

**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, JULY 5, 2017**  
5:30 P.M. AT THE MUNICIPAL BUILDING,  
CITY COUNCIL CHAMBERS, 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 minutes of June 14, 2017 Workshop and June 21, 2017 Regular meeting. (S. Hill)
  - b. Approve invoices for payment. (Gimenez)
  - c. Approve Resolution No. 2017-20 in support of the temporary closure of Highway 100 for the 2017 Raul Alcala Challenge 'Gran Fondo' in November 5, 2017. (Payne)
  - d. Approve budget amendment to allocate grant funds in the amount of \$4,970 for medical supplies. (Fowler)
  - e. Approve Memorandum of Understanding (MOU) between Rails-to-Trails Conservancy (RTC) and the LRGV Active Plan Advisory Committee to achieve the successful build-out of County's Active Transportation Network. (Guthrie)
  - f. Approve excused absence for Council Member Alita Bagley from the July 19, 2017 and August 16, 2017 City Council meetings. (Bagley)
6. Discussion and possible action regarding a proposed amendment to Chapter 11 (11-220), Short Term Rentals, to include stricter compliance; and approve the draft Short Term Vacation Rental Agreement to be available for voluntary use by property owners; and, hear and discuss other recommendations from the committee related to Spring Break. (Guthrie)
7. Discussion and possible action regarding proposed ordinance amending Chapter 13, to replace 13-22.4 for the regulation of events between the City and event organizers to ensure the health and safety of the participants, spectators, attendees and general public. (Guthrie)

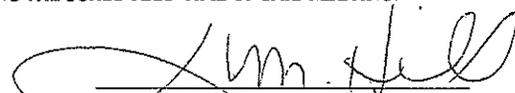
8. Discussion and action to approve the 2017-2018 budget of the South Padre Island Economic Development Corporation. (Downing)
9. Discussion and action to approve the Economic Development Corporation expenditure for a Conceptual Design Plan for a Marine Life Center. (Downing)
10. Discussion and action to consider utilization of Section 20-14(E)(2) 'In-Lieu Parking Fee' and adoption of the amount of payment for each required parking space by resolution. (Kim)
11. Discussion and action on first reading of ordinance amending Chapter 4 by revising Section 4-2.3, adding Section 4-2.4 and amending Chapter 23 by adding Section 23.15(E) to establish "Sidewalk In-Lieu Payment" policy. (Kim)
12. Discussion and action to amend Section 9-16, Container Required for Construction Trash, to allow the use of a truck or trailer as an alternative means of removing construction debris in the event that the franchised collection agency is unable to provide a container. (Travis)
13. Discussion and action to approve interlocal agreement with the Laguna Madre Water District in an amount not to exceed \$18,550 for the purpose of cleaning City storm drains. (Sanchez)
14. Discussion and action to approve Amendment #4 to the Kimley-Horn Padre Boulevard Sidewalks and Medians Project for additional services to develop a Master Thoroughfare Plan and associated budget amendment in the amount of \$81,000; and authorize the City Manager to sign amendment. (Jones)
15. 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 29<sup>TH</sup> DAY OF JUNE 2017

  
Susan M. Hill, 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 JUNE 29, 2017, AT/OR BEFORE 1:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

  
Susan M. Hill, 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, DAVID TRAVIS; ADA DESIGNATED RESPONSIBLE PARTY AT (956) 761-8103.

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

**MEETING DATE:** July 5, 2017

**ITEM DESCRIPTION**

NOTE: All matters listed under Consent Agenda are considered routine by the City Council of the City of South Padre Island 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 minutes of June 14, 2017 Workshop and June 21, 2017 Regular meeting. (S. Hill)
- b. Approve invoices for payment. (Gimenez)
- c. Approve Resolution No. 2017-20 in support of the temporary closure of Highway 100 for the 2017 Raul Alcala Challenge 'Gran Fondo' in November 5, 2017. (Payne)
- d. Approve budget amendment to allocate grant funds in the amount of \$4,970 for medical supplies. (Fowler)
- e. Approve Memorandum of Understanding (MOU) between Rails-to-Trails Conservancy (RTC) and the LRGV Active Plan Advisory Committee to achieve the successful build-out of County's Active Transportation Network. (Guthrie)
- f. Approve excused absence for Council Member Alita Bagley from the July 19, 2017 and August 16, 2017 City Council meetings. (Bagley)

**RECOMMENDATIONS/COMMENTS**

Approve Consent Agenda

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Susan Hill, City Secretary  
**DEPARTMENT:** City Manager's Office

**ITEM**

Approve minutes of June 14, 2017 Workshop and June 21, 2017 Regular meeting.

