subbase of plastic or any shield which prevents or impedes water penetration. Decks, stairways and walkways with gaps in their surface structure (e.g., wooden decks with open cracks between the deck boards or brick pavers on sand base) allowing water to readily pass through the structure are not considered an impervious surface.

**Institution:** A building occupied by a non-profit corporation or non-profit establishment for public use.

**Irregular Shaped Lots:** Lots which are not rectangular in shape and are generally located in cul-de-sacs, curves, corners and knuckle shaped streets.

**Lot:** Land occupied or to be occupied by a building and its accessory buildings, and including such open spaces as are required under this Document, and having its principal frontage upon a street.

**Lot Front line:** The line of a lot that is adjacent to the street.

**Lot Lines:** The lines bounding a lot as defined herein.

**Lot Rear Line:** The boundary line that is opposite and most distant from the front lot line.

**Lot Corner:** A lot abutting upon two (2) or more streets at their intersection. A corner lot shall be deemed to front on that street on which it has its least dimension, unless otherwise specified by the Shores Design Review Board.

**Multi-Family Residential:** Any dwelling structure consisting of more than one dwelling unit.

**Nightclub:** Any business holding a mixed beverage permit from the Texas Alcoholic Beverage Commission or the appropriate State agency.

**Non-Conforming Uses:** A building or premises occupied by a use that does not conform to the regulations of the use in the district in which it is situated.

**Open Spaces:** Area included in any side, rear or front yard of a lot other than the building space that is measured as the outside dimensions of the floor area of the building. Therefore, in determining the percent of coverage of buildings allowed on a lot, the

projections of the buildings, such as eaves, cornices, porches, stairways, carports, etc., are considered as open spaces and not building space.

**Outbuilding:** An accessory building detached from the primary residence, such as a garage or a garage with guesthouse above.

**Overhead Connector:** A walk, deck, or similar structure that connects the house with an outbuilding or garden structure at any level other than the first floor.

**Parking, Parking Requirements, Off-Street Parking:** ~~Except as provided in Section 2.7(C) and 2.8(d)(8),~~ all parking requirements of a building or premises must be provided on the same site/land for which the building permit is issued or in the commercial areas in adjoining parking lot. All parking areas and access thereto, must be located upon property of the same or more intensive zoning district, and must be of a concrete paver surface. All parking lot construction shall conform to Section, Parking Lots, of the Standards and Specifications for the Acceptance of Public Improvements for The Shores.

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**Parking Structure:** A structure in which to park cars that may be one to three stories in height.

**Patio:** A hard surfaced area without a solid roof structure

**Pergola:** An open-air garden structure with a trellised roof.

**Persons:** The word "person" shall, for the purpose of this document, mean every person, firm, co-partnership, association, partnership, corporation or society; and the term "person" shall include both singular and plural and the masculine shall embrace the feminine gender.

**Pervious Surface:** a surface through which water can penetrate.

**Porch/Gallery/Veranda:** A covered outdoor area attached to a house.

**Pool House:** A free standing one-story structure to operate as a cabana with dressing rooms, bathroom and wet bar.

**Primary Residence:** The primary dwelling structure on a lot.

**Primary Structure:** The primary structure is the largest structure on a lot.

**Recreational Center:** A building that is totally enclosed, both with ceilings and walls, within which there is located facilities for the conduct of sports and other related recreational activities and there may be located outdoor swimming pools directly adjacent to said enclosed facilities and which are an integral part of the main facility. Any recreational center may also have located within the sport facilities a pro shop wherein items are sold in connection with sports and recreational activities, a nursery to care for the children of the participants, and a beauty shop for the participants located therein.

**Rear Yard:** A yard between the rear lot line and the rear line of the main building and the side lot lines.

**Restrictive Use Easement (RUE):** The R.U.E. is a private easement for use by the Shores Home Owners Association. Typical uses include but are not limited to the following; bulkhead and related structural support system, boardwalk improvements, private utilities, and fences.

Any proposed improvements within the R.U.E. must be approved by the Shores Home Owners Association. A site plan specifying existing and proposed improvements shall be submitted for approval by the Shores Home Owners Association. If proposed improvements are deemed to potentially impact critical structural components (i.e. bulkhead, retaining walls, etc.), the Shores Home Owners Association will have the option of requiring a letter of approval by a licensed Structural Engineer.

**Romeo Balcony:** French Doors or sliding glass doors protected by a guard rail that projects no more than 6 inches from the wall of the structure.

**Roof:** The exterior surface and its supporting structures on the top of a building

**Side Yard:** A yard between the main building and the adjacent side line of the lot, and extending entirely from the front yard to the rear yard.

**Single Family Dwelling:** A dwelling consisting of one dwelling unit.

**Stairs:** Stairs are for the purpose of accessing floors or levels beyond the first floor.

**Storage Building:** A one-story enclosed structure to store items that such as pool furniture, lawn equipment, and etc.

**Street:** An all weather roadway providing vehicular access.

**Steps:** Steps are for the purpose of accessing the first floor or level.

**Story:** That portion of a building between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between such floor and the ceiling next above.

**Structural Alterations:** Any change in the supporting member of a building such as bearing walls, columns, beams or girders.

**Swimming Pool:** A large receptacle typically constructed of concrete that holds water and normally used for swimming or exercising.

**Tandem Parking:** For single-family dwellings, two-family dwellings, townhouses, and multi-family developments which provide fully enclosed individual garages or carports or open uncovered parking for each dwelling unit, tandem parking spaces may be used as a design option in meeting the parking requirements of this Document. The use of tandem parking must meet the following requirements:

- A tandem parking space must be a minimum of nine (9) feet in width and thirty-six (36) feet in length, and shall count as the equivalent of two, regular parking spaces, with a minimum of nine (9) feet wide by eighteen (18) feet long per parking space and shall be dedicated to a specific dwelling unit by means of a deed, restrictive covenant or condominium declaration, firmly binding the assignment of the clearly marked parking spaces to a specific dwelling unit in the project.
- All tandem parking spaces must be entirely located upon private property. No portion of any tandem parking space may utilize the public right-of-way or other public property.
- Tandem parking spaces must be surfaced with concrete pavers.

**Terrace:** An upper level outdoor living area without a solid roof.

**Tower:** A small room, porch, or deck that protrudes above the height of the main structure.

**Townhouse:** A Townhouse is a single-family dwelling unit constructed in a series of attached units with common walls and property lines separating the units.

**Trash or Utility Enclosure:** An open structure to obscure from view trashcans or other utility item.

**Width of Side Yard:** The horizontal distance between the side wall of a building which includes eaves, cornices, porches, stairways, carports or any projection of the building and the side line of the lot.

**Yard:** An open space of ground between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward. In measuring a yard for the purpose of determining the width of a side yard, the depth of a front yard or the depth of a rear yard, the smallest horizontal distance between the lot line and the main building must be used.

## 2.4.4 PLANNING GUIDELINES

### 2.4.4A General Requirements

General requirements shall apply to all Zoning Districts (R-1, R-2, R-3, Commercial) and all Lot types (Lot Types I, II, III, IV, V, VI, VII, VIII).

(A) Architecture: All buildings at The Shores must be designed by, and all construction documents for permits must be stamped by an architect licensed in the State of Texas who has been pre-approved to work in The Shores Development. The Architect will also be responsible for signing a form upon completion of the project certifying that the building has been constructed in accordance with Plans submitted to DRB and the Design Code Standards and Specifications of The Shores subdivision. Owner must ensure that his contract with architect includes field observation during entire construction period as required for architect to provide such certification.

Architect must notify DRB in writing if architect knows or believes that contractor has or plans to deviate from approved plans. The property owner shall be responsible for contacting the DRB office to determine the time and dates of the DRB meetings and the cut-off dates for submission of applications. Application forms may be obtained from the DRB office. In addition to meeting the requirements of the Design Code, the owner is responsible for making sure that the construction conforms to all Federal, State, County, and Local codes, ordinances and regulations.

(B) Engineering: All structural systems of the buildings must be designed by a Licensed Professional Engineer licensed in the State of Texas with design standards to withstand at least 150 miles per hour winds and tidal surge.

(C) Responsibility for Compliance: It is the responsibility of the owner and architect of any construction to ensure that the construction complies with the Shores Design Code at the time of construction. Plans and Specifications are reviewed by the Shores Design Review Board for compliance; however, if there are items that are not apparent or not found, it does not mean approval of those items. All construction must comply with the requirements and the Spirit of the Design Code and it is each owner's responsibility to ensure compliance.

(D) DRB Approval. No construction may be started on any lot nor may a building permit be issued until the Shores Design Review Board has given written approval that the plans and specifications for the proposed construction have been approved.

Upon completion of the construction, The Shores Design Review Board must give written approval that the construction appears to be in compliance with The Shores Design Code before a Certificate of Occupancy can be issued by City.

(E) Exterior Lighting

(1) General: Exterior lighting must not be intrusive to adjacent properties or common areas.

- (2) Porch Lighting: Every house or building must have appropriate architectural lighting on the front porch or entry and lighting must be on a photocell and operated daily.

(F) Landscape Lighting

Landscape lighting must be appropriate architectural lighting located as close to grade as practical. There must be lighting in the landscaping on the street side of the fence and the lighting must emphasize the front entry gate and the driveway. All wiring must be placed underground and the lights must be connected to an electric photocell and operated daily.

- (G) Foundations: The foundation system of all buildings must be designed by a registered professional engineer Licensed in the State of Texas and must be based upon recommendations given in a soils report prepared by a geotechnical soils engineering firm. The soils investigation, analysis and the design of the foundation system must be made by a registered professional engineer. The soils report must include recommendations for type, size, spacing and depth of piers, number and size of reinforcing steel within piers, and method and extent of isolation of foundation beams from adjacent soils.

- (H) Pilings: All piling must be cased augured pilings constructed of reinforced concrete, designed by a Texas Licensed Structural Engineer. Pilings may not be exposed to view. Driven pilings or jetted pilings are prohibited.

(I) Construction Types and Materials:

1. Permitted Types of Construction

- a. Reinforced Concrete Masonry
- b. Reinforced Concrete

2. Floors

On Type I Lots, the building floors must be constructed of concrete, except that the ground level floor must be of breakaway construction (brick pavers) / except as described in paragraph 4, below.

On all other Lot Types, the building floors may be constructed of concrete, wood or steel floor systems, except that the ground level floor must be of breakaway construction (brick pavers) / except as described in paragraph 4, below.

3. Wood Frame Construction

Wood frame construction is not permitted, except that wood beams and columns may be used above the first floor on balconies and towers. Wood porch floors must be constructed of Treated TG 1 x 4 lumber. Wood exterior stair may use either treated wood or Trex for stair treads.

#### 4. First Floor Walls

On all Lot Types, the first floor must be entirely enclosed with masonry walls or doors (louvered doors are encouraged). All first floor walls (both exterior and interior) must be masonry floor to ceiling breakaway walls, except that concrete shear (non breakaway) walls are allowed, as necessary at entry or stairs not to exceed enclosing a floor area of 300 square feet. A concrete slab floor is allowed in this area, as permitted by FEMA (maximum of 300 square feet). All other first (ground) floors must be of breakaway construction (brick pavers).

#### 5. First Floor Walls / Finish

On all Lot Types, the exterior and interior finish of the first floor walls must be comprised of a smooth stucco finish over the concrete masonry walls. Other finish may be approved at main entry or stairs to house.

#### 6. Ground Floor Patios, etc.

Ground floor patios, driveway, walkway, pool deck, etc. must be constructed with brick pavers. No concrete slabs are allowed (either surface or sub-surface).

- (J) A/C Condenser Unit: All A/C condenser units must be located within the envelope of the primary residence, outbuilding or high-rise building and vented with louvers through the exterior wall. No A/C condenser units are permitted on the exterior of the building. Window unit air conditioners are not allowed.
- (K) Pool Pumps and other equipment: All pool pumps and other equipment must be located within the building. No pumps or other equipment are permitted on the exterior of the building.
- (L) Parking: All buildings are required to have adequate on site parking so that all normal parking is located within the lot and not on the street. Guest or service vehicles may temporarily park on street. Boat trailers and other trailers or large vehicles are not allowed to park in the street or exposed to view on the lot.
- (M) First Floor A/C Area: A maximum of 35% of the first floor (ground floor) may be air conditioned. The intent is that the first floor of the house is not to be used as living area. All bona fide living area is to be located on the second floor and above. The first floor must be constructed with breakaway walls and is considered an expendable area in case of significant storm. The air-conditioned area allowed on the first floor is to provide for the entry, stairs, elevator and servant quarters.
- (N) Floors to Ceiling Heights: All buildings must have a minimum 10'-0" floor-to- ceiling height at the first living level and a minimum 10'-0" at the second living area as measured from finish floor to finish ceiling. Outbuildings and garages must have a minimum of 9'-0" floor to ceiling height.
- (O) Minimum Elevations:

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- a. Residential Development: The first habitable living area of a building must be a minimum elevation of 16 feet above sea level. Note: The owner is also responsible for complying with the requirements of FEMA and the Town of South Padre Island Building Regulations, and where these regulations are more stringent than those defined in this code, the more stringent regulations will govern.
- b. Commercial Development shall have a minimum finish floor commercial elevation of 11 feet above sea level except, that development in parks or common areas may be built at a lesser elevation as is necessary. The owner is also responsible for complying with the requirements of FEMA and the Town of South Padre Island Building Regulations, and where these regulations are more stringent than those defined in this code, the more stringent regulations will govern.
- (P) First Floor Level: The top of the finish floor of the first floor (ground level) of a building, out building or garage must be a minimum of one foot above crown of the street directly in front of the building. If the first floor of the Building, Outbuilding or Garage contains a bathroom, the bottom of the lowest horizontal structural member must comply with FEMA Regulations. Note: The owner is also responsible for complying with the requirements of FEMA and the Town of South Padre Island Building Regulations.
- (Q) Front Door: A Primary Residence must have an entrance door visible from the street. The spirit of the design code requirement is to connect visually the pedestrian pathway from the street to the door, the porch being the transition space. However, there are two exceptions: (1) a Primary Residence may have a side entrance where the lot is a corner lot; (2) a Primary Residence may have a side entrance where the lot is on a common walkway (part of The Shores infrastructure), so long as the residence also has an entrance connection with the street through doors on the porch, which would lead to the side entry; and (3) A Primary Residence may have a side entry into the house, so long as the residence also has an entrance connection with the street through doors on a porch (a Charleston style entry), which would lead to the side entry. Please keep in mid the spirit of this Design Code provision.
- (R) Garage Floor Elevation: the required elevation of the garage floor above the crown of the street in a R-1 or R-2 zoned district is as follows:

Garage floor must be elevated above the crown of the street .6 of an inch for each foot of distance between the property line at the street and the front of the house and garage door.

Example:

20' = 12"	/ required elevation of garage floor above crown of street
24' = 14.4"	/ required elevation of garage floor above crown of street
60' = 36"	/ required elevation of garage floor above crown of street

(S) **Garage Doors:** the Primary Residence may have a maximum of one (1) garage door and one (1) golf cart door (maximum 5' wide) facing the street. Outbuilding may have a maximum of one (1) garage door facing the street.

(T) **Eaves Requirement:** All buildings must have an eave (Roof Projection or overhang) with a minimum dimension of 12" from the exterior face of the exterior wall to the exterior face of the Eaves.

(U) **Lot Contour:** Yard areas must contour around House and driveway and may not be inappropriately elevated.

All lots must drain to the street. Waterway lots may drain up to 1/3 of the lot to the waterway.

(V) **Fill:** Fill material must be sand or soil. Crushed or broken concrete, asphalt or other materials are not allowed.

4.4.1 Exterior Repainting, Refinishing or Remodeling

*The exterior repainting, refinishing, or remodeling of any building or structure must be approved in writing by The Shores Design Review Board prior to any work commencing. Repaint colors must conform with the current Shores Design Code approved colors as per Section 2.9.15 of The Shores Design Code.*

R-3 -High-rise Multiple Family Residential, Apartments, Condominiums and Hotel District

- (A) Use Regulations: High-rise Multi-family Residential Apartments, Condominiums, Hotel District - no lot shall be used and no buildings shall be erected or converted to any use other than:
1. Any use authorized in an "R-2" District (must follow guidelines for that district).
  2. High-rise Multiple Family Residential, Apartments, Condominiums and Hotels with four (4) Stories or more.
- (B) Lot Types allowed in R-3 District  
Lot Type VII
- (C) Maximum Size of Structures will be determined by required setbacks and parking requirements.
- (D) Setback Requirements:

Principal Structure Setback:

- Front Yards: (minimum of 25') The minimum front yard shall be increased one (1) foot for each two (2) feet in height if a building exceeds six (6) stories.
- Side Yards: (minimum of 5'), except the side yard shall be increased four (4) feet for each story the building exceeds three (3) stories in height.
- Rear Yards: (minimum of 20'), except that the structure may have decks and/or balconies extending within 10 feet of the rear property line, as long as said decks or balconies are not enclosed.
- Minimum rear yard depth shall be increased one (1) foot for each two (2) feet in height if the building exceeds six (6) stories, except for Beachfront properties which may build to the rear property line. Marina Lots may be built within 3' of the rear Lot line if bulkhead tiebacks are reengineered with piling or other means of support for the bulkhead, designed by a professional engineer and approved by the Shores Design Review Board. Water front lots may be built within 10' of the rear lot line under same conditions as a "Marina Lot".

**Accessory Structures / Buildings / Setbacks:**

	Front	Side	Rear	Max. Height
Gate House	10'	10'	10'	1 story with tower
Garden Structure	10'	5'	10'	1 story with tower
Carport	5'	5'	5'	1 story with tower
Trash or Utility Enclosure	10'	5'	5'	1 story
Storage Building	10'	5'	5'	1 story
Swimming Pool	10'	5'	5'	In ground
Boardwalk	0'	0'	0'	36"
Outbuilding	10'	5'	10'	2 stories with tower
Boat House	n/a'	30'	0'	1 story with tower
Pool House	10'	5'	10'	1 story with tower
Parking Structure	25'	5'	10'	3 stories
Fence	18" *	0'	0'	36" **
Dune Walkover	n/a	25'	0'	Top deck 36" above dune
Deck	10'	5'	10'	18"

\* Fence Along Highway may be on property line.

\*\* Except around pool 4' high – see Exhibit

**(E) Setback – Stair Step Provision:**

This provision is only available with Shores DRB approval. When determining setback requirements of a high-rise building, the setback lines for the structure may vary for different portions of the structure as it increases in height, thereby allowing stair stepping in determining the setback requirements as a building reaches a height that requires an additional setback. Only that portion of the building at that height must meet the additional setback. The lower portion must only comply with the setback, as applied to it.

**(F) Height Regulations:**

1. Maximum building height will be determined by setbacks and parking requirements.
2. If the ground floor of a high-rise building is used for parking, storage and site amenities that space will not be counted as a story when determining the height of the building.

**(G) Required parking for a "R-3"**

1. ~~(a) Condominiums and Apartments.~~ Condominiums and apartments shall provide, two (2) \* off-street parking spaces for each unit in the building, plus adequate parking for staff and one (1) guest parking space for each 5 units. For units with more than 3 bedrooms, 1 additional parking space shall be required for each additional bedroom.

2. **Size:** The minimum size of a parking space is to be 9 feet by 18 feet.
3. **Location:** Driveways for lots located on traffic circles must be placed on the adjacent street and not in the circle.
4. **Material:** Driveway, walks, patios, garages, and on-site parking must be constructed of concrete pavers. Concrete is prohibited. Paver types, patterns and colors shall be submitted to DRB for review and approval.

\* If determined by Shores Development Inc. that two (2) off-street parking spaces for each unit is excessive for the proposed project, then Shores Development Inc., at its sole discretion may reduce the parking space requirement; however, in no event shall it ever be reduced to less than 1½ spaces per unit.

**(H) Roof:**

(1) **Pitch:** All roofs must have a minimum pitch of 6" in 12" and a maximum pitch of 10" in 12" (Exception: the roof over a porch when used as a broken pitch extension of the main roof and not as a separate roof, must be a minimum pitch of 3" in 12"). The pitch of a roof when used with a pediment in a classical manner must be 5" in 12" pitch. Flat roofs are allowed only when the roof is used as a deck, is surrounded by a balustrade, and is accessible from an adjacent enclosed space, and does not comprise more than 30% of the house footprint.

(2) **Materials:** The only roofing material permitted is sheet metal (aluminum) standing seam roof attached with stainless steel clips and stainless steel screws. All metal roofs must be aluminum and carry a written twenty-year warranty against corrosion.

(3) **Eaves:** Roof eaves must be designed in compliance with the requirements of Exhibit 5-B.

All buildings must have an eave (Roof Projection or overhang) with a minimum dimension of 12" from the exterior face of the exterior wall to the exterior face of the Eaves.

Roof eaves may project a maximum of 3' into the required building setbacks but shall be a minimum of 3' front the property line.

(4) **Color:** All roofing materials must be white, off-white, or light gray. All roofing material colors must be approved by the DRB.

(5) **Design Criteria:** Roofs and roofing materials must be engineered to withstand a minimum of 150 miles per hour wind.

(I) Lot Area, Width & Depth, the minimum area, width, and depth of a lot shall be determined by The Shores Design Review Board on an individual basis.

If R1 or R2 District Development occurs within the R3 District, then that development must follow the R1 or R2 Requirements.

(J) Other Requirements

General Requirements	Section 2.4.4A
Architectural Guidelines	Section 2.9
Site Improvements	Section 2.10
Miscellaneous Guidelines	Section 2.11
Landscape Guidelines	Section 2.12
Shores DRB Approval Process	Section 2.13

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~~Deleted: The minimum area of a lot shall be 5,000 square feet, (except for Townhouse lots, which shall be a minimum of 2,500 square feet).~~

~~Deleted: (J) Width of Lot: The minimum width of a lot shall be thirty-five (35) feet (except for Townhouse lots which shall be a minimum of 25 feet).  
Note: the front yard of an irregular shaped lot is measured at the front yard setback when determining the lot width.~~

~~&#x2191; Depth of Lot: The minimum depth of a lot shall be as required to meet the 5,000 square foot lot size.~~

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## 2.8 C – Commercial District:

- (A) Use regulations: Commercial District - no lot shall be used and no building shall be erected or converted to any use other than:

1. Allowed Uses: The purpose and intent the “C” Commercial District is composed of those activities of the Shores, whose principal use is and ought to be general business activities which provides basic and necessary goods and services for the community and its visitors and the following are the allowed uses in the district:

- a. Any use authorized in the R-2 or R-3 Zoning District.  
Requirement – if R-2 or R-3 District Development occurs within the “C” District, then that development must follow the R2 or R-3 Requirements.

- b. The following:

General Office Uses – a place of business that generally provides services instead of good and entails, desks, files, paperwork, mail, computer, phones, etc. that would include most professional services (i.e. attorney offices; travel agencies; consultants, engineers, and architects; general building contractor and subcontractor services; title companies, banks, mortgage and other financial service companies; real estate businesses; drafting / graphic design businesses; art studios; post offices and other governmental buildings)

Retail Stores – any place of business where the customer / general public can purchase goods, generally for off sight use and/or consumption. (i.e. antiques; arts and crafts & art galleries; apparel & accessories & alterations; books and curio shops; bicycle, vehicle, and water sport sales & rental; pharmacy, dry goods & general merchandise; liquor, cigarette, & cigar stores; newsstands; hardware stores; office supply & printing; photography development & supply; gasoline service stations, etc.)

Food & Beverage Service Providers – places of business where food and beverages can be purchased for on or off site consumption. (i.e. Grocery stores, restaurants, bars/nightclubs, cafés, specialty food shops / bakeries, & caterers.)

Personal Services – places of business where the general public can go to receive general body and grooming services. (i.e. Barber & beauty shops, nail grooming services; tanning, massage & spa facilities.) However, tattoo and body piercing studios / facilities are specifically not allowed uses within this district.

Medical Facilities – small-scale businesses that provide general well being for town residents and visitors. (i.e. medical doctor,

chiropractor & dental offices and examining rooms; medical labs; licensed therapeutic massage.)

Repair Services – business that provide small-scale repair services for item of the general public (i.e. watch, clock & jewelry repair; TV / VCR repair; shoe and apparel alteration facilities; bicycle and vehicle repair; household appliance & general electric repair; reupholstery & furniture repair; etc.)

Meeting Location Facilities – indoor facilities that provide opportunities for organized education, and / or the assembly of people (i.e. Primary, secondary, vocation/technical, and university level educational facilities; drivers education facilities; art, dance & music schools / studios; churches, temples, synagogues, & mosques; civic, social & fraternal organizations; etc.)

Miscellaneous – businesses that serve the Shores and its Visitors, that generate moderate levels of car and pedestrian traffic but which do not provide extensive pollution, noise, light, or other negative impacts on the immediate area (i.e. Dry cleaners & coin-operated laundry facilities; car washes; indoor movie and stage theaters; convenience storage facilities; libraries; day care centers; etc.) and the following specific entertainment facilities: amusement centers, recreational centers, miniature golf, and tennis courts.

Equestrian Facilities – facilities that allow for the enjoyment of the equestrian sports, including the boarding of horses, riding of horses and the facilities associated therewith.

(B) Prohibited Uses

1. Sexually Oriented Businesses
2. Tattoo Parlors

(C) Lot Types Allowed in Commercial District

1. Lot Type VII Mixed Use

(D) Maximum Size of Structures will be determined by required setbacks and parking requirements.

(E) Setbacks

Principal Structure Setbacks:

1. Front yard: a minimum setback of twenty-five (25) feet.

- (a) Where lots have double frontage, running through from one street to another, the required front yard shall be provided on both streets.

(b) Minimum front yard shall be increased one (1) foot for each two (2) feet in height if building exceeds six (6) standard stories.

2. Side yards: No side yard shall be required for a business use, except on a corner lot. In all cases where the side yard is adjacent to a street, the side yard shall be not less than ten (10) feet in depth. Any building exceeding three (3) stories shall increase the side yard four (4) feet for each additional story.
3. Rear yard: No structure of any classification shall be erected any closer than ten (10) feet of the rear lot line. The minimum rear yard shall be increased one (1) foot for each two (2) feet in height if the building exceeds six (6) standard stories, except for beachfront properties, which may build to the rear property line. Marina Lots have a minimum setback of 20' except, that they may be built within 3' of the rear Lot line if bulkhead tiebacks are reengineered with piling or other means of support for the bulkhead, designed by a professional engineer and approved by the Shores Design Review Board. Water front lots may be built within 10' of the rear lot line under same conditions as a "Marina Lot".

**Accessory Structures / Buildings / Setbacks:**

	Front	Side	Rear	Max. Height
Gate House	10'	10'	10'	1 story with tower
Garden Structure	10'	5'	10'	1 story with tower
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Trash or Utility Enclosure	10'	5'	5'	1 story
Storage Building	10'	5'	5'	1 story
Swimming Pool	10'	5'	5'	In ground
Boardwalk	0'	0'	0'	36"
Outbuilding	10'	5'	10'	2 stories with tower
Boat House	n/a'	30'	0'	1 story with tower
Pool House	10'	5'	10'	1 story with tower
Parking Structure	25'	5'	10'	3 stories
Fence	18" *	0'	0'	36" **
Dune Walkover	n/a	25'	0'	Top deck 36" above dune
Deck	10'	5'	10'	18"

\* Fence Along Highway may be on property line.

\*\* Except around pool 4' high – see Exhibit

**(F) Roof:**

(1) Pitch: All roofs must have a minimum pitch of 6" in 12" and a maximum pitch of 10" in 12". (Exception: the roof over a porch when used as a broken pitch extension of the main roof and not as a separate roof, must be a minimum pitch of 3" in 12"). The pitch of a roof when used with a pediment in a classical manner must be 5" in 12" pitch. Flat roofs are allowed only when the roof is used as a deck, is surrounded by a balustrade, and is accessible from an adjacent enclosed space, and does not comprise more than 30% of the house footprint.

(2) Materials: The only roofing material permitted is sheet metal (aluminum) standing seam roof attached with stainless steel clips and stainless steel screws. All metal roofs must be aluminum and carry a written twenty-year warranty against corrosion.

(3) Eaves: Roof eaves must be designed in compliance with the requirements of Exhibit 5-B.

All buildings must have an eave (Roof Projection or overhang) with a minimum dimension of 12" from the exterior face of the exterior wall to the exterior face of the Eaves.

Roof eaves may project a maximum of 3' into the required building setbacks but shall be a minimum of 3' front the property line.

(4) Color: All roofing materials must be white, off-white, or light gray. All roofing material colors must be approved by the DRB.

(5) Design Criteria: Roofs and roofing materials must be engineered to withstand a minimum of 150 miles per hour wind.

(G) Setback – Stair Step Provision:

This provision is only available with Shores DRB approval. When determining setback requirements of a high-rise building, the setback lines for the structure may vary for different portions of the structure as it increases in height, thereby allowing stair stepping in determining the setback requirements as a building reaches a height that requires an additional setback. Only that portion of the building at that height must meet the additional setback. The lower portion must only comply with the setback, as applied to it.

(H) Height Regulations: Will be determined by setback and parking requirements

(I) Required Parking

Deleted: For A Non-Residential Use

1. Parking required when property is developed as an "R-2" "R-3" uses located "C" Districts shall be the same as those outlined "R-2" "R-3" districts.
2. Hotels or Condominium Hotels, the number of parking spaces required shall be one (1) off-street parking space for each guestroom in the building plus 50% of the off-street parking requirements for the various accessory uses operated upon the property, such as restaurant and retail space, computed in accordance with the requirements of this section.
3. Restaurant, Café or Bar - Parking shall be provided in a ratio of one (1) space per One Hundred square feet (100 sq. ft.) of gross restaurant/bar seating floor area.

4. Retail Store, barber and beauty shops, curio shops. Dry Cleaners, Laundromats Bakery Retail stores and office buildings shall provide off-street parking space in a ratio of one (1) space for each two hundred fifty (250) square feet of gross sales or office floor area.
5. Nightclubs, off-street parking spaces shall be provided in a ratio of one (1) space for every One Hundred Square feet (100 sq. ft.) of gross nightclub seating floor area.
6. Theaters shall provide off-street parking space in a ratio of one (1) space for each five (5) seats
7. Shared Parking

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- (a) Unassigned shared parking within a parking lot is approved so long as the total number of parking spaces in the parking lot total the numbers of required spaces for each of the business uses. If it can be demonstrated that certain businesses will operate at different times of the day the required parking spaces for those businesses may be reduced by 50 %.
- (b) The applicant is responsible for providing the necessary information, which demonstrates that shared parking is possible and appropriate at the proposed location.
- (c) Special Provision Commercial Area: A structure providing a covered parking area for a maximum of 6 cars may be located on a commercial lot along the West side of Highway 100 provided that it is located off of the back (rear) entry of the buildings along the access drive. The structure must be located at least 75 feet East of the Main Street right-of-way with supporting columns setback at least 3 feet from the property line and roof overhand not exceeding the property line.

#### Offsite Parking

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~~Based on the unique circumstances inherent with the commercial development of The Shores, unassigned offsite parking may be used to satisfy parking requirements if approved in writing by The Shores Design Review Board, which approval may be granted or withheld in the sole discretion of the DRB. Unassigned offsite parking that may be approved as provided above, may include parking located in a common area street, parking lot or parking structure, however, provided that nothing contained herein shall be deemed to reduce or increase the minimum number of required parking spaces as may be required for a particular business use. Shared parking, as provided above, may be utilized in conjunction with the offsite parking contemplated herein.~~

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Deleted: of a lot shall be 5,000 square feet, (except for ¶

Townhouse lots which shall be a minimum of 2,500 square feet) ¶

¶ (K) Width of Lot: the minimum width of a lot shall be thirty-five (35) feet (except for Townhouse lots which shall be a minimum of 25 feet). *Note: the front yard of an irregular shaped lot is measured at the front yard setback when determining the lot width.* ¶

¶ (L) Depth of Lot: the minimum depth of a lot shall be in accordance to meet the 5,000 square foot lot size.

(J) Lot Area, Width & Depth: the minimum area, width, and depth of a lot shall be determined by The Shores Design Review Board on an individual basis.

If R-1, R-2 or R-3 District Development occurs within the (C) District, then that development must follow the R-1, R-2 or R-3 Requirements.

541

( ) Other Requirements

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General Requirements	Section 2.4.4A
Architectural Guidelines	Section 2.9
Site Improvements	Section 2.10
Miscellaneous Guidelines	Section 2.11
Landscape Guidelines	Section 2.12
Shores DRB Approval Process	Section 2.13

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## 2.9 ARCHITECTURAL GUIDELINES

### 2.9.1 General

The Guidelines set forth in this section are intended to maintain standards of quality in building construction and aesthetic integrity for the community. All Primary Residences and Outbuildings must have certification by a structural engineer, registered in the State of Texas, that the respective building has been designed to withstand a minimum of 150 mile per hour winds.

### 2.9.2 Construction Types and Materials

#### (F) Construction Types and Materials:

1. Permitted Types of Construction
  - \* Reinforced Concrete masonry
  - \* Reinforced Concrete

#### Type I: Wood

Exterior wood, including but not limited to siding, trim, columns, balustrades, porch flooring, decks, facias, and shutters must be capable of withstanding the elements and be resistant to rot and decay. All exterior wood must be pressure treated or be of a species resistant to rot such as cedar, redwood, cypress, or mahogany.

In Addition, the composite material "Hardi Plank" is an approved siding material. The composite material "Trex" is an approved material for exterior stair treads and pergola decking. Trex may not be used on porch floors or in any other applications.

Fiberglass and aluminum shutters are permitted (Reference Exhibit 2.15); however, a material sample must first be approved by the DRB for both the fiberglass and aluminum shutters.

Horizontally applied boards (beveled or drop siding) and wooden shingles are permitted. Plywood and diagonal siding are not permitted.

#### Type II: Stucco

Stucco is allowed only over masonry construction. Stucco must have a smooth, trowel applied, smooth sand finish. Sprayed applications and swirl or other heavily textured patterns are prohibited. Stucco color must be white (See Section 2.9.15).

#### Type III: Brick

Brick veneer is allowed provided the brick is painted one of the approved colors. Unpainted brick and exposed concrete masonry are not permitted.

Note: Tile used as a finish material must be submitted to the DRB for review and approval.

(b) Nails:

All exterior nails and screws exposed to the weather shall be marine grade stainless steel.

**2.9.3** Intentionally Omitted

**2.9.4** Roofs

(a) Pitch: All roofs may have a minimum pitch of 6" in 12" and a maximum pitch of 10" in 12". (Exception: the roof over a porch when used as a broken pitch extension of the main roof and not as a separate roof, may be a minimum of 3" in 12"). The maximum pitch of a roof when used with a pediment in a classical manner must be 5" in 12". Flat roofs are allowed only when the roof is used as a deck, is surrounded by a balustrade, and is accessible from an adjacent enclosed space, and does not comprise more than 30% of the house footprint.

(b) Materials: The only roofing materials permitted are sheet metal (aluminum) and flat concrete tile. All metal roofs must be aluminum and carry a written twenty-year warranty against corrosion. The following materials are not permitted to be used as roofing material: asphalt, aluminum, and fiberglass shingles, and any other type of synthetic roofing material.

(c) Eaves: Roof eaves must be designed in compliance with the requirements of Exhibit 5-B.

All buildings must have an eave (Roof Projection or overhang) with a minimum dimension of 12" from the exterior face of the exterior wall to the exterior face of the Eaves.

Roof eaves may project a maximum of 3' into the required building setbacks but shall be a minimum of 3' front the property line.

(d) Color: All roofing materials must be white, off-white, or light gray. All roofing material colors must be approved by the DRB.

(e) Design Criteria: Roofs and roofing materials must be engineered to withstand a minimum of 150 miles per hour wind.

**2.9.5** Towers

(a) Where Permitted: Towers are permitted on Lot Types II, III, IV, V, VI, VII, & VIII.

(b) Where Prohibited: Towers are not permitted on Lot Type I.

(c) Sizes: Refer to Section 2.5, R-1 (C) for maximum size permitted for towers.

## 2.9.6 Doors

(a) Height Requirements: All exterior doorways on the first floor, front facade of the house, must be a minimum height of 7'-6". When transoms above doors are used, 6'-8" doors may be used provided the height of the door and transom is at least 8'-0".

(b) Divided Lights: Doors with glass panels that are divided into lights, must be comprised of true divided lights. Applied muntins are permitted if they are applied to each side of the glass.

(c) Sliding Glass Doors: Sliding glass doors must have rails and styles with a minimum width of 3 inches. Sliding glass doors are not permitted on any facade facing a street except when they are used in conjunction with a Romeo balcony and not to access exterior space such as porches, balconies, terraces, decks, or patios.

(d) Colors: Exterior of door must be white (See Section 2.9.15).

(e) Prohibited: Flush faced doors are not permitted on the exterior of a house.

(f) Design Criteria: Exterior doors must be impact resistant. All doors must be engineered to withstand a minimum of 150 mph wind and must comply with the requirements of the Texas Department of Insurance / Windstorm Standards.

(g) Front Door: the Primary Residences must have the front door visible from the street.

(h) Garage Door: Decorative garage doors are required. The maximum width of a garage door is 9.0 feet. The Primary Residence may have a maximum of one (1) garage door and one (1) golf cart door (maximum 5' wide) facing the street. Outbuilding may have a maximum of one (1) garage door facing the street.

(i) Materials: Wooden doors, wooden doors with vinyl or aluminum exterior cladding and vinyl doors are permitted.

## 2.9.7 Windows

(a) Materials: Wooden windows, wooden windows with vinyl or aluminum exterior cladding and vinyl windows are permitted.

(b) Design Criteria: Exterior windows must be impact resistant. All windows must be engineered to withstand a minimum of 150 mph wind and must comply with the requirements of the Texas Department of Insurance / Windstorm Standards.

(c) Conditional: If all-aluminum and all-vinyl windows are used, then the rails and stiles must be a minimum of 2" in width.

(d) Divided Lights: When windows are divided into lights, they must be true divided lights. Applied muntins are permitted if they are applied to each side of the glass.

(e) Colors: Exterior of windows must be white (See Section 2.9.15).

(f) Prohibited: Jalousie windows are not permitted.

(g) Graphic Reference: Windows must comply with the requirements of Exhibit 6.

#### 2.9.8 Glazing

Highly reflective, mirror glass is not permitted. Energy efficient glass is encouraged.

#### 2.9.9 Porches

(a) Required: Porches are required on the front facade (the facade facing the primary street) and rear facade of all Primary Residences. The minimum size of the required front porch is 8' deep by 12' wide.

(b) Allowed: Side porches are allowed (Charleston house type) in lieu of front porches upon approval of the DRB.

(c) Encouraged: Wrap-around porches, especially on corner lots, are strongly encouraged.

(d) Graphic Reference: Porches must comply with the bay proportion requirements of Exhibit 7.

(e) Materials: Wood frame construction is not permitted, except that wood beams and columns may be used above the first floor on balconies and towers. Wood porch floors must be constructed of Treated TG 1 x 4 lumber. Wood exterior stair may use either treated wood or Trex for stair treads.

(f) Porch Floor: Spaced wood or Trex are prohibited on any porch floor.

#### 2.9.10 Balustrades / Guardrails / Rails

a. Materials: Balustrades, guardrails or rails may be constructed of wood or aluminum. The following materials are not permitted to be used as a balustrade, guardrail or rail material: pvc pipe or other vinyl products, concrete, stucco or cut stone.

b. Design Criteria:

(i.) The maximum size permitted for wood balusters in a wood balustrade is 2" x 2". Reference Exhibit 8.

(ii.) The maximum size permitted for metal balusters in a metal balustrade is 1" x 1". Reference Exhibit 8.

(iii.) A wood top cap handrail may be used on a metal balustrade. Reference Exhibit 8.

c. Graphic Reference: Balustrades, guardrails or rails must comply with the above referenced requirements and all of those requirements noted in Exhibit 8.

### **2.9.11 Columns**

Columns must comply with the requirements as described in Exhibit 9. Reference the note in Exhibit 9.

### **2.9.12 Alignment**

Alignment of walls at porches / balconies and roofs must comply with the requirements of Exhibit 10.

### **2.9.13 Overhead Connections**

Overhead Connections (raised walkways) between Outbuildings and the Primary Residence are prohibited. Pergola roofed ground level connectors are allowed.

### **2.9.14 Shutters**

(a) Required: Exterior shutters are required on all windows, unless the window is (i) on a porch or (ii) made of leaded glass (and permanently installed on the inside of the impact glass). Exterior shutters must be of the swing or Bahama type and be of sufficient size to completely cover the door or window opening when closed. When closed, shutters must fit inside of the window opening or door opening. Shutters must be able to be secured in both an open and closed position. Shutters must be finished on both sides in an appropriate and aesthetically pleasing manner. Impact resistant shutters are encouraged.

- 1 Shutters may be constructed of fiberglass, wood, aluminum or pvc and must be made of full dimension material with individual blades. Shutters must be full working shutters.

2. Plywood or Board Shutters are prohibited.

(b) Graphic Reference: Shutters must comply with the requirements of Exhibit 15.

(c) Rolldown shutters are prohibited.

### **2.9.15 Colors**

For current approved colors for buildings in the Shores, refer to the "Shores Design Code" Article 2.9.15.

### **2.9.16 Exterior Repainting, Refinishing or Remodeling**

The exterior repainting, refinishing, or remodeling of any building or structure must be approved in writing by The Shores Design Review Board prior to any work commencing. Repaint colors must conform with the current Shores Design Code approved colors, as per Section 2.9.15 of The Shores Design Code.

### 2.9.1 Dormers

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If dormers are used, they must be designed within a building framework and must conform to the requirements of Exhibit 13. Shores Design Code.

### 2.9.18 Finishes

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All exterior surfaces of structures including wooden decks must be painted or stained. (Exception: walks, drives, pavers, brick pavers, "Trex" walks and decks are not required to be painted).

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### 2.9.19 Piling

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All buildings including primary residence, garden structures, out buildings, garages, carports, storage buildings and boathouses must be pile supported. All piling must be cased augured piling constructed of reinforced concrete, designed by a structural engineer. (Ref. 2.22) Pilings may not be exposed to view. Driven and precast water jetted pilings are prohibited.

### 2.9.20 Latticework

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- (a) Material: Latticework must be fabricated from rot resistant wood.
- (b) Graphic Reference: Latticework must comply with the requirements of Exhibit 14.

### 2.9.21 Exterior Lighting

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- (a) General: Exterior lighting must not be intrusive to adjacent properties or common areas.
- (b) Porch Lighting: Every house or building must have appropriate architectural lighting on the front porch or entry and lighting must be on a photocell and operated daily.
- (c) Landscape Lighting: Landscape lighting must be appropriate architectural lighting located as close to grade as practical. There must be lighting in the landscaping on the street side of the fence and the lighting must emphasize the front entry gate and the driveway. All wiring must be placed underground and the lights must be connected to an electric photocell and operated daily.

### 2.9.22 Awnings

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Awnings of fabric and soft synthetic materials are permitted. A sample of the material and color of any proposed awning must be submitted to the DRB for approval. Metal awnings are not permitted.

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**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Chief Burney Baskett/Fire

**ITEM**

Presentation, Discussion and Action on final design for the Fire and Emergency Services Station Project.

- a. Approval of plans
- b. Approval to move forward with bid process pursuant to timeline

**ITEM BACKGROUND**

BRW architectural firm and staff will present the final Station design plans. The plans have been reviewed by staff to ensure compliance with all applicable codes (Building, Fire, Electrical, etc.). Upon approval by Council, staff will move forward with bid process and timeline.

**RECOMMENDATIONS/COMMENTS**

Staff recommends approval of plans.