**ITEM BACKGROUND**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

Approve Minutes

**MINUTES  
CITY OF SOUTH PADRE ISLAND  
CITY COUNCIL WORKSHOP**

**WEDNESDAY, JUNE 14, 2017**

**I. CALL TO ORDER**

The City Council Members of the City of South Padre Island, Texas held a Workshop on Wednesday, June 14, 2017 at the Municipal Complex Building, 2<sup>nd</sup> Floor, 4601 Padre Boulevard, South Padre Island, Texas. Mayor Patel called the workshop to order at 5:30 p.m. A full quorum was present: Council Member Dennis Stahl, Ron Pitcock, Theresa Metty, Alita Bagley and Paul Munarriz. Also present was City Attorney Kathy Cunningham.

City staff members present were City Manager Susan Guthrie, Assistant City Manager Darla Jones, Police Chief Randy Smith, Chief Financial Officer Rodrigo Gimenez, Public Works Director Alex Sanchez, Development Director Sungman Kim, Administrative Services Director Wendi Delgado, CVB Director Keith Arnold, Fire Chief Doug Fowler, Information Technology Director Mark Shellard, Interim Public Information Officer Angelique Soto, Parks and Recreation Manager Anne Payne, Shoreline Management Program Coordinator Manuel Aguilar, Environmental Health Code Office Cipriano Torres, Police Lieutenants Claudine O'Carroll and Juan Herrera and City Secretary Susan Hill.

**II. PLEDGE OF ALLEGIANCE**

Mayor Patel led the Pledge of Allegiance.

**III. PRESENTATION REGARDING SPRING BREAK DATA FROM CITY STAFF.**

Police Chief Randy Smith, Fire Chief Doug Fowler, Chief Financial Officer Rodrigo Gimenez and City Manager Susan Guthrie gave an overview of Spring Break, the major issues that were faced and solutions that were or will be made.

**IV. REVIEW OF MARCH 1, 2017 CITY COUNCIL WORKSHOP THAT INCLUDED DISCUSSION AND REVIEW OF SPRING BREAK ORDINANCES, POLICY AND PROCEDURES.**

City Manager Susan Guthrie reviewed the March 1, 2017 workshop which included discussion of Spring Break Ordinances, policies and procedures and the steps that have been taken since that workshop to come to mutual understanding from all stakeholders.

**V. UPDATE ON THE MASS GATHERING/SPECIAL EVENT PERMIT COMMITTEE AND THE SHORT TERM RENTAL/NEIGHBORHOOD ISSUES COMMITTEE TO INCLUDE SUMMARY OF ISSUES IDENTIFIED, MATRIX OF POTENTIAL REGULATORY ITEMS AND STATUS OF ACTIONS.**

Susan Guthrie updated the City Council on the work the committees for Mass Gathering/Special Event Permit and Short Term Rental have completed to date and targeting July 5, 2017 to bring to City Council.

**VI. CITY COUNCIL COMMENTS.**

City Council gave comments at this time.

**VII. PUBLIC COMMENTS.**

Public comments were given at this time.

**VIII. SUMMARY AND DISCUSSION ON ACTION PLAN.**

City Council will wait for recommendations from the Mass Gathering/Special Event Permit and Short Term Rental committees before formulating an action plan.

**IX. ADJOURN.**

There being no further discussion, Mayor Patel adjourned the meeting at 7:05 pm.

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Susan M. Hill, City Secretary

APPROVED

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Bharat R. Patel, Mayor

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

**WEDNESDAY, JUNE 21, 2017**

**I. CALL TO ORDER**

The City Council Members of the City of South Padre Island, Texas held a Regular Meeting on Wednesday, June 21, 2017 at the Municipal Complex Building, 2<sup>nd</sup> Floor, 4601 Padre Boulevard, South Padre Island, Texas. Mayor Patel called the meeting to order at 5:31 p.m. A full quorum was present: Council Member Dennis Stahl, Ron Pitcock, Theresa Metty, Alita Bagley and Paul Munarriz. Also present was City Attorney Kathy Cunningham.