**BUDGET/FINANCIAL SUMMARY**

Grant money and bond initiative funds

**COMPREHENSIVE PLAN GOAL**

6.J. Continue to support the needs of the Public Works, Police and Fire Departments to ensure adequate protection of the population

*6.19 Plan and budget for additional fire and police staffing and the requisite vehicles, equipment, and facilities.*

**COUNCIL ACTION**

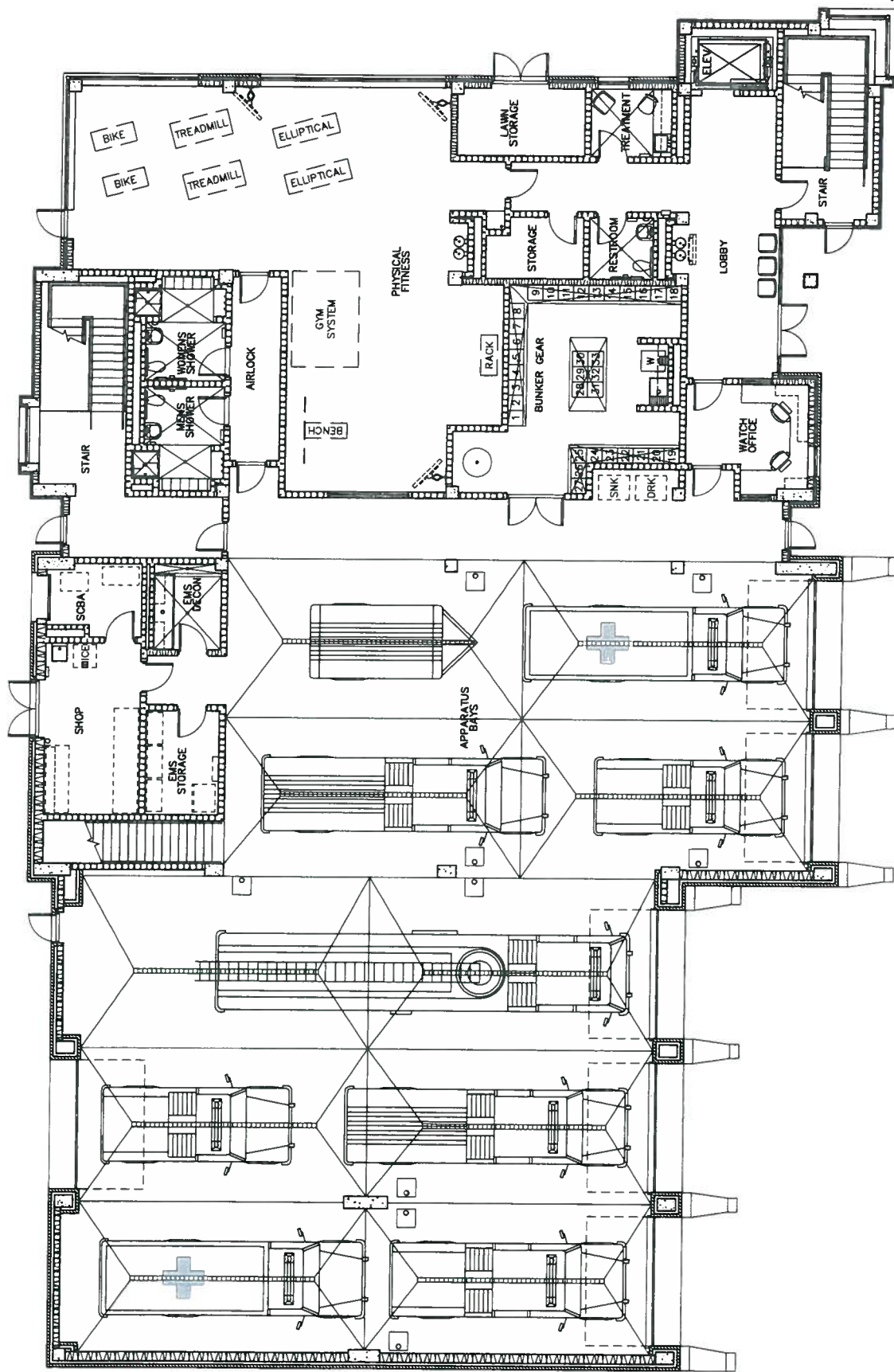
**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

10-1



# **SOUTH PADRE ISLAND FIRE STATION NO. 1**

• NOT A CONSTRUCTION DOCUMENT •

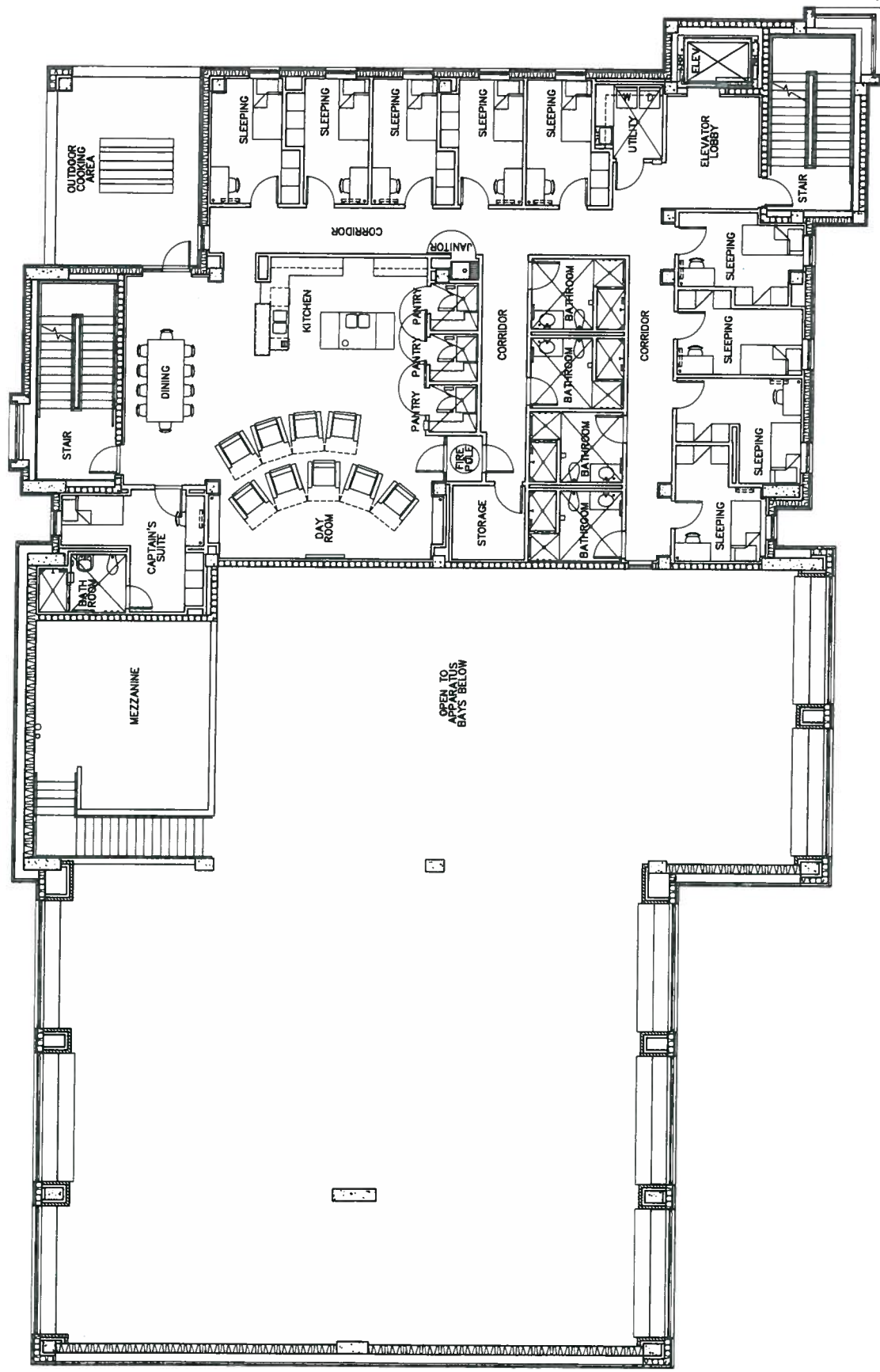
## **FLOOR PLAN (1ST FLOOR)**

**BRW**

1/16" = 1'-0"

DECEMBER 15, 2010

**NORTH**



NORTH

# SOUTH PADRE ISLAND FIRE STATION NO. 1

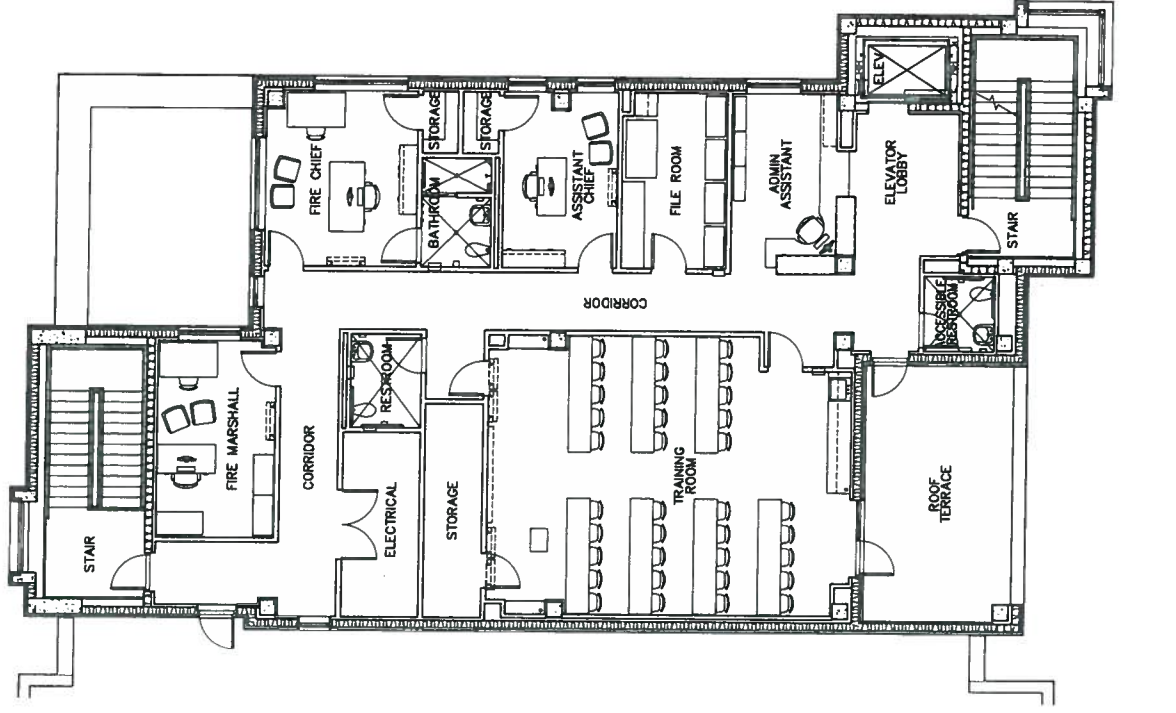
## FLOOR PLAN (2ND FLOOR)



1/16" = 1'-0"  
DECEMBER 15, 2010

• NOT A CONSTRUCTION DOCUMENT •

6-3



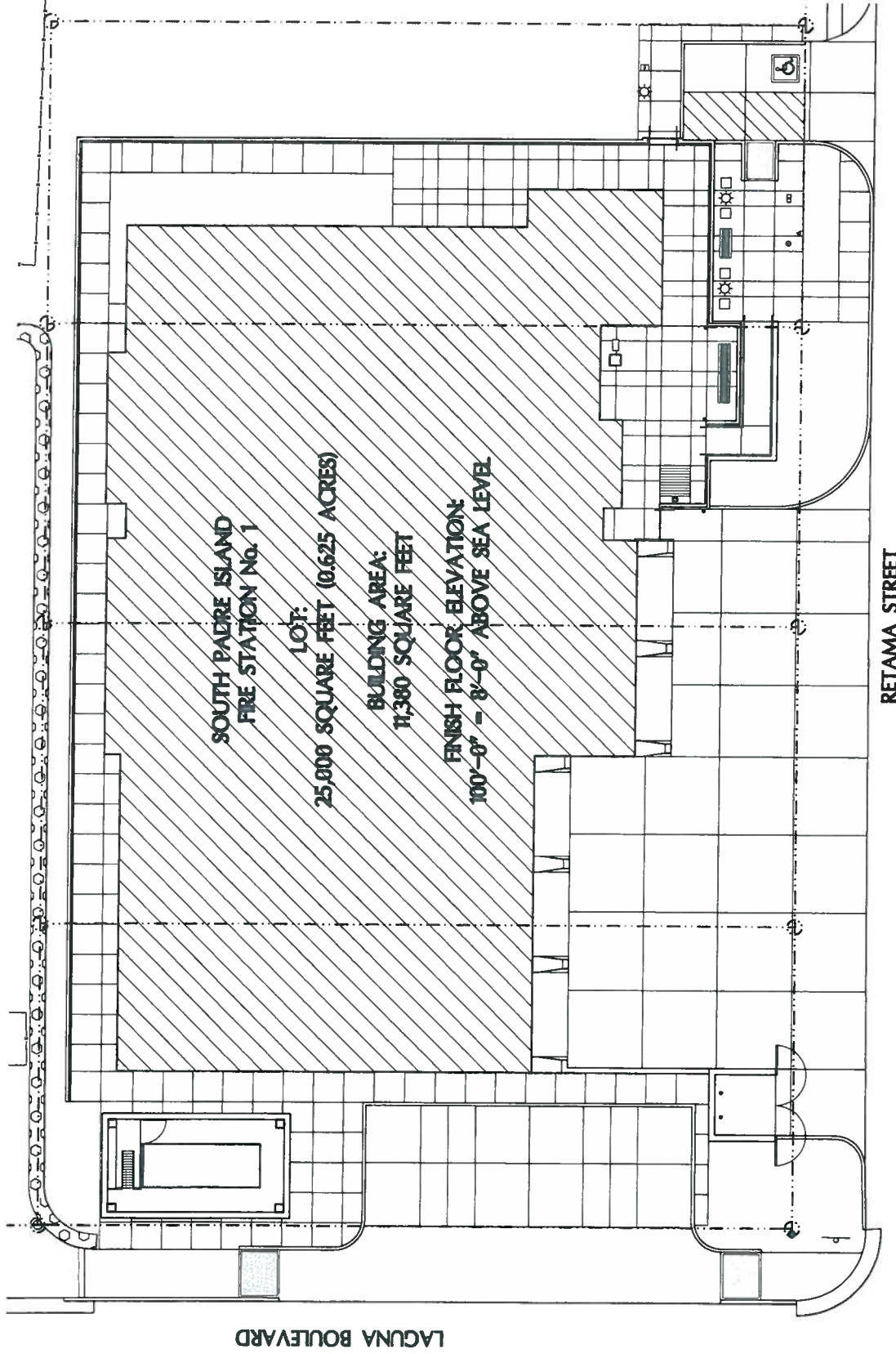
# SOUTH PADRE ISLAND FIRE STATION NO. 1

• NOT A CONSTRUCTION DOCUMENT •

## FLOOR PLAN (3RD FLOOR)

1/16" = 1'-0"  
DECEMBER 15, 2010

BRW



NORTH

# SOUTH PADRE ISLAND FIRE STATION NO. 1

• NOT A CONSTRUCTION DOCUMENT •

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**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Rick Vasquez, Transit & Development and Jesse Arriaga, Transit Manager

**ITEM**

Discussion and action to:

- a. Accept TxDOT/FTA 2010 SGR Fleet Initiative grant for \$115,000 and authorizing the City Manage to enter grant agreements.
- b. Increase the WAVE budget \$115,000 and to add \$115,000 to 591-1007.
- c. Reaffirm approval to purchase one 2010 Ford E-450 bus up to \$70,000, utilize HGAC Buy program to purchase bus, approve purchase order and accept quote from National Bus Sales for \$67,761.00.
- d. Approve the purchase of one 2011 International bus in an amount up to \$180,000, authorize WAVE staff to purchase the bus through HGAC, approve purchase order and accept quote from National Bus Sales.

**ITEM BACKGROUND**

On May 19<sup>th</sup> 2010, the City Council authorized staff to purchase one Ford E-450 Bus for \$67,761, utilizing American Recovery and Reinvestment Act (ARRA) grant funds. The City Council authorized the WAVE staff to purchase the bus through the HGAC purchasing cooperative. On June 6<sup>th</sup> the WAVE's request for a purchase order in the amount of \$67,761 was issued to National Bus Sales and Leasing, with delivery expected by September 30, 2010. Unfortunately, due to a major fire at the bus manufacturing plant (Champion Bus) National Bus Sales and Leasing was unable to meet the September delivery date. WAVE staff requested an extension from TxDOT/FTA to spend the ARRA funds in a timely manner and the extension was approved and the revised delivery date was February 2011. Given the City Council approval to purchase the bus was granted in FY 09-10, we are requesting the City Council reaffirm your authorization to purchase this bus in FY 10-11.

On November 3, 2010, the WAVE staff requested the City Council increase the WAVE's budget \$275,716.00. Funding for the increase came from FTA, TxDOT and City of Port Isabel EDC. The City Council authorized WAVE staff to purchase two buses and to increase budget item 591-1007 by \$140,000.

The WAVE staff is requesting City Council authorization to use \$62,239.00 of the \$140,000 allocated to 591-1007 and combine the funds with the TxDOT/FTA 2010 SGR Fleet Initiative

7-1

grant for \$115,000, to purchase an \$180,000 shuttle bus. The bus will be similar to vehicle used for the Harlingen Airport –SPI shuttle, some upgrades possible. The bus will be used for a Padre Boulevard business circulator and will only serve Padre Boulevard. The bus will have upgraded seating, video, security cameras, air-suspension and low floor design. The WAVE’s goal is to create a branded retail circulator to promote the Padre Boulevard commercial corridor.

#### RECOMMENDATIONS/COMMENTS

Approve

#### BUDGET/FINANCIAL SUMMARY

The WAVE’s operation is currently funded with:

\$50,000 from the City of Port Isabel Economic Development Corporation

\$50,000 from the City of South Padre Island Convention and Visitors Bureau, (\$20,000 to WAVE operations and \$30,000 transferred to the General Fund to cover Indirect Cost, including accounting)

\$1.2 million TxDOT and Federal Transit Administration

**There are no General Fund dollars allocated to the WAVE operations, and/or for the proposed bus purchases.**

#### COMPREHENSIVE PLAN GOAL

- 4.I Increase ridership on the WAVE by residents and visitors.
- 4.J Expand public transportation options.
- 4.K Improve transit facilities

#### COUNCIL ACTION

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

7-2

## Attachment B

### TxDOT 2010 SGR Fleet Initiative Summary by Transit Agency

Rural Agency Name	Total Vehicle Quantity	FTA Requested Amount/Total Project Cost	Local match from TDC's*	New Column
				Estimated Funding Allocation at 33% of Request
Alamo Area Council of Governments	12	\$1,100,000	\$220,000	\$363,000
Aspermont Small Business Development Center	3	\$144,000	\$28,800	47,520
CARTS	31	\$3,200,000	\$640,000	1,056,000
Central Texas Rural Transit District	14	\$846,000	\$169,200	279,180
Colorado Valley Transit	4	\$405,000	\$81,000	133,650
Community Action Council of South Texas	4	\$280,000	\$56,000	92,400
Community Council of Southwest Texas	5	\$200,000	\$40,000	66,000
Community Services, INC	3	\$199,715	\$39,943	65,906
Concho Valley Transit District	5	\$200,000	\$40,000	66,000
East Texas Council of Governments	15	\$1,000,000	\$200,000	330,000
El Paso County	2	\$30,000	\$6,000	9,900
Fort Bend Rural Transit District	16	\$1,656,000	\$331,200	546,480
Golden Crescent Regional Planning Commission	10	\$532,000	\$106,400	175,560
Hill Country Transit District	7	\$437,000	\$87,400	144,210
Panhandle Transit	10	\$295,000	\$59,000	97,350
Rolling Plains Management Corp.	7	\$390,000	\$78,000	128,700
SPAN Inc.	6	\$390,000	\$78,000	128,700
SPCAA, SPARTAN Transportation	9	\$589,500	\$117,900	194,535
Texoma Area Paratransit System	32	\$1,750,000	\$350,000	577,500
The Transit System	3	\$216,000	\$43,200	71,280
Town of South Padre Island	2	\$350,000	\$70,000	115,500
Webb County Community Action Agency	7	\$820,000	\$164,000	270,600
West Texas Opportunities, Inc.	4	\$122,000	\$24,400	40,260
<b>Total</b>	<b>211</b>	<b>\$15,152,215</b>	<b>\$3,030,443</b>	<b>\$5,000,231</b>

\* TDC's - Transportation Development Credits

South Padre Island, TX 78597

**From:** Eric Gleason [<mailto:Eric.Gleason@txdot.gov>]

**Sent:** Tuesday, November 16, 2010 12:52 PM

**To:** Ben Herr; [blutz@aacog.com](mailto:blutz@aacog.com); [noelia\\_ruiz@cacst.org](mailto:noelia_ruiz@cacst.org); Sarah Hidalgo-Cook; J. R. Salazar; [SheltonP@co.fort-bend.tx.us](mailto:SheltonP@co.fort-bend.tx.us); Charlotte Clower; Sean Scott; Bob Geyer; John Hedrick; [lisac@gcrpc.org](mailto:lisac@gcrpc.org); Janet Everheart; [cvt@gotransit.org](mailto:cvt@gotransit.org); Gerald Payton; Dave Marsh; Linda Leuckel; Nicholas Gray; Brian Baker; [cwarlick@takethehop.com](mailto:cwarlick@takethehop.com); Brad Underwood; Jesse Arriaga; Robert Martinez; Dana Myers; [transit@windstream.net](mailto:transit@windstream.net); [sharplines@yahoo.com](mailto:sharplines@yahoo.com)

**Cc:** [heckler@myexcel.com](mailto:heckler@myexcel.com); Alfredo Gonzales; Alisha Wickens; Anne Polk; Anthony Cochran; Armida Sagaribay; Bobby Killebrew; Bolivar Bolanos; Carolyn Goodall; Cheryl Mazur; Darla Walton; David Merritt; Deanne Hamilton; Delma Childress; Donna Shea; Eric Gleason; Ginnie Mayle; Graciela Cantu; Greg Davis; Ivonne Garza; Kelly Kirkland; Laura Morales; Lynn Castle; Marty Allen; Paul Moon; Rebecca Black; Sonya Hudson; Stephen Ndimia; Susan Stockett; Tommie Fugate; Vanessa Owens; Wanda Carter-Dyer

**Subject:** State of Good Repair - Fleet Award

FTA still has not yet published notice of this award in the Federal Register. Even so, we are reluctant to further delay our discussions with you on how best to use these funds. As you may recall, TxDOT received about 1/3 (\$5 million) of its fleet-only project request (over \$15 million).

As a starting point for our conversations, we are asking each of you to revisit your original request of almost a year ago, assuming you have about a third of what you asked for dollar-wise (we will request Commission approval of TDC's for match so don't worry about local match). We have attached another copy of your original request to assist you in getting started on this. **Please send in your revised project descriptions to PTN fleet Planner, Paul Moon no later than Thursday, December 2, 2010.** Please include the type of vehicle, estimated cost per vehicle, and the total number of each type you are requesting. Please copy your Public Transportation Coordinator on what you send to Paul. We have added a column to the first table in the attachment, showing a proportional share estimate for each of you based on the award total. The second table has been revised for you to add your revised project description and requested amount.

Each of you will then be contacted by your PTC to review your request and verify need. Our grant application identified both replacement and expansion (upgrading capacity to meet growing demand) as addressing State of Good Repair program objectives. We are interested in identifying specific vehicles to be replaced as well as verifying funding support for an expansion of service if fleet are identified for that purpose.

Once we have completed this step we will communicate the results to everyone and identify whether or not we see any issues. For example, we have at least one agency, based on their original request, that would not receive enough to purchase a vehicle of any type. Other agencies may not receive enough to purchase the type of fleet originally requested. Finally, we don't expect the individual amounts to necessarily divide evenly into whole vehicles, so we will need to work with you to make adjustments as needed.

Thanks.

## **Rick Vasquez**

---

**From:** Dan Quandt [dan@sopadre.com]  
**Sent:** Tuesday, November 30, 2010 9:47 AM  
**To:** Rick Vasquez; Joni Clarke; Jesse Arriaga  
**Cc:** Leadership Team  
**Subject:** RE: State of Good Repair - Fleet Award

Great news! Congratulations!

**From:** Rick Vasquez [<mailto:RVasquez@SouthPadreTexas.gov>]  
**Sent:** Tuesday, November 30, 2010 9:41 AM  
**To:** Joni Clarke; Jesse Arriaga  
**Cc:** Leadership Team  
**Subject:** FW: State of Good Repair - Fleet Award

Great work Jesse! Joni, Jesse has secured an unanticipated \$115,000 (For this FY roughly 250K in unanticipated FTA funds) from the FTA to purchase or upgrade vehicles, our plan is to upgrade one of our FY 10-11 planned bus purchases to buy a bus similar to the bus that provides shuttle service between the Convention Center and Harlingen Airport. The upgraded bus will provide service on Padre Boulevard and become our retail limo shuttle (We'll come up with a fancy name and wrap for the bus to high light it's retail focus).

Again, great work Jesse! Please prepare the agenda items necessary to accept the grant, increase the WAVE's FY 10-11 budget, increase the WAVE's budget line item for capital expenditures, authorize the bus purchase and to keep the Finance Director happy.

Rick V

**From:** Jesse Arriaga  
**Sent:** Tuesday, November 30, 2010 9:13 AM  
**To:** Rick Vasquez  
**Subject:** FW: State of Good Repair - Fleet Award

Jesse Arriaga  
Transportation General Manager  
City of South Padre  
4601 Padre Blvd.

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** May 19, 2010

**NAME/DEPT.:** Jesse Arriaga, Transit General Manager

**ITEM**

Discussion and Action to accept Wave Federal Contracts and to Expend Funds to Purchase a Wave Bus.

**ITEM BACKGROUND**

- 1) Accept Federal grant RPT1014 contract # 21021F7220 for the amount of \$294,335
- 2) Accept Federal grant ED1006 contract # 51021F7292 for the amount of \$16,353.
- 3) Purchase one 2010 Ford E-450 bus for the amount of \$67,761. The bus will be purchase through American Recovery and Reinvestment Act (ARRA) funds. This Federal grant will cover 100% of the cost. There will be no local match required on this capital purchase.

**RECOMMENDATIONS/COMMENTS**

The WAVE will replace one of the older buses in the WAVE fleet; (1) 2005 model with 172,387 miles. The WAVE will be purchasing the bus through (H-GAC) Houston Galveston Area Council program, therefore no bids are necessary.

**BUDGET/FINANCIAL SUMMARY**

The RPT1014 grant contract in the amount of \$294, 335.00 is an annual federal allocation to the WAVE from the Federal Transit Administration. 192,947

The ED1006 grant contract in the amount of \$16,353.00 is a one-time grant to the WAVE to purchase surveillance cameras for existing WAVE buses. 31,647

The above amounts represent partial grant funding, we anticipate additional funding under the same grants. We received federal funding commitments for \$192,947.00 for RPT1014 and \$31,647.00 for ED 1006.

18-1

7-6

The funds to purchase the bus were included in the approved City's FY 2009-2010 Transportation Budget, Motor Vehicles.

**COMPREHENSIVE PLAN GOAL**

Chapter 4. Mobility Plan

Goal 4.I Increase ridership on the WAVE both residents & visitors.

Goal 4.K Improve Transit Facilities

**COUNCIL ACTION**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

18-2

7-1

**H-GAC Cooperative Purchasing Program**  
*"A Government-to-Government Procurement Service Available Nationwide"*

**FREQUENTLY ASKED QUESTIONS**

**Q: What is H-GAC?**

*A: The Houston-Galveston Area Council (H-GAC) is a regional council of governments and a political subdivision of the State of Texas. H-GAC conducts its affairs under the laws of Texas and is governed by a 35-member board comprised of elected officials from the 13-county H-GAC region. The Board awards all contracts in public meetings, traditionally the third Tuesday of each month. Through these contracts local governments nationwide are permitted to purchase through the H-GAC Cooperative Purchasing Program.*

**Q: What are some differences between H-GAC's Program and others?**

*A-1: H-GAC has offered Cooperative Purchasing since 1973. The Program specializes in high ticket, capital-intensive products and services that require technical, detailed specifications and extensive professional skills to evaluate bid and proposal responses. H-GAC does not "piggy-back" contracts originating with other entities.*

*A-2: No membership dues are required to participate in the H-GAC Cooperative Purchasing Program.*

*A-3: Internal and external audits are conducted annually and reported to the H-GAC Board.*

*A-4: The competitive process has been fulfilled in all H-GAC contract awards. "Competitive bids" are prescribed unless a product is specifically determined to be "high tech."*

*A-5: Contractor accountability is an important requirement of the Program. H-GAC requires Performance Bonds and Insurance Certificates from its contractors.*

**Q: What defines requirements for "Competitive Bids" and "Competitive Proposals"?**

*A: Chapters 252 and 262 of the Texas Local Government Code specify the criteria governing city and county procurement methods in soliciting responses from suppliers. Specifically, "competitive proposals" are limited to procurement of equipment, goods and services that are highly technical in nature (i.e. data processing, telecommunications, electronics, and technical services related to those items). "Competitive bids" are prescribed for all other products such as vehicles, heavy equipment, and other products not considered "high tech."*

**Q: How does the H-GAC Program work?**

*A: Your entity executes an "Interlocal Contract" with H-GAC. The document sets out the conditions, requirements, and processes through which your purchase orders are received, confirmed and processed. You send your purchase orders directly to an H-GAC supplier with a duplicate to H-GAC for confirmation. The supplier processes your orders, delivers the products and invoices you for payment.*

**Q: Is my entity eligible to purchase through the H-GAC Program?**

*A: The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and non-profit corporations providing one or more government functions and services in Texas—and in other states. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities.*

**Q: How do I purchase without going through my own bid process?**

*A: When you purchase through H-GAC, your "Interlocal Contract" connects you with H-GAC's duties and responsibilities on your behalf. H-GAC (1) conducts research and pre-bid/pre-proposal conferences, (2) prepares specifications, (3) advertises, (4) solicits and evaluates supplier responses, and (5) awards contracts that are listed on the web site: [HGACBuy.com](http://HGACBuy.com).*

**Q: Does H-GAC offer other services?**

*A: Professional staff support is available to confer with you concerning specific products in addition to supplier representatives in various product categories. You may contact H-GAC by referencing the directory listed on the web site: [HGACBuy.com](http://HGACBuy.com). The toll free number is 1-800-926-0234.*

**Q: Where can I find a list of the products and services available?**

*A: The Program web site [HGACBuy.com](http://HGACBuy.com) has a complete listing of products and services available with base prices, descriptions, and supplier contacts. (If you do not already have a password, follow the link provided to receive one.)*

**Q: What are the benefits of the H-GAC Program?**

*A-1: Volume Purchasing*

*A-2: Volume Discounts*


*A-3: On-duty staff of qualified purchasing professionals ready to assist you*

*A-4: Technical specifications that can eliminate the need to hire consultants*

*A-5: Elimination of advertising, printing, and delivery costs*

*A-6: Expedited procurement process without lengthy delays*

---

 <b>CONTRACT PRICING WORKSHEET</b> For MOTOR VEHICLES Only		Contract No:	BT01-09	Date Prepared:	5/11/2010
This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents <b>MUST</b> be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.					
Buying Agency:	Town of South Padre		Contractor:	NATIONAL BUS SALES	
Contact Person:		Prepared By:	Ryan Frost		
Phone:		Phone:	817-636-2365		
Fax:		Fax:	817-636-2947		
Email:		Email:	rfrost@nationalbussales.com		
Product Code:	CCC	Description:	Challenger CH-230 16 Passenger w/2-Wheelchair		
A. Product Item Base Unit Price Per Contractor's H-GAC Contract:				\$ 57,719.80	
B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable. (Not: Published Options are options which were submitted and priced in Contractor's bid.)					
Qty	Code	Description	Cost	Total	
6	94006	Mid Hi Featherweight Rigid w/T Leg Double	\$ 209.44	\$ 1,256.64	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
			Subtotal From Additional Sheet(s):		
			Subtotal B:		\$ 1,256.64
C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary. (Not: Unpublished options are items which were not submitted and priced in Contractor's bid.)					
Qty	Code	Description	Cost	Total	
1		Chassis Options	\$ 2,819.00	\$ 2,819.00	
1		Audio/Video Options	\$ 420.00	\$ 420.00	
1		Flooring Options	\$ 275.00	\$ 275.00	
1		Climate Control Options	\$ 195.00	\$ 195.00	
1		Body Options	\$ 7,330.00	\$ 7,330.00	
1		Paratransit Options	\$ 195.00	\$ 195.00	
1		Safety Options	\$ 920.00	\$ 920.00	
1		Interior Options	\$ 1,000.00	\$ 1,000.00	
1		Seating Options	\$ 1,830.56	\$ 1,830.56	
				\$ -	
				\$ -	
				\$ -	
			Subtotal From Additional Sheet(s):		\$ -
			Subtotal C:		\$ 14,984.56
Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).			For this transaction the percentage is:		25%
D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)					
Quantity Ordered:	1	X Subtotal of A + B + C:	\$ 73,961.00	=	Subtotal D: \$ 73,961.00
E. H-GAC Order Processing Charge (Amount Per Current Policy)					Subtotal E: \$ 600.00
F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation					
Qty	Code	Description	Cost	Total	
1		GPC and Mobility	-6800	\$ (6,800.00)	
				\$ -	
			Subtotal F:		\$ (6,800.00)
Delivery Date:				G. Total Purchase Price (D+E+F): \$ 67,761.00	

b019110		
Ordered	Item	Description
1.00	CH250FP	CH250RL,190"WB X 6.8G,SOUT
1.00	FP9	158"X 6.8L FORD E-450 V10
1.00	CHALLENGER STAN	STANDARD FEATURES
6.00	55219	BODY LENGTH ADDITIONAL PER
1.00	14047	EXHAUST,STREET SIDE
1.00	10014	SPARE TIRE/WHEEL 16.0 SHIP
1.00	10047	SUSPENSION,MOR/RIDE REAR E
1.00	23235	BATTERY,BOX W/KWIKEE TRAY
1.00	23268	LIGHTS,LED ALL EXTERIOR SO
1.00	22833	MASTER DISCONNECT SWITCH
1.00	23318	MIC,HANDHELD PANASONIC
1.00	21830	RADIO,AM/FM CD PLAYER W/4
1.00	22998	RADIO,TWO WAY PREP
25.00	30039	FLOOR FULL RUBBER GRAY (RS
1.00	30008	YELLOW STANDEE LINE
1.00	33117	YELLOW STEP EDGE NOSINGS
1.00	33239	PLYWOOD,3/4 MARINE GRADE F
1.00	30332	UNDERCOAT CAB
1.00	45008	67,000 BTU MAX A/C (FORD 6
1.00	40808	HEATER, 35,000 BTU PROAIR
1.00	54040	DOOR,REAR 37-1/8 X 56 W/2
1.00	52956	WINDOWS BOTH SIDES OF REAR
1.00	50214	SIGNS,DESTINATION TWIN VIS
1.00	51604	PAINT CUSTOM (CALL FOR Q
25.00	50212	PANELS GELCOAT 3.5 MM EXT.
1.00	65516	LIFT PACKAGE RICON S5510 4
2.00	62006	TIEDOWN,Q-STRAINT W/L NON
1.00	70208	BACKUP ALARM (SMALL)
1.00	74004	ESCAPE HATCH NON-STATIC 19
1.00	72814	EXIT BUZZER /LIGHT IN-DASH
2.00	72816	EXIT SWITCH (PER EXIT) NO
1.00	70603	EXTINGUISHER FIRE 5 POUND
1.00	72827	FLARE KIT - REFLECTOR
1.00	73036	KIT,FIRST AID - 24 UNIT
1.00	73089	MIRROR,HTD/RMT FENDER MTD
1.00	70613	SEAT BELT WEB CUTTER
1.00	73040	STANCHION,W/MODESTY/DRIVER
1.00	86000	PASSENGER,PULL CORD CLEAR
1.00	80036	INTERIOR AD CARD HOLDER J-
1.00	86005	SIGNAL,PASSENGER STOP REQE
1.00	80917	DECALS INTERIOR/ EXTERIOR
6.00	94006	MID HI FEATHERWEIGHT RIGID
1.00	90066	SEAT, FREEDMAN - HANDIFLIP
1.00	90020	SEAT, FREEDMAN - HANDIFLIP
15.00	90038	LEVEL 1 FABRIC UPGRADE (PE
1.00	90082	SEAT,DRIVER - RECARO LXF
3.00	94013	60" STD SEAT BELTS
12.00	94015	SEAT BELT,RETRACTABLE 2PT
15	90037	FREEDMAN ABS BACK PROTECTO
6.00	95015	SEAT,FREEDMAN-AV GRAB MOLD
1.00	MANUALS	MANUALS,MISC

1.00	71826	GRAB RAILS, CEILING
1.00	10010	ALL VEHICLES KEYED ALIKE
1.00	84045	RACK, LUGGAGE 58 X 24 X 58



# PURCHASE ORDER

Town of South Padre Island, Texas

PURCHASE ORDER # 051205

6/02/2010

## SHIP TO:

TOWN OF SOUTH PADRE ISLAND  
4601 PADRE BLVD  
SO. PADRE ISLAND, TX 78597

## ISSUED TO:

VEND #: 01-014046 REQ #046125  
NATIONAL BUS SALES & LEAS  
P.O. BOX 6549  
MARIETTA, GA 30065-0549

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	1 2010 TYPE III FORD E45	30 -591-1007		
	1 2010 TYPE III FORD E450 BUS		0.00	67,761.00
		MOTOR VEHICLES		

\*\*\* TOTAL \*\*\*

67,761.00

ORDERED BY : JESSE ARRIAGA

APPROVED BY:



7-14

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## Champion Bus plant burns

### Company plans to rebuild following Sunday night inferno

BY PHIL FOLEY



The north plant at Champion Bus in Imlay Township burned Sunday night, lighting up the sky with an orange glow visible for miles around. The massive fire included numerous interior explosions heard from nearly a mile away and attracted many onlookers along Graham Road.

**IMLAY TWP.** — A fire Sunday that destroyed half the manufacturing capacity of the Champion Bus complex on Graham Road has left some 300 employees wondering what the future holds.

Andrew Imanse, president of Thor Bus, Champion's parent company, was due to fly in from Orange County, Calif., Tuesday morning to assess the situation. "We're trying to get things

back order as quickly as we can," he said.

Imanse, who had just been to the plant and another one in Indiana a little more than a week earlier, said the Imlay Township facility has worked out of one plant in the past when sales were slow. He said it's possible the facility could be back in near full production in 10 to 15 days by running two shifts.

Imlay City Fire Chief Kip Reaves said as he stood outside Champions' 100,000-square-foot building Sunday night, "I saw jobs going up in smoke."

Imlay City Fire Captain Andrew Kustowski was headed to his home to eastern Imlay Township when he noticed a glow in the at 7:40 p.m. That began a 17-hour ordeal for fire fighters from 10 departments in three counties.

Assistant Fire Chief Rick Horton said the fire fighters used more than 1 million gallons of water brought to the site one truck at a time from a pond off Graham Rd and water hydrants in Imlay City. Horton said the plant, built in the 1970s had no sprinkler system or water tower.



Between the time of the fire on Sunday until knocking down hotspots on Monday, 10 fire departments from Lapeer, Sanilac and St. Clair counties were called to assist in extinguishing the blaze.

Photo by NANCY ANGELLOTTI

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Tanker trucks shuttled water Sunday night from this fire hydrant just south of the intersection of Van Dyke (M-53) and Imlay City Road to the Champion Bus plant fire several miles away to the east on Graham Road in Imlay Township.

Photo by MIKE ARNHOLT

It did, however, have large amounts of propane, acetylene, plywood, rubber matting, tires and other combustible materials. Horton said there also were 30 bus chassis in various stages of completion inside the plant.

Imlay City fire fighters were battling the blaze within 10 minutes of the calls from Kustowski and employees inside a second building on the Champion site. Reaves said the building was about 25 percent involved and there was heavy smoke when the first units arrived. Fire

fighters from Imlay City, Almont Township and Mussey Township (Capac) were among the first to arrive.

Reaves said they were confronted with about a dozen explosions from inside the building as they began their attack. Horton said many of his fire fighters and others from nearby departments work at the plant. He said his department and others from nearby communities have toured the plant, so they are familiar with the dangers within its walls.

Horton said the blaze was "the biggest I've seen" in his three decades as a fire fighter. It was likely bigger in scope than a fire in 1992 when fire fighters from eight departments battled a blaze at the corner of South Main and St. Clair streets in Almont that destroyed three turn-of-the-century buildings and caused \$500,000 damage.

"It is too early to guess at a cause and the dollar damage," said Reaves, "Due to the high value of damage, a Michigan State Police Fire Investigator has been called in." At least one Flint television station pegged damages at \$15 million.

Imanse said that while there was no highly specialized equipment inside the plant, it will take some time to discover if jigs and fixtures used in the bus manufacturing plant can be salvaged or will have to be replaced. The complex's north building, though, is gone.

In a release from Thor Industries' Jackson Center headquarters, company officials vowed to "rebuild as quickly as possible and maintain as much of the work force as possible."

Imanse said that while it's too soon for details some employees will work out of the second building on site and a possible building off site on a temporary basis. Before the fire, the Imlay Township plant was capable of producing up to 1,200 buses a year.

Some employees report that work has already resumed at the south plant, spared from the blaze, where 19 buses that were part way through the assembly process. Those buses will be completed and shipped to waiting customers soon.

Reaves said there were no homes nearby to evacuate and the second 100,000-square-foot building on Champion's 73-acre site

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7-16



was far enough away from the burning building that it was in no danger of catching fire.

Despite the danger posed by exploding gas cylinders, Reaves said the only injury during the entire operation was a back strain suffered by one of his fire fighters. He said the man was taken to an area hospital, where he was treated and released.

Shortly after the first fire fighters arrived, water tankers from Goodland, Attica and Berlin townships were called in.

Horton said about 45 minutes into the fire, the building began to collapse. As the fire dragged on, tankers and manpower from Arcadia Township, Brown City, Dryden and Lapeer fire departments were called in.

He said explosions and dropping temperatures made fighting the fire especially challenging. "With the dropping temperatures, equipment began to break down, freeze up or fail" said Reaves,

Fire fighters, hoses, nozzles and hydrants became iced up, as did couple of fire trucks."

A Lapeer County Road Commission crew was sent in to keep the road and driveways salted down and plowed. Two private contractors also were called in with excavators to remove steel beams and structural steel, allowing fire fighters to get at hot spots.

While the last of the fire departments left the scene about noon Monday, some 17 hours after Kustowski first saw a glow in the sky, there was still several hours of clean-up and Horton didn't get home until 1 p.m. He took a short nap before heading back to the fire hall for a debriefing.

Reaves said he's deeply grateful for the help from fire fighters from surrounding communities as well as the Lapeer County Sheriffs Dept., Almont Police Dept. and Lapeer County EMS.

Champion Bus owner Thor Bus is part of Jackson Center, Ohio-based Thor Industries, which in addition to manufacturing mid-sized commercial buses is the nation's largest manufacturer of recreational vehicles. Last year the company, which employs more than 7,000 people in the U.S. and Canada, posted sales in excess of \$1.5 billion.

In addition to Champion Bus in Imlay Township, Thor Bus has plants in Indiana, Kansas and California. Imanse said the company will rebuild on the Imlay Township site and has no plans to move any of its work there to other plants.

With the RV industry hit hard by high gas prices and a soft economy, bus manufacturing has been a bright spot in Thor's portfolio. Imanse said the 25- to 35- passenger busses built in Imlay City are the type of vehicle that a lot of communities are using federal stimulus money to purchase. He added that the company's smaller buses are used by everything from airports to nursing homes.

SUBRECIPIENT: South Padre Island, Town of  
STATE/LOCAL PUBLIC TRANSPORTATION (SECTION 5310) GRANT AGREEMENT – FEDERAL  
PROJECT GRANT AGREEMENT #: ED 0907 (21)  
CONTRACT #: 51921F7242  
MASTER GRANT AGREEMENT # 517XXF7033  
FTA GRANT ID #: TX-16-X004-01  
CFDA #: 20.513

**STATE/LOCAL PUBLIC TRANSPORTATION GRANT AGREEMENT  
AMENDMENT # 3**

**THIS AMENDMENT IS MADE BY AND BETWEEN** the State of Texas, acting through the Texas Department of Transportation, hereinafter called the "State", and South Padre Island, Town of hereinafter called the "Subrecipient".