City staff members present were City Manager Susan Guthrie, Assistant City Manager Darla Jones, Police Chief Randy Smith, Chief Financial Officer Rodrigo Gimenez, Public Works Director Alex Sanchez, Development Director Sungman Kim, Administrative Services Director Wendi Delgado, Fire Chief Doug Fowler, Environmental Health Director Victor Baldovinos, Transit Director Jesse Arriaga, Assistant Public Works Director Jon Wilson, Information Technology Director Mark Shellard, Shoreline Management Manuel Aguilar, Interim Public Information Officer Angelique Soto, Police Lt. Claudine O'Carroll, Parks and Recreation Manager Anne Payne and City Secretary Susan Hill.

**II. PLEDGE OF ALLEGIANCE**

Mayor Patel led the Pledge of Allegiance.

**III. PUBLIC COMMENTS AND ANNOUNCEMENTS**

Public comments and announcements were given at this time.

**IV. PRESENTATIONS AND PROCLAMATIONS**

Mayor Patel and Fire Chief Fowler presented Challenge Coins to Police Sargent Juan Cantu, Fire Lieutenant Sean Simon and Firefighter Oscar Gonzalez in recognition of their outstanding life saving emergency response as a team to an individual who suffered cardiac arrest; and because of their efforts arrived at the hospital with a strong pulse and breathing without assistance.

**V. APPROVE CONSENT AGENDA:**

Council Member Pitcock made a motion, seconded by Council Member Munarriz to approve the Consent Agenda. Motion carried unanimously.

**a. APPROVE MINUTES OF JUNE 7, 2017 WORKSHOP AND REGULAR MEETING. (S. HILL)**

**b. APPROVE INVOICES FOR PAYMENT. (GIMENEZ)**

5-5

Invoices approved for payment were paid by General Fund checks numbered 138495 through 138610 and EFT payments totaling \$515,113.53.

- c. **APPROVE CHANGES TO THE INVESTMENT POLICY FOR THE CITY OF SOUTH PADRE ISLAND AND THE SOUTH PADRE ISLAND ECONOMIC DEVELOPMENT CORPORATION IN ACCORDANCE TO THE PUBLIC FUNDS INVESTMENT ACT. (GIMENEZ)**
- d. **APPROVE RESOLUTION NO. 2017-18 APPROVING AND SUPPORTING THE SUBMITTAL OF THE SOUTH PADRE ISLAND BEACH NOURISHMENT WITH BENEFICIAL USE OF DREDGE MATERIAL PROJECT GOAL SUMMARY FOR CEPRA CYCLE 10 FUNDING. (B. HILL)**

A true and correct copy of said Resolution was placed in the City's Resolution Book and entitled Resolution No. 2017-18, and, by reference hereto, included in these Minutes as if fully set out and spread upon the pages of the Minutes Book

- e. **APPROVE RESOLUTION NO. 2017-19 TO AUTHORIZE THE CITY TO JOIN WITH THE CITIES SERVED BY AEP TO REVIEW AEP TEXAS INC.'S REQUESTED APPROVAL OF AN ADJUSTMENT TO ITS ENERGY COST RECOVERY FACTOR, HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH AEP AND DIRECT ANY NECESSARY LITIGATION AND APPEALS. (JONES)**

A true and correct copy of said Resolution was placed in the City's Resolution Book and entitled Resolution No. 2017-19, and, by reference hereto, included in these Minutes as if fully set out and spread upon the pages of the Minutes Book