**WITNESSETH**

**WHEREAS**, the State and the Subrecipient executed a contract on April 27, 2009 to effectuate their agreement to provide for the expenditure of funds pursuant to the provisions of 49 U.S.C., § 5310, for a transportation project to provide mass transportation service planned, designed, and carried out to meet the special needs of elderly individuals and individuals with disabilities; and,

**WHEREAS**, it has become necessary to amend that grant agreement;

**NOW THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, the State and the Subrecipient do agree as follows:

**AGREEMENT**

**Article 1. Description of Amended Items**


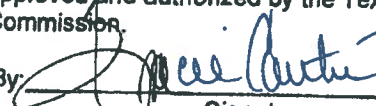
The amendment extends the contract from October 31, 2010 to January 31, 2011.

All other provisions of the original grant agreement are unchanged and remain in full force and effect.

**Article 2. Signatory Warranty**

The signatories to this amendment warrant that each has the authority to enter into this agreement on behalf of the organization they represent.

**IN WITNESS WHEREOF, THE STATE AND THE SUBRECIPIENT** have executed duplicate counterparts to effectuate this agreement.

<p>South Padre Island, Town of</p> <p>By: <u></u> Signature</p> <p><u>Joni Clarke</u> Printed Name</p> <p><u>City Manager</u> Title</p> <p><u>11/2/10</u> Date</p>	<p><b>THE STATE OF TEXAS</b></p> <p>Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.</p> <p>By: <u></u> Signature</p> <p><u>Gracie Cantu</u> Printed Name</p> <p><u>Public Transportation Coordinator</u> Title</p> <p><u>November 4, 2010</u> Date</p>
---	---

7-18

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** November 3, 2010

**NAME/DEPT.:** Rick Vasquez, Transit & Development Director  
Jesse Arriaga, General Manager of Public Transportation

**ITEM**

Discussion and Action to:

- 1) Accept Port Isabel Economic Development Corporation grant in the amount of \$50,000, accept the terms and conditions, and to authorize the Mayor to execute the Agreement.
- 2) To increase the WAVE budget as follows:
  - a) Increase WAVE budget \$275,716.00:
    - 1) 591-1007 Buses (2) \$140,000.00
    - 2) 591-0030 Labor \$80,000.00
    - 3) 591-0104 Fuel \$20,000.00
    - 4) 591-0150 Minor Tools and Equipment \$10,000.00
    - 5) 591-0533 Marketing \$10,000.00
    - 6) 591-0420 Motor Vehicles \$13,716.00
    - 7) 591-0130 Wearing Apparel \$ 2,000.00

This represents an unanticipated increase in federal transit funds in the amount of \$188,512.00

This represents an unanticipated increase in state transit funds in the amount of \$57,204.00

This represent an increase in Port Isabel EDC WAVE support of \$30,000.00.

Port Isabel EDC support:

FY 10-11	FY 09-10	FY 08-09
50,000	\$20,000	\$10,000.00

10-1 7-19

**ITEM BACKGROUND**

Funds from this grant will be used in Operations of the Wave. The Agreement between the Wave and the Port Isabel EDC will extend service to Laguna Heights neighborhood and will add transit stops at Beacon Bay Subdivision, Boys and Girls Club, Washington Park.

Additional funds will be used to reduce headway (pick-up) on Padre Boulevard and to add one stop in the Entertainment District.

**RECOMMENDATIONS/COMMENTS**

Approve Agreement and budget amendments

**BUDGET/FINANCIAL SUMMARY**

Funding for this agenda item includes Port Isabel EDC, Federal Transit Administration and TxDOT Transit funds.

**COMPREHENSIVE PLAN GOAL**

Chapter 4. Mobility Plan

Goal 4.I Increase ridership on the WAVE both residents & visitors.

**COUNCIL ACTION**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

10-2 7-20



June 29, 2010

Mr. Peter Rogoff  
FTA Administrator  
1200 New Jersey Avenue SE, 4th Floor  
Washington, DC 20590

Dear Administrator Rogoff:

On behalf of the 38 Rural Transit Districts in Texas, TxDOT is submitting three project applications to the Federal Transit Administration for State of Good Repair program funding. These projects replace and upgrade fleet, facilities, and equipment critical to the long term viability of rural public transportation programs in Texas.

Texas is a growing state. Projections of 2010 Census results indicate a 17 percent increase in population for the rural areas of the state – over one million additional people. Coordination plans, developed in each of the state's 24 planning regions, highlight the need for replacing unreliable and out-dated fleet, facilities and equipment if Texas is to successfully meet the mobility challenges of growth and changing demographics. Achieving a state of good repair requires retooling and replacing aging and obsolete infrastructure, investing in new technologies to maximize service efficiency and effectiveness, and expanding capacity to meet the demands of the future. Our three applications address these goals.

**Replacement of Aging Buses and Transit Vehicles:** Procure 211 new vehicles replacing those averaging almost double their useful life standard based on mileage, and upgrading capacity to meet demand in growing areas of the state. Request: \$15,152,215.

**Providing Safe and Accessible Transit Facilities:** Replace or upgrade 32 facilities in 19 rural transit districts around the state, replacing worn-out, environmentally obsolete, or otherwise inadequate operating and passenger facilities. Request: \$13,965,618.

**Improving Service and Performance with Equipment and Resources:** Provide state of the art information technology resources and support equipment to improve service efficiency and effectiveness, and enhance service quality and customer satisfaction in 30 rural transit districts. Request: \$4,779,366.

TxDOT has a strong, collaborative relationship with rural transit providers in Texas. As evidence of this, working with all 38 rural program providers, the state obligated

Mr. Peter Rogoff,  
FTA Administrator

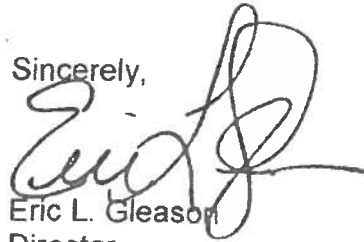
- 2 -

June 29, 2010

100 percent of its rural program American Recovery and Reinvestment Act funding a full six months in advance of program requirements. Furthermore, TxDOT has a documented history of effective program stewardship, reinforced recently with a successful State Management Review. That same combination of collaborative decision making and strong, effective program management will ensure successful implementation of projects included in this request for funding.

If you have any questions, please do not hesitate to contact me at (512) 374-5233 or if your staff has any questions, they may contact Andrea Lofye in our Government and Public Affairs Division at (512) 475-1409.

Sincerely,



Eric L. Gleason  
Director  
Public Transportation Division

cc: Robert Patrick, Regional Administrator, FTA Region VI  
Jeff Heckler, Executive Director, Texas Transit Association  
Andrea Lofye, Government and Public Affairs Division, TxDOT

7-22

## Rick Vasquez

---

**From:** Jesse Arriaga  
**Sent:** Thursday, July 01, 2010 4:00 PM  
**To:** Rick Vasquez  
**Subject:** FW: State of Good Repair Application  
**Attachments:** FTA Administrator Peter Rogoff Ltr\_1.pdf

*Jesse Arriaga*  
Transportation General Manager  
City of South Padre  
4601 Padre Blvd.  
South Padre Island, TX 78597

**From:** Eric Gleason [<mailto:EGLEASO@dot.state.tx.us>]  
**Sent:** Wednesday, June 30, 2010 2:27 PM  
**To:** Ben Herr; [blutz@aacog.com](mailto:blutz@aacog.com); [lwoods@atcog.org](mailto:lwoods@atcog.org); [alex.rodriquez@bizstx.rr.com](mailto:alex.rodriquez@bizstx.rr.com); [anna.simo@bizstx.rr.com](mailto:anna.simo@bizstx.rr.com); [kristine@btd.org](mailto:kristine@btd.org); [noelia\\_ruiz@cacst.org](mailto:noelia_ruiz@cacst.org); Ronald Rep Pledger; Sarah Hidalgo-Cook; J. R. Salazar; John Burns; Cleburne, City of; [SheltonP@co.fort-bend.tx.us](mailto:SheltonP@co.fort-bend.tx.us); Charlotte Clower; Sean Scott; Bob Geyer; John Hedrick; [jamesh@gcmhmr.com](mailto:jamesh@gcmhmr.com); Rick Elizando; [lisac@gcrpc.org](mailto:lisac@gcrpc.org); Janet Everheart; [gary.rushing@hot.cog.tx.us](mailto:gary.rushing@hot.cog.tx.us); [volier@intertex.net](mailto:volier@intertex.net); Manuel Flores; Gerald Payton; Reta Brooks; Gloria Ramos; Dave Marsh; [dcaldwell@scrpt.org](mailto:dcaldwell@scrpt.org); Bob Dickinson; D'Juana Davillier; Linda Leuckel; Nicholas Gray; Brian Baker; [cwarlick@takethehop.com](mailto:cwarlick@takethehop.com); Brad Underwood; Omega Hawkins; Jesse Arriaga; Robert Martinez; Dana Myers; [transit@windstream.net](mailto:transit@windstream.net); David Garcia; Kim Lowack; Margie DelBosque; [sharplines@yahoo.com](mailto:sharplines@yahoo.com)  
**Cc:** John McBeth; [joe@cityandruralrides.com](mailto:joe@cityandruralrides.com); Anthony Cochran; Alfredo Gonzales; Anne Polk; Armida Sagaribay; Arlene Waldon; Alisha Wickens; Bolivar Bolanos; Bobby Killebrew; Carolyn Goodall; Cheryl Mazur; Delma Childress; Deanne Hamilton; David Merritt; Donna Shea; Darla Walton; Eric Gleason; Graciela Cantu; Greg Davis; Ginnie Mayle; Gloria Smith; Ivonne Garza; Kelly Kirkland; Lynn Castle; Lucy Lapaglia; Marty Allen; Richard Neill; Sonya Hudson; Stephen Ndima; Susan Stockett; Tommie Fugate; Tommy Robinson; Vanessa Owens; Wanda Carter-Dyer; Sandra Webb; Rodney Gomez; [heckler@myexcel.com](mailto:heckler@myexcel.com); Karen Faulkner  
**Subject:** State of Good Repair Application

Everyone:

TxDOT has submitted 3 project applications in response to FTA's State of Good Repair Initiative. Attached is a letter to Administrator Rogoff about those projects. Executive Director Amadeo Saenz is sending a similar letter to all members of Texas' Congressional Delegation.

As you recall, the source of these project applications was our effort around the first of the year to develop a list of ARRA type projects in the event of a second round of ARRA funding. While that never materialized, we did use that same list of projects as the basis for these applications. We heard from several of you with some minor adjustments; we have done our best to reflect these in the applications. We decided on 3 rather than one, anticipating something less than full funding for any or all of them and thinking that it would be easier to scale back any one of them if we weren't combining facilities with fleet and other capital equipment.

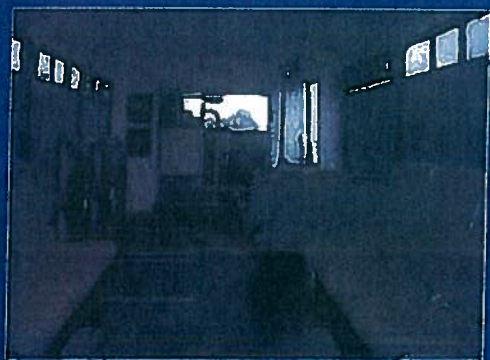
If you want to view the individual project applications you can go to:  
[http://www.txdot.gov/txdot\\_library/publications/public\\_transportation.htm#sgr](http://www.txdot.gov/txdot_library/publications/public_transportation.htm#sgr).

Thanks for all of your assistance in this. As I have said before, we expect this to be an extremely competitive process with only \$775 million available nation-wide. If you have questions on this, please contact Kelly Kirkland, Section Director for Planning and Technical Support.

Eric Gleason  
Director  
Public Transportation Division  
TxDOT  
512-374-5233

=====  
Stay informed on Hurricane Alex. Log on to  
<http://www.txdot.gov/travel/hurricane.htm> fan TxDOT on Facebook at  
<http://www.facebook.com/TxDOT> or follow on Twitter at  
<http://twitter.com/txdot> search #HurAlex.

# EZ-Trans



Spacious interior allows room to maneuver.

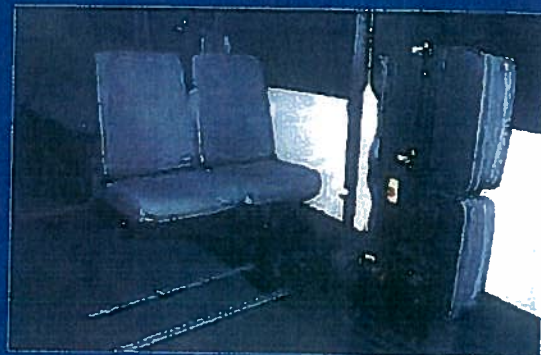


Viewing window for increased visibility.

## EZ-Trans™ Low Floor Bus

### Key Features & Benefits

- Innovative rear wheel drive platform.
- Available on the International 3200-IM (Integrated Mobility) Chassis for rugged service.
- Air suspension for a smooth ride.
- Full OEM chassis warranty includes low-floor conversion.
- Steelguard construction for superior durability.
- Kneeling feature for EZ access.



Rip seats add flexibility to floorplans.

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Economic Development Corporation

**ITEM**

Discussion and action to appoint a member to the Economic Development Corporation to fill the unexpired term of Darla Gilchrist.

**ITEM BACKGROUND**

**RECOMMENDATIONS/COMMENTS**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

48-1

SOUTH PADRE ISLAND ECONOMIC DEVELOPMENT CORPORATION					
2011 Board of Directors and Officers					
Position	Name and Address	Office/Cell	EMAIL	Fax	Term of Office
Director	VACANT (EDC)	VACANT			PENDING
	*EDC will choose on 12/21 and will bring to City Council on 01/05/11 for approval				
Director	Roy Bailey(CITY) 108 E. Dolphin St. SPI 78597	956-761-1004 956-746-9021	<a href="mailto:roybailey@juno.com">roybailey@juno.com</a>	956-761-1001	01/01/11-12/31/12
Director	Theresa Metty(CITY) P. O. Box 3590 SPI 78597	956-572-4038	<a href="mailto:theresa.metty@yahoo.com">theresa.metty@yahoo.com</a>	956-772-1254	01/01/11-12/31/12
Director	Scott Friedman(CITY) 121B E. Parade SPI 78597	956-778-0157	<a href="mailto:spicorvette@aol.com">spicorvette@aol.com</a>		01/01/10 -12/31/11
Director	Joanne Williams(EDC) 1300 Gulf Blvd., #1801 SPI, TX 78597	956-245-0033	<a href="mailto:joanne.williams12@yahoo.com">joanne.williams12@yahoo.com</a>	956-772-1113	PENDING
	*Chosen by the EDC 11/16/10-will be brought to City Council on 01/05/11 for approval				
Director	Darla Gilchrist(CITY)	VACANT			01/01/10-12/31/11
	RESIGNED				
	Mrs. Gilchrist was a City pick- the Council needs to fill her unexpired term				
Director	Roxanne Guenzel(CITY) 600 Padre Blvd. SPI 78597	956-761-4412 956-545-4379	<a href="mailto:roxanne@spichamber.com">roxanne@spichamber.com</a>	956-761-2739	01/01/11-12/31/12

8-2

Position	Name/Address	Office/Cell	email	Fax	Term
Exec. VP,	Darla Lapeyre	956-243-8416	<a href="mailto:spiedc@aol.com">spiedc@aol.com</a>	761-4523	
Secretary	6801 Padre Blvd. SPI 78597	956-453-8662			
Asst. Treas.	Larry Homan, SPI	761-3049	<a href="mailto:lhoman@townspi.com">lhoman@townspi.com</a>	761-3892	
	City Director of Finance	956-433-1015			
<b>SPI Birding and Nature Center</b>					
Manager	Tamie Bulow	956-243-8289	<a href="mailto:tbulow@spibirding.com">tbulow@spibirding.com</a>	761-4523	
	6801 Padre Blvd. SPI 78597				
<b>City of SPI Staff</b>					
City & EDC	Paul Cunningham	761-6476	<a href="mailto:lawofficepycc@sbcglobal.net">lawofficepycc@sbcglobal.net</a>	761-7812	
Attorney	P. O. Box 2729 SPI 78597				
City Manager	Joni Clarke	761-3822	<a href="mailto:jclarke@townspi.com">jclarke@townspi.com</a>	761-3888	
956-433-1272					

Revised 12-10

TEUC

SEP 28 2010  
TOWN OF SOUTH PADRE ISLAND  
CITY HALL

CANDIDATE APPLICATION FORM  
FOR COUNCIL-APPOINTED BOARDS, COMMITTEES &  
COMMISSIONS

Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

Board Preference 1: DEVELOPMENT STANDARDS REVIEW TASK FORCE

Board Preference 2: ECONOMIC DEVELOPMENT CORPORATION

Name: GEORGE P. LESIEUTRE

Home Address: P.O. Box 3891 - 116 E. POLARIS #201

City: SOUTH PADRE ISLAND Zip: 78597 SPI Resident: 12 years

Home Telephone: 956 453 3436 Home Fax: \_\_\_\_\_

Home E-Mail: 13 PIERRE@SBCGLOBAL.NET

Profession: FINANCE - INSURANCE

Business Name: RETIRED

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Business E-Mail: \_\_\_\_\_

Special Knowledge or Experience applicable to City or Board/Commission Function: 2 YR. BUSINESS

COLLEGES - 2 YRS ENGINEERING - ARM INSURANCE INSTITUTE, DIRECTOR OF CAPTIVE  
INS. CO - ASST. TO TREASURER CORPORATE, MFG. PLANT CONTROLLER - INV. BROKERS  
LICENSE 10 YEARS STATE OF ILLINOIS - PRESIDENT SEASCAPE CONDO OWNERS ASSOCIATION

Other Information (Civic Activities): VILLAGE OF STEAMWOOD, IL - VILLAGE TRUSTEE  
AND ECONOMIC DEVELOPMENT COMMITTEE, IL 46 CITIZENS ADVISORY COMMITTEE  
VICE CHAIRMAN AND OTHER COMM. PRESIDENT PTA, BSA COUNCIL COMM. - YOUTH TEACHING

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature

George P. Lesieutre

Date

9/28/2010

PLEASE RETURN COMPLETED APPLICATION TO THE CITY SECRETARY'S OFFICE, TOWN OF SOUTH PADRE ISLAND, 4601 PADRE BLVD., SOUTH PADRE ISLAND, TX 78597 OR FAX 956.761.3888.

8-4



Town of South Padre Island – Boards and Commissions Questionnaire  
4601 Padre Blvd.  
South Padre Island, TX 78597

Phone: 956.761.6456

Fax: 956.761.3888

### APPLICANT INFORMATION

Last Name: LESLIEUTAE First: George M.I.: P Date: 9/28/2010  
Street Address: 116 E. POLARIS Apartment/Unit #: 201  
City: South Padre Island State: TX Zip: 78597  
Phone: 956 453 3436 E-mail Address: 13 PEARRE@Sbcglobal.net  
Occupation (Place of Business): Retired Phone: NA

Are you a citizen of the United States? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒ If yes, please explain

Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony? Yes ☐ No ☒ If yes, please explain:

Do you have a current Driver's License? Yes ☒ No ☐

Have you been a resident of the Town of South Padre Island for at least six (6) months prior to the date of application? Yes ☐ No ☒

If qualified, are you a registered South Padre Island voter? Yes ☒ No ☐

Are you an adversary party to pending litigation against the Town of South Padre Island? Have you ever been an adversary party to litigation against the Town of South Padre Island? Yes ☐ No ☒ If yes, please explain:

Are you an employee or a business associate of either an adversary party or a representative of an adversary party in any past or pending litigation against the Town of South Padre Island, other than an eminent domain proceeding? Yes ☐ No ☒ If yes, please explain:

Are you an employee or a business associate of either an adversary party or a representative of an adversary party that has a pecuniary interest in any past or pending litigation or claim against the Town of South Padre Island, other than an eminent domain proceeding? Yes ☐ No ☒ If yes, please explain:

Are you in arrears on any Town of South Padre Island taxes, water service charge or other obligations owed to the Town of South Padre Island? Yes ☐ No ☒ If yes, please explain:

**Provide All Information Requested: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR BOARD/COMMISSION OPPORTUNITIES.** Your complete application form will be maintained in our active files for six(6) months from the date of the application. I understand that should I not be appointed to the Town of South Padre Island board and commission, this application and any other records obtained, collected or otherwise prepared regarding this application shall be maintained in accordance with the Texas Public Information Act and the Town of South Padre island's document retention schedule.

8-5

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete. I understand that the information contained in this application may be considered, among other criteria, qualifications and/or information, by the City Council in its evaluation for the position being sought. I further understand that should I be appointed to any Town of South Padre Island commission, I serve at the pleasure of the Town Board of Aldermen and may be removed from said position at any time and for any reason or no reason at all, with or without notice. I also understand that should I be appointed to a Town of South Padre Island Board or Commission, I must be responsible for a creditable record of attendance and performance. If this application leads to my appointment to a position on a Town of South Padre Island Board or Commission, I understand that false or misleading information in my application may result in my removal from the position.

Signature

George P. LESIEUTRE

Date

9/28/2010

g-b

**CANDIDATE APPLICATION FORM  
FOR COUNCIL-APPOINTED BOARDS, COMMITTEES &  
COMMISSIONS**

Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

Board Preference 1: CONVENTION VISITOR AUTHORITY BOARD

Board Preference 2: ETC

Name: ROBERT M PATTERSON

Home Address: 4501 LAGUNA PO BOX 2040

City: SOUTH PADRE ISLAND 78597 SPI Resident: 16+ years

Home Telephone: 761 2380 Home Fax: 761 5003

Home E-Mail: bandb SPI E SBC GLOBAL NOT

Profession: SALES

Business Name: SPI BEACH CLUB

Business Address: 500 PADRE BLVD

City: SPI State: TX Zip: 78597

Business Telephone: 761 9200

Business E-Mail: bandb SPI E SBC GLOBAL NOT

Special Knowledge or Experience applicable to the Committee Function: ISLAND

BUSINESS OWNER 30+ YEARS - WORKER IN HOTEL /  
HOSPITALITY OVER 15 YRS

Other Information (Civic Activities): PAST CHAIR PORT ISABEL CHAMBER OF COMMERCE

10 YRS SPI CHAMBER, LEADERSHIP LAGUNA MADRID CLASS II

PAST CHAIR SPI CHAMBER EDUCATION FOUNDATION & COMMITTEE 10 YRS

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature

Date

PLEASE RETURN COMPLETED APPLICATION TO THE CITY SECRETARY'S OFFICE, CITY OF SOUTH PADRE ISLAND, 4601 PADRE BLVD., SOUTH PADRE ISLAND, TX 78597; EMAIL SHILL@SOUTHPADRETEXAS.GOV OR FAX 956/761-3888.

8-7



City of South Padre Island – Committees, Boards and Commissions  
Questionnaire  
4601 Padre Blvd.  
South Padre Island, TX 78597

Phone: 956/761-6456  
Fax: 956/761-3888

**DISCLAIMER**  
Last Name: PATTERSON First: ROBERT M.I.: M Date: 10/5/10  
Street Address: 4501 LAGUNA PO BOX 2042 Apartment/Unit #:  
City: SOUTH PADRE ISLAND State: TX Zip: 78597  
Phone: 761 2380 E-mail Address: bandbSPICS@GMAIL.COM  
Occupation (Place of Business): SALES SPIRITACH CLUB Phone: 761 9200

Are you a citizen of the United States? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒ If yes, please explain \_\_\_\_\_

Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

Do you have a current Driver's License? Yes ☒ No ☐

Have you been a resident of the City of South Padre Island for at least six (6) months prior to the date of application? Yes ☒ No ☐

If qualified, are you a registered South Padre Island voter? Yes ☒ No ☐

Are you an adversary party to pending litigation against the City of South Padre Island? Have you ever been an adversary party to litigation against the City of South Padre Island? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

Are you an employee or a business associate of either an adversary party or a representative of an adversary party in any past or pending litigation against the City of South Padre Island, other than an eminent domain proceeding? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

Are you an employee or a business associate of either an adversary party or a representative of an adversary party that has a pecuniary interest in any past or pending litigation or claim against the City of South Padre Island, other than an eminent domain proceeding? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

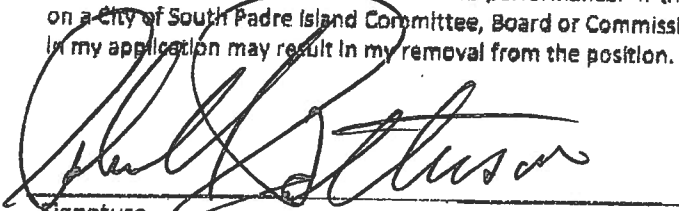
Are you in arrears on any City of South Padre Island taxes, water service charge or other obligations owed to the City of South Padre Island? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

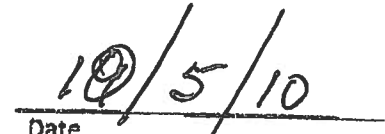
Provide All Information Requested: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR COMMITTEE, BOARD OR COMMISSION OPPORTUNITIES. Your complete application form will be maintained in our active files for six (6) months from the date of the application. I understand that should I not be appointed to the City of South Padre Island committee, board or commission, this application and any other records obtained, collected or otherwise prepared regarding this application shall be maintained in accordance with the Texas Public Information Act and the City of South Padre Island's document retention schedule.

88

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete. I understand that the information contained in this application may be considered, among other criteria, qualifications and/or information, by the City Council in its evaluation for the position being sought. I further understand that should I be appointed to any City of South Padre Island committee, board, or commission, I serve at the pleasure of the South Padre Island City Council and may be removed from said position at any time and for any reason or no reason at all, with or without notice. I also understand that should I be appointed to a City of South Padre Island Board or Commission, I must be responsible for a creditable record of attendance and performance. If this application leads to my appointment to a position on a City of South Padre Island Committee, Board or Commission, I understand that false or misleading information in my application may result in my removal from the position.

  
Signature

  
Date

8-9

**CANDIDATE APPLICATION FORM  
FOR COUNCIL-APPOINTED BOARDS, COMMITTEES &  
COMMISSIONS**

Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

Board Preference 1: SPI Convention & Visitors Authority Board  
Board Preference 2: Economic Development Corp.

Name: LYNNE TATE

Home Address: 2300 Padre #102  
mailing - 2200 Padre Blvd.

City: South Padre Island Zip: 78597 SPI Resident: 18 1/2 years

Home Telephone: 956-761-6580 Home Fax: 956-761-1805  
office

Home E-Mail: LYNNE@RGR.PR.COM

Profession: Real Estate Broker

Business Name: LYNNE TATE Real Estate

Business Address: 2200 Padre Blvd.

City: South Padre Island State: TX Zip: 78597

Business Telephone: 956-761-1400

Business E-Mail: LYNNE@LYNNE.TATE Real Estate.com

Special Knowledge or Experience applicable to City Committee Function:

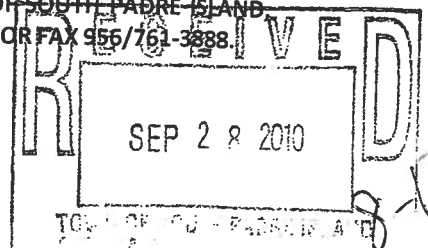
catering  
sales manager for Sheraton Hotel in  
Anchorage with the Convention center contract  
for sales, business development coordinator for city of Anchorage  
Other Information (Civic Activities): very involved and supportive  
of community services and organizations  
with financial support, attendance & volunteer  
time.

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

Lynne Tate  
Signature

9/28/10  
Date

PLEASE RETURN COMPLETED APPLICATION TO THE CITY SECRETARY'S OFFICE, CITY OF SOUTH PADRE ISLAND,  
4601 PADRE BLVD., SOUTH PADRE ISLAND, TX 78597; EMAIL SHILL@SOUTHPADRETEXAS.GOV OR FAX 956/761-3888.





City of South Padre Island – Committees, Boards and Commissions  
Questionnaire  
4601 Padre Blvd.  
South Padre Island, TX 78597

Phone: 956/761-6456

Fax: 956/761-3888

**APPLICANT INFORMATION**

Last Name: TATE First: LYNNE M.I.: B. Date: 9/28/10  
Street Address: 2200 Padre Blvd. Apartment/Unit #: \_\_\_\_\_  
City: South Padre Island State: TX Zip: 78597  
Phone: 956-761-1400 E-mail Address: lynne@lynne.tate.realestate.com  
Occupation (Place of Business): Real Estate BROKER Phone: 956-433-1508

Are you a citizen of the United States? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒ If yes, please explain \_\_\_\_\_

Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

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Have you been a resident of the City of South Padre Island for at least six (6) months prior to the date of application? Yes ☒ No ☐

If qualified, are you a registered South Padre Island voter? Yes ☒ No ☐

Are you an adversary party to pending litigation against the City of South Padre Island? Have you ever been an adversary party to litigation against the City of South Padre Island? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

Are you an employee or a business associate of either an adversary party or a representative of an adversary party in any past or pending litigation against the City of South Padre Island, other than an eminent domain proceeding? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

Are you an employee or a business associate of either an adversary party or a representative of an adversary party that has a pecuniary interest in any past or pending litigation or claim against the City of South Padre Island, other than an eminent domain proceeding? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

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Lynne Tate  
Signature

9/28/10  
Date

**CANDIDATE APPLICATION FORM  
FOR COUNCIL-APPOINTED BOARDS, COMMITTEES &  
COMMISSIONS**

Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

Board Preference 1: CVA

Board Preference 2: EDC

Name: Robert Weiss

Home Address: 4109 Padre Blvd

City: South Padre Is.

Zip: 78597 SPI Resident: 6 years

Home Telephone: 956 751-4097

Home Fax: 956-751-4097

Home E-Mail: ramada spi 2005@yahoo.com

Profession: motel owner/manager Limited Service

Business Name: Ramada Limited

Business Address: 4109 Padre Blvd

City: SP

State: TX

Zip: 78597

Business Telephone: 956-299-0005

Business E-Mail: TEXAS WEISS@gmail.com

Special Knowledge or Experience applicable to City Committee Function:

motel  
management limited service

Other Information (Civic Activities):

amateur radio AE5NR

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

Robert Weiss  
Signature

10/5/10  
Date

PLEASE RETURN COMPLETED APPLICATION TO THE CITY SECRETARY'S OFFICE, CITY OF SOUTH PADRE ISLAND, 4601 PADRE BLVD., SOUTH PADRE ISLAND, TX 78597; EMAIL SHILL@SOUTHPADRETEXAS.GOV OR FAX 956/761-3888.

8-13



City of South Padre Island – Committees, Boards and Commissions  
Questionnaire  
4601 Padre Blvd.  
South Padre Island, TX 78597

Phone: 956/761-6456

Fax: 956/761-3888

**APPLICANT INFORMATION**

Last Name: Weiss First: Robert M.I.: I Date: 10/5/10  
Street Address: 4109 Padre Blvd. Apartment/Unit #: \_\_\_\_\_  
City: SP State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: 956-761-4087 E-mail Address: RobertWeiss@ymail.com  
Occupation (Place of Business): \_\_\_\_\_ Phone: \_\_\_\_\_

Are you a citizen of the United States? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒ If yes, please explain \_\_\_\_\_

Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony? Yes ☐ If yes, please explain: \_\_\_\_\_  
No ☒

Do you have a current Driver's License? Yes ☒ No ☐

Have you been a resident of the City of South Padre Island for at least six (6) months prior to the date of application? Yes ☒ No ☐

If qualified, are you a registered South Padre Island voter? Yes ☒ No ☐

Are you an adversary party to pending litigation against the City of South Padre Island? Have you ever been an adversary part to litigation against the City of South Padre Island? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

Are you an employee or a business associate of either an adversary party or a representative of an adversary party in any past or pending litigation against the City of South Padre Island, other than an eminent domain proceeding? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

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Are you in arrears on any City of South Padre Island taxes, water service charge or other obligations owed to the City of South Padre Island? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

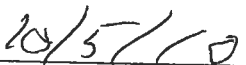
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8-14

**DISCLAIMER AND SIGNATURE**

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Signature

  
Date

**CANDIDATE APPLICATION FORM  
FOR COUNCIL-APPOINTED BOARDS, COMMITTEES &  
COMMISSIONS**

Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

Board Preference 1:

Board Preference 2:

Name:

Home Address:

City:

Home Telephone:

Home E-Mail:

Profession:

Business Name:

Business Address:

City:

Business Telephone:

Business E-Mail:

Special Knowledge or Experience applicable to the Committee Function:

*I am currently serving on the EDC, however completing a vacated term position and would like the opportunity to continue to serve.*

Other Information (Civic Activities):

*SPI Chamber member; Leadership Laguna Madre Class XIV; El Paso Member, Laguna Madre Boy's & Girls Club Board*

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature

Date

PLEASE RETURN COMPLETED APPLICATION TO THE CITY SECRETARY'S OFFICE, CITY OF SOUTH PADRE ISLAND, 4601 PADRE BLVD., SOUTH PADRE ISLAND, TX 78597; EMAIL SHILL@SOUTHPADRETXAS.GOV OR FAX 956/761-3888.



# City of South Padre Island – Committees, Boards and Commissions Questionnaire

4601 Padre Blvd.  
South Padre Island, TX 78597

Phone: 956/761-6456

Fax: 956/761-3888

## APPLICANT INFORMATION

Last Name: Williams First: Jeanne M.I.: C. Date: 10-19-10  
Street Address: 1300 GULF BLVD. Apartment/Unit #: 1801  
City: SP1 State: TX Zip: 78597  
Phone: (956) 433-7282 E-mail Address: jeanne.williams12@yahoo.com  
Occupation (Place of Business): SELF EMPLOYED Phone: \_\_\_\_\_

Are you a citizen of the United States? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒ If yes, please explain \_\_\_\_\_

Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

Do you have a current Driver's License? Yes ☒ No ☐

Have you been a resident of the City of South Padre Island for at least six (6) months prior to the date of application? Yes ☒ No ☐

If qualified, are you a registered South Padre Island voter? Yes ☒ No ☐

Are you an adversary party to pending litigation against the City of South Padre Island? Have you ever been an adversary part to litigation against the City of South Padre Island? Yes ☐ No ☒ If yes, please explain: \_\_\_\_\_

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Signature

10-19-10  
Date

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Quandt, CVB

**ITEM**

Discussion and action concerning City of South Padre Island media policy

**ITEM BACKGROUND**

The City has never had a formal media policy. This proposal would formally establish criteria for dealing with area media.

**RECOMMENDATIONS/COMMENTS**

Comments and suggestions are welcomed

**BUDGET/FINANCIAL SUMMARY**

Could be a potential impact if there are any staffing changes to accomplish the policy.

**COMPREHENSIVE PLAN GOAL**

Open government – communication with the public.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

## CITY OF SOUTH PADRE ISLAND

### MEDIA POLICY

#### I. Statement of Purpose

The purpose of the media policy is to provide guidelines for the City of South Padre Island to keep the media and the public fully, fairly and accurately informed of programs, services, events and issues in a timely and forthright manner.

Efficient and effective communication with the media is critical to the City of South Padre Island's ability to carry out our mission of open, transparent communication. Coordination, uniformity, accuracy and timeliness are the cornerstones of strong and productive media relations. Working with the media gives us our opportunity to share our message.

The media policy exists to support the mission of the City, as defined by the City Council, Comprehensive Plan, Home Rule Charter and most importantly, the citizens.

#### II. Goals of Media Policy

Effective media relations best serves South Padre Island through:

- Providing accountability to the public and transparency of government
- Ensuring that timely and accurate information is conveyed to the public regarding incidents or issues of a sensitive or controversial nature
- Establishing and maintaining an accurate public perception of the city
- Increasing the visibility of the City of South Padre Island on local, statewide and national levels
- Informing residents of city programs and services
- Increasing the visibility of the City of South Padre Island on local, statewide and national levels
- Promoting the city's achievements, activities and significant events.

#### III. Policy

Routine inquiries on topics specific to a project or department may be handled by the appropriate staff person within the department. **No one may talk to media unless they have been through formal media training.**

The Public Information Office serves as the primary spokesperson for the City of South Padre Island and conveys the official city position on media inquiries, issues of citywide significance and situations that are sensitive and controversial in nature. This office is also the gatekeeper to elected and appointed City officials. All non-routine media inquiries should go through this position. When appropriate, the inquiries will be given to the City Manager, department heads or the Mayor for response. In all cases, the City Manager and

the Public Information Office should be informed concerning all media inquiries, including routine inquiries.

The Public Information Office is divided into two main sections: tourism and non-tourism. All tourism inquiries, releases, etc. are coordinated by the designated spokesperson for the South Padre Island Convention and Visitors Bureau. All non-tourism inquiries, releases, etc. are coordinated by the designated spokesperson for City Hall. The spokespeople must be able to share official City information in a positive, pleasing way. One of the spokespeople should also be fluent in writing and speaking Spanish. Additionally, these positions need the education and experience to be able to respond professionally as well as assist all departments in responses specific to their area.

The Public Information Office promotes the City through press releases, social media and other avenues regarding special accomplishments, events, activities, programs and plans. All releases intended for external audiences should go through this office. Most releases should be proactive, relating a story currently not before the public.

Since positive media solicitation is an integral element of the City's communications strategy, any ideas for articles or media pieces that would positively portray the City, its work or its image should also be directed to the Public Information Office.

In a similar fashion, the Public Information Office should be notified about negative occurrences that are likely to rise to the level of a news story.

Guidelines for communicating with the media when the issue is non-controversial and limited to the staff member's area of expertise:

When handling a media inquiry, it is not necessary to respond immediately, however you must respond in a timely manner. Give yourself some time to gather your thoughts, notes, etc. Remember, the reporter is on a deadline.

When you contact the reporter, get the name, media organization, the topic area and, if possible, some of the potential questions, along with their deadline. You can ask to call them back if you need time to collect the correct information for your response. Share the request with the public information office.

Guidelines for dealing with TV and radio interviews:

When handling a request for an on-air interview, get the reporter's name and media organization and when the interview may air. Find out if this is a live interview or on tape. Share the request with the public information office.

In all cases, try to avoid the "ambush" interview, where reporters show up seeking your immediate attention and response. Again, be aware of deadlines, however always try to give yourself some time to prepare your thoughts.

Always be prompt, honest and helpful. Quite often, the best response may not be from an official City standpoint. We can also serve well as a good off the record source, perhaps referring media to other businesses or individuals in the city, if the question does not require an official city response.

No media request should go unanswered for more than half a day. Department staff taking a message should inform media if the person they seek will not be available during that time frame.

Unique requests during busy times, like Spring Break, Fourth of July, etc. should always be shared with the City Manager by those involved and the Public Information office. This involves network or syndicated television shows seeking special access, such as taping in the emergency operations center, police ride-alongs, etc.

If the media are on City property, they should be escorted at all times.

Do not discuss the following areas with reporters:

1. Legal issues, including liability issues and pending litigation.
2. Personnel issues, either current or former employees
3. Questions involving City integrity, such as ethics
4. Community-wide situation or emergency.

Inform the public information office and the City Manager about any requests in the above area.

#### IV. Media relations during emergencies

The City of South Padre Island has an emergency preparedness plan, which includes a public information element. This is the governing document during emergencies. In these cases, the **only** immediately authorized people able to speak on behalf of the City are the Mayor and the PIO appointed by the Mayor. In the City's emergency plan, the line of succession for PIO is:

1. CVB Executive Director
2. CVB Communication Coordinator
3. Town of South Padre Island PIO

Additionally, the City Manager and the Emergency Management Coordinator are authorized to speak on behalf of the City.

4. . If appropriate, they can designate others to speak on specific topics when appropriate.

All media inquiries during an emergency are to be sent to the executive director of the CVB.

#### V. Media relations concerning city-wide, controversial issues

Non-emergency but critical issues that may come before the City should be coordinated by the public information office. If appropriate, certain department heads may be authorized

to speak on behalf of the City. At no time will anyone City employee below the rank of department director be allowed to speak on behalf the City concerning controversial topics.

The goal is always clear, accurate communication with the media. It is critical in emergencies and controversial issues that there be one message. This message is the accurate, honest message from the City to the public through the media. Proper handling of communication in any crisis situation will improve all City relationships with the public and the media.

In all cases, the key is to offer a calm, helpful presence. The confidence shown by those being interviewed will transfer to the public. We will be open and responsive to questions.

Our first priority is always the safety of our residents and visitors.

When approached about city election issues, facts about a bond issue or the like may be shared, however in no circumstance can the comments advocate a voting position. The City will not comment on candidates for election.

#### VI. Responsibilities of departments during a crisis or emergency situation

Although a certain department may not be directly involved in communicating through the media, they will have the information critical to share with the public. In this regard, any request from the public information office, the Mayor and/or the City Manager must be handled promptly with accurate information.

For example, in a hurricane situation, television crews always want to shoot video of preparations, such as removing items from the beach, creation of sand berms, re-entry sticker distribution, sand bag distribution, etc. It is critical the public information office have information on what is happening, when it is happening and where it is happening.

If hours are set for a project, like distribution of sand bags, issuing of re-entry stickers, etc., we must stick with those hours. If hours and locations change, we lose credibility with the media and the public.

In a breaking news situation, such as an accident, fire, etc., a department director, city manager, Mayor and/or the public information office can share immediate facts with the media.

#### VII. Online blogs or opinion sites

City employees are not authorized to participate in online blogs or opinion sites. If such a site is shown to be sharing totally inaccurate facts, this should be pointed out to the public information office for a possible response. This only applies to facts. Differences of opinion are free speech issues.

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Alita Bagley, City Council

**ITEM**

Discussion and action to direct the Planning and Zoning Commission to review the Zoning Ordinance definitions of building height, definition of Standard Story in Height, Section 20-7.1 District "B-2" Residential & Multi Family Dwelling District, (C) Height regulations: No building shall exceed three standard stories.

**ITEM BACKGROUND**

The City Council adopted the B-2 Residential and Multi-Family Dwelling District in 2009. The ordinance included language that prohibited buildings from exceeding three standard stories. The Zoning Ordinance defines three standard stories as any story that does not exceed ten feet in height from the floor or the ground to the ceiling immediately above. Also, the Zoning Ordinance states that any structure exceeding 30 feet from ground level to top ceiling wall will be in excess of three stories in height.

**RECOMMENDATIONS/COMMENTS**

Refer item to Planning and Zoning Commission for review and a report to City Council.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**BOARD ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

10-1

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Alita Bagley, City Council

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**RECOMMENDATIONS/COMMENTS**

Refer item to Planning and Zoning Commission for review and a report to City Council.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**BOARD ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

10-1

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Darla A. Jones, Assistant City Manager

**ITEM**

Public hearing regarding the creation of the South Padre Island Tax Increment Reinvestment Zone Number One. (Jones)

**ITEM**

**BACKGROUND**

This is statutorily required and is meant to make residents aware of the benefits the zone will create. Interested person may speak for or against the creation of the zone, its boundaries or the concept of tax increment financing.

A Notice of Public Hearing for this was placed in the Port Isabel Press on Thursday, December 9, 2010.

**RECOMMENDATIONS/COMMENTS**

None

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

This project is designed to provide a funding source to complete many projects in the Comprehensive Plan that require funds.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

11-1

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Darla A. Jones, Assistant City Manager

**ITEM**

Discussion and action regarding the boundaries of the South Tax Increment Reinvestment Zone Number One, approval of map of same and approval of Project List. (Jones)

**ITEM**

**BACKGROUND**

This is also statutorily required. Mr. Elliott, the consultant, has prepared a map showing the boundaries of the proposed zone (included in your packets). Any properties within the zone as designated on the map will be included in the TIRZ. As such, the incremental increase in property taxes on those properties will be paid into the TIRZ Fund. The map can be amended at the Council's request but for now, includes most vacant or "blighted" properties on the southern end of Padre Blvd, the "Entertainment District," Padre Blvd up to the Convention Centre and the Convention Centre and associated property.

The Project List includes Padre Boulevard improvements, Convention Centre improvements and expansion, and infrastructure-related improvements in the Entertainment District.

**RECOMMENDATIONS/COM  
MENTS**

Staff recommends approval of SPI-TIRZ #1 Map and Project List.

**BUDGET/FINANCIAL  
SUMMARY**

None.

**COMPREHENSIVE PLAN  
GOAL**

7.7b "Establish and organizational structure and local funding options for the Entertainment District (e.g., redevelopment authority, public improvement district, tax increment finance district, etc...)"

7.18 "Support ordinances, events and policies that enhance the Island's economic development potential"

121

There are many provisions in the Comprehensive Plan that call for improving infrastructure (sidewalks, Padre Blvd, etc...) and the proposed TIRZ can be a funding mechanism for those improvements.

<b>COUNCIL ACTION</b>
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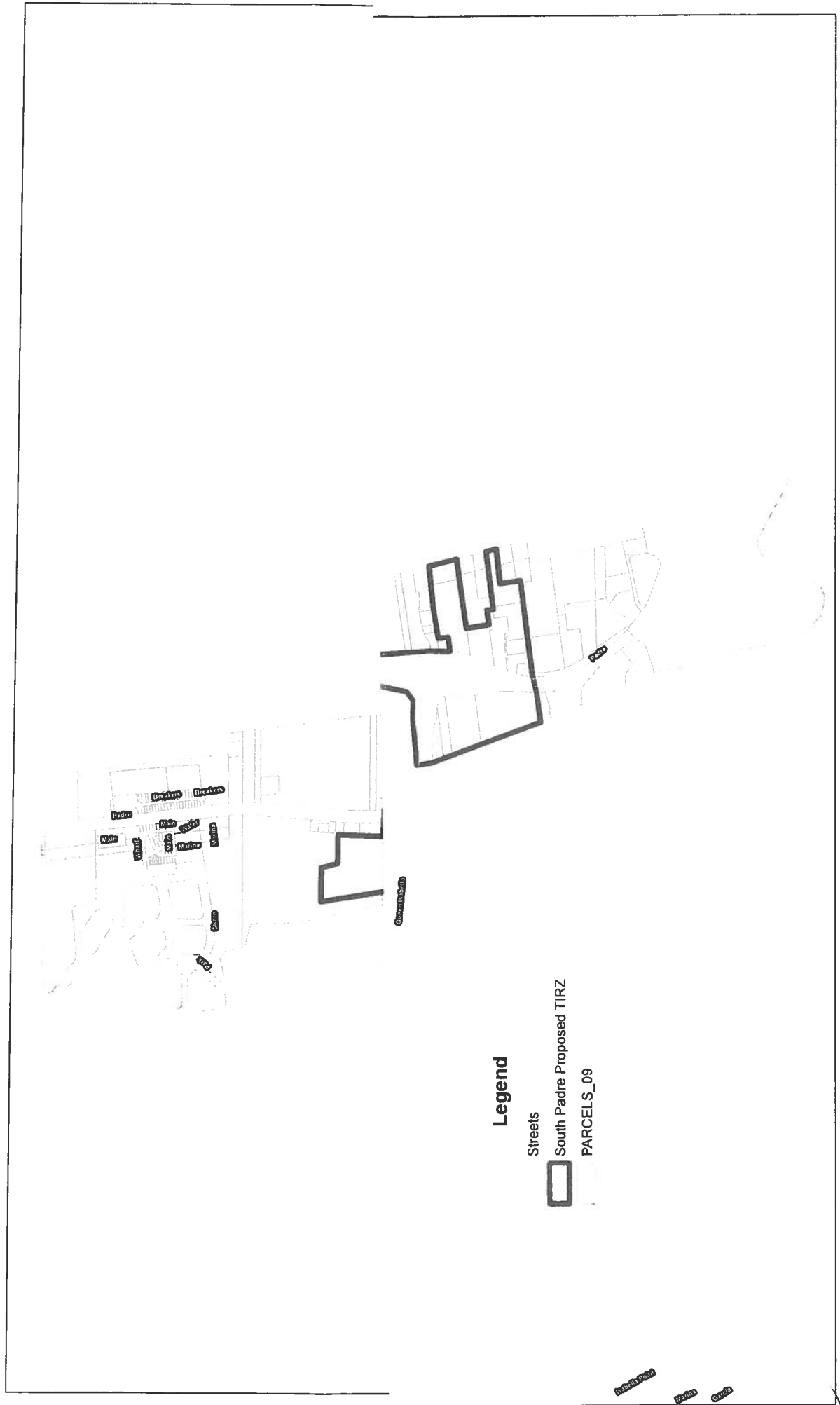
**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

# SOUTH PADRE ISLAND



**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Darla A. Jones, Assistant City Manager

**ITEM**

Discussion and action regarding Ordinance No. 10-34 designating an area known as the City of South Padre Island Development Project as a Tax Increment Reinvestment Zone; describing the boundaries of the zone; creating a board of directors for the zone; providing for an effective date and termination date for the zone; naming the zone "Reinvestment Zone Number One-City of South Padre Island," and establishing a Tax Increment Fund. (Jones)

**ITEM**

**BACKGROUND**

This is the ordinance establishing the zone.

**RECOMMENDATIONS/COM  
MENTS**

Staff recommends approval.

**BUDGET/FINANCIAL  
SUMMARY**

N/A

**COMPREHENSIVE PLAN  
GOAL**

N/A

**COUNCIL  
ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

13-1

ORDINANCE 10-34

AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND DESIGNATING AN AREA KNOWN AS THE CITY OF SOUTH PADRE ISLAND DEVELOPMENT PROJECT AS A TAX INCREMENT REINVESTMENT ZONE; DESCRIBING THE BOUNDARIES OF THE ZONE; CREATING A BOARD OF DIRECTORS FOR THE ZONE; PROVIDING FOR AN EFFECTIVE DATE AND TERMINATION DATE FOR THE ZONE; NAMING THE ZONE "REINVESTMENT ZONE NUMBER ONE CITY OF SOUTH PADRE ISLAND; AND ESTABLISHING A TAX INCREMENT FUND; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

**WHEREAS**, the City Council (the "Council") of the City of South Padre Island, Texas (the "City") desires to support development and redevelopment in the City to be funded in whole or in part, through the creation of a Tax Increment Reinvestment Zone (the "Zone"), as hereinafter more specifically defined and named and with boundaries as hereinafter provided, pursuant to the provisions of the Tax Increment Financing Act 9the "Act"), Texas Tax Code, Chapter 311; and

**WHEREAS**, the City indicated its intent to create the Zone by approving a contract with TIF Services of South Texas for the creation of a Zone at the regularly scheduled City Council meeting on October 20, 2010; and

**WHEREAS**, the Project will support financing of costs associated with the construction of public improvements related to several possible development and redevelopment projects, which may include (i) Padre Boulevard infrastructure improvements, (ii) Convention Center improvements and expansion, and (iii) Entertainment District infrastructure improvements; and

**WHEREAS**, pursuant to the Act, the City may designate a contiguous geographical area within the City; and

**WHEREAS**, Pursuant to the Act, the City has directed that a Preliminary Reinvestment Zone Financing Plan (the "Preliminary Plan") be prepared for the proposed Zone; and

**WHEREAS**, A Public Hearing was held on December 15, 2010 in the City Council Board Room to consider the creation of a Tax Increment Reinvestment Zone for the Project and its respective benefits to the City and to property in the proposed Zone; and

**WHEREAS**, it is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND:**

13-2

**SECTION 1. DESIGNATING THE AREA AS A REINVESTMENT ZONE.** The area described in Section 2 below and more commonly referred to as the "South Padre Island Development Project" and officially assigned the name as designated in Section 5 below (which reinvestment zone so described, named and designated is hereinafter referred to as the "Zone", is hereby designated as a Tax Increment Reinvestment Zone.

**SECTION 2. DESCRIPTION OF THE BOUNDARIES OF THE REINVESTMENT ZONE.** Attached hereto as Exhibit "A", which is incorporated herein by reference for all purposes is a Cameron County Appraisal District Map with the parcels, area and boundaries of the Zone outlined in purple.

**SECTION 3. CREATION AND COMPOSITION OF A BOARD OF DIRECTORS FOR THE ZONE.** There is hereby created a Board of Directors (the "Board") for the Zone, with all the rights powers and duties as provided by the Act to such Boards or by action of the City Council. Pursuant to Section 311.009(a) of the Texas Tax Code the Board shall consist of not less than five (5) and not more than fifteen (15) members.

Each taxing unit other than the City that levies taxes on real property in the Zone may appoint one member to the Board. A unit may waive its right to appoint a member. The City Council shall appoint the remaining directors.

Appointees shall be for a two (2) year term. Upon expiration of their respective terms of office, replacements to the Board shall be appointed. Vacancies on the Board shall be filled by the respective taxing unit making such appointments for the remainder of the unexpired term.

**SECTION 4. EFFECTIVE DATE AND TERMINATION DATE OF THE ZONE.** The Zone shall take effect on December 15, 2010 and continue until its termination date of December 31, 2025 unless otherwise terminated earlier as a result of payment in full of all project costs, tax increment bonds, if any, including interest on said bonds as authorized or permitted by law.

**SECTION 5 ASSIGNING A NAME TO THE ZONE.** The Tax Increment Reinvestment Zone created hereby is assigned the name of "REINVESTMENT ZONE NUMBER ONE, CITY OF SOUTH PADRE ISLAND, TEXAS."

**SECTION 6. TAX INCREMENT BASE.** The tax increment base for the Zone is the total assessed value of all real property taxable by the City and located in the Zone, determined as of January 1, 2010, the year in which the Zone was designated as a Reinvestment Zone (the "Tax Increment Base").

**SECTION 7. ESTABLISHMENT OF A TAX INCREMENT FUND.** There is hereby created and established in the depository bank of the City, a fund to be called the "REINVESTMENT ZONE NUMBER ONE, CITY OF SOUTH PADRE ISLAND, TEXAS TAX INCREMENT FUND" (HEREIN CALLED THE "Tax Increment Fund"). Money in the Tax Increment Fund, from whatever source, may be disbursed from the Tax Increment Fund, invested, and paid as permitted by the Act or by any agreements entered into pursuant to the Act, or as otherwise authorized by law.

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**SECTION 8. FINDINGS.** The City hereby finds and declares that (a) improvements in the Zone will significantly enhance the value of all the taxable real property in the Zone and will be of general benefit to the City; and (b) the Zone meets the requirements of 311.005 of the Act, being that the Zone area:

“is predominantly open, and because of obsolete platting, deterioration of structures or site improvements, or other factors, substantially impairs or arrests the sound growth of the City and”

The City of South Padre Island, pursuant to the Act, further finds and declares that:

1. the proposed zone is a contiguous geographical area located wholly within the City limits of South Padre Island;
2. less than ten percent (10% ) of the property in the proposed Zone is used for residential purposes, as the term “residential” is defined in Section 311.006(d) of the Act;
3. the total appraised value of the taxable real property in the proposed Zone or in existing reinvestment zones, if any, does not exceed fifteen per cent (15%) of the total appraised value of taxable real property in the City and in industrial districts, if any, created by the City;
4. the proposed Zone does not contain more than fifteen percent (15%) of the total appraised value of real property taxable by Cameron County and the Point Isabel Independent School District, and
5. development or redevelopment within the boundaries of the proposed Zone will not occur solely through private investment in the reasonably foreseeable future.

**SECTION 9. DESIGNATION OF A SECTION 311.005(a) ZONE.** The Zone is designated pursuant to Section 311.005(a) of the Act.

**SECTION 10. SEVERABILITY.** If any of the provisions of this Ordinance or the application thereof to any circumstance shall be held to be invalid, the remainder of this Ordinance and the application thereof to other circumstance shall nevertheless be valid, as if such invalid provisions had never appeared herein, and this governing body hereby declares that this Ordinance would have been enacted without such invalid provision

**SECTION 11.** The Zone shall take effect immediately upon passage of this Ordinance, pursuant to Section 311.004(3) of the Act

PASSED, APPROVED AND ADOPTED on First Reading, this 15th day of December 2010.

PASSED, APPROVED AND ADOPTED on Second Reading, this \_\_\_ day of \_\_\_\_\_ 2011.

ATTEST:

CITY OF SOUTH PADRE  
ISLAND, TEXAS

\_\_\_\_\_  
Marta Martinez, Assistant CITY SECRETARY

\_\_\_\_\_  
ROBERT N. PINKERTON, JR., MAYOR

13-4

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Reuben Trevino/ Coastal Resources

**ITEM**

Discussion and action to use available funds from the Coastal Management Program grant to replace the existing walkover at Good Hope Beach Access #21.

**ITEM BACKGROUND**

The City submitted four grant applications last year to the Texas Coastal Management Program. Originally the Gay Dawn Beach Access project was not selected for funding. Subsequently funds became available to move forward with the project. Gay Dawn circle is a completely undeveloped access located on the Northern portion of Gulf boulevard. Gay Dawn circle is located between Georgia Ruth and Verna Jean Drive. The development includes the addition of a parking lot with facilities and a walkover.

At the City Council meeting held on October 6, 2010 the council gave the authority to the City Manager to execute the contract with the GLO. Soon after the meeting, City staff began receiving calls and inquiries about the project and its details. Citizens have expressed their concerns regarding the project, specifically the restrooms, and its affects on the surrounding properties. Staff brought this back to the City Council for further consideration. With a request from Mr. and Mrs. Herrmann to fund the improvements at Gay Dawn excluding the public restrooms. The City Council accepted Mr. and Mrs. Herrmann's offer and staff received a recommendation from the Beach and Dune Task Force to improve Aquarius Circle and consider the construction of public restrooms near Wanna Wanna.

The suggested improvements at Aquarius circle were approved by the City Council on November 17, 2010. The remaining funds in the amount of \$94,000 can be used to improve another access. Since Mr. Bob Bell indicated that he was concerned about constructing public restrooms at Wanna Wanna because it is already congested and he allows the public to use Wanna Wanna's restrooms. Staff has submitted a proposal that the remaining funds to be used at Good Hope Circle to replace a narrow and short walkover the replacement would benefit the dunes by extending the walkover seaward to allow the dunes to widen in that area. The submission was under the guidance of the City Manager and the submission can be pulled if the City Council chooses not to move forward with the project at Good Hope circle. Staff felt the

14-1

process should get started because of the short amount of time we have left to get this project completed.

#### RECOMMENDATIONS/COMMENTS

The City is committed to improving and enhancing access to the beach while protecting the dunes. The dune field in the area is extremely narrow and would benefit from a longer and wider walkover that would allow the dunes to recover. The reason Good Hope was selected is because General Land Office indicated there was not enough time to process a "change of scope" therefore, improvements needed to be in the same geographical area. Also, staff will need guidance from the City Council regarding construction of public restrooms therefore a workshop is scheduled on January 5, 2011 to discuss this as well as the prioritization of the Beach Access Improvement Plan.

#### BUDGET/FINANCIAL SUMMARY

Gay Dawn Improvements	\$296,000	Total Available
Aquarius Improvements	\$202,000	
Good Hope Walkover	\$94,000	

#### COMPREHENSIVE PLAN GOAL

Chapter 5 – Issue 1 – Protection and enhancement of the beach and dunes

*5.1 Construct or reconstruct walkovers at all designated beach access points wide enough to allow pedestrians traveling in opposite directions. Simultaneously, construct directional barriers to prevent breached access to the dunes.*

*5.6 Establish or strengthen an ongoing, regular dune maintenance program. Continue to leverage access to State and Federal funds to continuously sustain this activity.*

#### COUNCIL ACTION

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

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# Proposed Improvements to Good Hope Circle



14-3

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Reuben Trevino/ Coastal Resources

**ITEM**

Discussion and action on the merger of the Beach and Dune Task Force and Bay Area Task force.

**ITEM BACKGROUND**

On November 22, 2010 the Beach and Dune Task Force and Bay Area Task held a joint work shop to discuss the possibility of the merger. Both committees were in agreement in moving forward with the merger and have requested the item be brought to the City Council for consideration. Questions that both committees had were:

- How many members would there be?
- Are there issues with our Beach and Dune Plan and its ties to the Beach and Dune Task Force?
  - "It is up to the discretion of the local jurisdictions on how they administer the local Task Forces. If the review process remains the same, then I don't see an issue with it. You may need to change the name in the local plan." -Angela Sunley from the General Land Office
- Work load and funding for the Coastal Resource Manager.
  - Staff is discussing with representatives of GLO the funding of various positions in the beach maintenance fund to determine of modifications can be made.

**RECOMMENDATIONS/COMMENTS**

N/A

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

5. I. Heighten management to preserve the quality of the Bay

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

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## BEACH AND DUNE TASK FORCE

*Meets 2<sup>nd</sup> & 4<sup>th</sup> Monday @ 3:00 each month*

City Staff Liaison: Reuben Trevino, Coastal Resources Manager/MaryAnn Guillen

<u>Member Information</u>	<u>Phone Numbers</u>	<u>Appointed</u>	<u>Expires</u>
Paul Munarriz, Chairman 2100 Gulf Boulevard South Padre Island, TX 78597 <a href="mailto:paulpadre@aol.com">paulpadre@aol.com</a>	761-7290 (W) 761-7362 (H) 459-4729 (M)	09/30/03	09/30/11
Charles Brommer, Vice Chairman P. O. Box 2042 South Padre Island, TX 78597 <a href="mailto:charlesbrommer@hotmail.com">charlesbrommer@hotmail.com</a>	761-5622 (W) 761-3105 (H) 346-9390 (M)	10/06/04	09/30/12
R. Guy Blatnik 109 W. Sheepshead, CL 2 South Padre Island, TX 78597 <a href="mailto:guyblatnik@kiteshop.com">guyblatnik@kiteshop.com</a>	761-7028 (H) 299-0731 (M)	09/30/06	09/30/11
Troy Giles 5813 Padre Blvd. South Padre Island, TX 78597 <a href="mailto:troy@trovgilesrealty.com">troy@trovgilesrealty.com</a>	761-4060 (H) 761-2040 (W)	10/20/10	09/30/12
Nancy Marsden P. O. Box 2227 South Padre Island, TX 78597 <a href="mailto:uscbnancy@sbcglobal.net">uscbnancy@sbcglobal.net</a>	832-0300 (W) 761-2626 (H) 371-9120 (M)	08/04/04	09/30/11
Robert Nixon 22 August Drive Laguna Vista, TX 78578 <a href="mailto:robaroo2000@gmail.com">robaroo2000@gmail.com</a>	943-1778 (H) 433-1472 (M)	09/30/08	09/30/12
Bharat (Barry) Patel 209 W. Oleander South Padre Island, TX 78597 <a href="mailto:lacopainn@gmail.com">lacopainn@gmail.com</a>	373-2377 (H) 772-7000 (W)	10/20/10	09/30/12

## CHAPTER 22

### DUNE PROTECTION, BEACH RENOURISHMENT, AND ACCESS PLAN IMPLEMENTING PROVISIONS

#### Sec. 22-1. DEFINITIONS.

For the purpose of this ordinance, the following words and terms as used herein are defined to mean the following:

“Beach Access and Use Plan” shall be that plan that is adopted by the Town of South Padre Island pursuant to 61.015 of the Texas Natural Resources Code (i.e. this document).

“Beach & Dune Protection Permit” means a permit that is required for all construction activities East of the Dune Protection Line, and which requires the full review and approval of the General Land Office, the Office of the Attorney General, the Beach and Dune Task Force, and the Board of Aldermen.

“Beach and Dune Task Force” means an advisory body consisting of seven (7) individuals appointed by the Board of Aldermen whose task shall be to review and make recommendations to the Board of Aldermen regarding Beach and Dune Protection permit applications and the Beach Access Plan.

“Coppice Mounds” means the initial stages of dune growth formed as sand accumulates on the downwind side of plants and other obstructions on or immediately adjacent to the beach seaward of the foredunes. Coppice mounds may be unvegetated.

“Construction” means causing or carrying out any building, bulk heading, filling, clearing, excavation, or substantial improvement to land or the size of any structure. “Building” includes, but is not limited to, all related site work and placement of construction materials on the site; however, “Building” does not include maintenance activities. “Filling” includes, but is not limited to disposal of dredged materials. “Excavation” includes, but is not limited to removal or alteration of dunes and dune vegetation and scraping, grading, or dredging a site. “Substantial improvements to land or the size of any structure” includes, but is not limited to creation of vehicular or pedestrian trails, landscape work (that adversely affects dunes or dune vegetation), and increasing the size of the structure.

“Critical Dune Area” means those portions of the beach/dune system as designated by the Texas General Land Office, that are located within 1,000 feet of mean high tide of the Gulf of Mexico that contain dunes and dune complexes that are essential to the protection of public beaches, submerged land, and State-owned land, such as public beaches and coastal public lands, from nuisance, erosion, storm surge, and high wind and waves. Critical dune areas include, but are not limited to, the dunes that store sand in the beach/dune system to replenish eroding public beaches. Specifically within the corporate municipal limits of the Town of South Padre Island, Critical Dune Areas encompass the undeveloped portions of the Town East of the right-of-way of Gulf Blvd. and the extension thereof, or 1000 ft West of mean high tide, whichever is lesser.

“Damage to Dunes” means any unauthorized alteration to dunes or dune vegetation.

“GLO” means the General Land Office of the State of Texas.

“Historic Building Line” shall mean that line established by the Texas Attorney General that indicates the buildable depth line for the construction of buildings or structures on or to the landward side of the line. The only exceptions to construction seaward of this line shall be that area designated in the survey labeled “Exhibit B” for Lots 1, 2, 3, & 4 of Block 156 Padre Beach Subdivision, Section X. ~~Such~~ The Historic Building Line is located on a map (drawn by Chas R. Haile Associates, Inc., Consulting Engineers, Houston, Texas City, Corpus Christi, Nederland, dated March 1981) provided by the Texas Attorney General and is on file with the Public Works Department of the Town of South Padre Island. The line was intended to retain a minimum of two hundred feet of open beach above the mean low tide line according to then available data and is subject to change by the Attorney General to ensure the protection of the State’s open beaches.

“Line of Vegetation” means the extreme seaward boundary of natural vegetation which spreads continuously inland.

“Maintenance (Maintenance Activities)” means those activities involved with repairing and/or renovating existing structures and those that do not alter or increase the foot print of existing structures, increase the impervious surface on the property, impact the public’s access to or use of the beach, or adversely impact dunes and/or dune vegetation. Maintenance activities include, but are not limited to: repairing or replacing siding, steps, roofs, windows, doors, fences, sidewalks, landscaping. Maintenance activities will require a Property Maintenance Permit.

“Manufacture” means something made from raw materials by hand or by machine. (i.e. anything man-made).

“Practicable”. In determining what is practicable, the Town shall consider the effectiveness, scientific feasibility, and commercial availability of the technology or technique, as well as the cost of the technology or technique.

“Property Maintenance Permit” means a permit which is required for all maintenance activities East of the Dune Protection Line that can be issued by the City Manager or designee without the necessary review of the General Land Office, Office of the Attorney General, Beach and Dune Task Force, and the Board of Aldermen.

“Public Beach” means any beach bordering on the Gulf of Mexico that extends inland from the line of mean low tide to the natural line of vegetation bordering on the seaward shore of the Gulf of Mexico, or such larger contiguous area to which the public has acquired a right of use or easement to or over by prescription, dedication, or estoppel, or has retained a right by virtue of continuous right in the public since time in memorial as recognized by law or custom. This definition does not include a beach that is not accessible by a public road or ferry as provided in Section 61.021 of the Texas Natural Resources Code.

“Retaining Wall” means a structure designed primarily to contain material and to prevent the sliding of land.

(2) Every dune in the beach/dune system is linked to and dependent upon the other dunes for survival. Therefore, the backdunes that do not directly protect and preserve foredunes and the foredune ridge shall be protected to the maximum extent practicable.

(3) Hurricane storm surge is the most destructive element on the Texas coast. As this is particularly true for South Padre Island, where elevations are low and continuous dunes are lacking, it is recognized and established that the primary focus is to protect the foredune area and the foredune ridge. At the same time, protection of all dunes East of the Dune Protection Line will continue.

C. The Town of South Padre Island recognizes the importance of beach renourishment to stabilize and protect the public beach. The significance of tourism and its contribution to the economy reinforce the necessity to renourish our most precious resource--the beach. The Town of South Padre Island shall provide for the renourishment of our beach and appropriate the resources necessary to accomplish this project. The Town of South Padre Island shall develop a dune system in front of all properties to offer a protection from severe storm and beach erosion.

D. The Town of South Padre Island will not abandon, relinquish or convey any right, title, easement, right-of-way, street, path or other interest that provides existing or potential beach access, unless an alternative equivalent or better beach access is first provided consistent with the Town's *Dune Protection, Beach Renourishment and Access Plan*.

### **Sec. 22-3. BEACH AND DUNE TASK FORCE-APPOINTMENT**

The Board of Aldermen may appoint seven (7) individuals to serve on the Beach and Dune Task Force. The appointment of individuals shall be for two (2) year terms, such terms to be staggered, and all terms shall expire on September 30 of the year said members term is scheduled to expire or until their successor is appointed. The Task Force shall elect one of the members as Chairperson, and the Chairperson may not make or second motions and may only vote to break a tie vote and if the Chairperson is absent the members shall appoint a temporary Chairperson to preside at the meeting. The Board of Aldermen may remove any appointee to the Beach and Dune Task Force at anytime. The initial members appointed by the Board of Alderman shall have three (3) members appointed for a one (1) year term and four (4) members appointed for a two (2) year term, and thereafter all appointments will be for a two year term.

#### **Sec. 22-3.1 MEETINGS.**

The Beach and Dune Task Force shall conduct all its meetings in a public setting and shall follow all of the procedures required by the Open Meetings Act in the conduct of all its business.

#### **Sec. 22-3.2 GUIDELINES.**

The Beach and Dune Task Force has adopted general guidelines as stated within this plan for the construction of a continuous dune line based upon a 1993 study conducted by Robert A. Morton: *Beach and Dune Conditions at South Padre Island, Texas; Assessment and Recommendations* (Bureau of Economic Geology, The University of Texas at Austin). Additional specifications and/or guidelines for the preservation and enhancement of dunes shall be consistent with the above 1993



## BAY AREA TASK FORCE IMPLEMENTATION COMMITTEE

*Meets 4<sup>th</sup> Thursday @ 3:00 p.m. each week*

City Staff Liaison: Scott Fry, Public Works Director/MaryAnn Guillen

<u>Member Information</u>	<u>Phone Numbers</u>	<u>Appointed</u>	<u>Expires</u>
Troy Giles, Chairman 5813 Padre Boulevard South Padre Island, TX 78597 <a href="mailto:tgiles@troygilesrealty.com">tgiles@troygilesrealty.com</a>	551-2040	10/20/10	09/30/12
Lynn Hughes P. O. Box 3666 South Padre Island, TX 78597 <a href="mailto:lynnhughes39@yahoo.com">lynnhughes39@yahoo.com</a>	761-2544	10/20/10	09/30/12
Rob Kniech P. O. Box 3426 South Padre Island, TX 78597 <a href="mailto:kniechr@yahoo.com">kniechr@yahoo.com</a>	772-1900 (W) 761-8909 (H) 433-1426 (M) 772-1922 (F)		09/30/11
Vacant			09/30/12
Neil Rasmussen 111 Lexington Ave #828 Flower Mound, TX 75028 <a href="mailto:rasmussenspi@rgv.rr.com">rasmussenspi@rgv.rr.com</a>	214/801-5882 (H) 817/491-9443 ext 1408 (W)		09/30/11
Dr. Gerald Sher P. O. Box 3229 South Padre Island, TX 78597 <a href="mailto:spigeneral@rgv.rr.com">spigeneral@rgv.rr.com</a>	761-2891		09/30/11

### ALTERNATE MEMBERS:

Alex Grossman P. O. Box 3802 South Padre Island, TX 78597	772-9728	09/30/11
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Todd Moore  
P. O. Box 3622  
South Padre Island, TX 78597  
[dtoddm@thepelicanservices.com](mailto:dtoddm@thepelicanservices.com)

832/689-5955

09/30/11

Richard Wolf  
P. O. Box 2376  
South Padre Island, TX 78597  
[rswl1945@aol.com](mailto:rswl1945@aol.com)

761-2390

09/30/11

\*Michael Sabin resigned June 18, 2010.

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RESOLUTION NO. 2009-40

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF SOUTH PADRE ISLAND, TEXAS, ESTABLISHING STAGGERED TWO YEAR TERMS FOR THE BAY AREA TASK FORCE IMPLEMENTATION COMMITTEE MEMBERS.

WHEREAS, the Board of Aldermen amended Resolution No. 853 on October 4, 2006 which re-established the seven-member ad hoc Bay Area Task Force to a seven-member Bay Area Task Force Implementation Committee; and

WHEREAS, said Resolution No. 853 formed the Bay Area Task Force Implementation Committee for the purpose of prioritizing its recommendations, listing the financing available and the sources of funding for each of the recommendations; and

WHEREAS, said Resolution as amended did not set terms for the members and the Board of Aldermen desires to establish terms for the members of the Bay Area Task Force Implementation Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SOUTH PADRE ISLAND, TEXAS:

Section 1. The committee members of the Bay Area Task Force Implementation Committee will have two year staggered terms with the Chairman and Vice-Chairman elected annually by the Committee. Staggered terms to expire on the 30<sup>th</sup> of September each year. For the initial terms the current members will draw for term lengths. Three (3) of the terms will be for one (1) year; four (4) of the terms will be for two (2) years. Alternates will be for a two (2) year term unless filling a vacancy. If appointed to fill a vacancy, Alternate will adhere to the term of that position.

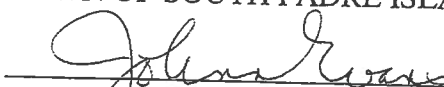
Section 2. This Resolution shall become effective on October 1, 2009.

PASSED, APPROVED AND ADOPTED on this the 16<sup>th</sup> day of September 2009.

ATTEST:

  
Susan Hill, City Secretary

TOWN OF SOUTH PADRE ISLAND, TEXAS

  
JoAnn Evans, Mayor Pro-tem



15-8

**RESOLUTION NO. 853**

**As Amended 10-04-06\***

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF SOUTH PADRE ISLAND, TEXAS, ESTABLISHING A BAY AREA TASK FORCE IMPLEMENTATION COMMITTEE.

WHEREAS, the Board of Aldermen passed Resolution No. 808 on July 6, 2005 which re-established a seven-member ad hoc Bay Area Task Force; and

WHEREAS, said Resolution No. 808 tasked the committee with reviewing various issues involving the byside of the Town; and

WHEREAS, the committee worked diligently to develop ideas and recommendations to the Board of Aldermen and rendered their final report and recommendations to the Board of Aldermen on September 6, 2006; and

WHEREAS, the Board of Aldermen is desirous of implementing the majority of the recommendation contained in the said report; and

WHEREAS, the Bay side street endings are a valuable resource of the Town and should be protected for the adjacent property owners and all the citizens of the Town; and

WHEREAS, the Board of Aldermen wishes to form the Bay Area Task Force Implementation Committee for the purpose of prioritizing its recommendations, listing the financing available and the sources of funding for each of the recommendations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SOUTH PADRE ISLAND, TEXAS:

Section 1. That a seven-member\* ad hoc Bay Area Task Force Implementation Committee is hereby created to prioritize the recommendations of the Ad Hoc Bay Area Task Force, determine and recommend the financing, and the sources of funds to implement said recommendation.

Section 2. The Board of Aldermen may appoint seven (7) members\* to serve on the Bay Area Task Force Implementation Committee which members may consist of the prior members of the Ad Hoc Bay Area Task Force willing to serve and the Board of Aldermen will appoint any additional members to complete the seven-member committee.

*\*NOTE: The Board of Aldermen amended Resolution 853 on October 4, 2006, changing the membership to seven regular members and three alternates and naming them: Jack Fitch, Sam Wells, ~~Don Evans~~, Troy Giles, Steve O'Neil, Lynn Hughes, Mike Saban and Dr. Gerald Sher as*

*ja 15-9*

*regular members and Todd Moore, Alex Grossman and Richard Wolf as alternates.)*

**(IX**

**A. DISCUSSION AND ACTION TO INCREASE THE NUMBER OF MEMBERS ON THE BAY AREA TASK FORCE**

*Discussion was held. Ridolfi made a motion, seconded by Hoff to amend Resolution No. 853, to add three alternates to the seven member committee. Motion carried unanimously.*

**B. DISCUSSION AND ACTION TO APPOINT MEMBERS TO THE BAY AREA TASK FORCE IMPLEMENTATION COMMITTEE**

*Ridolfi made a motion, seconded by Evans to appoint Jack Fitch, Sam Wells, Don Evans, Troy Giles, Steve O'Neil, Lynn Hughes, Mike Saban and Dr. Gerald Sher as regular members and Captain Randy Rogers, Alex Grossman and Richard Wolf as alternates. Motion carried unanimously.)*

Section 3. The committee working with the Town Staff will develop an appropriate method and/or agreement both with the General Land Office and Army Corp of Engineers that they will not permit any type of improvements at the end of Town streets abutting the bay and that area extended into the bay.

Section 4. This Resolution shall become effective immediately upon its passage.

PASSED, APPROVED AND ADOPTED as amended in Section 2, on this the 4<sup>th</sup> day of October, 2006.

ATTEST:

  
JOYCE ADAMS, CITY SECRETARY



TOWN OF SOUTH PADRE  
ISLAND, TEXAS

  
ROBERT N. PINKERTON, JR., MAYOR

15-10

RESOLUTION NO. 808

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF  
SOUTH PADRE ISLAND, TEXAS, RE-ESTABLISHING A SEVEN  
MEMBER AD HOC BAY AREA TASK FORCE

WHEREAS, the Board of Aldermen passed Resolution No. 554 on November 5, 1997, establishing an Ad Hoc Bay Area Task Force; and

WHEREAS, the Board of Aldermen passed Resolution No. 623 on November 20, 1999, re-establishing the Ad Hoc Bay Area Task Force; and

WHEREAS, these Task Forces worked diligently to develop ideas for improvements to the bayside area; and

WHEREAS, the Board of Aldermen is interested in additional deliberation of bayside area issues; and

WHEREAS, the current Board of Aldermen of the Town of South Padre Island Texas, wishes to re-establish the Ad Hoc Bay Area Task Force; and

WHEREAS, the purpose of this Task Force is to re-assess the bayside of the Island and make recommendations to the Board of Aldermen for the following proposals:

- Sec. 1. Bay accesses;
- Sec. 2. Boat ramps;
- Sec. 3. Parking for boat trailers and vehicles;
- Sec. 4. Annexation of certain parts of the Laguna Madre Bay;
- Sec. 5. Police patrol for the annexed area;
- Sec. 6. Funding: Arrive at estimated costs and recommendations for funding the proposed projects;
- Sec. 7. The Preliminary Report will be due on or before January 15, 2006; the Final Report will be due on or before April 15, 2006.
- Sec. 8. The Chairperson shall provide the Board of Aldermen with a monthly report at the first Board meeting (first Wednesday) of each month.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SOUTH PADRE ISLAND, TEXAS, that:

A seven member Ad Hoc Bay Task Force is hereby created to assess the Bayside areas in order to make recommendations for improvements on the Island's Bayside.

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PASSED ADOPTED AND APPROVED ON THIS THE 6TH DAY OF JULY, 2005.

\_\_\_\_\_  
Robert N. Pinkerton Jr., Mayor

ATTEST:

\_\_\_\_\_  
Joyce Adams, City Secretary

15-12

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Reuben Trevino/ Coastal Resources

**ITEM**

Discussion and Action on the beachfront construction certificate and dune protection permit for David Miranda of South Texas Pools to construct a 140 sq. ft. swimming pool (4702 Gulf Blvd).

**ITEM BACKGROUND**

On December 13, 2010, the Beach and Dune Task Force (BDTF) met and reviewed this application. The Beach and Dune Task Force (BDTF) unanimously voted to approve the application as submitted.

**RECOMMENDATIONS/COMMENTS**

Staff recommends the approval of this application as submitted all construction is landward of the Historical Building Line.

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

N/A

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

16-1

TEXAS



GENERAL LAND OFFICE

JERRY PATTERSON, COMMISSIONER

December 6, 2010

Via Electronic Mail

Mr. Reuben Trevino  
Town of South Padre Island  
P.O. Box 3410  
South Padre Island, Texas 78597-3410

**Beachfront Construction Certificate and Dune Protection Permit in City of South Padre Island**


**Site Location:** 4702 Gulf Blvd., South Padre Island  
**Legal Description:** Lot B, Block 141 Sec. 1X  
**Lot Applicant:** David Miranda/ Tim and Trish Smith  
**GLO ID No.:** BDSPI-10-0443

Dear Mr. Trevino:

The General Land Office (GLO) has reviewed the application for a dune protection permit and beachfront construction certificate for the above-referenced location. The applicant proposes the construction of a 140 square-foot pool and a brick paver patio. All proposed construction is located landward of the Historic Building Line in an area that, according to the Bureau of Economic Geology, is stable.

Based on the materials forwarded to our office for review, we have no comments. If you have any questions, please contact me by phone at (512) 463-9309 or by email at [angela.sunley@glo.state.tx.us](mailto:angela.sunley@glo.state.tx.us).

Sincerely,

  
Angela Sunley  
Beach/Dune Team Leader  
Coastal Resources Program  
Texas General Land Office

Stephen F. Austin Building • 1700 North Congress Avenue • Austin, Texas 78701-1495

Post Office Box 12873 • Austin, Texas 78711-2873

512-463-5001 • 800-998-4GLO

[www.glo.state.tx.us](http://www.glo.state.tx.us)

16-2

Ruben Trevino - 433 1585

#60

# Town of South Padre Island Beach & Dune Application

## Site for Proposed Work:

Legal Description: LOT B BLOCK 141 SEC 1X

## Property Owner Information:

Name: TIM AND TRIST SMITH

Mailing Address: 9415 LEE BLVD

City, State, Zip: LEAWOOD KS 66206

Phone Number: 913 341 9114

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Physical Address: 4702 GULF BLVD

## Applicant/Agent for Owner:

Name: DAVID MIRANDA SOUTH TEXAS REAL

Mailing Address: 28897 ORANGE GROVE RD

City, State, Zip: LA FERIA, TEXAS 78557

Phone Number: 956 797-1190

Fax Number: 956-797-2414

E-mail Address: Kelly E South Texas Real Estate.com

Applicant Signature: [Signature]

Date of Signature: 11/15/10

I/we, owners of the above-mentioned property, authorize the applicant stated above, to act in my behalf in order to acquire a Beach and Dune permit for the construction proposed below. (owner initials here--> TS)

Owner(s) Signature(s): [Signature]

Date of Signature: 11-15-10

## Project Description:

Describe with as much detail as possible, the construction proposed. If more room is needed, please include an additional page. Include the number of habitable units, amenities, swimming pools, fences, kinds of fences, whether footings and/or retaining walls will be installed, and locations of proposed landscaping and parking.

Swimming pool / Installing new 140 sq. ft. pool, and installing new brick paver deck. Installing brick pavers to existing covered patio. All excavated sand will remain on site. No impact to sand dune or beach. -

Total Square footage of footprint of habitable structure: N/A

Total Area of Impervious surface (i.e. retaining walls, walkways, drives, patios, etc.): N/A

Percentage of Impervious surface [(impervious surface / habitable footprint) \* 100]: N/A

Please Note: the percentage of impervious surface cannot exceed 5% in an eroding area.

Approximate Duration of Construction: N/A

Financial Plan for the removal of all hard structures.

All Properties which are allowed to build retaining walls on their property are allowed to do so with the condition that a financial plan for the removal of the retaining wall is submitted to the Public Works Department of the Town of South Padre Island. Removal of the retaining wall at the owner's expense may be required if/once the retaining wall comes into regular contact with wave action for twenty (20) out of thirty (30) consecutive days. The Town accepts the submission of a Retaining Wall Covenant, or other financial guarantee, insuring the removal of the retaining wall if the required conditions are met.

Type of Plan submitted: N/A

Date of submission: \_\_\_\_\_

## Drainage:

Describe the impact that the proposed construction will have on the natural drainage pattern on the site and adjacent lots.

a) no change in the drainage on site.

b) the proposed construction will change the grading and the drainage on the subject property. (An explanation will be required detailing where the water will drain.)

Explanation/other info: \_\_\_\_\_

## Impacts to Beach/Dune System:

Answer each question as completely as possible in narrative form:

1) What damage will this proposed construction have on the dune vegetation located at the project site?

a) no damage to dune vegetation whatsoever

b) the proposed construction will impact \_\_\_\_\_ % of the dune vegetation on site. (explanation of the "impact" will be required)

c) the proposed construction will require the removal and relocation of \_\_\_\_\_ % of the dune vegetation on site. (the submission of a mitigation plan will be required)

Explanation/other info: \_\_\_\_\_

More on back. ---->

116-3

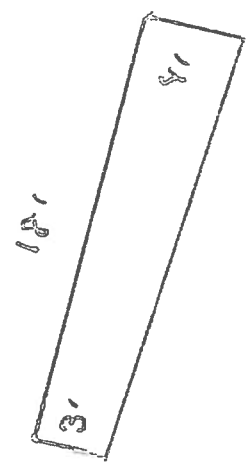
- E -

Beach

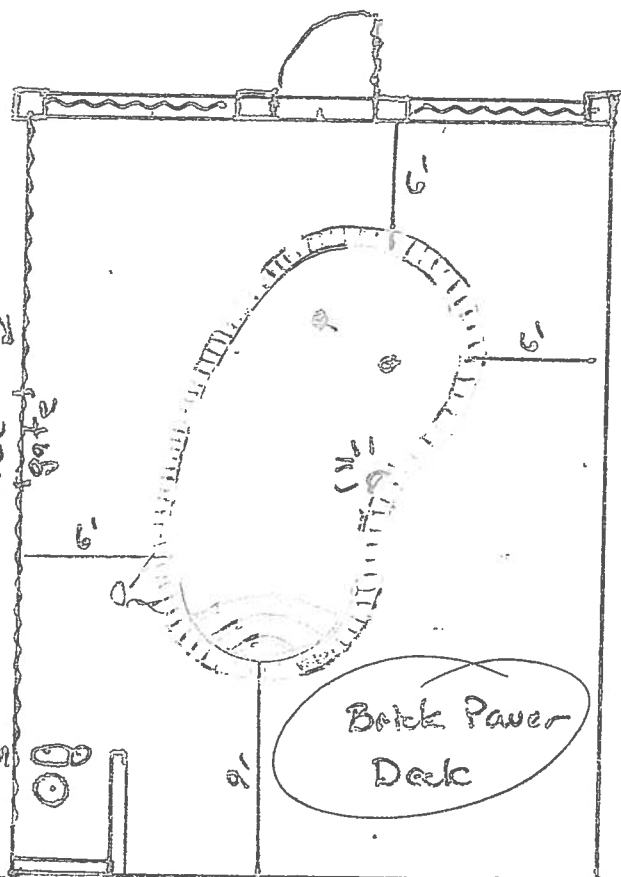
South Texas

- N -

24'



Wooden Fence Gate



Brick Paver Deck

Covered Patio

Condo

4702 Gulf Blvd.

31'6"

Gate

32'

- U -

16-4



16-5

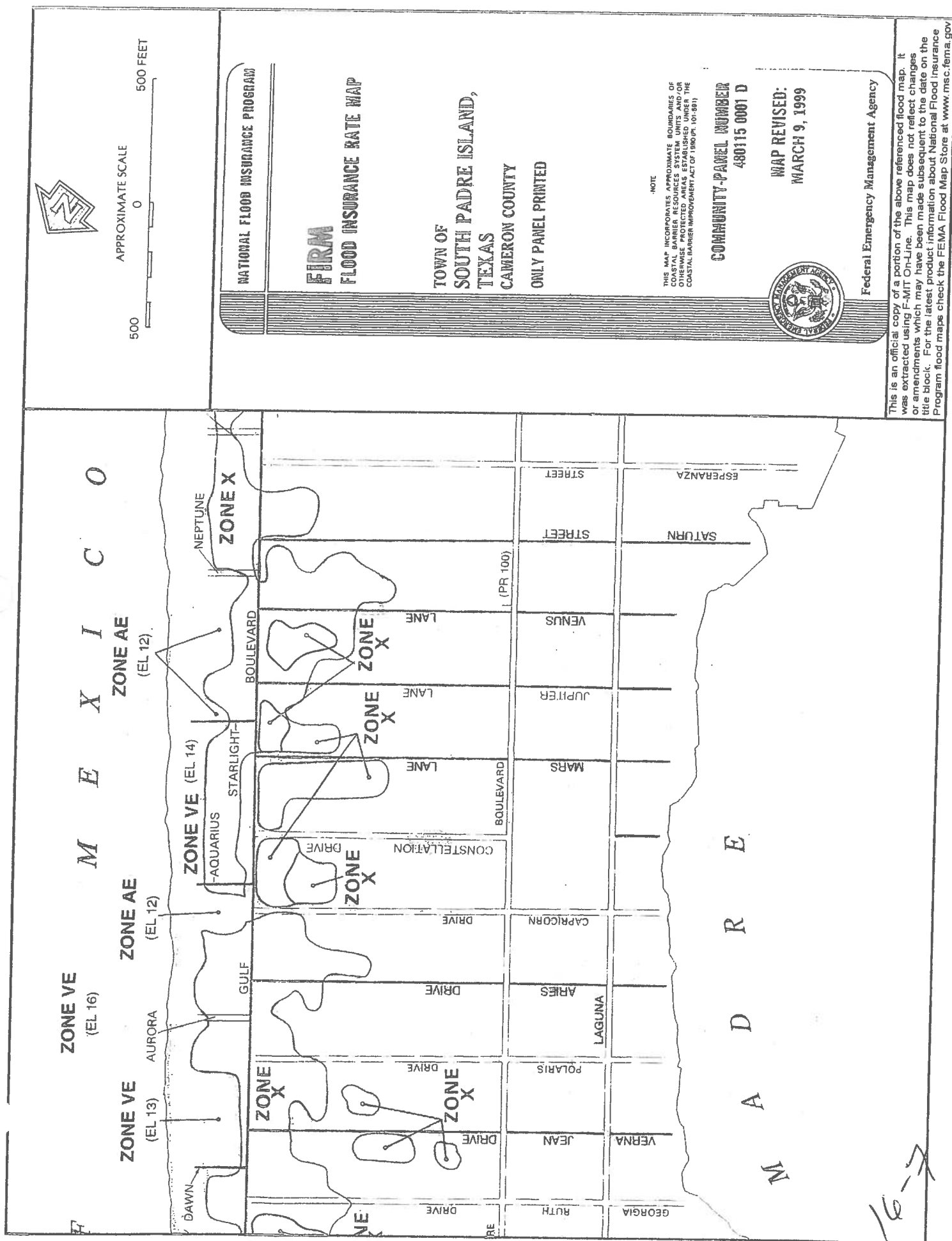


Texas OrthoImagery Program  
© 2010 INEGI  
© 2010 Google

4702 Gulf Blvd, South Pad

Google

16-6



This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at [www.msc.fema.gov](http://www.msc.fema.gov)

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Reuben Trevino/ Coastal Resources

**ITEM**

Discussion and action on the beachfront construction certificate and dune protection permit for Peter Ravella/ Barry Patel for a Dune Ridge Enhancement Project located at 350 Padre Boulevard.