- f. **APPROVE THE TRANSIT DEPARTMENT'S TITLE VI PLAN. (ARRIAGA)**
- g. **APPROVE AMENDMENTS TO THE CITY OF SOUTH PADRE ISLAND EMPLOYEE HANDBOOK POLICY 600.03 EMPLOYEE DEVELOPMENT AND TRAINING TO COMPLY WITH THE TITLE 43 TEXAS ADMINISTRATIVE CODE §10.51B(3) AS REQUIRED AS A SUB RECIPIENT OF PUBLIC TRANSPORTATION GRANT FUNDS. (DELGADO)**
- h. **APPROVE ACCEPTANCE OF TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) PROJECT GRANT AGREEMENT RPT 1702 (21) 032-17 IN THE AMOUNT OF \$605,839; AND AUTHORIZE THE CITY MANAGER OR DESIGNEE TO ENTER INTO GRANT AGREEMENT. (ARRIAGA)**
- i. **APPROVE AGREEMENT THAT ESTABLISHES A COOPERATIVE AND MUTUALLY BENEFICIAL RELATIONSHIP BETWEEN THE CITY OF SOUTH PADRE ISLAND/ISLAND METRO AND THE CITY OF BROWNSVILLE/BROWNSVILLE METRO TO PROVIDE TRANSPORTATION SERVICES THROUGH THE INTERCITY BUS PROGRAM FROM THE METRO CONNECT SERVICES; AND**

**AUTHORIZE THE CITY MANAGER TO ENTER INTO AGREEMENT.  
(ARRIAGA)**

**j. APPROVE CHANGE ORDER NO. 1 FOR THE STREET WIDENING IMPROVEMENTS ON WEST ARIES DRIVE AND WEST VERNA JEAN DRIVE IN THE AMOUNT OF \$7,891. (SANCHEZ)**

**k. APPROVE A BUDGET AMENDMENT IN THE AMOUNT OF \$2,153.00 FOR REPAIRS TO THE CONTROLLER FOR THE SLIDING GLASS DOORS AT THE FRONT LOBBY OF THE MUNICIPAL COMPLEX BUILDING. (SANCHEZ)**

**l. APPROVE EXCUSED ABSENCE REQUEST FOR COUNCIL MEMBER RON PITCOCK FROM THE JULY 5, 2017 CITY COUNCIL MEETING. (PITCOCK)**

**VI. DISCUSSION AND ACTION TO APPROVE ORDINANCE AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY OF APPROXIMATELY \$9,100,000 IN PRINCIPAL AMOUNT OF CITY OF SOUTH PADRE ISLAND, TEXAS VENUE HOTEL OCCUPANCY TAX REVENUE BONDS, SERIES 2017; APPROVING AND AUTHORIZING THE EXECUTION OF ALL DOCUMENTS RELATED THERETO INCLUDING A PAYING AGENT/REGISTRAR AGREEMENT AND A PURCHASE CONTRACT; APPROVING THE FORM OF AN OFFICIAL STATEMENT; AND AUTHORIZING ALL OTHER INSTRUMENTS AND PROCEDURES RELATED THERETO. (GIMENEZ)**

Dave Gordon from Estrada-Hinojosa Investment Bankers and Jay Juarez from McCall Parkhurst & Horton gave an overview of the Texas Venue Hotel Occupancy Tax Revenue Bonds, Series 2017 process.

Council Member Pitcock made a motion to approve Ordinance No. 17-07 on first and final reading for the issuance, sale and delivery of approximately \$9,100,000 of the Texas Venue Hotel Occupancy Tax Revenue Bonds. Council Member Metty seconded the motion. Mayor Patel asked for a record vote with each Council Member voting aye. Motion passed unanimously.

A true and correct copy of said Ordinance was placed in the City's Ordinance Book and entitled Ordinance No. 17-07, and, by reference hereto, included in these Minutes as if fully set out and spread upon the pages of the Minutes Book.

**VII. PRESENTATION AND DISCUSSION ON SOUTH PADRE ISLAND FLEET EVALUATION AND REPLACEMENT PLAN. (SANCHEZ)**

Public Works Director Alex Sanchez gave a presentation regarding the City's fleet condition and replacement plan, which includes mechanics evaluation (grading/point system) and using the IWORQ system to track each vehicle. Controls will be set up to update and improve fleet policies and procedures, as well as annually, review vehicle requests as part of the budget process.

**VIII. PRESENTATION AND DISCUSSION ON G-SUITE. (SHELLARD)**

Technology Director Mark Shellard introduced Google GSuite, which will eventually replace our old outdated email server, some file storage, gotomeeting and spam filtering. The new system will have unlimited email, data and content storage and the ability to share files.