**ITEM BACKGROUND**

On December 13, 2010, the Beach and Dune Task Force took action to recommend the approval of the application as submitted. The Dune Ridge Enhancement will use 4,166 cubic yards of sand obtained seaward of Isla Grand and placed in the Dune Ridge Enhancement site seaward of the Hilton Garden Inn and La Quinta Hotel. The application and the GLO comment letter are attached.

**RECOMMENDATIONS/COMMENTS**

Staff recommends approval of this project as all aspects are in agreement with our local beach and dune plan and the site will be mitigated by revegetating on a 1:1 ratio.

This is application and mitigation plan submitted will serve as an example to other properties on how to successfully alter the dune height in a responsible manner that is allowable by our local beach and dune plan.

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

5.B. Protect the dune system from erosion and artificial damage

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

17-1

TEXAS



GENERAL LAND OFFICE

JERRY PATTERSON, COMMISSIONER

December 6, 2010

Via Electronic Mail

Mr. Reuben Trevino  
City of South Padre Island  
P.O. Box 3410  
South Padre Island, Texas 78597-3410

**Beach and Dune Construction/Protection Permit in the Town of South Padre Island**

**Site Address:** 350 Padre Boulevard, City of South Padre Island  
**Legal Description:** Tract 10, Padre Beach Acres Subdivision  
**Lot Applicant:** Barry Patel/Peter Ravella  
**GLO ID No.:** BDSPI-10-0442

Dear Mr. Trevino:

The General Land Office has reviewed the application for a dune protection permit and beachfront construction certificate for the above-referenced location. The applicant proposes to re-contour the dune ridge seaward of the Isla Grand Condominium including removing 4,138 cubic yards of the dune material above the 10-foot elevation contour to an off-site mitigation area. The dune ridge seaward of the Isla Grand Condominiums will be lowered to an elevation of 10 to 11 feet as allowed by the local dune protection and beach access plan, and re-vegetated on a 1:1 ratio for the impacts to dune vegetation in this area. The dune vegetation will be protected with sand fencing and signs will be posted to inform the public about the restoration project. The proposed dune ridge re-contouring is located in an area that, according to the Bureau of Economic Geology, is accreting.

In addition, the applicant will compensate for 4,138 cubic yards of dune materials by moving the sand to an off-site mitigation area within the jurisdiction of the City of South Padre Island and Cameron County. The applicant proposes to use the materials to enhance a dune ridge and stabilize an area adjacent to and seaward of La Quinta Hotel and the Hilton Garden Inn to a maximum of 14.4 feet and a minimum of 10 feet above mean sea level. Additionally, the applicant will plant 20,702 square feet of native dune vegetation within the dune ridge enhancement project area. The proposed dune enhancement area is located in an area that, according to the Bureau of Economic Geology, is eroding at the rate of 5 to 6 feet per year.

Stephen F. Austin Building • 700 North Congress Avenue • Austin, Texas 78701-1495

Post Office Box 12873 • Austin, Texas 78711-2873

512-463-5001 • 800-998-4GLO

[www.glo.state.tx.us](http://www.glo.state.tx.us)

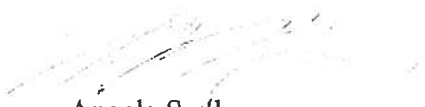
17-2

Based on the materials forwarded to our office for review, we have the following comment:

- The seaward toe of the dune ridge, sand fences, and the dunes formed by the sand fences shall not extend farther than 20 feet seaward of the natural line of vegetation, and must not restrict or interfere with public access to and use of the beach at normal high tides.<sup>1</sup>

If you have any questions, please contact me by phone at (512) 463-9309 or by email at [angela.sunley@gllo.state.tx.us](mailto:angela.sunley@gllo.state.tx.us).

Sincerely,



Angela Surley  
Beach/Dune Team Leader  
Coastal Resources Program  
Texas General Land Office

---

<sup>1</sup> 31 Tex. Admin. Code § 15.13(g)(1).

17-3

Town of South Padre Island  
Beach & Dune Application



**Site for Proposed Work:**

**Legal Description:** Tract 10, Padre Beach Acres Subdivision

**Property Owner Information:**

**Name:** Barry Patel, Affiliated Management Systems

**Mailing Address:** 350 Padre Boulevard

**City, State, Zip:** South Padre Island, Texas 78597

**Phone Number:** 956-343-6370

**Fax Number:** N/A

**E:mail Address:** lacopainn@gmail.com

**Physical Address:** 2100 Gulf Boulevard, South Padre Island, Texas 78597

**Applicant/Agent for Owner:**

**Name:** Peter A. Ravella, Principal, PARC, LLC

**Mailing Address:** 4107 Wildwood Road

**City, State, Zip:** Austin, Texas 78722

**Phone Number:** 512-784-3565

**Fax Number:** N/A

**E:mail Address:** peterravella@mac.com

**Applicant Signature:** \_\_\_\_\_

**Date of Signature:** \_\_\_\_\_

**I/We, owners of the above-mentioned property, authorize the applicant stated above, to act in my behalf in order to acquire a Beach and Dune permit for the construction proposed below. (owner initials here--> \_\_\_\_\_)**

**Owner(s)**

**Signature(s):** \_\_\_\_\_

**Date of Signature:** \_\_\_\_\_

**Project Description:**

**Describe with as much detail as possible, the construction proposed.** If more room is needed, please include an additional page. Include the number of habitable units, amenities, swimming pools, fences, kinds of fences, whether footings and/or retaining walls will be installed, and locations of proposed landscaping and parking.

See attached Project Memo. This is a Dune Ridge Enhancement Project using 4,166 cubic yards of sand obtained from the Padre Grand Condo site and placed in the Dune Ridge Enhancement Site seaward of the Hilton Garden Inn and La Quinta Hotel. The project is a joint application by Mr. Bill Donahue, SPI Management Company, and owner of the Padre Grand Condominium and Mr. Barry Patel, Affiliated Management Systems, and owner of the Hilton Garden Inn and the La Quinta Hotel, the site of the Dune Ridge Enhancement Project.

This application page is Part 1 of 2 and represents the co-application of Mr. Barry Patel/Affiliated Management Systems.

A full project description and application are attached, including existing and proposed site conditions.

**Total Square footage of footprint of habitable structure:**

0 - no structures are proposed

**Total Area of impervious surface (i.e. retaining walls, walkways, drives, patios, etc.):**

0 - no impervious cover proposed

17-4

**5) Describe alternatives to the proposed construction or method of construction which will cause fewer or no adverse impairment to beach access.**

The no action alternative would have fewer impacts than the proposed plan as no vegetation on the Padre Grand Site would be disturbed.

Purchase of sand from a commercial site would also eliminate the temporary impact to dune vegetation at Padre Grand. However, failure to undertake the project would eliminate the storm protection and other advantages obtained by expanding the dunes seaward of the

Hilton/La Quinta. In addition, previous projects demonstrate that dune vegetation recovers if vegetation is mulched, replaced and irrigated, as proposed here.

**Mitigation Plan:** Describe the methods which you will use to avoid, minimize, mitigate and/or compensate for any adverse effects on dunes or dune vegetation.

**Please see attached Dune Ridge Enhancement Project Specifications and Mitigation Plan.**

**Financial Plan for Dune Mitigation:**

If required by the Board of Aldermen, a financial guarantee (irrevocable letter of credit or a performance bond, etc.) may be necessary to insure the mitigation of dunes/dune vegetation takes place as proposed and required of the applicant.

Type of Plan

submitted: \_\_\_\_\_

Date of submission: \_\_\_\_\_

**Checklist of Additional Required Application Information:**

**An accurate map, plat or site plan showing:**

- ☒ 1) Legal description of the property (lot, block, subdivision) and the immediately adjoining property.
- ☒ 2) Location of all existing structures - including the habitable and inhabitable structures, swimming pools, decks, fences, parking areas, landscape areas, etc.
- ☒ 3) Location of the Historical Building Line on the subject property and the extension of the line on the properties immediately adjoining the subject property to the north and to the south.
- ☒ 4) Location and elevation of existing retaining walls -both on the subject property and those properties immediately adjoining the subject property to the north and to the south.
- ☐ 5) Location of proposed structure(s) - if proposing the construction of a retaining wall, please also include the proposed elevation of the retaining wall.
- ☐ 6) Location of proposed driveways, parking areas (showing the # of proposed parking spaces), and landscape areas.
- ☒ 7) Location of all existing and proposed beach access paths and/or dune walkovers.
- ☒ 8) Location and extent of any man-made vegetated mounds, restored dunes, fill activities, or any other pre-existing human modifications on the tract.
- ☒ 9) Topographical survey of the site identifying all elevations, existing contours of the project area (including dunes and sqales), and the proposed contours of the final grade.

**Other required application information:**

- 1) A grading and layout plan showing proposed contours for the final grade
- 2) The floor plan(s) and elevation(s) of the structure proposed to be constructed or expanded.
- 3) Photographs of the site which clearly show the current location of the vegetation line & existing dunes on the tract.
- 4) Copy of the Flood Rate Map showing the location of the subject property.
- 5) Copy of the Historical Erosion Rate Map as determined by the Univ. of Texas @ Austin, Bureau of Economic Geology.
- 6) \$180 application fee.

**YOUR APPLICATION IS NOT COMPLETE UNLESS ALL INFORMATION REQUESTED ABOVE IS SUBMITTED.**  
**FOR APPLICATIONS WHICH REQUIRE BEACH AND DUNE TASK FORCE REVIEW, 21 COPIES WILL BE REQUIRED.**  
All other application submissions require only three (3) copies of the complete information.

17-5

Town of South Padre Island  
Beach & Dune Application



Site for Proposed Work:

Legal Description: Tract 10, Padre Beach Acres Subdivision

Property Owner Information:

Name: Bill Donahue, SPI Management Company

Mailing Address: 500 Padre Boulevard

City, State, Zip: South Padre Island, Texas 78597-6615

Phone Number: 956-547-5892

Fax Number: N/A

E:mail Address: bdonahue@islagrand.com

Physical Address: 2100 Gulf Boulevard, South Padre Island, Texas 78597

Applicant/Agent for Owner:

Name: Peter A. Ravella, Principal, PARC, LLC

Mailing Address: 4107 Wildwood Road

City, State, Zip: Austin, Texas 78722

Phone Number: 512-784-3565

Fax Number: N/A

E:mail Address: peteravella@mac.com

Applicant Signature: 

Date of Signature: 10-21-10

I/We, owners of the above-mentioned property, authorize the applicant stated above, to act in my behalf in order to acquire a Beach and Dune permit for the construction proposed below. (owner initials here--> \_\_\_\_\_)

Owner(s)

Signature(s): \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Project Description:

Describe with as much detail as possible, the construction proposed. If more room is needed, please include an additional page. Include the number of habitable units, amenities, swimming pools, fences, kinds of fences, whether footings and/or retaining walls will be installed, and locations of proposed landscaping and parking.

See attached Project Memo. This is a Dune Ridge Enhancement Project using 4,166 cubic yards of sand obtained from the Padre Grand Condo

site and placed in the Dune Ridge Enhancement Site seaward of the Hilton Garden Inn and La Quinta Hotel. The project is a joint

application by Mr. Bill Donahue, SPI Management Company, and owner of the Padre Grand Condominium and Mr. Barry Patel, Affiliated

Management Systems, and owner of the Hilton Garden Inn and the La Quinta Hotel, the site of the Dune Ridge Enhancement Project.

This application page is Part 2 of 2 and represents the co-application of Mr. Bill Donahue/SPI Management Company.

A full project description and application are attached, including existing and proposed site conditions.

Total Square footage of footprint of habitable structure:

0 - no structures are proposed

Total Area of impervious surface (i.e. retaining walls, walkways, drives, patios, etc.):

0 - no impervious cover is proposed

17-6

Percentage of impervious surface [(impervious surface / habitable footprint)\* 100]:

0% - no impervious cover proposed

Please Note: the percentage of impervious surface cannot exceed 5% in an eroding area.

Approximate Duration of Construction:

3 months

### Financial Plan for the removal of all hard structures.

All Properties which are allowed to build retaining walls on their property are allowed to do so with the condition that a financial plan for the removal of the retaining wall is submitted to the Public Works Department of the Town of South Padre Island. Removal of the retaining wall at the owner's expense may be required if/once the retaining wall comes into regular contact with wave action for twenty (20) out of thirty (30) consecutive days. The Town accepts the submission of a Retaining Wall Covenant, or other financial guarantee, insuring the removal of the retaining wall if the required conditions are met.

Type of Plan

submitted:

N/A - no structures proposed

Date of submission:

N/A

### Drainage:

Describe the impact that the proposed construction will have on the natural drainage pattern on the site and adjacent lots.

- |   |  |
|---|--|
| a) no change in the drainage on site. <input checked="" type="checkbox"/> | b) the proposed construction will change the grading and the drainage on the subject property. (An explanation will be required detailing where the water will drain.) |
|---|--|

Explanation/other info: The project involves removal of beach quality sand from the Padre Grand site above elevation +10 NGVD and placement of that sand in a dune ridge

seaward of Hilton Garden Inn/La Quinta. No impervious cover or hard structures are proposed and no change in drainage patterns on the site or adjacent lots is expected.

### Impacts to Beach/Dune System:

Answer each question as completely as possible in narrative form:

#### 1) What damage will this proposed construction have on the dune vegetation located at the project site?

- |  |   |  |
|--|---|--|
| a) no damage to dune vegetation whatsoever. <input type="checkbox"/> | b) the proposed construction will impact _____ % of the dune vegetation on site. (explanation of the "impact" will be required) | c) the proposed construction will require the removal and relocation of <u>appx. 20</u> % of the dune vegetation on site. (the submission of a mitigation plan will be required) |
|--|---|--|

Explanation/other info: The project will temporarily disturb approximately 33,815 sq. ft. of vegetation on the Padre Grand Site.

A dune mitigation plan to offset this impact is attached. Disturbed vegetation will be replaced at a 1:1 ratio. Quarterly monitoring & reporting will be conducted.

#### 2) How will the proposed construction alter the dune size/shape at the project site?

- |  |   |  |
|--|---|--|
| a) no change to dune size/shape whatsoever. <input type="checkbox"/> | b) the proposed construction will change _____ % of the size/shape of dunes on site. (details will be required) | c) the proposed construction will require the removal and relocation of <u>appx. 15</u> % of the dunes on site. (the submission of a mitigation plan will be required) |
|--|---|--|

Explanation/other info: The project calls for the relocation of 4,166 cu. yds. of sand from the Padre Grand Site to the Dune Ridge Enhancement

Area seaward of the Hilton/La Quinta structures. Only sand above +10' NGVD will be relocated. All sand will remain in the BD system.

#### 3) How will the proposed construction change the hydrology of the dunes at the project site?

- |  |  |
|--|--|
| a) no change to dune hydrology whatsoever. <input checked="" type="checkbox"/> | b) the proposed construction will impact dune hydrology on site. (details will be required) <input type="checkbox"/> |
|--|--|

Explanation/details: Because no hard or impervious surfaces are proposed and because no structures of any kind are included in the project, no modification of dune hydrology is expected. De minimus changes in percolation rates may occur until vegetation is reestablished.

#### 4) Describe alternatives to the proposed construction or method of construction which will cause fewer or no adverse effects on dunes and dune vegetation.

Other sand sources for the Dune Ridge Enhancement Project were explored, such as the importation of "river sand." These sources were previously tested and while generally acceptable in grain size and composition, the sand was darker and significantly more expensive to transport and place. In accordance with Section 22-9 of the Town's BD Plan, Co-applicants Patel and Donahue propose using sand from a high dune ridge within the BD system as the sand source for the enhancement project.

17-7

**5) Describe alternatives to the proposed construction or method of construction which will cause fewer or no adverse impairment to beach access.**

The no action alternative would have fewer impacts than the proposed plan as no vegetation on the Padre Grand Site would be disturbed.

Purchase of sand from a commercial site would also eliminate the temporary impact to dune vegetation at Padre Grand. However,

failure to undertake the project would eliminate the storm protection and other advantages obtained by expanding the dunes seaward of the

Hilton/La Quinta. In addition, previous projects demonstrate that dune vegetation recovers if vegetation is mulched, replaced and irrigated, as proposed here.

**Mitigation Plan:** Describe the methods which you will use to avoid, minimize, mitigate and/or compensate for any adverse effects on dunes or dune vegetation.

Please see attached Dune Ridge Enhancement Project Specifications and Mitigation Plan.

**Financial Plan for Dune Mitigation:**

If required by the Board of Aldermen, a financial guarantee (irrevocable letter of credit or a performance bond, etc.) may be necessary to insure the mitigation of dunes/dune vegetation takes place as proposed and required of the applicant.

Type of Plan

submitted: \_\_\_\_\_

Date of submission: \_\_\_\_\_

**Checklist of Additional Required Application Information:**

**An accurate map, plat or site plan showing:**

- ☒ 1) Legal description of the property (lot, block, subdivision) and the immediately adjoining property.
- ☒ 2) Location of all existing structures - including the habitable and inhabitable structures, swimming pools, decks, fences, parking areas, landscape areas, etc.
- ☒ 3) Location of the Historical Building Line on the subject property and the extension of the line on the properties immediately adjoining the subject property to the north and to the south.
- ☒ 4) Location and elevation of existing retaining walls -both on the subject property and those properties immediately adjoining the subject property to the north and to the south.
- ☒ 5) Location of proposed structure(s) - if proposing the construction of a retaining wall, please also include the proposed elevation of the retaining wall. None proposed
- ☒ 6) Location of proposed driveways, parking areas (showing the # of proposed parking spaces), and landscape areas. None proposed
- ☒ 7) Location of all existing and proposed beach access paths and/or dune walkovers. No New Access proposed.
- ☒ 8) Location and extent of any man-made vegetated mounds, restored dunes, fill activities, or any other pre-existing human modifications on the tract.
- ☒ 9) Topographical survey of the site identifying all elevations, existing contours of the project area (including dunes and sqales), and the proposed contours of the final grade.

**Other required application information:**

- 1) A grading and layout plan showing proposed contours for the final grade
- 2) The floor plan(s) and elevation(s) of the structure proposed to be constructed or expanded. N/A
- 3) Photographs of the site which clearly show the current location of the vegetation line & existing dunes on the tract.
- 4) Copy of the Flood Rate Map showing the location of the subject property.
- 5) Copy of the Historical Erosion Rate Map as determined by the Univ. of Texas @ Austin, Bureau of Economic Geology.
- 6) \$180 application fee.

**YOUR APPLICATION IS NOT COMPLETE UNLESS ALL INFORMATION REQUESTED ABOVE IS SUBMITTED.**  
FOR APPLICATIONS WHICH REQUIRE BEACH AND DUNE TASK FORCE REVIEW, 21 COPIES WILL BE REQUIRED.  
All other application submissions require only three (3) copies of the complete information.

17-8

November 11, 2010

To: Rueben Trevino, Beach Dune Program, Town of South Isla Island  
Fr: Peter A. Ravella, Principal, PAR Consulting, LLC  
Re: Beach Access/Dune Protection Permit Application, Dune Ridge Enhancement Project

Location:

Isla Grand Condominium, Sand Borrow Site and  
La Quinta/Hilton Garden Inn, Dune Ridge Enhancement Site

Co-Applicants:

Barry Patel, President, Affiliated Management Systems (La Quinta/Hilton)  
Bill Donahue, SPI Management Company (Isla Grand)

**Purpose:**

1. Condominium name correction. In the application materials previously submitted, the borrow site was incorrectly referred to as "Padre Grand." The correct name of the borrow site for the application is the "Isla Grand Condominium." Please accept this memorandum as a blanket correction of this error in all application materials by substituting Isla Grand for all references to "Padre Grand."
2. City Permit for Dune reconfiguration at Isla Grand with Off-Site Mitigation seaward of the Hilton Garden Inn/La Quinta. After discussions with Angie Sunley at GLO, the proper characterization of this project is a City-issued Beach & Dune Permit for disturbance of Dunes at Isla Grand, with off-site mitigation at the described site seaward of the Hilton Garden Inn/La Quinta Hotel. The City has jurisdiction to issue a permit for disturbance of dunes at Isla Grand. In addition, off-site mitigation outside of the City's jurisdiction is permissible with the consent of: (1) the mitigation site property owner (Mr. Barry Patel, who is a co-applicant on the project has provided his explicit consent); (2) Cameron County (Applicant has requested from Mr. Javier Mendez consent for off-site mitigation of this project by e-mail dated November 9, 2010; and (3) General Land Office at the time of state review.

**Purpose:** In accordance with Section 22-9(B) of the South Padre Island Dune Protection, Beach Renourishment and Access Plan, co-applicants, Affiliated Management Systems (AFS) and SPI Management Company (SPIMC) seek a Beach and Dune Protection Permit to:

1. Undertake a dune ridge enhancement and stabilization project seaward of the La Quinta/Hilton Garden Inn structures to enhance the dune system functions and provide increased storm protection to the structure and adjacent properties;
2. Re-contour the existing dunes seaward of the Padre Grand Condominium to provide a consistent minimum dune elevation of at least +10 feet and to

17-9

provide beach-quality sand for the dune ridge enhancement project seaward of the la Quinta/Hilton structures.

**Rationale:** The proposed Dune Ridge Enhancement Project is necessary to enhance and expand the dune field seaward of the La Quinta and Hilton Garden Inn structures to better protect the structures from damage due to high tide and storm surge events. Consistent with the Dune Protection Act, stabilized, vegetated dunes offer the best natural defense against storms while protecting areas of significant ecological value. Well-vegetated dunes also help preserved state-owned beaches and shores by protecting against shoreline erosion. Co-applicants, AMS and SPIMC seek to carry out the dune protection policies of the Town of South Isla Island and the State to protect structures using dunes and dune vegetation.

**Borrow Site: Isla Grand Condominium**

(Majia & Rose Survey, August 30, 2010)

- FEMA Base Flood Elevation (Zone AE): +12 feet
- Existing Bulkhead Elevation + 9.48 feet
- Existing Maximum Dune Elevation: +18 feet
- Existing Average Dune Swale Elevation: +11 feet
- Proposed Final Dune Elevation of Borrow Area: +10 feet

**Dune Ridge Enhancement Site: Hilton Garden Inn & La Quinta**

(Majia & Rose Survey, August 30, 2010)

- Existing Maximum Dune Height: +8.8 feet
- Existing Minimum Dune Height: +3.5 feet
- Proposed Maximum Dune Height: +14.4 feet
- Proposed Minimum Dune Height: +11.0 contoured to meet existing grade

**Dune Volume & Vegetation Impact & Mitigation**

- Sand Volume Removed from Isla Grand Site: 4,138 cu. yards
- Sand Volume Mitigated and Placed at Hilton/La Quinta: 4,138 cu. yards
- Dune Vegetation Affected at Isla Grand Site: 33,815 sq. feet
- Dune Vegetation Mitigated at Isla Grand Site: 33,815 sq. feet
- New Dune Vegetation Mitigated at Hilton/La Quinta Site: 20,702 sq. feet
- Total Vegetation Mitigated at borrow and placement sites: 54,517 sq. feet

**Project Description:** Consistent with Section 22-9(B) of the Town of SPI Dune Protection, Beach Renourishment and Access Plan, the Co-applicants propose to remove 4,138 cubic yards of beach quality sand from the Isla Grand site by excavating and relocating sand above elevation +10 feet to the dune ridge project site seaward of the Hilton Garden Inn and adjacent La Quinta Hotel. The new dune ridge will have a minimum elevation of +10 feet NGVD, with an average elevation of approximately +11 feet and a maximum elevation of approximately +14 feet.

17-10

All sand moved from the Isla Grand dune crest will remain in the beach/dune system and be used for the sole purpose of to raising the elevation of low dune areas seaward of the Hilton Garden Inn/La Quinta Hotel up to an average elevation of +11 feet NGVD.

The attached plans reflect the existing and proposed conditions on the Isla Grand site, and the existing and proposed conditions seaward of the Hilton Garden Inn/La Quinta Hotel.

Approximately 4,138 cubic yards of beach quality sand will be re-located from the Isla Grand Site. This material will be used to widen the dune field landward of the LOV at the Hilton/La Quinta placement site and create a more consistent dune elevation of approximately +11 feet NGVD across the seaward side of the parcels. At the Hilton/La Quinta placement site, existing elevations seaward of the buildings are approximately +3 to +8 feet NGVD. These low-lying areas are below the FEMA Base Flood Elevation and create a storm surge pocket that increases the risk of damage to the structures. By raising the elevations of low areas to an average of +11 feet NGVD, the overall function and value of the dune system will be improved.

**The Proposed Project is Consistent with SPI Town Ordinance, Section 22-9(B) --** Section 22-9(B) of the Beach/Dune Plan permits the Town to approve and/or sponsor dune ridge construction activities if it finds as a fact, after a full investigation, that the particular project as proposed, meets the specific criteria below. The proposed project satisfies the these requirements as follows:

- (1) The height of the existing dune(s) is/are greater than fifteen feet (15') above sea level

As shown in the attached Mejia & Rose Survey dated August 30, 2010, the existing dune system at the Isla Grand site includes two distinct primary dunes with peak elevations of at least +18 feet NGVD. As is typical in the SPI dune complex, lower swale areas between the dune peaks are lower, in this case dipping in some areas to +11 to +12 feet NGVD. In no area is the elevation of the Isla Grand dune complex at an elevation less than +10 NGVD, the required minimum finished elevation for a dune ridge enhancement project.

- (2) An affirmative demonstration can be made that substantial dunes would likely form naturally in the area of the proposed dune ridge construction project

The Dune Ridge Enhancement Site seaward of the Hilton/La Quinta would occur in a landward "indentation" in the natural seaward location of the LOV, as revealed by the LOV location in Andy Bowie Park immediately north of the Hilton. The location of the beach/dune complex and LOV in Andy Bowie Park clearly demonstrates that the proposed Dune Ridge Enhancement Project is in an area where substantial dunes would form naturally but for previous dune losses & beach cleaning activities that restrict seaward progression of the dune system.

- (3) The project demonstrates equal or better protection with the proposed dune ridge construction plan

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17-11

The proposed dune ridge enhancement project seaward of the Hilton/La Quinta parcels will clearly provide better protection to the upland structure parcels than if no new dunes were constructed. All dune sand removed from the Isla Grand site (100%) will be placed in the Dune Ridge Enhancement Area seaward of Hilton/La Quinta. The finished elevations of the new dune ridge enhancement area will have a minimum average elevation of +11 feet NGVD, with a peak elevation of approximately +14 feet NGVD, thus increasing existing beach/dune elevations in the area by approximately 4 to 8 feet.

In accordance with the 22-9(B)(7), the dunes at the Isla Grand borrow site will be re-contoured to have a minimum elevation of +10 NGVD. While maximum dune peak elevations will be reduced, as is anticipated in a dune ridge project, the dune swale elevations will be increased by approximately 3 to 4 feet (to at least +10 feet NGVD) thus providing a net increase in protection at the Isla Grand site.

- (4) The adjacent littoral property owner(s) provide written consent for the proposed dune ridge construction project

Written consent letters are currently being collected and will be provided as soon as available.

- (5) The adjacent littoral property is in compliance with previously issued and approved Beach and Dune permits

The co-applicants for this permit are not aware of any beach and dune permit compliance problems for any adjacent property owner. Co-applicant AMS/Barry Patel has previously obtained and is in full compliance with all previously issued Beach and Dune Permits authorizing construction of the Hilton Garden Inn and associated dune mitigation projects.

- (6) The Town shall ensure that all sand seaward of the Historic Building Line (or in the case of Lots 1, 2, 3 & 4 of Block 156, PB X, seaward of the retaining wall) remains in the beach/dune system

As shown in the attached plans, all sand removed from the Isla Grand site will be placed in the designated Dune Ridge Enhancement Area seaward of the Hilton/La Quinta and will remain within the beach/dune system.

- (7) The height of the altered dunes seaward of the Historic Building Line (or in the case of Lots 1, 2, 3 & 4 of Block 156, PB X, seaward of the retaining wall) can be no lower than ten feet (10') above sea level

As shown in the attached plans, the minimum elevation of the Dune Ridge Enhancement area seaward of the Hilton/La Quinta and will be +10 feet NGVD. The new dunes will be sloped to conform to existing lower grades.

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17-12

- (8) The altered dune(s) must be vegetated with indigenous dune vegetation and watered to stabilize the dune(s); and

All reasonable efforts will be made to avoid and minimize the impact to existing dune vegetation at the Isla Grand site and new Dune Ridge Enhancement Site seaward of the Hilton/La Quinta. All dune volume and dune vegetation impacts will be mitigated in accordance with the attached plan. All sand volume removed from Isla Grand will be used strictly for dune ridge enhancement in accordance with the attached plan.

To the extent practicable, all dune plants at Isla Grande to be affected by the sand borrow activities will be preserved and mulched and/or replanted on the site. Following removal of the sand, a surface irrigation system will be installed on the Isla Grand site to water the affected area and promote natural re-growth of dune vegetation. Supplemental dune plantings will be undertaken, if necessary, in accordance with the attached dune mitigation plan if natural re-growth has not occurred within 12 months or if otherwise ordered by the Town.

To the extent practicable, all existing dune plants in the Dune Ridge Enhancement Area seaward of the Hilton/La Quinta will also be preserved and replanted on the site, though this area is sparsely vegetated. Following placement of the beach quality, a surface irrigation system will be installed on the Hilton/La Quinta Dune Ridge Enhancement site to water the affected area and promote natural re-growth of dune vegetation. Supplemental dune plantings will be undertaken, if necessary, in accordance with the attached dune mitigation plan if natural re-growth has not occurred within 12 months or if otherwise ordered by the Town.

Co-applicants will undertake post-project monitoring of the Isla Grand borrow site and the Hilton/La Quinta Dune Ridge Enhancement site in accordance with the attached dune mitigation and monitoring plan. Dune plant re-vegetation will be closely monitored and progress reported to the Town. If necessary, supplemental plantings will be undertaken.

- (9) The project shall not restrict or interfere with the public's access to the beach or use of the beach at normal high tide.

The Dune Ridge Enhancement project site will not interfere with public use and enjoyment of the beach at high tide as it will be located landward of the natural LOV as found in the adjacent Andy Bowie Park. The new dune field will essentially fill in a "pocket" or indentation that exists in the dune system seaward of the Hilton garden Inn. Sand placed seaward of La Quinta will be on top of the existing rudimentary dune, an area that is not used by the public.

We appreciate the Town's consideration of this project proposal and application. Please let us know if there is any additional information you require.

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17-13

Respectfully submitted,

*Peter A. Ravella*

Peter A. Ravella, Principal  
PAR Consulting, LLC  
512-784-3565  
peterravella@mac.com

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## COUNTY OF CAMERON DUNE PROTECTION PERMIT

A Beach Front Construction Certificate and Dune Protection permit is hereby granted to: Barry Patel, Affiliated Management Systems for the Dune Enhancement and Storm Damage Reduction Project on 6.5 acres in Andy Bowie Park.

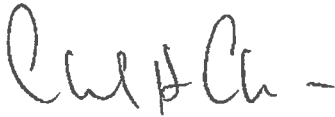
On the 23<sup>rd</sup> day of November 2010, in a Special Meeting of the County Commissioners' Court it was voted on to approve the permit for the following items:

1. Contractor will place approximately 3,571 cubic yards of sand on 6.5 acres of land in Andy Bowie Park. The Sand will be placed in the low lying areas along the board walk to provide a consistent minimum dune elevation of at least +14.4 feet above MSL.
2. Applicant and County agree that the placement of sand in the proposed site will benefit the area, by protecting the infrastructure and critical dune system from future storm surges.
3. Complete a dune enhancement and stabilization project landward of the Line of Vegetation to ensure that the function of the Dune System provides storm protection to the structure and adjacent properties.

**Permit must be kept at Construction Site.**

Permit is valid for three (3) years and may be renewed for two (2) consecutive ninety-day periods thereafter.

Signed this 23<sup>rd</sup> day of November 2010.

By:   
Carlos H. Cascos, CPA  
County Judge

Attested by: 

Joe G. Rivera, County Clerk



Attachments:  
Application from PARC  
Exhibits A & B

17-15

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To: Rueben Trevino, Beach Dune Program, Town of South Isla Island  
Fr: Peter A. Ravella, Principal, PAR Consulting, LLC  
Cc: Angela Sunley, Texas General Land Office  
Re: Supplemental Dune Vegetation Plan-Isla Grand Borrow Site  
**Beach Access/Dune Protection Permit Application, Dune Ridge Enhancement Project**

Location:

Isla Grand Condominium, Sand Borrow Site and  
La Quinta/Hilton Garden Inn, Dune Ridge Enhancement Site

Co-Applicants:

Barry Patel, President, Affiliated Management Systems (La Quinta/Hilton)  
Bill Donahue, SPI Management Company (Isla Grand)

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The purpose of this Supplemental filing is to address the request by the Texas General Land Office to proactively mitigate the dune vegetation impacts on the Isla Grand Borrow Site as part of the above-referenced Dune Ridge Enhancement Project.

The supplemental dune vegetation mitigation plan for Isla Grand will provide for:

- (1) Installation of native plants on the borrow area site (the shaded area in the previously submitted Isla Grand Borrow Site drawing), at two (2) foot on center, using a mix of native dune species indigenous to SPI.
- (2) Mitigation of vegetation on the entire disturbed borrow area site, approximately 34,000 square feet in size;
- (3) Installation of sand fence rows across the borrow area site, with rows spaced 20 feet apart and generally running from southwest to a northeast orientation across the borrow area; sand fences to be in 10-foot segments, with 10-foot gaps between segments in each row; and
- (4) Installation of three post-project and site control signs, as detailed below.

In addition to all other dune volume and dune vegetation mitigation commitments included in the previously filed Beach Access and Dune Protection Permit Application, the Co-applicants, Mr. Barry Patel and Mr. Bill Donohue, will undertake installation of sand fence, dune plants and dune restoration area signage at the Isla Grand borrow site in accordance with the following specifications:

**PLANT SOURCE:** All plant material will come from sources on South Padre Island.

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**PLANT MATERIALS:** All plant material will be healthy, vigorous material free of pest and disease. All material will of transplantable size for the species grown. For sea oats and bitter panicum a minimum height of 18 inches will be provided. All railroad vine will be 6 inches in height and all purslanes will be 2-3 inches in height. Root ball for all species will be a minimum 1" x 1" x 2" (industry standard 200 count Styrofoam float tray).

**PLANTING:** Approximately 8,500 plants will be planted in 2' x 2' spacing throughout the Isla Grand disturbed area. All plants will be planted with a slow release fertilizer at a rate of 1 teaspoon per hole at the time of planting. Sea oats and Bitter Panicum will be planted at a minimum depth of 10 inches. All other species will be planted at a depth appropriate to the size of the transplantable plug. Water will be used at the time of planting to insure survivability.

**ADDITIONAL FERTILIZER:** Approximately 30 days after the initial planting a broadcast fertilizer application will be provided at the rate of 3 pounds of nitrogen per 1000 square feet. This application will be appropriate weather at the time of application. The fertilizer will be "Dune Special 30-10-0" with a minimum 80% nitrogen coating.

**PLANT SURVIVAL:** A plant survival rate of 90 % will expected with the contractor responsible for plant replacement of any plant losses exceeding 10 % that is not caused by natural causes or criminal activity. These plants will be replaced approximately 30 days from the completion of the initial planting or at the time of fertilizer application.

**SAND FENCE:** Sand fence will be 4 foot high, 4 wire, spruce slat fences cut to 10 foot lengths and stapled to 3 evenly spaced 7 foot post. There will be 6 sand fence rows with 20 sections per row. When installed the bottom of the fence will rest on the sand. The fence will be placed in rows parallel to the water with rows spaced 20 foot apart throughout the disturbed area. All 10 foot sections will be placed at 45-90 degree angles and spaced 10 foot apart within the rows.

**PROJECT SIGNAGE:** Upon completion of the project, three all-weather signs 30" x 18" in size will be installed on the perimeter of the mitigation area reading,

"Dune Restoration Project  
Area Planted with  
Native Grasses  
Please Keep Out"

**COMPLETION SCHEDULE:** Installation of all mitigation activities described above will be completed within 30 days following removal of sand from the borrow area.

**POST-MITIGATION MONITORING:** As specified in the previously submitted Mitigation Plan, post-project monitoring will occur on a quarterly basis for one-year following completion of the mitigation at both the borrow and fill sites. Monitoring and reporting will be conducted by Peter A. Ravella Consulting, LLC.

We appreciate the Town's consideration of this project proposal and application. Please let us know if there is any additional information you require.

Respectfully submitted,

*Peter A. Ravella*

Peter A. Ravella, Principal  
PAR Consulting, LLC  
512-784-3565  
peterravella@mac.com

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Reuben Trevino  
Coastal Resources Manager  
Town of South Padre Island Texas 73557

Dear Mr. Trevino

11/23/2010

This letter is to advise you that as an adjoining landowner to the Isla Grand Condominium or the Hilton Garden Inn/La Quinta Hotel sites on South Padre Island, I have no objection to the proposed Dune Ridge Enhancement Project Application submitted as a joint project of Mr. Bill Donahue and Mr. Barry Patel.

Sincerely,

  
Clayton Brashear

Tuesday, November 23, 2010 AOL Clayton.c

17-19

Isla Del Sol Homeowner's Association  
% Island Services  
P.O. Box 2392  
South Padre Island, TX 78597  
(956)761-2649  
(956)761-4251 Fax

November 19, 2010

Reuben Trevino  
Coastal Resources Manager  
Town of South Padre Island, TX 78597

Dear Mr. Trevino:

This letter is to advise you that as an adjoining landowner to the Isla Grand Condominium or the Hilton Garden Inn/La Quinta Hotel sites on South Padre Island, I have no objection to the proposed Dune Ridge Enhancement Project Application submitted as a joint project of Mr. Bill Donahue and Mr. Barry Patel.

Sincerely,

  
Robert N. Pinkerton, Jr.  
Property Manager

17-20

Saida Recreation Association  
% Island Services  
P.O. Box 2392  
South Padre Island, TX 78597  
(956)761-2649  
(956)761-4251 Fax


November 19, 2010

Reuben Trevino  
Coastal Resources Manager  
Town of South Padre Island, TX 78597

Dear Mr. Trevino:

This letter is to advise you that as an adjoining landowner to the Isla Grand Condominium or the Hilton Garden Inn/La Quinta Hotel sites on South Padre Island, I have no objection to the proposed Dune Ridge Enhancement Project Application submitted as a joint project of Mr. Bill Donahue and Mr. Barry Patel.

Sincerely,

  
Robert N. Pinkerton, Jr.  
Property Manager

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**HILTON GARDEN INN & LA QUINTA HOTEL  
DUNE RIDGE ENHANCEMENT PROJECT MITIGATION PLAN  
*Technical Specifications & Monitoring Program***

**I. Dune Ridge Enhancement**

- (1) CO-APPLICANTS, BARRY PATEL/AFFILITATED MANAGEMENT SYSTEMS & BILL DONAHUE/SOUTH PADRE ISLAND MANAGEMENT COMPANY shall construct the dunes shown on the associated Drawings with a continuous and smooth transition into any existing surrounding naturally formed dunes and shall approximate the natural contours, vegetative cover, and sediment content of any pre-existing naturally formed dunes in the proposed Dune Ridge Enhancement Area, shown in the attached drawings.
- (2) All sand shall be: (a) taken from the Padre Grand dune field in the area specified on the attached drawing. All sand shall be clean and free of organic material and debris and compatible with existing on-site, native beach material in both grain size and coloration.
- (3) CO-APPLICANTS shall place and grade sand in accordance with the volumes and contours in the attached drawings (Majia & Rose, 2010). The CO-APPLICANTS shall place sand only within the limits shown on the Drawings.
- (4) Irrigation Installation. Following construction, CO-APPLICANTS shall install at both the Padre Grand borrow site and on the Dune Ridge Enhancement site full surface irrigation sprinkler systems that will water the dunes on a weekly basis, or more frequently as needed to promote natural re-vegetation of the disturbed areas.
- (5) Permit Compliance. CO-APPLICANTS shall comply with the terms and conditions of all applicable permits issued for the project and with the GLO Beach and Dune Rules (31 TAC 15.1 et. seq.) and the Town of South Padre Dune Protection, Beach Renourishment and Access Plan governing restoration of dunes within the Town's jurisdiction.
- (6) Dune Mitigation: Restoration Volumes and Re-Establishment of Dune Vegetation. The total sand volume removed from the Padre Grand borrow site and placed in the Dune Ridge Enhancement Area seaward of the Hilton Garden Inn/La Quinta shall be 4,138 cubic yards. Mitigation of vegetation disturbance on the Padre Grand site shall be compensated on-site in accordance with the Plant Collection and Installation procedures included below using natural dune plant recovery and irrigation.

In addition, CO-APPLICANTS shall promote and restore vegetation of the Dune Ridge Enhancement Site using natural re-vegetation and irrigation as specified herein. If natural re-vegetation is unsuccessful after one year at either the Padre Grand site or Dune Ridge Enhancement site, CO-APPLICANTS shall undertake artificial installation of native dune plants as may be directed by the TOWN.

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Dune Volume and Re-Vegetation Area.

<b>Hilton/La Quinta Dune Ridge Enhancement Project</b>				
<b>PARC Consulting, LLC</b>				21-Oct-10
<b>Dune Ridge Enhancement Area</b>				
<b>Sand Fill Area (SFA)</b>	<b>Footprint Area (Sq Ft)</b>	<b>Sand Volume (Cu yds)</b>	<b>Avg Pre-fill Elevation (ft)</b>	<b>Max Post Fill Elevation (ft)</b>
1	3,178	595	9	14.4
2	11,003	2,200	5.9	11
3	6,521	1,371	6.2	12
<b>Total</b>	<b>20,702</b>	<b>4,166</b>		
<b>Padre Grand Borrow Area</b>				
	<b>Footprint Area (Sq Ft)</b>	<b>Sand Volume (Cu yds)</b>	<b>Maximum Pre-Cut Elevation (ft)</b>	<b>Min. Post Fill Elevation (ft)</b>
1	33,815	4,138	18.8	10

- (7) Open Beaches Protection. CO-APPLICANTS are prohibited from constructing any portion of the project in a manner that encroaches on the public beach. All placed sand and dune plants shall be within the Dune Ridge Enhancement Area boundaries specified on the Drawings.
- (8) Construction Prohibitions. CO-APPLICANTS are prohibited from using any of the following methods or materials in construction of the restored dune:
- (A) Hard or engineered structures;
  - (B) Materials such as bulkheads, riprap, concrete, or asphalt rubble, building construction materials, and any non-biodegradable items;
  - (C) Fine, clayey, or silty sediments;
  - (D) Sediments containing the toxic materials listed in Volume 40 of the Code of Federal Regulations, Part 302.4 in concentrations which are harmful to people, flora, and fauna as determined by applicable, relevant, and appropriate requirements standards established by the local, state, and federal governments; and
  - (E) Sand obtained by scraping or grading dunes or the beach.

**II. Plant Collection & Installation**

- (1) As used in this specification, "the area to be disturbed" are the following areas shown on the attached drawings: (1) the area on the Padre Grand site from which sand will be removed and (2) the footprint of the Dune Ridge Enhancement Project where sand will be placed seaward of the Hilton Garden Inn/La Quinta Hotel.
- (2) Area to be Disturbed -- Collection and Mulching/Replanting of Plants. Prior to commencement of sand removal from the Padre Grand site, the CO-APPLICANTS shall

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collect all existing plants in the area to be disturbed and store them in a shaded, moist condition in a location away from the construction activities. Plants removed from the area may be mulched and replaced within the boundary of the Padre Grand sand removal area or replanted in accordance with the installation procedures in paragraph 4, below.

Similarly, existing plants within the new Dune Ridge Enhancement Area seaward of the Hilton/La Quinta will be removed prior to placement of sand from the Padre Grand site. These plants will be stored in a moist, shaded area until sand placement activities are complete then replanted or mulched and placed over the new dune ridge surface. If replanted, CO-APPLICANTS shall follow the specifications in paragraph 4 below

- (3) Acceptable Plant Species. The CO-APPLICANTS may replant any indigenous dune vegetation collected from the area to be disturbed on the Padre Grand site or the Dune Ridge Enhancement site seaward of the Hilton Garden Inn/La Quinta Hotel. Any non-native dune plant species (such as salt cedar) that are collected in the areas to be disturbed may not be re-planted on the restored dune.
- (4) Installation of Plants. For each plant re-planted rather than mulched, the CO-APPLICANTS shall dig a hole between 6 and 8 inches deep - wide enough to receive the plant or entire root ball. At the time of planting and weekly thereafter as needed, the CO-APPLICANTS will water the dune using the irrigation systems required above. Mulched plant material will be spread evenly on the new dune surface and watered weekly or as needed to promote plant growth.
- (5) Other areas on the dune complex beyond the restored dune that are disturbed during construction shall be replanted with 30-days in accordance with this specification.

### **III. Post-Project Monitoring and Certification of Complete Dune Restoration**

- (1) CO-APPLICANTS shall conduct a post-project inspections of the Padre Grand Sand Borrow Area and Dune Ridge Enhancement Area quarterly for one year following project completion. A total of four post-project inspections are required. CO-APPLICANTS shall provide a Post-Project Inspection Report to the Town within 14 days after each quarterly inspection, beginning 90 days following completion of the project.
- (2) If a minimum of 75% of the planted or mulched vegetation is not viable after one year from the date of planting/mulching, the Town may order that sufficient vegetation be replanted to bring the area to the intended 1:1 mitigation coverage.
- (3) Photos will be taken from the same locations for each monitoring effort and documented in the Post-Project Inspection Report.
- (4) In the quarterly monitoring report, CO-APPLICANTS will document the condition and status of the Dune Ridge Enhancement Project, specifically including the status and condition of the Padre Grand borrow site and the restored dunes & dune vegetation. Documentation shall include:

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- a) Photos of the dune borrow & restoration sites, including all restored dunes and dune vegetation areas;
- b) Statement of the general condition of plants at both sites and the approximate percent of plants cover; and
- c) Any corrective actions undertaken since the last inspection or planned after the inspection.

(5) In addition to the information required in paragraph 3 above, the final inspection report after one year shall include one of the following three proposed determinations:

- a) Dune Restoration Project Complete -- dune restoration plants and dunes are in good condition and the 1:1 compensation ratio has been satisfied;
- b) Dune Restoration Project Partially Complete -- dune restoration plants and dunes are well established in most but not all areas, and identifying specific areas of deficiency and the specific actions and schedule that will be undertaken to satisfy a 1:1 compensation ratio; or
- c) Dune Restoration Project Failure -- dune restoration plants and dune have failed to achieve the 1:1 compensation ratio over the majority of the dune restoration area and identifying the specific actions and schedule to correct to failure.

(6) In the event that the Town or the General Land Office determines that the Dune Ridge Enhancement Project is not complete following submission of the one-year inspection report, the Town may direct CO-APPLICANTS to undertake corrective action to complete the dune restoration project and continue monitoring on a quarterly basis until such time as the dune restoration project is deemed complete.

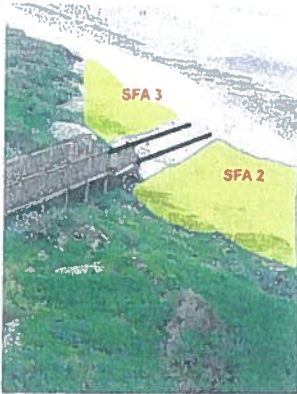
(7) As provided in 31 TAC 15.4(g)(3) and (4), the Town shall provide within 30 days following receipt of the final inspection report, a written notification to the CO-APPLICANTS and the General Land Office determining that the restoration project is complete or incomplete and any additional actions required by CO-APPLICANTS.

17-25



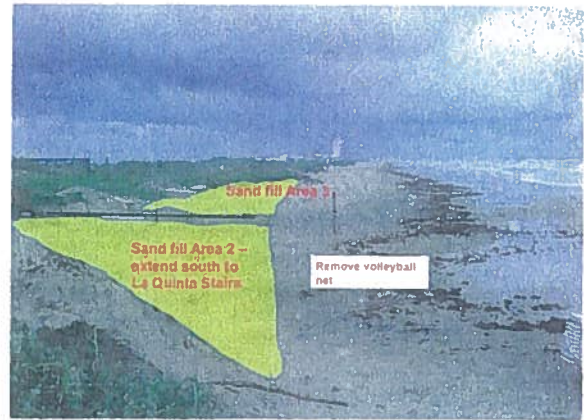


# Dune Ridge Enhancement Project



## Hilton Garden Inn SFAs

Shows SFAs 2 and 3 seaward of Hilton Garden Inn. The new dune will restore dunes seaward to the adjoining LOV, as seen in the upper left of the photo.



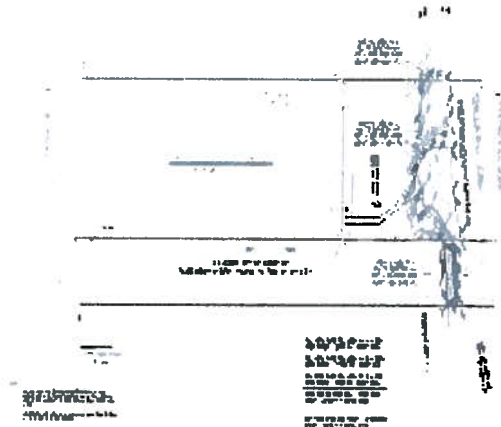
## Hilton Garden Inn SFAs

Photo looking north from La Quinta stairs to Hilton SFAs. Note that new dune will restore dunes to seaward point of LOV.



## La Quinta SFA

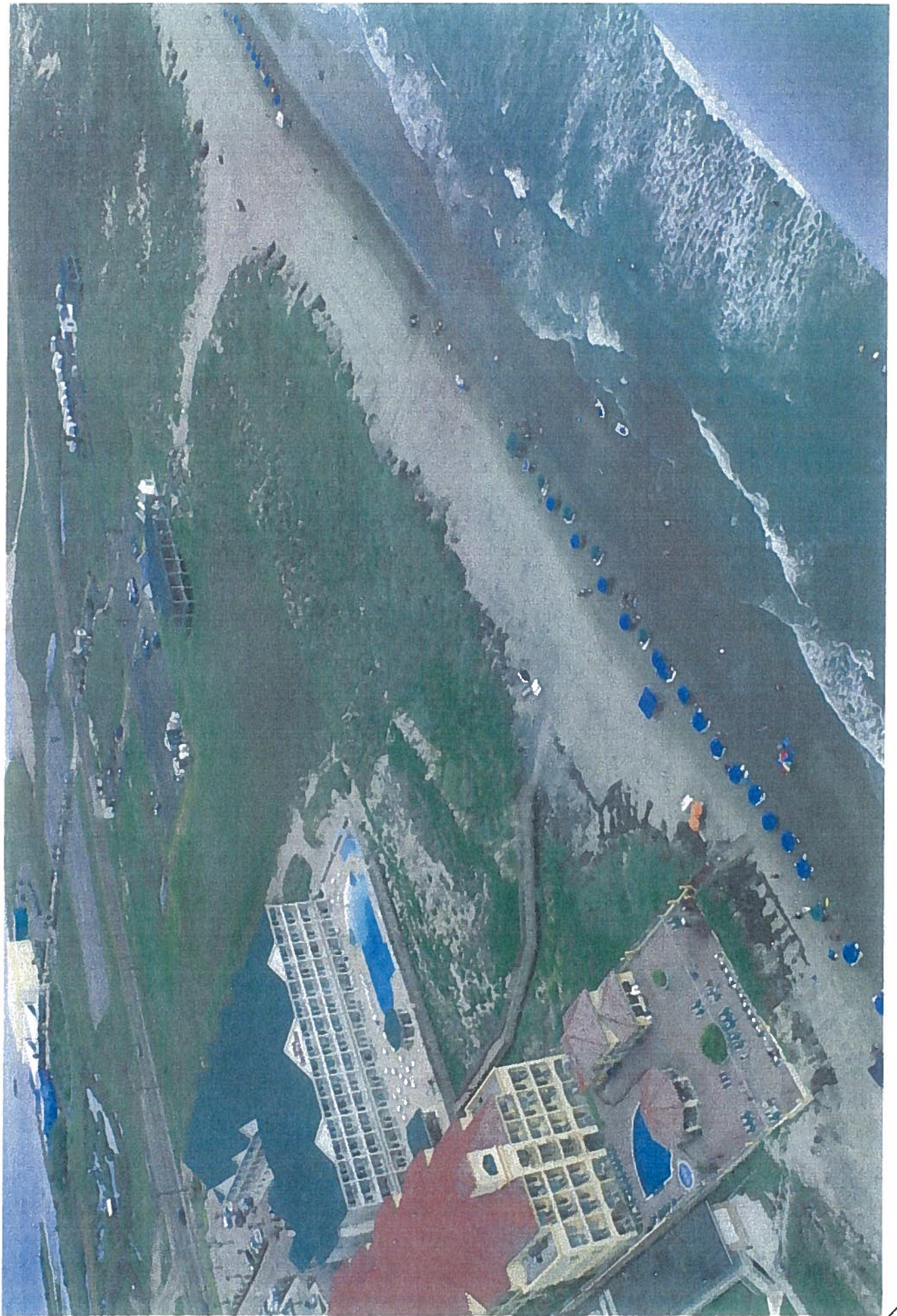
SFA 1 (misabeled 4 in this photo) is seaward of the La Quinta. Fill will extend dune seaward but only to end of the hotel staircase



## Overall Fill Schematic

Overall site dune enhancement fill. Please see other attachments for full size version.

17-28



17-29





**Federal Emergency Management Agency**  
Washington, D.C. 20472

**CERTIFIED MAIL  
RETURN RECEIPT REQUESTED**

The Honorable Edmund Cyganiewicz  
Mayor, Town of South Padre Island  
4501 Padre Boulevard  
South Padre Island, TX 78597

**IN REPLY REFER TO:  
Case No.: 99-06-1796P**

**Community:** Town of South Padre Island,  
Texas  
**Community No.:** 480115  
**Panel Affected:** 0001 D  
**Effective Date of** OCT 12 1999  
**This Revision:**

102-D-A

Dear Mayor Cyganiewicz:

This responds to a request that the Federal Emergency Management Agency (FEMA) revise the effective Flood Insurance Rate Map (FIRM) for your community in accordance with Part 65 of the National Flood Insurance Program (NFIP) regulations. In a letter dated August 5, 1999, [REDACTED] President, Lennox Investments, Inc., requested that FEMA revise the FIRM to show the effects of placement of fill and construction of a retaining wall within the Villas of South Padre subdivision, an 18-acre tract of land fronting the Gulf of Mexico shoreline, and more detailed analysis within the White Sands Estates subdivision.

All data required to complete our review of this request were submitted with [REDACTED] August 5 letter.

We have completed our review of the submitted data and the flood data shown on the effective FIRM. We have revised the FIRM to modify the elevations and floodplain boundary delineations of the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). Flooding results from the effects of storm surge and wave action from the Gulf of Mexico and storm surge from Laguna Madre. As a result of the modifications, the base flood elevations (BFEs) and the width of the Special Flood Hazard Area (SFHA), the area that would be inundated by the base flood, decreased within the Villas of South Padre subdivision and within portions of the White Sands Estates subdivision. The modifications are shown on the enclosed annotated copy of FIRM Panel(s) 0001 D. This Letter of Map Revision (LOMR) hereby revises the above-referenced panel(s) of the effective FIRM dated March 9, 1999.

The modifications are effective as of the date shown above. The map panel(s) as listed above and as modified by this letter will be used for all flood insurance policies and renewals issued for your community.

17-31

The following table is a partial listing of existing and modified BFEs:

Location	Existing BFE (feet)*	Modified BFE (feet)*
Villas of South Padre subdivision:		
Approximately 180 feet southeast of intersection of Padre Boulevard and White Sands Street	12	8
White Sands Estates subdivision:		
Approximately 230 feet northwest of intersection of Padre Boulevard and White Sands Street	12	10
Approximately 900 feet northeast of intersection of Padre Boulevard and White Sands Street	12	10

\*Referenced to the National Geodetic Vertical Datum, rounded to the nearest whole foot

Public notification of the modified BFEs will be given in the *Port Isabel and South Padre Press* on or about November 17 and November 24, 1999. A copy of this notification is enclosed. In addition, a notice of changes will be published in the *Federal Register*. Within 90 days of the second publication in the *Port Isabel and South Padre Press*, a citizen may request that FEMA reconsider the determination made by this LOMR. Any request for reconsideration must be based on scientific or technical data. All interested parties are on notice that, until the 90-day period elapses, the determination to modify the BFEs presented in this LOMR may itself be modified.

Because this LOMR will not be printed and distributed to primary users, such as local insurance agents and mortgage lenders, your community will serve as a repository for these new data. We encourage you to disseminate the information reflected by this LOMR throughout the community, so that interested persons, such as property owners, local insurance agents, and mortgage lenders, may benefit from the information. We also encourage you to prepare a related article for publication in your community's local newspaper. This article should describe the assistance that officials of your community will give to interested persons by providing these data and interpreting the NFIP maps.

We will not physically revise and republish the FIRM and Flood Insurance Study (FIS) report for your community to reflect the modifications made by this LOMR at this time. When changes to the previously cited FIRM and FIS report warrant physical revision and republication in the future, we will incorporate the modifications made by this LOMR at that time.

This LOMR is based on minimum floodplain management criteria established under the NFIP. Your community is responsible for approving all floodplain development, and for ensuring all necessary permits required by Federal or State law have been received. State, county, and community officials, based on knowledge of local conditions and in the interest of safety, may set higher standards for construction in the SFHA. If the State, county, or community has adopted more restrictive or comprehensive floodplain management criteria, these criteria take precedence over the minimum NFIP criteria.

This determination has been made pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) and is in accordance with the National Flood Insurance Act of 1968, as amended

17-32

(Title XIII of the Housing and Urban Development Act of 1968, Public Law 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65. Pursuant to Section 1361 of the National Flood Insurance Act of 1968, as amended, communities participating in the NFIP are required to adopt and enforce floodplain management regulations that meet or exceed NFIP criteria. These criteria are the minimum requirements and do not supersede any State or local requirements of a more stringent nature. This includes adoption of the effective FIRM to which the regulations apply and the modifications described in this LOMR.

FEMA makes flood insurance available in participating communities; in addition, we encourage communities to develop their own loss reduction and prevention programs. Our Project Impact initiative, developed by FEMA Director James Lee Witt, seeks to focus the energy of businesses, citizens, and communities in the United States on the importance of reducing their susceptibility to the impact of all natural disasters, including floods, hurricanes, severe storms, earthquakes, and wildfires. Natural hazard mitigation is most effective when it is planned for and implemented at the local level, by the entities who are most knowledgeable of local conditions and whose economic stability and safety are at stake. For your information, we are enclosing a Project Impact Fact Sheet. For additional information on Project Impact, please visit our Web site at [www.fema.gov](http://www.fema.gov).

If you have any questions regarding floodplain management regulations for your community or the NFIP in general, please contact the Consultation Coordination Officer (CCO) for your community. Information on the CCO for your community may be obtained by contacting the Director, Mitigation Division of FEMA in Denton, Texas, at (940) 898-5127. If you have any technical questions regarding this LOMR, please contact Mr. Alan Johnson of our staff in Washington, DC, either by telephone at (202) 646-3403 or by facsimile at (202) 646-4596.

Sincerely,



Alan A. Johnson, P.E., Project Engineer  
Hazards Study Branch  
Mitigation Directorate

For: Matthew B. Miller, P.E., Chief  
Hazards Study Branch  
Mitigation Directorate

Enclosure(s)

cc: [REDACTED]  
President  
Lennox Investments, Inc.

[REDACTED]  
Senior Water Resources Engineer  
PBS&J

17-33

CHANGES ARE MADE IN DETERMINATIONS OF BASE FLOOD ELEVATIONS FOR THE TOWN OF SOUTH PADRE ISLAND, CAMERON COUNTY, TEXAS, UNDER THE NATIONAL FLOOD INSURANCE PROGRAM

On March 9, 1999, the Federal Emergency Management Agency identified Special Flood Hazard Areas (SFHAs) in the Town of South Padre Island, Cameron County, Texas, through issuance of a Flood Insurance Rate Map (FIRM). The Mitigation Directorate has determined that modification of the elevations of the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood) for certain locations in this community is appropriate. The modified base flood elevations (BFEs) revise the FIRM for the community.

The changes are being made pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) and are in accordance with the National Flood Insurance Act of 1968, as amended (Title XIII of the Housing and Urban Development Act of 1968, Public Law 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65.

A hydraulic analysis was performed to incorporate the effects of placement of fill and construction of a retaining wall within the Villas of South Padre subdivision and more detailed analysis within the White Sands Estates subdivision. This has resulted in a decrease in SFHA width and decreased BFEs within the aforementioned subdivisions. The table below indicates existing and modified BFEs for selected locations in the subdivisions.

Location	Existing BFE (feet)*	Modified BFE (feet)*
Villas of South Padre subdivision: Approximately 180 feet southeast of intersection of Padre Boulevard and White Sands Street	12	8
White Sands Estates subdivision: Approximately 230 feet northwest of intersection of Padre Boulevard and White Sands Street	12	10
Approximately 900 feet northeast of intersection of Padre Boulevard and White Sands Street	12	10

\*National Geodetic Vertical Datum, rounded to nearest whole foot

Under the above-mentioned Acts of 1968 and 1973, the Mitigation Directorate must develop criteria for floodplain management. To participate in the National Flood Insurance Program (NFIP), the community must use the modified BFEs to administer the floodplain management measures of the NFIP. These modified BFEs will also be used to calculate the appropriate flood insurance premium rates for new buildings and their contents and for the second layer of insurance on existing buildings and contents.

Upon the second publication of notice of these changes in this newspaper, any person has 90 days in which he or she can request, through the Chief Executive Officer of the community, that the Mitigation Directorate reconsider the determination. Any request for reconsideration must be based on knowledge of changed conditions or new scientific or technical data. All interested parties are on notice that until the 90-day period elapses, the Mitigation Directorate's determination to modify the BFEs may itself be changed.

17-34

Any person having knowledge or wishing to comment on these changes should immediately notify:

The Honorable Edmund Cyganiewicz  
Mayor, Town of South Padre Island  
4501 Padre Boulevard  
South Padre Island, Texas 78597

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17-35

COASTAL BASE FLOOD ELEVATIONS  
APPLY ONLY LANDWARD OF 0.0 NGVD

# MAP LEGEND

Revised 500-Year Floodplain



GULF OF MEXICO

ZONE VE  
(EL 16)

ZONE VE (EL 14)

ZONE V10  
(EL 13)

ZONE AE  
(EL 12)

ZONE AE  
(EL 10)

CORPORATE LIMITS

ZONE X

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RM3 X  
SAPPHIRE

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**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Reuben Trevino/ Coastal Resources

**ITEM**

Discussion and action to authorize the City Manager to execute the Contract No. 11-156-000-4707, with the General Land Office for the upcoming Beneficial Use of Dredge Material project (BUDM).

**ITEM BACKGROUND**

The City Council approved the appropriation of funds necessary in the amount of \$600,000 for the local required match for the Beneficial Use of Dredge Material project (BUDM) on November 17, 2010.

**RECOMMENDATIONS/COMMENTS**

Staff supports the approval of the contract.

**BUDGET/FINANCIAL SUMMARY**

\$1,374,000	Projected Fund Balance (9-30-2011)
\$ (600,000.00)	SPI match (81-581-0426)
\$ 774,000	Revised Projected Fund Balance (9-30-2011)

\$600,000	25% -SPI
\$1,800,000	75% -GLO CEPRA Cycle 6

**COMPREHENSIVE PLAN GOAL**

5A.

Secure funding for beach renourishment. Ongoing funding for beach maintenance should be established as a line item in the Town's budget.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

18-1



**PROJECT COOPERATION AGREEMENT  
GLO CONTRACT No. 11-156-000-4704  
CEPRA PROJECT No. 1456-B**

This project cooperation agreement (the "Contract") is entered into by and between the **GENERAL LAND OFFICE** (the "GLO"), a State agency, and the **CITY OF SOUTH PADRE ISLAND**, the Qualified Project Partner ("QPP"), under the Coastal Erosion Planning and Response Act, Texas Natural Resources Code Sections 33.601-.612 ("CEPRA" or the "Act") for CEPRA Project No. 1456-B.

**ARTICLE 1 – GENERAL PROVISIONS**

**1.01 PURPOSE**

The purpose of this Contract is to set forth the terms and conditions of the cooperation of QPP in a CEPRA project managed by the GLO, with funding provided by the GLO, QPP, and the U.S. Army Corps of Engineers (USACE), to pay the costs thereof. The project is described in more detail in Section 2.01, below.

**1.02 CONTRACT DOCUMENTS**

The GLO and QPP hereby agree that this document and the following attachments, which are incorporated in their entirety for all purposes, shall govern the Contract:

**SURFACE LEASE:** No. SL-2008-0010  
**ATTACHMENT A:** FEDERAL ASSURANCES AND CERTIFICATIONS  
**ATTACHMENT B:** WORK PLAN AND BUDGET  
**ATTACHMENT C:** PROJECT LOCATION MAP  
**ATTACHMENT D:** GENERAL AFFIRMATIONS

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### 1.03 DEFINITIONS

"Account" means the coastal erosion response account as defined in Section 33.604 of the Texas Natural Resources Code.

"Attachment" means documents, terms, conditions, or additional information physically added to this Contract following the execution page or included by reference, as if physically, within the body of this Contract.

"Budget" means the budget for the Project, as detailed in Attachment B to this Contract.

"CEPRA" or the "Act" means the Coastal Erosion Planning and Response Act, Texas Natural Resources Code Sections 33.601-.612.

"Contract" means this entire document, along with any Attachments, both physical and incorporated by reference.

"Federal Assurances" means Standard Form 424D (Rev. 7-97), as prescribed by OMB Circular A-102 (construction projects), in Attachment A, attached hereto and incorporated herein for all purposes.

"Federal Certifications" means U.S. Department of Commerce forms CD-512 and Standard Form LLL (Rev. 7-97), as applicable, in Attachment B, attached hereto and incorporated herein for all purposes.

"Fiscal Year" means the period beginning September 1 and ending August 31 each year, which is the annual accounting period for the State of Texas.

"GAAP" means "generally accepted accounting principles," as applicable.

"GASB" means accounting principals as defined by the Governmental Accounting Standards Board.

"General Affirmations" means the affirmations in Attachment D, attached hereto and incorporated herein for all purposes, to which QPP certifies by the signing of this Contract.

"GLO" means the Texas General Land Office, its officers, employees, and designees.

"Partner Match" means the amount contributed to pay the shared Project costs set forth in the Budget by QPP.

"Project" means the activities described in **Section 2.01** and detailed in the Work Plan in **Attachment B** of this Contract.

"Public Information Act" means Chapter 552 of the Texas Government Code.

"Qualified Project Partner" or "QPP" means the City of South Padre Island, Texas.

"Work Plan" means the methodology, means, and manner in which the Project shall be accomplished, as detailed in the Work Plan in **Attachment B** of this Contract.

#### **1.04 INTERPRETIVE PROVISIONS**

- (a) The meanings of defined terms are equally applicable to the singular and plural forms of the defined terms;
- (b) The words "hereof," "herein," "hereunder," and similar words refer to this Contract as a whole and not to any particular provision, section, attachment, work order, or schedule of this Contract unless otherwise specified;
- (c) The term "including" is not limiting and means "including without limitation" and, unless otherwise expressly provided in this Contract, (i) references to contracts (including this Contract) and other contractual instruments shall be deemed to include all subsequent amendments and other modifications thereto, but only to the extent that such amendments and other modifications are not prohibited by the terms of this Contract, and (ii) references to any statute or regulation are to be construed as including all statutory and regulatory provisions consolidating, amending, replacing, supplementing, or interpreting the statute or regulation;
- (d) The captions and headings of this Contract are for convenience of reference only and shall not affect the interpretation of this Contract;
- (e) All attachments within this Contract, including those incorporated by reference, and any amendments are considered part of the terms of this Contract;
- (f) This Contract may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative and each shall be performed in accordance with its terms;
- (g) Unless otherwise expressly provided, reference to any action of the GLO or by the GLO by way of consent, approval, or waiver shall be deemed modified by the phrase "in its/their sole discretion." Notwithstanding the preceding sentence, any approval, consent, or waiver required by, or requested of, the GLO shall not be unreasonably withheld or delayed;
- (h) All due dates and/or deadlines referenced in this Contract that occur on a weekend or holiday shall be considered as if occurring on the next business day;
- (i) All time periods in this Contract shall commence on the day after the date on which the applicable event occurred, report is submitted, or request is received; and
- (j) Time is of the essence in this Contract.

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## ARTICLE 2 – SCOPE OF PROJECT

### 2.01 DESCRIPTION OF PROJECT

The parties agree to cooperate to renourish the pedestrian beach at the City of South Padre Island, Cameron County, Texas, using approximately 200,000 cubic yards of dredged maintenance materials provided by USACE (the "Project").

### 2.02 LOCATION AND WORK PLAN

The Project area is depicted on the "Project Location Map," attached hereto and incorporated herein for all purposes as **Attachment C**. The parties shall complete the Project in accordance with the Work Plan, included in **Attachment B**, attached hereto and incorporated herein for all purposes.

### 2.03 PROJECT MANAGERS

The designated Project Managers for this Project are:

#### **GLO**

Ray Newby, Project Manager  
Texas General Land Office  
P. O. Box 12873  
Austin, TX 78711-2873  
TEL: (512) 475-3624  
FAX: (512) 475-0680  
[ray.newby@glo.state.tx.us](mailto:ray.newby@glo.state.tx.us)

#### **QPP**

Reuben Treviño, Coastal Resources Manager  
City of South Padre Island  
4601 Padre Boulevard  
South Padre Island, Texas 78597  
TEL: (956) 761-3035  
FAX: (956) 761-3893  
[rtrevino@townspi.com](mailto:rtrevino@townspi.com)

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### **ARTICLE 3 - TERM**

#### **3.01 DURATION**

This Contract shall be effective as of the date executed by the last party and shall terminate on August 31, 2011. Renewals, if any, shall be upon terms mutually agreeable to the parties, and shall be from September 1 to August 31, coinciding with the state's fiscal year.

#### **3.02 EARLY TERMINATION**

The GLO may terminate this Contract by giving written notice specifying a termination date at least thirty (30) days subsequent to the date of the notice. Upon receipt of any such notice, QPP shall cease work, undertake to terminate any relevant subcontracts, and incur no further expense related to this Contract. Such early termination shall be subject to the equitable settlement of the respective interests of the parties, accrued up to the date of termination.

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18-6

18-7

## Article 4 – FUNDING

### 4.01 TOTAL PROJECT BUDGET

The parties agree that all expenses associated with the performance of this Contract will be paid in accordance with the Budget attached hereto and incorporated herein for all purposes in **Attachment B**, in an amount not to exceed **FOUR MILLION FIVE HUNDRED THIRTY-EIGHT THOUSAND EIGHT HUNDRED FIFTY DOLLARS (\$4,538,850.00)** provided, however, that the parties may not pay an expense for the Project in excess of the amounts dedicated to, and available for, the Project at the time such expense is invoiced.

### 4.02 CEPRA ACCOUNT AND ADDITIONAL FUNDING

The parties further agree that the total amount dedicated to the Project and to be expended by the GLO from the CEPRA Account will not exceed **ONE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$1,800,000.00)**. This amount will be paid to USACE as partial reimbursement for the actual dredging and placement of the dredged materials.

The following additional funding will be dedicated to the Project:

**SIX HUNDRED THOUSAND DOLLARS (\$600,000.00)** from QPP; to be applied by the GLO to the USACE reimbursement for the actual dredging and placement of the dredged materials; and an in-kind contribution from USACE, in the form of dredging and placement of approximately 200,000 cubic yards of dredged materials on the beach, valued at **TWO MILLION ONE HUNDRED THIRTY-EIGHT THOUSAND EIGHT HUNDRED FIFTY DOLLAR (\$2,138,850.00)**. Arrangements for the payment and transfer of funds between the GLO and USACE are under GLO Contract No. 01-628-000-0005.

### 4.03 PARTNER MATCH

The additional funding described in **SECTION 4.02** satisfies QPP's required match as set forth in Texas Natural Resources Code Section 33.603(e). Payment of the match shall be submitted no later than thirty (30) days after the effective date of this Contract to:

**GLO – For Partner Match**

Texas General Land Office  
Coastal Erosion Planning and Response Act (CEPRA)-MATCH  
Mail Code 151  
P.O. Box 12873  
Austin, TX 78711-2873  
Attn: Dianna Gordon

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## **ARTICLE 5 - STATE FUNDING**

### **5.01 NO DEBT**

This Contract shall not be construed as creating any debt on behalf of the State of Texas and/or the GLO or QPP in violation of Texas Constitution, Article III, Section 49. In compliance with Texas Constitution, Article VIII, Section 6, it is understood that all obligations of the GLO and QPP hereunder are subject to the availability of state funds. If such funds are not appropriated or become unavailable, this Contract may be terminated. In that event, the parties shall be discharged from further obligations, subject to the equitable settlement of their respective interests, accrued up to the date of termination.

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18-9

## **ARTICLE 6 – RECORDS, AUDIT, AND PUBLIC DISCLOSURE**

### **6.01 BOOKS AND RECORDS**

QPP shall keep and maintain under GAAP or GASB, as applicable, full, true, and complete records necessary to fully disclose to the GLO, the Texas State Auditor's Office, the United States Government, and/or their authorized representatives, sufficient information to determine compliance with the terms and conditions of this Contract and all state and federal rules, regulations, and statutes.

### **6.02 INSPECTION AND AUDIT**

(a) QPP agrees that all relevant records related to this Contract and any Work Product produced in relation to this Contract, including the records and Work Product of its Subcontractors, shall be subject to the Administrative and Audit Regulations. Accordingly, such records and Work Product shall be subject, at any time, to inspection, examination, audit, and copying at any location where such records and Work Product may be found, with or without notice from the GLO or other government entity with necessary legal authority. QPP agrees to cooperate fully with any state entity in the conduct of inspection, examination, audit, and copying, including providing all information requested. QPP will ensure that this clause concerning state entities' authority to inspect, examine, audit, and copy records and Work Product and the requirement to fully cooperate with the state entities is included in any subcontract it awards.

(b) QPP understands that acceptance of state funds under this Contract acts as acceptance of the authority of the State Auditor's Office to conduct an audit or investigation in connection with those funds. QPP further agrees to cooperate fully with the State Auditor's Office in the conduct of the audit or investigation, including providing all records requested. QPP will ensure that this clause concerning the State Auditor's Office's authority to audit state funds and the requirement to fully cooperate with the State Auditor's Office is included in any subcontracts it awards. Additionally, the State Auditor's Office shall at any time have access to and the rights to examine, audit, excerpt, and transcribe any pertinent books, documents, working papers, and records of QPP relating to the Contract for any purpose.

### **6.03 PERIOD OF RETENTION**

QPP shall retain all records relevant to this Contract for a minimum of five (5) years. The period of retention begins at the date of final payment by the GLO for the goods or services in the Budget. The period of retention shall be extended for a period reasonably necessary to complete an audit and/or to complete any administrative proceeding or litigation that may ensue.

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## ARTICLE 7 - MISCELLANEOUS PROVISIONS

### 7.01 INDEMNITY

AS GOVERNMENTAL ENTITIES (AND AS REQUIRED UNDER THE CONSTITUTION AND LAWS OF THE STATE OF TEXAS), EACH PARTY UNDERSTANDS THAT THEY ARE LIABLE FOR ANY PERSONAL INJURIES, PROPERTY DAMAGE, OR DEATH RESULTING FROM THE ACTS OR OMISSIONS OF SUCH PARTY. IN THE EVENT THAT THE GLO IS NAMED AS A PARTY DEFENDANT IN ANY LITIGATION ARISING OUT OF ALLEGATIONS OF PERSONAL INJURY, DEATH, OR PROPERTY DAMAGE RESULTING FROM THE ACTS OR OMISSIONS OF QPP, AND FOR WHICH THE GLO IS LIABLE, IF AT ALL, ONLY THROUGH THE VICARIOUS LIABILITY OF QPP, THEN, IN SUCH EVENT, QPP AGREES THAT IT WILL PAY, ON BEHALF OF THE GLO, ALL COSTS AND EXPENSES OF LITIGATION (INCLUDING ANY COURT COSTS, REASONABLE ATTORNEYS' FEES, FEES OF ATTORNEYS APPROVED BY THE OFFICE OF THE TEXAS ATTORNEY GENERAL) AS WELL AS ALL AMOUNTS PAID IN SETTLEMENT OF ANY CLAIM, ACTION, OR SUIT, INCLUDING JUDGMENT OR VERDICT, ARISING OUT OF OR IN CONNECTION WITH THIS CONTRACT. IN THE EVENT THAT QPP IS NAMED AS A PARTY DEFENDANT IN ANY LITIGATION SEEKING ANY DAMAGES FOR ANY PROPERTY DAMAGE, PERSONAL INJURY, OR DEATH RESULTING OUT OF THE GLO'S ACTIONS OR OMISSIONS, AND QPP'S SOLE LIABILITY, IF ANY, IS ONLY VICARIOUSLY THROUGH THE GLO, THEN, IN SUCH EVENT, THE GLO AGREES TO PAY ANY AND ALL CLAIMS, DEMANDS, OR LOSSES, INCLUDING EXPENSES OF LITIGATION (INCLUDING REASONABLE ATTORNEYS' FEES AND COURT COSTS) INCURRED BY QPP, INCLUDING ANY VERDICTS OR JUDGMENTS OR AMOUNTS PAID IN SETTLEMENT OF ANY CLAIM ARISING OUT OF, OR IN CONNECTION WITH THIS CONTRACT. ANY ATTORNEYS RETAINED BY QPP TO REPRESENT ANY INTEREST OF THE GLO MUST BE APPROVED BY THE GLO AND BY THE OFFICE OF THE TEXAS ATTORNEY GENERAL. ANY ATTORNEYS RETAINED BY THE GLO TO REPRESENT THE INTEREST OF QPP MUST BE APPROVED BY QPP.

### 7.02 RELATIONSHIP OF THE PARTIES

QPP is associated with the GLO only for the purposes and to the extent specified in this Contract, and, in respect to QPP's performance pursuant to this Contract. The QPP shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create for the GLO any liability whatsoever with respect to the indebtedness, liabilities, and obligations of QPP or any other party.

### 7.03 COMPLIANCE WITH OTHER LAWS

In the performance of this Contract, QPP shall comply with all applicable federal, state, and local laws, ordinances, and regulations. QPP shall make itself familiar with and at all times shall observe and comply with all federal, state, and local laws, ordinances, and regulations that in any manner affect performance under this Contract.

#### 7.04 NOTICES

Any notices required under this Contract shall be deemed delivered when deposited either in the United States mail, postage paid, certified, return receipt requested; or with a common carrier, overnight, signature required, to the appropriate address(es) below:

**If to the GLO:**

Texas General Land Office

1700 Congress Avenue

Austin, TX 78701

Attention: Legal Services Division – Mail Code 158

**If to QPP:**

City of South Padre Island

4601 Padre Boulevard

South Padre Island, Texas 78597

Attention: Reuben Treviño, Coastal Resources Manager

Notice given in any other manner shall be deemed effective only if and when received by the party to be notified. Either party may change its address for notice by written notice to the other party as herein provided.

#### 7.05 GOVERNING LAW AND VENUE

This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Texas, exclusive of conflicts of law provisions. Venue of any suit brought under this Contract shall be in a court of competent jurisdiction in Travis County, Texas. QPP irrevocably waives any objection, including any objection to personal jurisdiction or the laying of venue or based on the grounds of forum non conveniens, which it may now or hereafter have to the bringing of any action or proceeding in such jurisdiction in respect of this Contract or any document related hereto. **Nothing in this section shall be construed as a waiver of sovereign immunity by the GLO or QPP.**

#### 7.06 DISPUTE RESOLUTION

If a contract dispute arises that cannot be resolved to the satisfaction of the parties, either party may notify the other party in writing of the dispute. If the parties are unable to satisfactorily resolve the dispute within fourteen (14) days of the written notification, the parties must use the dispute resolution process provided for in Chapter 2260 of the Texas Government Code to attempt to resolve the dispute. This provision shall not apply to any matter with respect to which either party may make a decision within its respective sole discretion.

#### 7.07 ENTIRE CONTRACT AND MODIFICATIONS

This Contract, its integrated attachment(s), and any purchase order issued in conjunction with this Contract constitute the entire agreement of the parties and are intended as a complete and exclusive statement of the promises, representations, negotiations,

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discussions, and other agreements that may have been made in connection with the subject matter hereof. Any additional or conflicting terms in such attachment(s) and/or purchase order shall be harmonized with this Contract to the extent possible. Unless such integrated attachment or purchase order specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language shall be construed consistently with the terms of this Contract.

**7.08 PROPER AUTHORITY**

Each party hereto represents and warrants that the person executing this Contract on its behalf has full power and authority to enter into this Contract. QPP acknowledges that this Contract is effective for the period of time specified in the Contract. Any services performed by QPP before this Contract is effective or after it ceases to be effective are performed at the sole risk of QPP.

**7.09 COUNTERPARTS**

This Contract may be executed in any number of counterparts, each of which shall be an original, and all such counterparts shall together constitute but one and the same Contract. If the Contract is not executed by the GLO within thirty (30) days of execution by the other party, this Contract shall be null and void.

**SIGNATURE PAGE FOLLOWS**

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SIGNATURE PAGE FOR GLO CONTRACT NO. 11-154-000-4704  
CEPRA PROJECT NO. 1456-B

GENERAL LAND OFFICE


CITY OF SOUTH PADRE ISLAND

\_\_\_\_\_  
Larry L. Laine, Chief Clerk/  
Deputy Land Commissioner

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date of execution: \_\_\_\_\_

Date of execution: \_\_\_\_\_

S.A. \_\_\_\_\_  
Div. \_\_\_\_\_  
A.G.C. \_\_\_\_\_  
G.C. \_\_\_\_\_  


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**ATTACHMENT A**

**GLO CONTRACT NO. 11-154-000-4704**

**FEDERAL ASSURANCES AND CERTIFICATIONS**

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**ASSURANCES - CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Attachment A

GLO Contract No. 11-156-000-4704

Page 2 of 5

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

THIS FORM MUST BE EXECUTED

SF-424D (Rev. 7-97) Back

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FORM CD-512  
(REV 12-04)

U.S. DEPARTMENT OF COMMERCE

**CERTIFICATION REGARDING LOBBYING  
LOWER TIER COVERED TRANSACTIONS**

Applicants should review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, "New Restrictions on Lobbying."

**LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

NAME OF APPLICANT

AWARD NUMBER AND/OR PROJECT NAME

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

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**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>b. Individuals Performing Services (including address if different from No. 10a)</b> (last name, first name, MI):	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

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**INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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**ATTACHMENT B**  
**GLO CONTRACT No. 11-154-000-4704**  
**WORK PLAN AND BUDGET**

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**WORK PLAN**  
**SOUTH PADRE ISLAND BEACH NOURISHMENT / BUDM**  
**CEPRA PROJECT No. 1456-B**

To address erosion at South Padre Island, the GLO shall:

- a. Identify, document, and confer with the Qualified Project Partner (QPP), the exact location and extent of the project area.
- b. Contract with the US Army Corps of Engineers (USACE), Galveston District, to place dredged material on the eroding Gulf of Mexico beach in the Town of South Padre Island and forward CEPRA and QPP cash match to the USACE.
- c. Contract with a professional services provider to:
  - document existing conditions/applications;
  - review and summarize historical data and engineering studies;
  - collect data and conduct site surveying as required;
  - develop design template; and
  - determine post-project monitoring program.
- d. Identify legal requirements for the use of state-owned submerged land.
- e. Estimate total project costs and specifics of cost-sharing requirements.
- f. Provide financial point of contact.

To address erosion at South Padre Island, the QPP shall:

- a. Confer and cooperate with the GLO to delineate the extent of the project area to be constructed.
- b. Confer and cooperate with the GLO on the selection of the professional service provider, scopes of work, preferred alternatives and construction plan.
- c. Identify and coordinate with the GLO any in-kind services that will count toward the cost-sharing requirement under this Agreement:
  - labor;
  - contractual;
  - volunteers;
  - equipment; and
  - supplies.
- d. Confer and cooperate with the GLO to establish a process for obtaining landowner consent, if needed.
- e. Document local support (local associations and/or foundations, etc.).
- f. Provide project financial match payments, as required, and provide a financial point of contact.

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**BUDGET**  
**SOUTH PADRE ISLAND BEACH NOURISHMENT / BUDM**  
**CEPRA PROJECT NO. 1456-B**

**PROJECT COSTS**

CONTRACTUAL	AMOUNT
Task 1. Design, dredging and beach nourishment	\$4,538,850.00
<b>TOTAL PROJECT COST NOT TO EXCEED</b>	<b>\$4,538,850.00</b>

**COST SHARING SUMMARY**

QUALIFIED PROJECT PARTNER (QPP):	
QPP's TOTAL CONTRIBUTION*	\$600,000.00
CEPRA:	
CEPRA's TOTAL CONTRIBUTION	\$1,800,000.00
USACE (In-Kind Dredging):	
USACE's TOTAL CONTRIBUTION**	\$2,138,850.00
<b>TOTAL PROJECT CONTRIBUTIONS</b>	<b>\$4,538,850.00</b>

\* Please specify when using historically underutilized business as required by state law.