**IX. DISCUSSION REGARDING GOLF CART REGULATIONS. (MUNARRIZ)**

Police Chief Randy Smith gave an update on the main issues that have been problematic during the past few months. Chief Smith indicated that staff has met with golf cart vendors to ensure compliance with those renting the carts and will be monitoring the progress.

**X. DISCUSSION AND POSSIBLE ACTION TO SELECT HDR ENGINEERING, INC. FOR PROFESSIONAL SERVICES IN CREATING THE SOUTH PADRE ISLAND RESILIENT PUBLIC ACCESS AND EDUCATION, CONSERVATION, AND TOURISM MASTER PLAN.**

Council Member Bagley made a motion, seconded by Mayor Patel to select HDR Engineering Inc. to create the South Padre Island Resilient Public Access and Education, Conservation, and Tourism Master Plan. Motion passed with a unanimous vote.

Two other Statements of Qualifications were received from Hanson Professional Services, Inc. and Mott Macdonald. A panel reviewed the Statements of Qualifications from each, with HDR Engineering scoring the highest.

**XI. DISCUSSION AND ACTION TO APPROVE A REQUEST FOR QUALIFICATIONS (RFQ) FOR PRE-POSITION CONTRACTS FOR DAMAGE ASSESSMENT, DEBRIS REMOVAL (INCLUDING HAZARDOUS MATERIALS), AND DEBRIS REMOVAL MONITORING IN THE EVENT OF A MAJOR STORM OR HUMAN CAUSED DISASTER. (FOWLER)**

Council Member Stahl made a motion to approve the request to go out for Request for Qualifications (RFQ) for pre-position contracts for damage assessment, debris removal (including hazardous materials) and debris removal monitoring. Motion was seconded by Council Member Pitcock, which carried unanimously.

**XII. UPDATE AND DISCUSSION ON VENUE TAX PROJECTS. (GUTHRIE)**

City Manager Susan Guthrie gave a brief update on the Venue Tax Projects.

**13. UPDATE AND DISCUSSION ON SPRING BREAK:**

- a. PROPOSED SPRING BREAK/MASS GATHERING ORDINANCE**
- b. SHORT-TERM RENTALS/NEIGHBORHOOD ISSUES**

City Manager Susan Guthrie gave a brief update on Spring Break/Mass Gathering Ordinance and Short-term Rental issues, stating that the two committees are planning to bring to City Council at the July 5, 2017 meeting.

14. **ADJOURN.**

There being no further business, Mayor Patel adjourned the meeting at 7:23 pm

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Susan M. Hill, City Secretary

APPROVED

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Bharat R. Patel, Mayor

DRAFT

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Rodrigo Gimenez, Chief Financial Officer  
**DEPARTMENT:** Finance

**ITEM**

Approve invoices for payment by General Fund checks numbered 138611 through 138713 and EFT payments totaling \$881,603.72.

**ITEM BACKGROUND**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal:                      YES: \_\_\_\_\_                      NO: \_\_\_\_\_  
Approved by Legal:                YES: \_\_\_\_\_                      NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001017	AIR EVAC LIFETEAM	I-62817	01 2488	AIR EVAC LIFE:	JUNE 2017 EMPLOYEE C	138656	198.00
					VENDOR 01-001017 TOTALS		198.00
01-002434	CINDY BOUDLOCHE	I-DWD201706266132	01 2469	DEBTORS WAGE :	CASE NO 14-10370	138662	542.31
01-002434	CINDY BOUDLOCHE	I-DWE201706266132	01 2469	DEBTORS WAGE :	CASE NO 16-10432	138663	1,445.85
					VENDOR 01-002434 TOTALS		1,988.16
01-003035	CALIFORNIA STATE DISBU	I-C1P201706266132	01 2473	CHILD SUPPORT:	CS 0370020351331	138666	78.23
					VENDOR 01-003035 TOTALS		78.23
01-003185	OFFICE OF THE ATTY GEN	I-C10201706266132	01 2473	CHILD SUPPORT:	A/N 2004094864B	000000	364.15
01-003185	OFFICE OF THE ATTY GEN	I-C1C201706266132	01 2473	CHILD SUPPORT:	ORDER NO 2015-DCL-56	000000	415.38
01-003185	OFFICE OF THE ATTY GEN	I-C1L201706266132	01 2473	CHILD SUPPORT:	ORDER NO 2005063139E	000000	121.38
01-003185	OFFICE OF THE ATTY GEN	I-C1N201706266132	01 2473	CHILD SUPPORT:	ORDER # 2012-DCL-186	000000	230.77
01-003185	OFFICE OF THE ATTY GEN	I-C1O201706266132	01 2473	CHILD SUPPORT:	ORDER ID 2012-DCL-06	000000	140.70
01-003185	OFFICE OF THE ATTY GEN	I-C1Q201706266132	01 2473	CHILD SUPPORT:	CS 2014-DCL-08362	000000	235.38
01-003185	OFFICE OF THE ATTY GEN	I-C1R201706266132	01 2473	CHILD SUPPORT:	ORDER NO 08-1471	000000	429.23
01-003185	OFFICE OF THE ATTY GEN	I-C1Y201706266132	01 2473	CHILD SUPPORT:	CASE NO 0012402096	000000	197.54
01-003185	OFFICE OF THE ATTY GEN	I-C21201706266132	01 2473	CHILD SUPPORT:	A/N 0011549506	000000	369.23
01-003185	OFFICE OF THE ATTY GEN	I-C41201706266132	01 2473	CHILD SUPPORT:	0011351916	000000	231.69
01-003185	OFFICE OF THE ATTY GEN	I-C51201706266132	01 2473	CHILD SUPPORT:	A/N 0012375322	000000	294.33
01-003185	OFFICE OF THE ATTY GEN	I-C59201706266132	01 2473	CHILD SUPPORT:	#0009529310	000000	162.46
01-003185	OFFICE OF THE ATTY GEN	I-C67201706266132	01 2473	CHILD SUPPORT:	ORDER NO 2012-DCL-00	000000	151.38
01-003185	OFFICE OF THE ATTY GEN	I-C77201706266132	01 2473	CHILD SUPPORT:	A/N 0010353126	000000	159.23
01-003185	OFFICE OF THE ATTY GEN	I-C82201706266132	01 2473	CHILD SUPPORT:	ORDER #2012-DCL-0866	000000	348.92
01-003185	OFFICE OF THE ATTY GEN	I-C91201706266132	01 2473	CHILD SUPPORT:	AG 0012920905	000000	296.77
01-003185	OFFICE OF THE ATTY GEN	I-C93201706266132	01 2473	CHILD SUPPORT:	ORDER # 99125207D	000000	129.69
01-003185	OFFICE OF THE ATTY GEN	I-C95201706266132	01 2473	CHILD SUPPORT:	CASE #0013025749	000000	420.00
					VENDOR 01-003185 TOTALS		4,698.23
01-003444	CITIBANK	I-60317	01 2489	PURCHASING CA:	MAY 2017 P CARD PURC	138655	80,176.84
					VENDOR 01-003444 TOTALS		80,176.84
01-006133	DEARBORN NATIONAL	I-062717	01 2465	VTL LIFE INSU:	EMPLOYEE PREMIUMS -	138673	42.14
01-006133	DEARBORN NATIONAL	I-062717	01 48042	MISCELLANEOUS:	EMPLOYEE PREMIUMS -	138673	0.03
					VENDOR 01-006133 TOTALS		42.11

6/29/2017 9:15 AM

REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 2

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-006163	AMERICAN GENERAL LIFE	I-062717	01 2485	AMERICAN GENE:	EMPLOYEE SALARY ALLO	138674	623.46
					VENDOR 01-006163 TOTALS		623.46
01-007001	ANA GARZA	I-C04201706266132	01 2473	CHILD SUPPORT: A/N	2003-03-1480-B	138676	194.88
					VENDOR 01-007001 TOTALS		194.88
01-018524	WENDY SALDANA	I-61917	01 2492	SPIRIT COMMIT: FOR	PURCHASE OF SCHL	138643	264.00
					VENDOR 01-018524 TOTALS		264.00
01-019222	S.P.I. FIREFIGHTERS AS	I-62717	01 2472	FIREFIGHTERS :	ASSOCIATION DUES JUN	138696	393.00
					VENDOR 01-019222 TOTALS		393.00
01-019327	SOUTH PADRE ISLAND PRO	I-062717	01 2487	POLICE DEPT A: ASSOCIATION	DUES JUN	999999	135.00
					VENDOR 01-019327 TOTALS		135.00
01-020057	TML MULTISTATE IEBP	I-62917	01 2461	TML MEDICAL :	JULY 2017 MEDICAL PR	999999	10,501.52
01-020057	TML MULTISTATE IEBP	I-62917	01 2484	VISION :	JULY 2017 MEDICAL PR	999999	391.50
					VENDOR 01-020057 TOTALS		10,893.02
01-1	DON GALLAGHER	I-062217	01 47046	ANIMAL SERVIC: DON GALLAGHER:	REFUN	138711	20.00
					VENDOR 01-1 TOTALS		20.00
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	99,704.93