\*\*Actual dredging cost may vary dependant on the bidding process.

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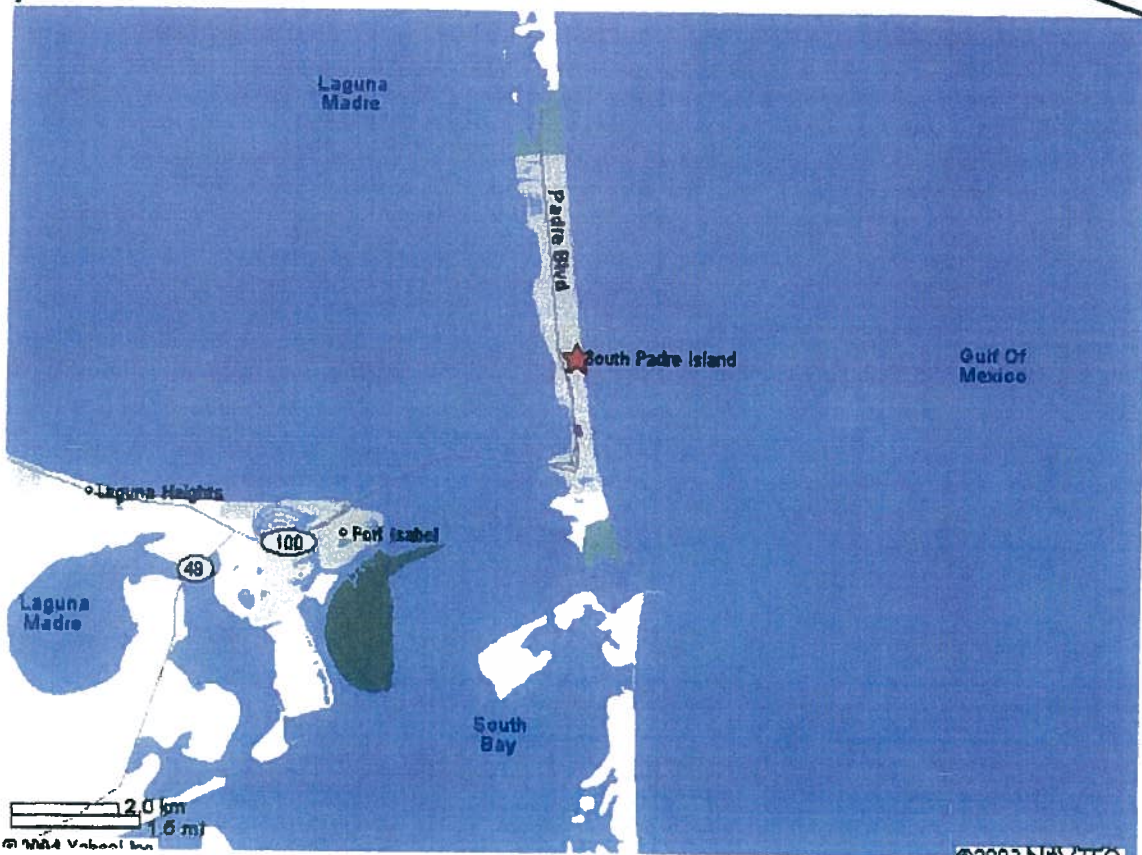
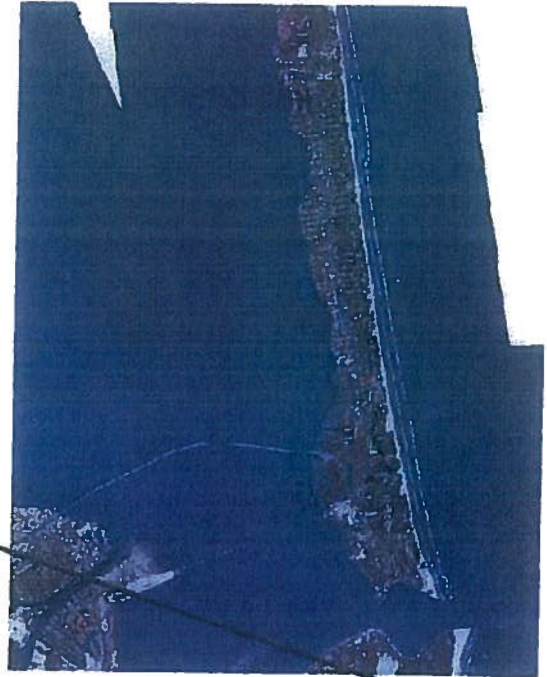
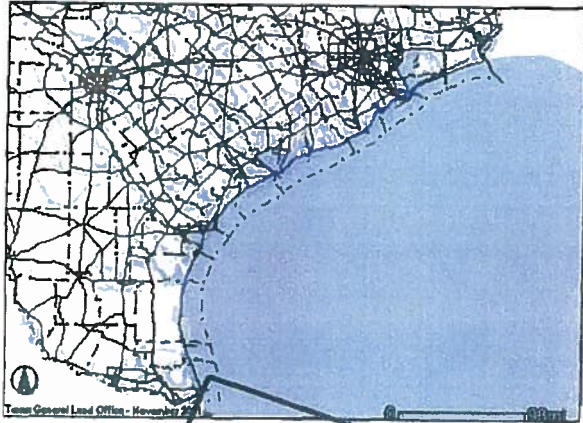
**ATTACHMENT C**

**GLO CONTRACT NO. 11-154-000-4704**

**PROJECT LOCATION MAP**

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**Location Map**  
**South Padre Island Beach Nourishment, CEPRA # 1456B**  
**Cameron County, Texas**



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**ATTACHMENT D**

**GLO CONTRACT NO. 11-154-000-4704**

**GENERAL AFFIRMATIONS**

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**GENERAL AFFIRMATIONS**

Provider agrees without exception to the following affirmations:

1. The Provider has not given, offered to give, nor intends to give at anytime hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract.
2. Pursuant to Title 10, Section 2155.004 of the Texas Government Code, the Provider has not received compensation from the GLO for preparing any part of this Contract.
3. Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Any Provider subject to this section must include names and Social Security numbers of each person with at least twenty-five percent (25%) ownership in the business entity named in this Contract. This information must be provided prior to execution of any offer.
4. Provider certifies that the individual or business entity named in this Contract: i) has not been subjected to suspension, debarment, or similar ineligibility to receive the specified contract as determined by any federal, state, or local governmental entity; ii) is in compliance with the State of Texas statutes and rules relating to procurement; and iii) is not listed on the federal government's terrorism watch list as described in executive order 13224. Entities ineligible for federal procurement are listed at <http://www.epls.gov>. Provider acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.
5. Provider agrees that any payments due under this Contract will be applied towards any debt, including, but not limited to, delinquent taxes and child support that is owed to the State of Texas.
6. Provider certifies that they are in compliance with Texas Government Code, Title 6, Subtitle B, Section 669.003, relating to contracting with the executive head of a state agency. If this section applies, Provider will complete the following information in order for the bid to be evaluated:

Name of Former Executive:

Name of State Agency:

Date of Separation from State Agency:

Position with Provider:

Date of Employment with Provider:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Provider agrees to comply with Texas Government Code, Title 10, Subtitle D, Section 2155.4441, relating to the purchase of products produced in the State of Texas under service contracts.

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8. Provider understands that acceptance of funds under this Contract acts as acceptance of the authority of the State Auditor's Office, or any successor agency, to conduct an audit or investigation in connection with those funds. Provider further agrees to cooperate fully with the State Auditor's Office, or its successor, in conducting the audit or investigation, including providing all records requested. Provider will ensure that this clause is included in any subcontract it awards.
9. Provider certifies that if it employs any former employee of the GLO, such employee will perform no work in connection with this Contract during the twelve (12) month period immediately following the employee's last date of employment at the GLO.
10. The Provider shall not discriminate against any employee or applicant for employment because of race, disability, color, religion, sex, age, or national origin. The Provider shall take affirmative action to ensure that applicants are employed and that employees are treated without regard to their race, color, sex, religion, age, disability, or national origin. Such action shall include, but is not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Provider agrees to post notices, which set forth the provisions of this non-discrimination article, in conspicuous places available to employees or applicants for employment. The Provider shall include the above provisions in all subcontracts pertaining to the work.
11. Provider understands that the GLO does not tolerate any type of fraud. The agency's policy is to promote consistent, legal, and ethical organizational behavior by assigning responsibilities and providing guidelines to enforce controls. Any violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Providers are expected to report any possible fraudulent or dishonest acts, waste, or abuse affecting any transaction with the GLO to the GLO's Internal Audit Director at 512.463.5338 or [tracey.hall@glo.state.tx.us](mailto:tracey.hall@glo.state.tx.us)

**NOTE:** Information, documentation, and other material in connection with this Contract may be subject to public disclosure pursuant to the "Public Information Act," Chapter 552 of the Texas Government Code.

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18-28

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Paul Cunningham, City Attorney

**ITEM**

Discussion and action on First Reading of Ordinance No. 35 amending the Code of Ordinances and all other ordinances to change any reference to Board of Aldermen to City Council and Town to City. (Cunningham)

**ITEM**

**BACKGROUND**

When the Home Rule Charter was adopted, it changed the terms used from "Board of Aldermen" to the "City Council" and from "Town" to "City." This ordinance will authorize all references in the Code of Ordinances and any other places where those terms are used, to be changed.

**RECOMMENDATIONS/COM  
MENTS**

Approve ordinance

**BUDGET/FINANCIAL  
SUMMARY**

None

**COMPREHENSIVE PLAN  
GOAL**

N/A

**COUNCIL  
ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

19-1

**ORDINANCE NO. 10-35**

AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND, TEXAS, AMENDING THE CODE OF ORDINANCES AND ALL OTHER ORDINANCES TO CHANGE ANY REFERENCE TO BOARD OF ALDERMEN TO CITY COUNCIL AND TOWN TO CITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of South Padre Island has heretofore adopted a Home Rule Charter that changed the municipality name from Town of South Padre Island to City of South Padre Island and it provided for a City Council instead of a Board of Aldermen; and

WHEREAS, the adopted Charter provides "The word "Town" shall have the same meaning as "City" and are synonymous words. The Town of South Padre Island after the adoption of this Charter shall be known as the City of South Padre Island. The phrase "City Council" shall have the same meaning as "Board of Aldermen" and are synonymous terms"; and,

WHEREAS, the Code of Ordinances of the City of South Padre Island and all non-codified ordinance need to be amended to substitute the word "City" for "Town" and "City Council" for the phrase "Board of Aldermen", and

WHEREAS, the City Council has determined that such an ordinance should be enacted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS:

Section 1. The Code of Ordinances of the City of South Padre Island and any non-codified ordinance is hereby amended to substitute and change any reference to "Board of Aldermen" to City Council and any reference to "Town" to City.

Section 2. If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

Section 3. This Ordinance shall become effective upon the second reading.

PASSED, APPROVED AND ADOPTED on First Reading, this 15<sup>th</sup> day of December 2010.

PASSED, APPROVED AND ADOPTED on Second Reading, this \_\_\_ day of January 2011.

ATTEST:

**CITY OF SOUTH PADRE  
ISLAND, TEXAS**

\_\_\_\_\_  
Susan Hill, CITY SECRETARY

\_\_\_\_\_  
ROBERT N. PINKERTON, JR., MAYOR

19-2

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Joni Clarke, City Manager's Office

**ITEM**

Discussion and action regarding project status report on the citizen project requests identified as Street Improvements and Sidewalks, Bus Shelters, Benches, Palms, Library Annex, Safety, Park and Website.

**ITEM BACKGROUND**

At the October 6, 2010 City Council meeting, Council Member Rick Ridolfi presented information that was obtained from three citizens regarding how the City could improve the quality of life of its residents. The information was gathered through a series of meetings and emails with these residents and the citizen recommendations included the following eight projects:

- Street Improvements and Sidewalks
- Bus Shelters
- Benches
- Palms
- Library Annex
- Safety
- Parks
- Website

**RECOMMENDATIONS/COMMENTS**

The City Council requested that the City Manager update the Council every two months on the status of the eight projects.

201

### **BUDGET/FINANCIAL SUMMARY**

Of the eight citizen-driven projects identified, only the website redesign was budgeted for \$15,000 in fiscal year 09/10 and \$10,000 in fiscal year 10/11. The project described as "Our past surveys have not produced insight to the needs and wants of our residents. Why not structure a City Webpage with an open question that asks residents what the City can to do improve their lives." and listed as Project 8 on the status report is being completed in conjunction with the new website redesign scheduled for completion in early January. The financing of the remaining projects will be addressed at the mid-year budget review workshop. In the meantime, staff will do whatever is possible within the constraints of the existing budget.

### **COMPREHENSIVE PLAN GOAL**

- Street Improvements and Sidewalks – Chapter 4 Improved Pedestrian Friendliness 4F, 4G, 4H, 4P, 4Q and the Pedestrian and Bicycle Routes & Crossings Section
- Bus Shelters – Chapter 4 Expand Local Transit Services
- Benches – Goal 3J and Chapter 5 Parks and Recreation Section
- Palms – Chapter 5 Wildlife habitat and For a and Fauna Section
- Library Annex – Chapter 5 Parks and Recreation Section
- Safety – Chapter 6 Provision of Adequate and Feasible Public Services Section
- Parks – Goal 3J and Chapter 5 Parks and Recreation Section
- Website – Chapter 6 Disaster Recover Section

### **COUNCIL ACTION**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

20-2



## MEMORANDUM

To: Mayor and Councilmembers

From: Joni Clarke, City Manager

Re: Project Recommendations to Enhance the Quality of Life for City of South Padre Island Residents

Date: December 15, 2010

During the October 6, 2010 City of South Padre Island Council meeting, the City Manager was directed to provide a progress report every two months on each of the identified projects listed below:

### **PROJECT 1:**

**“Street Improvements and Sidewalks** - Some have been done but why not do more where residents live too. More sidewalks are needed in more areas, not just the tourist area. Maybe we could overlay the blacktop in some areas now, TxDOT? Why not add some to streets in the North of Town.”

### **Status:**

**TIRZ Implementation** - Tax Increment Financing is a tool available to public and private entities to fund various programs including infrastructure improvements. A “Tax Increment Reinvestment Zone,” (TIRZ) is a dedicated, delineated area identified and mapped. When the zone is created, a base year value is established. The property taxes assessed on any incremental increase in value go into a dedicated fund to be used for infrastructure improvements. The benefit of this program is that it’s not only the taxes collected by the City, but the School District, the County and the Laguna Madre Water District as well. The City Council approved a contract with Lance Elliott to implement a TIRZ on behalf of the City and Mr. Elliott is scheduled to update the Council at its regular meeting on December 15. Staff has suggested to Mr. Elliott that Padre Boulevard be included in the district as far north as The Shores to be able to address pedestrian mobility. Staff recommendation for projects would include infrastructure projects such as sidewalks and additional medians to improve the safe travel of our residents.

## **Transportation Efforts**

Federal Highway Administration (Michael Willis - Marlowe) - Staff participated in a telephone conference call with Michael Willis of Marlowe and Company to keep abreast of the upcoming Transportation Bill. Mr. Willis suggested that staff move forward with ensuring that Padre Boulevard is included in the Statewide Transportation Improvement Plan (STIP) as that would be a requirement to receive federal funding. The resolution to include Padre Boulevard in the STIP was approved by the Council on December 1, 2010.

Texas Department of Transportation (Clint Smith - Hillco) – City Council and staff will work legislatively through Clint Smith on the funding of transportation projects but in light of the State's fiscal challenge, funding for local projects will continue to be difficult. City Council and staff will continue to strive to address the prioritization of the Island as a regional economic engine to help facilitate funding opportunities.

Rural Planning Organization (RPO) - This is the rural version of a Metropolitan Planning Organization (MPO), a group of local governments interested in setting transportation planning priorities for the RPO boundaries. Our proposed RPO would include Laguna Vista, Port Isabel, Cameron County and South Padre Island. MPO boundaries must be contiguous and we are geographically too far from either Brownsville or the Harlingen/San Benito MPOs to be added. One major drawback of this project is that there is no funding dedicated by TxDOT for the RPO's like there is for the MPO's. We will need to provide all funds locally for the organization. The City Council is evaluating the creation of the Rural Planning Organization and discussed this item at its regular council meeting held November 3, 2010. This item will also be discussed at the Tri-City Meeting held on December 7.

### **PROJECT 2:**

**“More Bus Shelters** - These are attractive and appeal to residents. We should add more bus stops. These demonstrate to the residents that how government can spend money for the common good of all inhabitants.”

**Status:** In order to use Federal Transit Administration funds to increase the number of WAVE stops or benches on Padre Boulevard there are a number of issues that must be considered before moving forward.

First, there are a couple of operational goals for the WAVE to be considered:

1. The WAVE is attempting to reduce headway (rider pickup) from around thirty minutes to a headway goal of seven minutes on Padre Boulevard. This strategy requires additional capital cost and operating cost. With this stated strategy in mind, bus stops are not significant system elements as the goal is to significantly reduce the time a passenger waits to board a WAVE bus, thereby reducing the need for bus shelters and benches.

2. Would the city support converting the WAVE from a transit system that randomly picks up passengers to a system that picks up passengers at specific stops. By converting from the current random passenger pick up system to a fixed location bus stop system, the reliability of the WAVE bus schedule is improved, headway is decreased, and the wear and tear on the buses is decreased.

Second, if the city desires to use federal funds for additional stops there are two different development approaches to consider.

**Locating bus shelters on TxDOT right-of-way.**

1. Identify site
2. Secure TxDOT approval for use of their right-of-way for bus shelters
3. Environmental clearance of site with TxDOT
4. Prepare site plans
5. Bid construction and install bus shelters.

**Locating shelters on private property.**

1. Identify site
2. Purchase or secure easement for site.
3. If purchase, follow FTA land purchase procedures.
4. If easement, go to environmental clearance process.
5. Environmental clearance of site with TxDOT
6. Prepare site plans
7. Bid construction and install bus shelters.

There are a couple additional issues that must be factored into the decision to install more bus shelters.

1. All sites must be environmentally cleared by TxDOT, on behalf of FTA
2. Are the new sites consistent with the preliminary design work completed as part of the Form Based Code project for Padre Boulevard?

An alternative approach may be to use private funds or general funds to locate benches on private property; this would eliminate the right-of-way review by TxDOT and/or compliance with FTA environmental, purchasing, and construction requirements.

**PROJECT 3:**

**“Add More Benches** - People do walk our streets. Look at Laguna Blvd, Gulf Blvd and Padre Blvd; there have very few if any on Laguna Blvd and they are not expensive. Find space or seek permission.”

**Status:**

Benches on Padre are being addressed under Project 2 however, given our experience in trying to work with private property owners; this is not as simple as it may appear. Each

placement involves easement acquisition as well as customizing the placement to avoid conflicts with utilities. Staff must also make an effort to preserve landscaping, parking, drainage and access.

At a Board of Aldermen meeting held on April 2, 3003, action was taken to allow improvements to be made to the West Cora Lee Bay Ending which apparently included the installation of benches by a citizen. The benches have created some controversy with some property owners in the area claiming that the benches perpetuate illegal parking, damage to property, loitering and littering. There was also some citizen concern expressed over the pocket park that was created on West Esperanza.

I personally walk my dogs on Laguna every day and observe that people are either exercising or walking their pets. Further research needs to be done to determine if the citizens would really utilize benches on Laguna and Gulf and to create a quality amenity, these pedestrian havens would need to include other features such as shade and landscaping.

#### **PROJECT 4:**

**“Replace the Palms** - Some have failed while others have been removed. Let’s use other than Washington Palms that grow into too tall poles. Look at Laguna Blvd and dress it up. May add color too.”

#### **Status:**

Staff is engaged in very preliminary discussions regarding the creation of a Right-of-Way Improvement Program which could possibly address Projects 3 and 4 but this program would be limited to improving our local right-of-ways and will not include Padre Boulevard.

#### **PROJECT 5:**

**“The Library Annex is a Plus** - It is dreadfully small. It needs more room and the residents like it. This is an asset for SPI.”

#### **Status:**

No progress to report.

#### **PROJECT 6:**

**“The Island Feels Safe** - Services save lives and residents know that. That safe feeling attracts residents. It is best to spend money on staff than on vehicles that sit unused in our parking lots. Let’s try to reduce these. It is best to also spend money on infrastructure that one year consumables.”

**Status:** On July 21, 2010, the City Council authorized a contract with Rene Bates Auctioneers, Inc. to dispose of City assets that were no longer meeting the City's service requirements via the Bates online auction website. The following items were sold via the Bates website:

<u>Description:</u>	<u>Received:</u>
1996 Dodge Ram Pick-Up	\$1,452
2005 Ford Explorer Sports Trac	\$3,350
2002 Ford Explorer	\$1,500
1995 Ford Explorer	\$310
2001 Ford Van	\$1,949
2004 Ford Crown Victoria	\$1,950
2008 Tomoto ATV	\$3,800
2007 Tomoto ATV	\$3,350
2007 Polaris ATV	\$2,401
1999 Genie Platform Lift	\$6,750

#### **PROJECT 7:**

**"Pocket Parks are desired** - The Water Park is an embarrassment. It needs improvements now, not next year. It is unattractive, dull and without any color in plants. People use it. Fix it."

**Status:** On November 19, Assistant City Manager Darla Jones, Public Works Director Scott Fry, Assistant Public Works Director Ray Moya and I participated in a site visit of Water Tower Park, Turtle Park and Treasure Island Beach Access and identified the following maintenance tasks that will be completed using current budgeted resources:

#### **Water Tower Park:**

- Replace basketball backboard and pole and relocate to eastern edge of concrete slab.
- Restripe basketball court.
- Restripe parking lot and paint wheel stops.
- Add plastic edging along north edge of basketball court to hold in gravel.
- Replace grass or install brick pavers on bare area south of most-southern picnic table.
- Apply concrete sealer to bathroom floors.
- Power-wash bathrooms.
- Rake and level gravel around playground equipment.
- Trim palm trees.
- Remove dead grass (killed with Round Up) around climbing structure within gravel area.
- Replace missing shingles and remove debris from picnic shade structure roofs.

#### **Turtle Park (Morningside Street):**

- Restripe parking lot.

- Apply pesticide to ant beds.
- Clean up shrubbery area next to western-most shade structure (dead grass and trash inside shrubs).
- Edge around all sidewalks and slabs.
- Pull weeds and apply mulch to area around memorial plaque.
- Trim palm trees.
- Power wash all slabs, center canopy and picnic tables.
- Check on warranty for playground equipment regarding rust. If not under warranty, rust needs to be removed and areas spot painted.
- Rake and level gravel around playground equipment.

**Treasure Island Beach Access:**

- Power-wash bathrooms.
- Apply concrete sealer to bathroom floors.
- Replace burned planks on picnic table.

**PROJECT 8:**

**“Our past surveys have not produced insight to the needs and wants of our residents - Why not structure a City Webpage with an open question that asks residents what the City can do to improve their lives.”**

**Status:** The Website Task Force, the City’s Tech Committee and staff have been working with Information Services Director Tim Howell on the new website which is scheduled to be launched early January. The website is a great tool to accomplish something like this. With the use of all of the new communication methods the City has implemented in the last 3 months since Carlos came on board, we can reach a much wider audience then we could have even 6 months ago. The fact is that the current website is not the image we want to portray and we feel very confident that the new website will be light years ahead of the current. The current website also does not offer the analytical tools and the variety of methods to collect and monitor information as the new website will have. This will give us a much better understanding and hopefully a much higher level of participation if we hold off just a little longer.

Again, the new website will launch with the New Year and we hope we can use the timing to spark additional interest in making improvements to the island. We have made this functionality/program a priority in the initial launch of the website and will use every opportunity possible to highlight the program. We believe that the website can be used to bring the community together to provide and gather information and plan to have a workshop with the City Council on all of the new possibilities and functionality. We will also be providing a text and email alert subscription that will be used to highlight programs/services that we are offering through the website to enhance many areas of South Padre Island. We will look to the Council to help prioritize these initiatives with the current subject being the first on the list.

If you would like additional information on the new website or have any comments please reach out to Tim Howell and he will be happy to answer them. His desk line is 956-761-3078.

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Randy Smith, Police Chief

**ITEM**

Discussion and Action to approve Budget Amendment for continued spending of Interlocal Agreement funds. Funds were allotted in 2009 for Weapons, Radars and Crime Scene Equipment from City of Brownsville JAG grant and placed in account 521-0150.

**ITEM BACKGROUND**

The City of South Padre Island and the City of Brownsville entered into an Interlocal Agreement in April 2009 to apply for grant funds available through the 2009 Edward Byrne Assistance Grant (JAG) Program Award. The funds were awarded on July 30<sup>th</sup>, 2009 to the agencies involved with the City of Brownsville handling the administration of the grant funds. The funds received by the City of South Padre Island are to be used for the purchase of items for the Crime Scene Unit and Patrol Division. To date South Padre Island has spent \$23,791 from a total of \$33,349.00 leaving a balance of \$9,558.00. The grant does not expire until 02/28/2013.

**RECOMMENDATIONS/COMMENTS**

To approve Budget Amendment increasing the Criminal Justice Grant Fund line item 32-521-0150 to \$9,558.00.

**BUDGET/FINANCIAL SUMMARY**

Remaining Grant Funds to spend \$9558.00. Remaining items to purchase include, Video Camera, Digital SLR camera, Microscope, Wheel Covers, Crime Scene clothing, UV Light Kit bio hazard waste bin, Safety cones, fingerprint accessories and Crime Scene Privacy Shield.

**COMPREHENSIVE PLAN GOAL**

Continue to support the needs of the Public Works, Police and Fire Departments to ensure adequate protection of the population.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_ **Vote: Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

21-1

## BUDGET AMENDMENT REQUEST FORM

PROJECT/REQUEST:

DATE: 11/30/10

Crime Scene Equipment

ACCOUNT # 46060 - \$9,558.00 (Original Amount \$33,349.00)

ACCOUNT # 32-521-0150 - \$9,558.00

JUSTIFICATION:

City still has remaining balance of \$9558.00 that can be reimbursed from the awarded JAG grant

SOURCE OF FUNDS: City of Brownsville JAG Funds FUND BALANCE: \$9,558.00

BUDGET IMPACT:

Police Department Grants

BUDGET BEG BALANCE: \$ 0.00

REQUEST: \$ 0.00

DEPT. BUDGET END: \$ 0.00

APPROVED/AMENDED BUDGET SURPLUS /DEFICIT: \$0

PROJECT/REQUEST: \$0

APPROVED/AMENDED BUDGET SURPLUS/DEFICIT : \$0

REQUESTED BY: Randy Smith, Police Chief

APPROVAL: FINANCE DIRECTOR:

CITY MANAGER:

21-2

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Scott Fry/Public Works

**ITEM**

Discussion and action to authorize staff to proceed with a Paid Parking Pilot Program.

**ITEM BACKGROUND**

Paid parking has been discussed at length by the Council over the past year. The Council has considered trying to implement paid parking along Gulf Blvd. as well as in the beach access parking lots utilizing both public and private funds. An all encompassing paid parking program has to be considered by the General Land Office for compliance with the Open Beaches Act.

**RECOMMENDATIONS/COMMENTS**

Staff recommends taking a smaller, Pilot Project approach. The approach would involve the identification of the City's four busiest access points and then establishing paid systems in those locations. This approach would have a lower up front cost and would allow staff to work out any bugs in the system. As with any new program, there will be growing pains. Questions like "who will collect the money" can be dealt with on a much smaller scale. If the program turns out to be successful, we can expand it all at once or on a yearly basis. Isolating the initial program to four access points will give staff the ability to see how the public receives the program. It will also have a minimal impact from a GLO perspective.

**BUDGET/FINANCIAL SUMMARY**

A small pilot program will cost about \$40,000-\$50,000 to set up. Although staff doesn't foresee this as a cash cow, it is anticipated that it will pay for itself over time.

**COMPREHENSIVE PLAN GOAL**

5.E Create, preserve, and enhance access to the beach.

**COUNCIL  
ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_ **Vote: Ayes:** \_\_\_\_\_

**Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

22-1

**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Wendi Delgado, Administrative Services

**ITEM:**

Discussion and Action to approve budget amendment to transfer funds from the Municipal Court Technology reserve fund (21-2630) to Municipal Court Technology line item 21-0150 in the amount of \$9055.00 and line item 21-0415 in the amount of \$1755.00.

**ITEM BACKGROUND**

Staff is asking for a budget amendment to the Municipal Court Technology fund in the amount of \$10,810. This amount is requested due to some unforeseen circumstances during the budget process.

The Police Department needs to replace one of the ticket writers and would also like to purchase an additional one along with a multiple docking station so multiple officers can charge their ticket writers at the same time. The purchase of two ticket writers also includes maintenance/service agreements for each.

The Information Services Department has had a very difficult time finding bids for a Municipal Court Audio system. Judge Colwell has expressed to staff that it is difficult to hear during Court by all parties. An audio system will increase the Judge's and audience's hearing capabilities during Court. Currently the city has only received one bid and is expecting a second next week. Staff is certain we can purchase a suitable audio system for \$5000.

The Municipal Court brought forth the Municipal Court Online payments to the City Council for approval in July of 2010. The system agreement was signed and sent to Incode. The City just received an invoice for the first time set-up fee that was scheduled to be paid in the fiscal 2009/2010 budget, therefore this amount was not included in the 2010/2011 budget.

23-1

**RECOMMENDATIONS/COMMENTS**

Staff recommends that the City Council approve the budget amendment requested.

**BUDGET/FINANCIAL SUMMARY**

The amount requested is for the following:

Minor Tools and Equipment – Municipal Court Technology 21-0150:

\$5010: Two Ticket Writers for the Police Department to include a docking station for charging.

\$5000: Municipal Court Audio System request by Judge Colwell.

Service Contracts – Municipal Court Technology 21-0415:

\$800.00: Municipal Court Online – one-time payment set-up fee. (INCODE)

\$855.00: Service/Maintenance agreement for two ticket writers.

**COMPREHENSIVE PLAN GOAL**

**COUNCIL ACTION**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

23-2

# BUDGET REQUEST FOR

PROJECT/REQUEST: Budget Amendment

DATE: December 15th, 2010

<u>FUND</u> <u>NO.</u>	<u>DEPT</u> <u>NO.</u>	<u>LINE</u> <u>ITEM</u> <u>NO.</u>	<u>INCREASE</u> <u>(DECREASE)</u> <u>AMOUNT</u>
21	520	2630 Fund Balance	\$22,294.64
21	520	150 and Equipment	(\$9,055.00)
21	520	415 Service Contracts	(\$1,755.00)
			<u>\$11,484.64</u>

## JUSTIFICATION:

\*The Police Dept has requested to replace a ticketwriter from the Municipal Court Technology Fund. Since we need a replacement, staff would also like to purchase an additional ticket writer and docking station. The ticket writers also require service and maintenance agreements. (\$5885) \*The Information Services Department is working to get three bids on an audio system. We have one bid and are expecting another next week. Staff would like to ask for a (\$5000) budget amendment to pay for the MC Audio System requested by Judge Colwell. \*The Municipal Court Online payment program was expected to kick off before the end of the fiscal year. The one-time set up fee of (\$800.00) was scheduled to be paid out of the last budget. Staff didn't realize that this fee had not been paid until the initial invoice was received in Nov 2010. We now need to pay this fee during this fiscal year.

## BUDGET IMPACT:

520 - 2630 Fund Balance

CURRENT BUDGET UNENCUMBERED BALANCE  
REQUEST

AMENDED BUDGET UNENCUMBERED BALANCE

DEPARTMENT: Municipal Court Technology - Reserves

\$22,294.64
\$10,810.00
<u>\$11,484.64</u>

520 - 0150 Minor Tools and Equipment

CURRENT BUDGET UNENCUMBERED BALANCE  
REQUEST

AMENDED BUDGET UNENCUMBERED BALANCE CHANGE

DEPARTMENT: Municipal Court Technology

\$3,000.00
\$9,055.00
<u>\$12,055.00</u>

23

520 - 04 - - Service Contracts

CURRENT BUDGET UNENCUMBERED BALANCE  
REQUEST

AMENDED BUDGET UNENCUMBERED BALANCE

REQUESTED BY: Wendi Delgado, Administrative Services Director

APPROVAL: FINANCE DIRECTOR:

CITY MANAGER: \_\_\_\_\_ Joni Clarke

DEPARTMENT: Municipal Court Technology

\$2,100.00

\$1,755.00

\$3,855.00

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Darla A. Jones, Assistant City Manager

**ITEM**

Discussion and action on first reading of Ordinance No. 10-36 granting extension to BFI for Garbage and Trash Collection Franchise.

**ITEM**

**BACKGROUND**

The City Council approved the extension of the BFI (Allied Waste) and included the provision of voluntary household recycling at the November 17 City Council Meeting.

**RECOMMENDATIONS/COM  
MENTS**

Approve ordinance.

**BUDGET/FINANCIAL  
SUMMARY**

N/A

**COMPREHENSIVE PLAN  
GOAL**

N/A

**COUNCIL  
ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

24-1

**ORDINANCE NO. 10-36**

AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND,  
TEXAS RENEWING THE GARBAGE AND TRASH  
COLLECTION FRANCHISE WITH BFI WASTE SERVICES OF  
TEXAS, LP UNTIL FEBRUARY 28, 2016; PROVIDING FOR  
EFFECTIVE DATE.

Whereas, the garbage and trash collection contract that the City of South Padre Island entered into with Browning-Ferris, Inc. pursuant to Ordinance 21-A finally adopted on December 2, 1981 was renewed by Ordinance 152 so that the expiration date of said Contract was extended to February 28, 2001; and

Whereas, the contract was assigned by Browning-Ferris, Inc. to BFI Waste Systems of North America, Inc., which assumed all the obligations and duties thereunder; and

Whereas, BFI Waste Systems of North America, Inc. requested the further extension and renewal of said Contract and the City did renew the Contract by Ordinance 00-15 so that the expiration date of said Contract was extended to February 28, 2006; and

Whereas, the contract was assigned by BFI Waste Systems of North America, Inc., to BFI Waste Services of Texas, LP, a Delaware limited Partnership, which assumed all the obligations and duties thereunder; and

Whereas, BFI Waste Services of Texas, LP requested the further extension and renewal of said Contract until February 28, 2011 with provisions for additional services and a rate freeze for two years which was renewed with additional provisions by Ordinance No. 05-14; and

Whereas, BFI Waste Services of Texas, LP a Delaware limited partnership d/b/a Allied Waste Services of Rio Grande Valley has requested the further extension and renewal of said Contract until February 28, 2016 with additional provisions for voluntary weekly residential curbside recycling collection services and a modification to how to calculate the Consumer Price Index (CPI) used in the contract.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS:

Section 1. The garbage and trash collection contract that the City of South Padre Island entered into with BFI Waste Services of Texas, LP which contract and its provisions were adopted pursuant to Ordinance 21-A finally adopted on December 2, 1981 and renewed by Ordinances 152, 00-15 and 05-14 is hereby renewed so that the expiration date of said Contract shall be extended to February 28, 2016. This renewal ordinance and agreement shall provide for the following additional modifications, changes and amendments, to-wit:

(a) In consideration for the extension and the renewal of said Contract, BFI Waste Services of Texas, LP agrees the rates for all customers shall until February 28, 2012 be maintained at the current rates charged March 1, 2010 [Residential at \$169.92 per year without tax (\$14.16/month)]. Commercial rates as follows:

Container Size	1 x wk	2x wk	3x wk	4x wk	5x wk	6x wk
2 cubic yard	\$ 73.99	\$ 148.00	\$ 221.99	\$ 295.98	\$ 369.97	\$ 443.98
3 cubic yard	\$ 84.73	\$ 169.44	\$ 254.16	\$ 338.87	\$ 423.60	\$ 508.31
4 cubic yard	\$ 95.45	\$ 190.89	\$ 286.34	\$ 381.77	\$ 477.21	\$ 572.66
6 cubic yard	\$	\$ 268.11	\$ 402.15	\$ 536.21	\$ 670.25	\$ 804.31
8 cubic yard	\$	\$ 289.54	\$ 434.32	\$ 579.10	\$ 723.86	\$ 868.64

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<b>30 cubic yard</b>	<b>\$203.75 /Haul, \$31.22/Ton Disposal and No Rental Fee</b>
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Starting with March 1, 2012 rates shall be adjusted upward or downward annually pursuant to the Consumer Price Index (CPI) from the change in the CPI for the prior twelve months using the formula set forth in the Contract as hereby amended except the annual change may not exceed 4.5% over the prior year (cap of 4.5%).

(b) BFI Waste Services of Texas, LP, shall provide a voluntary once a week curb side collection for residential service of recyclable materials at their request for an additional annual fee of \$96.00 plus tax (\$8.00/month).

(c) Paragraphs 13.02(a) and (b) of the garbage and trash collection contract that the City of South Padre Island entered into with BFI Waste Services of Texas, LP pertaining to rate adjustments for changes in the Consumer Price Index is replaced with the following two paragraphs, to wit:

- a) The fees which may be charged by Contractor effective March 1, 2012 and each subsequent twelve month period thereafter shall be adjusted to reflect changes in the cost of operations, as reflected by fluctuations in the Consumer Price Index for All Urban Consumers Water and Sewer and Trash Collection Services Index as published by the U.S. Department of Labor, and the Gulf Coast Weekly Retail On-Highway Diesel Prices Index as published by the Department of Energy. As of March 1, 2012 and every twelve (12) month period thereafter (the "Rate Modification Date") fees shall be adjusted the ensuing twelve-month period in a percentage amount equal to ninety percent (90%) of the net percentage change of the Water and Sewer and Trash Collection Services index, plus ten percent (10%) of the net percentage change of the Diesel Prices Index. All percentage changes are to be computed as the twelve-month average, year over year difference between the index values as of the month of November.
- b) As soon as possible before a Rate Modification Date, Contractor shall send to City a comparative statement setting out for both the Water and Sewer and Trash Collection Services index and the Diesel Prices index: (i) the twelve month average index values as of the month of November from the current and previous year; (ii) the net percentage change; (iii) the composite percentage change equal to ninety percent (90%) of the net percentage in the Water and Sewer and Trash Collection Services index, plus ten percent (10%) of the net percentage change in the Diesel Prices index; and (iv) in the increase in the fees which may be charged by Contractor. Increases enacted under this section shall not exceed 4.5% over the prior year.

(d) The contract and its provisions that were adopted pursuant to Ordinance 21-A finally adopted on December 2, 1981 and all subsequent amendments and this amendment and extension are hereby confirmed and ratified.

Section 2. This amendment to the garbage and trash collection contract between the City of South Padre Island and BFI Waste Services of Texas, LP, will not be effective until this ordinance has been accepted by BFI Waste Services of Texas, LP, as provided below.

Section 3. If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance for it is the definite intent of this City Council that

every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

Section 4. This ordinance shall become effective upon its final passage and acceptance by BFI Waste Services of Texas, LP, a Delaware limited partnership d/b/a Allied Waste Services of Rio Grande Valley.

PASSED, APPROVED AND ADOPTED on First Reading, this 15th day of December 2010.

PASSED, APPROVED AND ADOPTED on Second Reading, this \_\_\_ day of \_\_\_\_\_ 2011.

ATTEST:

**CITY OF SOUTH PADRE  
ISLAND, TEXAS**

\_\_\_\_\_  
Susan Hill, CITY SECRETARY

\_\_\_\_\_  
ROBERT N. PINKERTON, JR., MAYOR

The garbage and trash collection contract that the Town of South Padre Island entered into with BFI Waste Services of Texas, LP pursuant to Ordinance 21-A finally adopted on December 2, 1981, renewed by Ordinance 152, Ordinance 00-15 and Ordinance 05-14 is hereby renewed so that the expiration date of said Contract shall be extended to February 28, 2016, and BFI Waste Services of Texas, LP, a Delaware limited partnership d/b/a Allied Waste Services of Rio Grande Valley, agrees to the amendments as contained in the prior Ordinances and this Ordinance.

BFI Waste Services of Texas, LP. a Delaware limited  
partnership d/b/a Allied Waste Services of Rio  
Grande Valley

By \_\_\_\_\_  
Authorized Officer                      date

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Larry Homan, Finance Department

**ITEM**

Discussion and action regarding the City of South Padre Island Fiscal and Budgetary Policy.

**ITEM BACKGROUND**

City budgetary and fiscal policies have at times not been clearly understood. The attached document formalizes what staff believes to be sound practices for local governments to establish and follow when dealing with fiscal items. We believe this will add to the City's fiscal transparency once the policies are implemented. In addition it will allow the City Manager and staff to operate with greater efficiency in accordance with these established and defined policies.

**RECOMMENDATIONS/COMMENTS**

Approve the Fiscal and Budgetary Policy as recommended by staff.

**BUDGET/FINANCIAL SUMMARY**

The adoption of the recommended policy will not require additional appropriation to implement.

**COMPREHENSIVE PLAN GOAL**

Not Applicable.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

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## FISCAL & BUDGETARY POLICY

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### I. OVERVIEW AND STATEMENT OF PURPOSE

The City of South Padre Island assumes an important responsibility to its citizens and customers to carefully account for public funds, to manage City finances wisely and to plan for the adequate funding of services desired by the public.

The broad purpose of the Fiscal and Budgetary Policy is to enable the City to achieve and maintain a long-term stable and positive financial condition, and provide guidelines for the day-to-day planning and operations of the City's financial affairs. The City's financial management, as directed by this Policy, is based upon the foundation of integrity, prudent stewardship, planning, accountability and full disclosure.

Policy scope generally spans areas of accounting and financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management and planning and forecasting concepts. This is done in order to:

- A. Demonstrate to the citizens of the City of South Padre Island, the City's bond holders and other creditors and the bond rating agencies that the City is committed to a strong fiscal operation;
- B. Provide a common vision for financial goals and strategies for current and future policy-makers and staff;
- C. Fairly present and fully disclose the financial position of the City in conformity to generally accepted accounting principals (GAAP); and
- D. Demonstrate compliance with finance-related legal and contractual issues in accordance with the Texas Local Government Code and other legal mandates.

The City Council will annually review and approve the Fiscal and Budgetary Policy as a part of the budget process.

### II. FIVE YEAR FINANCIAL PLAN

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. Multi-year budgeting provides a means to identify the impact of implementing new programs and projects on future budgets. The Five Year Financial Plan is the City's long range operations and capital plan. The plan includes all of the operating departments of the General Fund as well as the capital improvement funds of the City. The plan is reviewed and updated annually.

- A. **Capital Improvement Plan** – The CIP plan outlines the major utility infrastructure, streets and drainage, facilities, parks and other improvements needed to serve the citizens, meet growth related needs and comply with state and federal regulations
  1. **Preparation** – The Assistant City Manager coordinates the annual update and adoption of the five-year Capital Improvement Plan (CIP) as a part of the annual budget process. The Assistant City Manager will lead an administrative committee established to review and prioritize capital projects. This committee shall prioritize and rank projects according to the criteria listed in Project Criteria

Section. The CIP includes all costs associated with the design, rights of way, acquisition and construction of a project, as well as the estimated operating and maintenance costs, which impacts future operating budgets. The following guidelines will be utilized in developing the CIP:

- Needed capital improvements and major maintenance projects are identified through system models, repair and maintenance records and growth demands.
  - A team approach will be used to prioritize CIP projects, whereby City staff from all operational areas provide input and ideas relating to each project and its effect on operations.
  - Citizen involvement and participation will be solicited in formulating the capital budget.
2. **Financing Programs** – Where applicable, impact fees, assessments, pro-rata charges or other fees should be used to fund capital projects which have a primary benefit to specific, identifiable property owners. Recognizing that long-term debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives which equal or exceed the average life of the debt issue.
  3. **Control** – All capital project expenditures must be appropriated in the capital budget. The Chief Financial Officer or City Manager must certify the availability of resources before any capital project contract is presented to the City Council for approval.
  4. **Reporting** – Periodic financial reports will be prepared to enable the Department Directors to manage their capital budgets and to enable the Finance Department to monitor and control the budget as authorized. Capital project status reports will be presented to City Council.
- B. **Operations Plan** – Each Department Director will provide a plan for each division in the department for each of the upcoming five years. The plan will include estimated operating expenses, the cost of new programs being contemplated and staffing needs for the five year period.
  - C. **Revenues and Financing Plan** – The Finance Department will develop conservative, five year revenue forecasts based upon current and known future revenue streams. The Plan will illustrate the impact of the Capital and Operations Plan on the property tax rate and other fees.
  - D. **Performance Measures** – Department Directors will develop program performance measures to evaluate the impact of new programs and growth on the departments. Existing programs will also be evaluated as a part of the five year planning process and annual budget process to determine whether certain programs should continue to be funded.

### **III. ANNUAL OPERATING BUDGET**

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan. The annual budget includes all of the operating departments of the general fund, hotel/motel fund, convention centre fund, police forfeiture fund, street improvement fund, debt service fund, transportation grant fund, construction in progress fund, capital replacement fund, bay access fund, beach maintenance fund, municipal court technology fund, municipal court security fund, beach access fund, beach nourishment fund, and economic development corporation fund.

- A. Planning** – The budget process will include City Council participation in the identification of major policy issues. The budget process will be a part of an overall strategic planning process for the City. The process will also allow for citizen input.
- B. Preparation** – The *Charter (Section 5.02)* requires "On or before sixty (60) days prior to the beginning of each fiscal year, the City Manager shall submit to the City Council a budget for the ensuing fiscal year. The budget shall be adopted not later than the last day of the last month of the fiscal year currently ending per Charter Section 5.05(c).
1. **Proposed Budget** – A proposed budget shall be prepared by the City Manager with participation of all the City's Department Directors within the provision of the *Charter*.
    - a) In accordance with the *Charter (Section 5.03.)* the budget shall provide a complete financial plan for the ensuing fiscal year, in a form as the City Manager or City Council deems desirable, and the budget shall include goals and objectives, staff plan, methods to measure outcomes and performance and appropriations.
    - b) In accordance with the *Charter Section 5.05(d)*, the City will publish, in the contemporary means of information sharing including the city's website if available, a general summary of the budget, as well as the times and places that the budget is available for public inspection; and after the publication, the time and place for a public hearing on the budget.
    - c) A copy of the proposed budget will be filed with the City Secretary when it is submitted to the City Council.
  2. **Adoption** – Upon finalization of the budget appropriations, the City Council will hold a public hearing, and subsequently adopt by resolution the final budget. The budget will be effective for the fiscal year beginning October 1<sup>st</sup>.
  3. **Standards for publication** – The City will utilize the criteria outlined in the Government Finance Officers Association (GFOA) Distinguished Budget Program for the presentation of the budget document. The budget document will be submitted annually to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.
- C. Revenue Estimates** – In order to maintain a stable level of services, the City shall use a conservative, objective and analytical approach when preparing revenue estimates. The process shall include the analysis of probable economic changes and their impacts on revenues, historical collection rates and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year, which could otherwise result in mid-year service reductions.
- D. Balanced Budget** – The goal of the City is to balance the operating budget with current revenues, whereby, current revenues match and fund on-going expenditures/expenses. Excess balances in the operating funds from previous years may be used for non-recurring expenditures/expenses or as capital funds.
- E. Reporting** – Summary financial reports will be presented to the City Council quarterly, at a minimum. These reports will be in a format appropriate to enable the City Council to understand the overall budget and financial status. The City Manager will also present a mid-year report to the City Council with 60 days following the end of the second fiscal quarter which updates the status of projects and related financial goals set forth in the budget.
- F. Control and Accountability** – Each Department Director, appointed by the City Manager, will be responsible for the administration of his/her departmental budget. This includes accomplishing the Goals and Objectives adopted as part of the budget and monitoring each department budget for compliance with spending limitations. Department Directors may request a transfer of funds within a department budget.

All transfers of appropriation or budget amendments require City Manager approval as outlined in Section V.C. The City Manager shall report such transfers to City Council in writing per Charter Section 5.07(d). Further expenditure control guidance is located in Section V of this policy.

G. **Budget Amendments** – The *Charter (Section 5.07)* provides a method to amend appropriations. The City Council may authorize:

1. **Supplemental Appropriations** – If the City Manager certifies that revenues are available in excess of those estimated in the budget, an amendment ordinance may be prepared for City Council approval. In general, the supplemental appropriations will be evaluated using the following criteria:

- Is the request of such an emergency nature that it must be done immediately?
- Why was the item not budgeted in the normal budget process?
- Why can't a transfer be done within the Department to remedy the condition?

2. **Emergency Appropriations** – To meet a public emergency affecting life, health, property or the public peace, the City Council may adopt an emergency appropriation in accordance with Section 5.047(b) of the Home Rule Charter.

3. **Reduction of Appropriations** – If at any time during the fiscal year it appears probable that expected revenues will be insufficient to finance expenditures for which appropriations have been authorized, the City Council may adopt an ordinance to reduce appropriations.

H. **Contingency Appropriations** – The budget may include contingency appropriations within designated operating department budgets. These funds are used to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur during the year, including insurance deductibles, unexpected legal expenses and equipment repairs.

I. **Outside Agency Funding** – The City Council may fund a number of outside agencies and organizations that provide core services for the citizens of City of South Padre Island. The amount of funding received by each agency depends upon City Council direction and the availability of funds. All agencies shall have a standardized process for application, review, monitoring and reporting. All agencies are required to submit applications for funding to the City during the budget process. Funding of non-profit agencies through public funds require enhanced guidelines for spending and operations which shall include:

1. Funding will be used for specific programs, rather than for general operating costs, and demonstrate the program's sustainability beyond a three-year funding period.
2. Funded agencies will be required to post their meeting agendas at least 72 hours in advance, in the spirit of transparency to the public on the way funds are spent.
3. Funded agencies will allow a City Council Member or a City Council appointed representative to be a member of its board of directors.

An Outside Agency Funding Review Committee will be appointed by the City Council to review requests from other agencies and develop a recommendation to City Council based upon available funding. Applications will be evaluated on the following criteria:

1. Number of South Padre Island citizens served by the organization;
2. Type of service provided and whether other organizations in the community provide the service;
3. Availability of other funding sources for the organization;

4. Demonstration of ability to adhere to the guidelines outlined by this policy  
All funded agencies shall be required to submit quarterly reports with performance measures.
- J. **Periodic Program Reviews** – The City Manager and Department Directors will periodically review programs for efficiency and effectiveness. Programs not meeting efficiency or effectiveness objectives shall be brought up to required standards, or be subject to reduction or elimination.
- K. **Budget Contingency Plan** – This policy is intended to establish general guidelines for managing revenue shortfalls resulting from factors such as local and economic downturns that affect the City's revenue streams.
1. **Immediate Action** – Once a budgetary shortfall is projected, the City Manager will take the necessary actions to offset any revenue shortfall with a reduction in current expenses. The City Manager may:
    - 1) Freeze all new hire and vacant positions except those deemed to be a necessity.
    - 2) Review all planned capital expenditures.
    - 3) Delay all "non-essential" spending or equipment replacement purchases.
  2. **Further Action** – If the above actions are insufficient to offset the revenue deficit and the shortfall continues to increase, the City Manager will further reduce operating expenses to balance the variance. The City Manager may ask Department Directors for recommendations on reductions of service levels in order to reduce expenditures to balance the budget.
    - Any resulting service level reductions, including workforce reductions, will be addressed by the City Council.

#### IV. REVENUE MANAGEMENT

- A. **Optimum Characteristics** – The City will strive for the following optimum characteristics in its revenue system:
1. **Simplicity** – The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient.
  2. **Certainty** – A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budget and plans.
  3. **Equity** – The City shall make every effort to maintain equity in its revenue system; i.e., the City should seek to minimize or eliminate all forms of subsidization between funds.
  4. **Revenue Adequacy** – The City should require there be a balance in the revenue system; i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.
  5. **Realistic and Conservative Estimates** – Revenues will be estimated realistically, and conservatively, taking into account the volatile nature of various revenue streams.
  6. **Administration** – The benefits of a revenue source should exceed the cost of levying and collecting that revenue. Where appropriate, the City will use the administrative processes of State, Federal or County collection agencies in order to reduce administrative costs.
  7. **Diversification and Stability** – A diversified revenue system with a stable source of income shall be maintained.

B. **Other Considerations** – The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

1. **Non-Recurring Revenues** – One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not for budget balancing purposes.
2. **Property Tax Revenues** – All real and business personal property located within the City will be valued at 100% of the fair market value for any given year based on the current appraisal supplied by the Cameron County Appraisal District. Reappraisal and reassessment shall be done a minimum of once every three years as determined by the Appraisal District.

Conservative budgeted revenue estimates result in a projected ninety-six and one-half percent (96.5%) budgeted collection rate for current ad valorem taxes. Two and three-quarters percent (2.75%) of the current ad valorem taxes will be projected as the budget for delinquent ad valorem tax collection. For budgeting purposes, the City will forecast the current year's effective tax rate at the current collection rate of 96.5%, unless directed otherwise by the City Council.

3. **Investment Income** – Earnings from investments will be distributed to the funds in accordance with the equity balance of the fund from which the monies were provided to be invested.
4. **User-Based Fees and Service Charges** – For services associated with a user fee or charge, the direct or indirect costs of that service will be offset by a fee where possible. The City will review fees and charges no less than once every three years to ensure that fees provide adequate coverage for the cost of services. The City Council will determine how much of the cost of a service should be recovered by fees and charges.
5. **Intergovernmental Revenues** – All potential grants will be examined for matching requirements and must be approved by the City Council prior to submission of the grant application. It must be clearly understood that operational requirements (on-going costs) set up as a result of a grant program could be discontinued once the term and conditions of the program have been completed.
6. **Revenue Monitoring**: Revenues as they are received will be regularly compared to budgeted revenues and variances will be investigated, and any abnormalities will be included in the monthly general fund revenue report as posted on the City's web-site.

## V. EXPENDITURE POLICIES

A. **Appropriations** – The point of budget control is at the department level budget for all funds. The Department Directors shall manage budgets to ensure that appropriations are not exceeded. Budgets are approved by the City Council within a department (personnel costs, supplies, maintenance, operations/maintenance and capital.)

B. **Central Control** – No recognized or significant salary or capital budgetary savings in any Department shall be spent by the Department Head without prior authorization from the City Manager. This control will realize budget savings each

year that will be available to be transferred by the City Manager, without further City Council action.

C. **Budget Transfers** - The *Charter (Section 5.07(d))* provides that the City Manager may transfer balances within departments and programs. A Department Director may request a transfer between line items, or categories of items through the City Manager. Finance will make the adjustment upon approval from the City Manager.

D. **Purchasing** - All City purchases of goods or services will be made in accordance with the City's current Purchasing Policy and Procedures and with State law.

E. **Prompt Payment** - All invoices approved for payment by the proper City authorities shall be paid within thirty (30) calendar days of receipt of goods or services or invoice date, whichever is later in accordance with State law. The City will take advantage of all purchase discounts, when possible.

## VI. STAFFING

The City's goal as an employer is to attract and retain quality employees who provide exemplary public service to our community in an effective and efficient manner.

A. **Adequate Staffing** - Staffing levels will be adequate for the operations and programs of the City to be conducted efficiently and effectively. In order to provide continuing services to a developing community, as well as add new services, staffing levels will be evaluated regularly to determine workloads. Workload allocation alternatives, such as contract labor and contracted services, will be explored before adding additional staff.

B. **Market Adjustments** - The City shall utilize the Texas Municipal League (TML) salary survey data, specific municipalities, as well as data from other sources and consultants, as a reference for making market-based adjustments. Market based adjustments are based upon the job duties and job descriptions of the position, not on performance of the employee within the position.

C. **Merit Adjustments** - The City utilizes a merit based pay plan as a part of the overall compensation system. City Council may fund merit increases annually during the budget process to aid in retaining and rewarding quality employees for productivity and job performance. These merit based adjustments are recommended by the employee's immediate supervisor and reviewed by both the Department Director and the City Manager. Employees may receive a merit increase upon approval of the City Manager based upon performance, or when other situations warrant this type of increase, such as a reclassification due to additional job duties.

D. **Cost of Living Adjustment (COLA)** - In order to sustain employee compensation levels within the competitive job market, the City may fund an annual COLA for all regular employees not included in a defined pay plan. The COLA will be based on the Consumer Price Index-Urban Wage Earners and Clerical Workers for the south urban area.

## VII. ECONOMIC DEVELOPMENT

The City shall initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base. The City is committed to the promotion of quality development in all parts of the City. Each economic development incentive will be considered separately by the City Council.

A. **Cost/Benefit of Incentives for Economic Development** - The City will use due caution in the analysis of any incentives that are used to encourage

development. A cost/benefit (fiscal impact) analysis will be performed as part of the evaluation.

- B. **Commitment to Expansion and Diversification** – The City shall encourage and participate in economic efforts to expand the City of South Padre Island's economy and tax base, to increase local employment and to invest when there is a defined, specific long-term return to the community. These efforts shall not only focus on new areas, but Downtown and other established sections of the City where economic development can generate additional jobs, sales tax, property tax and other economic benefits.
- C. **Tax Abatements** – The City Council may authorize an abatement in accordance with the Code of Ordinances, Chapter 17 Section 5. Tax abatements will not ordinarily be considered for projects which would be developed without such incentives unless it can be demonstrated that higher development standards or other development and community goals will be achieved through the use of the abatement.
- D. **Increase Non-residential Share of Tax Base** – The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.
- E. **Coordinate Efforts with Other Jurisdictions** – The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well being of this area.

#### **VIII. INTERGOVERNMENTAL RELATIONS**

The City shall coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis and support appropriate favorable legislation at the state and federal levels.

- A. **Interlocal Cooperation in Delivery of Services** – In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the cost of services, to share facilities and to develop joint programs to improve service to its citizens.
- B. **Legislative Program** – The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding necessary for implementation.

#### **IX. CAPITAL MAINTENANCE AND REPLACEMENT**

The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of all individual funds with infrastructure should be budgeted each year to maintain the quality within each system.

- A. **Infrastructure Maintenance** – On-going maintenance and major repair costs are generally considered system repairs and are not capitalized for accounting purposes. They include such items as street seal coat and other general system maintenance.
- B. **Streets capital maintenance and replacement** – It is the policy of the City to annually provide funding for the Public Works Department to use for a street maintenance program.
- C. **Building capital replacement and maintenance** – It is the policy of the City to annually provide funding for major maintenance on its buildings such as air conditioning replacements, flooring, painting and other maintenance.

- D. **Technology** – It is the policy of the City to fund the maintenance and replacement of its personal computers and network servers. Major replacements for computer systems will be anticipated for a five year period and included with capital project presentations in the annual budget process.
- E. **Fleet and equipment replacement** – The City will anticipate replacing existing cars, trucks, tractors, backhoes, trailers and other equipment as necessary.
  - 1. **Capital Replacement Fund** - The City shall establish a Capital Replacement Fund to provide financial resources to replace aging fleet and equipment. Only fleet and equipment included on the City's Fixed Assets inventory will be included on the replacement schedule.
    - a) Funding - Funding will be set aside each year through the annual budget process to fund the future replacement of fleet and equipment.
    - b) Sale of fleet vehicles and equipment - Any revenue generated from the sale of fleet and equipment may be deposited in the Capital Replacement Fund at the discretion of the City Manager.

#### **X. ACCOUNTING, AUDITING AND FINANCIAL REPORTING**

- A. **Accounting** – The City is responsible for the recording and reporting of its financial affairs, both internally and externally. The City's Chief Financial Officer is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's financial position.
- B. **Audit of Accounts** – In accordance with the *Charter Section 5.12*, an independent audit of the City accounts will be performed every year. The auditor is retained by and is accountable directly to the City Council.
- C. **External Reporting** – Upon completion and acceptance of the annual audit by the City's auditors, the City shall prepare a written Comprehensive Annual Financial Report (CAFR) which shall be presented to the City Council within 180 calendar days of the City's fiscal year end. The CAFR shall be prepared in accordance with Generally Accepted Accounting Principals (GAAP) and shall be presented annually to the Government Finance Officer Association (GFOA) for evaluation and consideration for the Certificate of Achievement in Financial Reporting. If City staffing limitations preclude such timely reporting, the Chief Financial Officer will inform the City Council of the delay and the reasons therefore.
- D. **Internal Reporting** – The Finance Department will prepare internal financial reports, sufficient to plan, monitor and control the City's financial affairs.

#### **XI. RISK AND ASSET MANAGEMENT**

- A. **Risk Management** - The City will utilize a safety program, an employee wellness program and a risk management program to prevent and/or reduce the financial impact to the City due to claims and losses. Transfer of liability for claims through transfer to other entities through insurance and/or by contract will be utilized where appropriate. Prevention of loss through the safety program and the employee wellness program will be employed.
- B. **Cash Management** - The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections. The City shall maintain a comprehensive cash management program to include the effective collection of accounts receivable, the prompt deposit of

receipts to the City's depository, the payment of obligations, and the prudent investment of idle funds in accordance with this policy.

- C. **Investments** – The City Council has formally approved a separate Investment Policy for the City of South Padre Island that meets the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Local Government Code. This policy is reviewed annually by the City Council and applies to all financial assets held by the City.
- D. **Fixed Assets and Inventory** – The City Council has approved the City's Fixed Assets Policies and Procedures. The basic goal and objective of this policy is to define and describe a set of standard procedures necessary to record and control the changes in the fixed asset system in accordance with generally accepted accounting principles.
- E. **Computer System/Data Security** – The City shall provide security of its computer/network system and data files through physical and logical security systems that will include but not limited to, double back-to-back firewalls and two-tier spam/virus protection system.
  - 1. **Physical location** – The location of computer/network systems shall be in locations inaccessible to unauthorized personnel.
  - 2. **Access** – The Information Services department will be responsible for setting up access to the City's network and files. The Director of Finance shall have responsibility for setting security levels for employees within the financial system for internal control purposes, however these levels may be administered by the IS department.
  - 3. **Remote access** – The Information Services department will set up employees for Virtual Private Network (VPN) access upon approval from their Department Director.
  - 4. **Data backup** – Data backups will be conducted daily. The daily backups will remain on-site in a fire proof safe. Rotation of tapes will be completed daily. Weekly data backups will also be conducted.
  - 5. **Inventory** – Records of all computer equipment purchased shall be the responsibility of the Information Services division. Routine inventories will be conducted to ensure safeguarding of these assets.

## **XII. DEBT MANAGEMENT**

The City of South Padre Island recognizes the primary purpose of capital facilities is to support provision of services to its residents. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency must be evaluated to determine the highest rate of return for a given investment of resources. Equity is resolved by determining who should pay for the cost of capital improvements. In meeting demand for additional services, the City will strive to balance the needs between debt financing and "pay as you go" methods. The City realizes that failure to meet the demands of a developing community may inhibit its continued economic viability, but also realizes that too much debt may have detrimental effects on the City's long-range financial condition.

The City will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens and to allow it to fulfill its various purposes as a city.

- A. **Usage of Debt** - Long-term debt financing will be considered for non-continuous capital improvements of which future citizens will benefit. Alternatives for financing will be explored prior to debt issuance and include, but not limited to:

- Grants
- Use of Reserve Funds
- Use of Current Revenues
- Contributions from developers and others
- Leases

When the City utilizes long-term financing, it will ensure that the debt is soundly financed by conservatively projecting revenue sources that will be used to pay the debt. It will not finance the improvement over a period greater than the useful life of the improvement and it will determine that the cost benefit of the improvement, including interest costs, is positive to the community.

**B. Types of Debt -**

1. General Obligation Bonds (GO's) - General obligation bonds must be authorized by a vote of the citizens of South Padre Island. They are used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. The full faith and credit of the City as well as the City's ad valorem taxing authority back general obligation bonds. Conditions for issuance of general obligation debt include:
  - When the project will have a significant impact on the tax rate;
  - When the project may be controversial even though it is routine in nature; or
  - When the project falls outside the normal bounds of projects the City has typically done.
2. Revenue Bonds - Revenue bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for the continuation or expansion of a service. The improved activity shall produce a revenue stream to fund the debt service requirements of the necessary improvement to provide service expansion. The average life of the obligation should not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than twenty (20) years.
3. Certificates of Obligation, Contract Obligations (CO's) - Certificates of obligation or contract obligations may be used to fund capital requirements that are not otherwise covered either by general obligation or revenue bonds. Debt service for CO's may be either from general revenues (tax-supported) or supported by a specific revenue stream(s) or a combination of both. Typically, the City may issue CO's when the following conditions are met:
  - When the proposed debt will have minimal impact on future effective property tax rates;
  - When the projects to be funded are within the normal bounds of city capital requirements, such as for roads, parks, various infrastructure and City facilities; and
  - When the average life of the obligation does not exceed the useful life of the asset(s) to be funded by the issue.

Certificates of obligation will be the least preferred method of financing and will be used with prudent care and judgment by the City Council. Every effort will be made to ensure public participation in decisions relating to debt financing.
4. Tax Anticipation Notes - The City can issue debt securities with a maximum maturity of seven years to provide immediate funding for a capital expenditure in anticipation of future tax collections.
5. Internal borrowing between City funds - The City can authorize use of existing long-term reserves as "loans" between funds. The borrowing fund

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will repay the loan at a rate consistent with current market conditions. The loan will be repaid within ten (10) years. The loan will be considered an investment of working capital reserves by the lending fund.

- C. **Method of Sale** – The City will use a competitive bidding process in the sale of bonds unless conditions in the bond market or the nature of the issue warrant a negotiated bid. In such situations, the City will publicly present the reasons for the negotiated sale. The City will rely on the recommendation of the financial advisor in the selection of the underwriter or direct purchaser.
- D. **Disclosure** – Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information. The City staff, with assistance of the financial advisor and bond counsel, will prepare the necessary materials for presentation to the rating agencies and will aid in the production of the Preliminary Official Statements. The City will take responsibility for the accuracy of all financial information released.
- E. **Federal Requirements** – The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.
- F. **Debt Structuring** – The City will issue bonds with maturity not to exceed the useful life of the asset acquired. The structure should approximate level debt service unless operational matters dictate otherwise. Market factors, such as the effects of tax-exempt designations, the cost of early redemption options and the like, will be given consideration during the structuring of long term debt instruments.
- G. **Debt Coverage Ratio** – Refers to the number of times the current combined debt service requirements or payments would be covered by the current operating revenues. The City will maintain a minimum debt service coverage ratio of 1.0 times.
- H. **Bond Reimbursement Resolutions** – The City may utilize bond reimbursements as a tool to manage its debt issues, due to arbitrage requirements and project timing. In so doing, the City uses its capital reserve "cash" to delay bond issues until such time when issuance is favorable and beneficial to the City.

### **XIII. OTHER FUNDING ALTERNATIVES:**

When at all possible, the City will research alternative funding opportunities prior to issuing debt or increasing user-related fees.

- A. **Grants** - All potential grants will be examined for any matching requirements and the source of those requirements identified. It must be clearly understood that any resulting operation requirements of the grant could be discontinued once the term and conditions of the project have been terminated. The City Council must authorize acceptance of any grant funding.

**Guidelines** – The City shall seek to obtain those grants consistent with the City's current and future priorities and objectives.

**Indirect Costs** – The City shall recover indirect costs to the maximum allowable by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

**Grant Review** – The City Manager and Chief Financial Officer shall review all grant submittals to determine in-kind match, as well as their potential impact on the operating budget, and the extent to which they meet the City's objectives. If there is a cash match requirement, the source of funding shall be identified and approved by City Council prior to application. Once the application is approved, the City Council sets the grant budget.

**Grant Program Termination** – The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available, unless alternate funding is identified.

- B. **Use of Fund Balance and Reserve Funds** - The City may authorize the use of reserve funds to potentially delay or eliminate a proposed bond issue. This may occur due to higher than anticipated fund balances in prior years, thus eliminating or reducing the need for debt proceeds, or postpone a bond issue until market conditions are more beneficial or timing of the related capital improvements does not correspond with the planned bond issue. Reserve funds used in this manner are replenished upon issuance of the proposed debt. Unappropriated fund balance in excess of operating reserves may be used for one-time projects, but not on-going operating expenses.
- C. **Leases** - The City may authorize the use of lease financing for certain operating equipment when it is determined that the cost benefit of such an arrangement is advantageous to the City.

#### **XIV. FINANCIAL CONDITIONS, RESERVES, AND STABILITY RATIOS**

The City of South Padre Island will maintain budgeted minimum reserves in the ending working capital/fund balances to provide a secure, healthy financial base for the City in the event of a natural disaster or other emergency, allow stability of City operations should revenues fall short of budgeted projections and provide available resources to implement budgeted expenditures without regard to actual timing of cash flows into the City.

- A. **Operational Coverage** – The City's goal is to maintain operations coverage of 1.00, such that operating revenues will at least equal or exceed current operating expenditures. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.
- B. **Operating Reserves** – In accordance with the Charter Section 5.04, the City will strive to maintain emergency reserves of six (6) months of the City operating expenses. Reserves are defined as the amount of the unreserved fund balance of the most recent audited financial statements. Operating expenses are defined as the expenses included in the most recent City Council approved annual budget reduced by major one time expenditures not typical for the maintenance and operations of the City prorated evenly over a six month period. Excess reserve fund balance equals audited reserve fund balance less six (6) months operating expenses as defined above.
- Reserve requirements will be calculated as part of the annual budget process and any additional required funds to be added to the reserve balances will be appropriated within the budget. Funds in excess of the minimum reserves may be expended for City purposes at the will of the City Council for one time projects once it has been determined that use of the excess will not endanger reserve requirements in future years.
- C. **Liabilities and Receivables** - Procedures will be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Accounts Receivable procedures will target collection for a maximum of 30 days of service. The Chief Financial Officer is authorized to write-off non-collectible accounts that are delinquent for more than 180 days, provided proper delinquency procedures have been followed, and include this information in the annual report to the City Council.
- D. **Capital Project Funds** – Every effort will be made for all monies within the Capital Project Funds to be expended within thirty-six (36) months of receipt. The fund balance will be invested and income generated will offset increases in

construction costs or other costs associated with the project. Capital project funds are intended to be expended totally, with any unexpected excess to be transferred to the Debt Service fund to service project-related debt service.

- E. **General Debt Service Funds** – Revenues within this fund are stable, based on property tax revenues. Balances are maintained to meet contingencies and to make certain that the next year's debt service payments may be met in a timely manner.
- F. **Investment of Reserve Funds** – The reserve funds will be invested in accordance with the City's investment policy.

#### **XV. INTERNAL CONTROLS**

- A. **Written Procedures** –Written procedures will be established and maintained by the Finance Department for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.
- B. **Department Directors Responsibility** – Each Department Director is responsible for ensuring that good internal controls and adherence to the City's Fiscal and Budgetary Policy are followed throughout their department and that all independent auditor internal control recommendations are addressed. Departments will develop and periodically update written internal control procedures.
- C. **Fraud Risk Assessment** – The City will conduct bi-annual fraud risk self assessment exercises with all departments. The exercise will include the identification of opportunities for the misappropriation of assets, which assets are susceptible to misappropriation, and how could the misappropriation of assets be hidden from management.

**CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Larry Homan, Finance Department

**ITEM**

Discussion and action regarding the City of South Padre Island's Fixed Asset Policy.

**ITEM BACKGROUND**

The City Fixed Asset policy has at times not been clearly understood. The attached document formalizes what staff believes to be sound practices for local governments to establish and follow when dealing with the acquisition and disposal of fixed assets. We believe this will add to the City's fiscal transparency once the policies are implemented. In addition it will allow the City Manager and staff to operate with greater efficiency in accordance with these established and defined policies.

**RECOMMENDATIONS/COMMENTS**

Approve the Fixed Asset Policy as recommended by staff.

**BUDGET/FINANCIAL SUMMARY**

The adoption of the recommended policy will not require additional appropriation to implement.

**COMPREHENSIVE PLAN GOAL**

Not Applicable.

**COUNCIL ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

26-1



**City of South Padre Island  
Fixed Assets  
Policies and Procedures**

## **Introduction**

The basic goal and objective of this policy is to define and describe a set of standard procedures necessary to record and control the changes in the fixed asset system in accordance with generally accepted accounting principles.

The fixed asset records are necessary to:

- ensure that the asset is adequately protected from loss, theft, etc.;
- provide necessary documentation for the effective use, maintenance, management and reporting of the asset;
- facilitate the calculation and recording of depreciation for fund assets; and
- provide necessary documentation for insurance purposes.

Fixed asset record master files will continue to be maintained by the Finance Department. One goal of this policy is to establish continuity in the procedures for establishing, recording, maintaining, and disposing of all capital and controllable assets, as defined below.

## **Asset Definitions**

### **Capital Assets**

A capital asset is defined as a piece of equipment, or investment in general infrastructure, that has a value in excess of \$5,000.00 and has an expected useful life of greater than one year. The Governmental Accounting Standards Board ("GASB") has issued Statement 34, dictating the requirements for the reporting of such assets. The annual value of such assets is reported in the Comprehensive Annual Financial Report.

### **Controllable Assets**

Certain purchases made by the City do not meet the criteria established for designation as a capital asset; by their nature, however, these assets should be monitored for proper use and disposal, even though their value does not substantially impact the overall value of City assets. These controllable assets either render a critical function or put the City at risk by their absence (e.g. office equipment, cameras, computers, printers, minor furnishings, firearms, cell phones, ticket writers, AED units, general office equipment, etc.) Department heads must make every effort to maintain adequate controls for such controllable assets.

## **Capitalization Threshold**

All assets with an initial individual cost of \$5,000.00 or greater shall be recorded as a distinct asset for the purposes of reporting asset values in the City's Comprehensive Annual Financial Report and all related reports. The City shall maintain at a minimum the following information

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on such assets: description, acquisition cost, acquisition date, purchase order, invoice, asset location, and condition.

The costs of improvements to current assets are to be added to the cost of the existing asset. In certain cases improvements may be identified to be a unique asset. The costs of normal maintenance and repairs that do not add to the value of the asset, or materially extend asset lives, are not capitalized. Donated capital assets shall be recorded at the estimated fair market value at the date of donation.

Assets shall be assigned to one of the following class groups, for the purposes of reporting in government-wide financial statements: land and land improvements, buildings and building improvements, furniture & equipment, infrastructure.

Controllable assets valued less than \$5,000.00 but considered significant as to warrant the monitoring of their condition and location shall additionally be tracked but not considered in the reporting of asset values as described in the City's Comprehensive Annual Financial Report. Such items include but are not limited to office equipment, cameras, computers, printers, minor furnishing, firearms, cell phones, ticket writers, AED units and general office equipment.

## **Asset Classes**

### **Land and Land Improvements**

Land and land improvements, including easements and rights of way, are assigned an indefinite useful life. No depreciation is applied to land and land improvements.

### **Buildings**

This includes all buildings and building-related structures. Construction-in-progress is considered as a separate type of construction and is tracked as a separate asset until the time of completion, at which point the value is reclassified as either a new building or related structure, or added to the value of the construction renovated.

Buildings	39 years
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### **Improvements other than Buildings**

These improvements are permanent and non-moveable. They add value to land but have a limited useful life.

Fences	15 years
Retaining walls	15 years
Parking lots	15 years
Landscaping	15 years

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### **Furniture & Fixtures, Machinery & Equipment, Vehicles, Radio Equipment, Software:**

Machinery and equipment typically comprises the largest number of assets, but comprises the smallest overall value in relation to other classes. Machinery and equipment are given consideration within the following sub classes, with related useful life:

Machinery & Tools	7 years
Furniture & Accessories	7 years
Communications Equipment	7 years
Computer Equipment	5 years
Computer Software	3 years
Audiovisual Equipment	7 years
Grounds Maintenance Equipment	7 years
Police Vehicles	5 years
Fire Protection Vehicles	7 years
Other Licensed Vehicles	5 years

### **Infrastructure**

Investment in systems that provide a critical service to a municipality when considered as a system, but not a distinct separate asset, is recorded as infrastructure. By its nature, infrastructure is difficult to define as a separate system, and is difficult to define useful life on a broad basis. The Governmental Accounting Standards Board has recommended, and the City of South Padre Island has adopted, reporting of infrastructure using the following subclasses and relative useful life for the subclasses:

Streets/alleys – subsurface	0 years
Streets/alleys - asphalt	15 years
Traffic control signals	10 years
Sidewalks and curbing	15 years
Street Lighting	15 years

## **Property Accounting**

### **Useful Life Assessments**

Normal useful life is defined as the physical life, in terms of years, that an asset is expected to endure before it deteriorates to an unusable condition.

Asset classes as defined in this document have been assigned an estimated useful life; a useful life is assigned to each and every asset according to the values listed in the table of classes.

The useful life should be completed on the Fixed Assets Acquisition Form based on the asset table class by the initiating department. Finance Department will then review and approve the form for accuracy. If the applicable department believes the useful life to be different than the life shown in the table, those exceptions should be noted on the form.

### **Asset In-Service Dates**

An asset's age is typically based on when the asset was acquired, or when the asset underwent its most recent major renovation. The city's system uses the invoice date for determination of when the asset was acquired.

## **Function Designations**

Assets are associated with a government function (also referred to as program use). The City of South Padre Island defines assets as relevant to one of the following functions as presented in the Comprehensive Annual Financial Report:

- General Government
- Public Safety
- Public Works
- Community Service
- Transportation

## **Depreciation Considerations**

Depreciation is defined as the gradual conversion of the cost of a tangible capital asset or fixed asset into an operational expense (called depreciation expense) over the asset's estimated useful life. Depreciation shall be applied to all capital assets on an annual basis. The straight line depreciation method shall be used, according to the following formula:

Original cost less Salvage value, divided by estimated useful life.

Please note that depreciation is not applied to land or land improvements.

## **Property Control**

### **Department Responsibilities**

City departments must maintain all assets that are within their control in a working and usable condition. Departments shall take adequate care that the working environment for the asset is appropriate and suitable for such assets.

City departments must treat all assets in an ethical manner, and must not misuse the assets or use the assets for personal use or benefit.

The Finance Department will provide to each City Department a listing of assets deemed to be in that department's control. Each City department must review this report annually for all additions and deletions of assets and return to the Finance Department. Such annual report must be made within sixty (60) days of the end of the fiscal year relevant to the annual report.

### **Purchasing Responsibilities**

The Finance Department maintains a full and comprehensive list of capitalized assets possessed by the City. Information on the asset history, location, and appropriate custodial responsibility is retained and managed in such list.

## **Additions and Deletions**

All City departments are required to provide to the Finance Department a completed Fixed Assets Acquisition/Disposal Form each time a capital/fixed asset is purchased. This form should be submitted to Accounts Payable with the PO and approved invoice for payment. A digital picture of the asset purchased is also required. The picture will be downloaded into Incode for identification purposes. Additionally all City departments are required to provide detailed information on all assets newly acquired during a fiscal year, no later than thirty (60)

days after the last day of the fiscal year. Such information shall include, where possible: asset description, location funding source, acquisition date, purchase order number, serial number, and asset cost.

All City departments are required to provide detailed information on the Fixed Assets Acquisition/Disposal Form on all assets disposed of during a fiscal year, no later than thirty (30) days after such disposal. Such deletions shall be within guidelines established by the City regarding appropriate disposition of assets.

### **Methods of Asset Disposition**

Assets owned by the City may be deleted from the list of assets by the following means:

1. Trade-in – assets may be considered for trade-in at the time of acquisition of replacement assets, subject to normal purchasing bidding guidelines, and written approval by the department head.
2. Surplus Sale/City auction - in the event that no other City department has been identified as a potential recipient of surplus property, the City may sell surplus property by soliciting competitive bids.
3. Discard/Disposal - a department head, with written approval by the City Manager may recommend the disposal of assets that are both no longer in use and have been determined to have no remaining value.

### **Annual Reporting**

The total value of assets is reported in the Comprehensive Annual Financial Report ("CAFR"). The value of assets shall include the beginning value, a summary of additions, a summary of retirements, and an ending value for the fiscal year being reported.

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**City of South Padre Island  
Fixed Assets Acquisition/Disposal Form**

**Asset Acquisition**

Department	_____	Purchase Date	_____
Description	_____		
Vendor Name	_____	Original Cost	_____
Vendor Number	_____	Improved Cost	_____
PO #	_____	Invoice #	_____
Asset # (TAG #)	_____	Asset Class	_____
Model	_____	Serial #	_____
License #	_____	Asset Life (Months)	_____
A.P. Account(s) -Fund/Dept/Account-	_____ _____		
Primary Location	_____		
Secondary Location	_____		

**Asset Transfer/Disposition**

Transfer/Disposition Method	_____	Date of Transf/Disp:	_____
If Transfer-Where	_____	If Sold - Amount	_____
Lost/Stolen Date	_____		
Special Notes	_____ _____ _____		

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

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**SOUTH PADRE ISLAND  
CITY COUNCIL MEETING  
AGENDA REQUEST FORM**

**MEETING DATE:** December 15, 2010

**NAME/DEPT.:** Larry Homan, Finance Director

**ITEM**

Discussion and action to approve Ordinance No. 10-37 as set forth in Section 5.06 (a) of the Home Rule Charter making appropriations by department, fund, service, strategy or other organizational unit and authorizing an allocation for each program or activity.

**ITEM BACKGROUND**

City Council passed Resolution No. 2010-21 approving and adopting a budget for the City of South Padre Island for Fiscal Year 2010/2011 on September 9, 2010. An ordinance is required to implement the appropriation provided by the adopted budget in order to comply with the Home Rule Charter (Section 5.06).

**RECOMMENDATIONS/COMMENTS**

Staff recommends passage.

**BUDGET/FINANCIAL SUMMARY**

The passage of the recommended ordinance will not require additional appropriations nor generate additional revenues to implement.

**COMPREHENSIVE PLAN GOAL**

Not Applicable

**COUNCIL  
ACTION**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Vote: Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

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**ORDINANCE NO. 10-37**

AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND, TEXAS; MAKING APPROPRIATIONS FOR EACH DEPARTMENT, PROJECT, PROGRAM AND ACCOUNT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2010 AND ENDING SEPTEMBER 30, 2011 PURSUANT TO THE ADOPTED BUDGET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR EFFECTIVE DATE.

WHEREAS, a budget for the fiscal year beginning October 1, 2010 and ending September 30, 2011 was duly adopted on September 9, 2010 by Resolution No. 2010-22; and

WHEREAS, the City of South Padre Island Home Rule Charter provides that the City should by ordinance provide for all appropriations; and

WHEREAS, the City Council has determined that such an ordinance should be enacted to implement the adopted Budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS:

Section 1. There is hereby appropriated from the funds indicated and for such purposes and other expenditures proposed in such budget, not to exceed for all such purposes for any department, the total amount of the estimated costs of the projects, operations, activities, purchases and other expenditures proposed for each department, fund, service or other organizational unit as follows, to wit:

**GENERAL FUND:**

EST. BEGINNING FUND BALANCE	\$ 5,663,240
OPERATING REVENUE:	9,634,391
TOTAL RESOURCES:	15,297,631
EXPENDITURES:	9,319,309
SPECIAL PROJECTS:	313,590
UN-DESIGNATED FUND BALANCE:	<u>\$ 5,664,732</u>
TOTAL REGULAR PERSONNEL	110.75

**HOTEL/MOTEL FUND:**

EST. BEGINNING FUND BALANCE:	\$ 313,605
OPERATING REVENUE:	3,999,432
TOTAL RESOURCES:	4,313,037
OPERATING EXPENSES:	3,646,107
UN-DESIGNATED FUND BALANCE	<u>\$ 666,931</u>
TOTAL REGULAR PERSONNEL	12.5

**CONVENTION CENTRE FUND:**

EST. BEGINNING FUND BALANCE:	\$ 1,630,499
OPERATING REVENUE:	2,059,068
TOTAL RESOURCES:	3,689,567
EXPENDITURES:	1,882,994
UNDESIGNATED FUND BALANCE:	<u>\$ 1,806,573</u>
TOTAL REGULAR PERSONNEL:	11.5

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**STREET IMPROVEMENT FUND:**

EST. BEGINNING FUND BALANCE:	\$ 240,000
OPERATING REVENUE	
TOTAL RESOURCES:	240,000
EXPENDITURES:	<u>238,394</u>
ENDING FUND BALANCE:	\$ <u>1,606</u>

**DEBT SERVICE:**

EST. BEGINNING FUND BALANCE:	\$ 401,000
REVENUE:	1,067,275
TOTAL RESOURCES:	1,468,275
DEBT SERVICE:	<u>1,067,563</u>
ENDING FUND BALANCE:	\$ <u>400,712</u>

**TRANSPORTATION GRANT:**

EST. BEGINNING FUND BALANCE:	\$ 0
REVENUE:	973,561
TOTAL RESOURCES:	973,561
EXPENDITURES:	<u>966,095</u>
ENDING FUND BALANCE:	\$ <u>7,466</u>

TOTAL REGULAR PERSONNEL: 9.25

**LONG RANGE PLANNING FUND**

EST. BEGINNING FUND BALANCE:	\$ 23,600
REVENUE:	0
TOTAL RESOURCES:	23,600
EXPENDITURES:	<u>23,600</u>
ENDING FUND BALANCE:	\$ <u>0</u>

**MUNICIPAL COMPLEX FUND**

EST. BEGINNING FUND BALANCE:	\$ 27,777
REVENUE:	0
TOTAL RESOURCES:	0
EXPENDITURES:	<u>27,777</u>
ENDING FUND BALANCE:	\$ <u>0</u>

**CAPITAL REPLACEMENT FUND**

EST. BEGINNING FUND BALANCE:	\$ 1,000
REVENUE:	0
TOTAL RESOURCES:	1,000
EXPENDITURES:	<u>0</u>
ENDING FUND BALANCE:	\$ <u>1,000</u>

**BAY ACCESS**

EST. BEGINNING FUND BALANCE:	112,000
------------------------------	---------

REVENUE:	15,000
TOTAL RESOURCES:	127,000
EXPENDITURES:	115,000
ENDING FUND BALANCE:	\$ 12,000

#### **BEACH MAINTENANCE**

EST. BEGINNING FUND BALANCE:	\$ 149,000
REVENUE:	600,000
TOTAL RESOURCES:	749,000
EXPENDITURES:	747,344
ENDING FUND BALANCE:	\$ 1,656
TOTAL REGULAR PERSONNEL 4	

#### **MUNICIPAL COURT TECHNOLOGY**

EST. BEGINNING FUND BALANCE:	\$ 14,000
REVENUE:	4,500
TOTAL RESOURCES:	18,500
EXPENDITURES:	9,500
ENDING FUND BALANCE:	\$ 9,000

#### **MUNICIPAL COURT SECURITY**

EST. BEGINNING FUND BALANCE:	\$ 22,000
REVENUE:	3,500
TOTAL RESOURCES:	25,500
EXPENDITURES:	1,680
ENDING FUND BALANCE:	\$ 23,820

#### **BEACH ACCESS**

EST. BEGINNING FUND BALANCE:	\$ 35,250
REVENUE:	298,000
TOTAL RESOURCES:	333,250
EXPENDITURES:	333,000
ENDING FUND BALANCE:	\$ 250

#### **BEACH NOURISHMENT**

EST. BEGINNING FUND BALANCE:	\$ 1,156,892
REVENUE:	897,692
TOTAL RESOURCES:	2,054,584
EXPENDITURES:	1,007,692
ENDING FUND BALANCE:	\$ 1,046,892

#### **ECONOMIC DEVELOPMENT CORP.**

EST. BEGINNING FUND BALANCE:	\$ 130,000
REVENUE:	1,050,000
TOTAL RESOURCES:	1,180,000
EXPENDITURES:	1,050,000
ENDING FUND BALANCE:	\$ 130,000

Section 2. This Ordinance repeals all portions of any prior ordinances or parts of ordinances of the Code of Ordinances in conflict herewith and shall not be codified.

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Section 3. If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this Ordinance for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

Section 4. This Ordinance shall become effective immediately.

PASSED, APPROVED AND ADOPTED on First Reading, this 15th day of December 2010.

PASSED, APPROVED AND ADOPTED on Second Reading, this \_\_\_\_ day of \_\_\_\_\_ 201\_\_.

**ATTEST:**

**CITY OF SOUTH PADRE  
ISLAND, TEXAS**

\_\_\_\_\_  
Marta Martinez, Assistant CITY SECRETARY

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ROBERT N. PINKERTON, JR., MAYOR