6/29/2017 9:15 AM

REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 3

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 512 CITY MANAGERS OFFICE

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-008211	SUSAN HILL	I-062617	01 512-0550	TRAVEL EXPENS:	PER DIEM AND MILEAGE	999999	499.00
VENDOR 01-008211 TOTALS							499.00
01-016600	PT ISABEL/SO PADRE PRE	I-053117	01 512-0540	ADVERTISING :	ORDINANCE #17-02 MAY	138639	112.00
01-016600	PT ISABEL/SO PADRE PRE	I-053117	01 512-0540	ADVERTISING :	ORDINANCE #17-05 MA	138639	96.00
01-016600	PT ISABEL/SO PADRE PRE	I-053117	01 512-0540	ADVERTISING :	ORDINANCE 17-16 MAY	138639	96.00
01-016600	PT ISABEL/SO PADRE PRE	I-053117	01 512-0540	ADVERTISING :	ORDINANCE # 17-03	138639	96.00
01-016600	PT ISABEL/SO PADRE PRE	I-053117	01 512-0540	ADVERTISING :	ORDINANCE # 17-04	138639	96.00
VENDOR 01-016600 TOTALS							496.00
01-020057	TML MULTISTATE IEBP	I-62917	01 512-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	1,706.24
VENDOR 01-020057 TOTALS							1,706.24
DEPARTMENT 512 CITY MANAGERS OFFICE						TOTAL:	2,701.24

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 4

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 513 FINANCE DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007154	GOVERNMENT FINANCE OFF	I-0199968	01 513-0551	DUES & MEMBER:	MEMBERSHIP: EDUARDO	138680	150.00
VENDOR 01-007154 TOTALS							150.00
01-019641	STAPLES CREDIT PLAN	I-1817456221	01 513-0101	OFFICE SUPPLI:	BINDER CLIPS, LGE	138647	2.69
01-019641	STAPLES CREDIT PLAN	I-1817541161	01 513-0101	OFFICE SUPPLI:	HAND SANIT, BINDER C	138647	37.90
01-019641	STAPLES CREDIT PLAN	I-1817549391	01 513-0101	OFFICE SUPPLI:	CREDIT CARD PAPER ,	138647	39.38
VENDOR 01-019641 TOTALS							79.97
01-020057	TML MULTISTATE IEBP	I-62917	01 513-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	2,152.80
VENDOR 01-020057 TOTALS							2,152.80
DEPARTMENT 513 FINANCE DEPARTMENT						TOTAL:	2,382.77

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 5

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 514 PLANNING DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	01 514-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	1,289.68
						VENDOR 01-020057 TOTALS	1,289.68
						DEPARTMENT 514 PLANNING DEPARTMENT TOTAL:	1,289.68

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 515 TECHNOLOGY DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007400	GRANICUS, INC.	I-88379	01 515-0415	SERVICE CONTR:	MEETINGS ON DEMAND	999999	500.90
						VENDOR 01-007400 TOTALS	500.90
01-019356	SOUTHERN COMPUTER WARE	I-IN-000418269	01 515-0150	MINOR TOOLS &:	UPS	138698	505.19
01-019356	SOUTHERN COMPUTER WARE	I-IN-000418592	01 515-0150	MINOR TOOLS &:	10- PLANTRONICS SPAR	138698	134.00
01-019356	SOUTHERN COMPUTER WARE	I-IN-000421020	01 515-0410	MACHINERY & E:	BATTERY BACK UPS	138698	321.33
01-019356	SOUTHERN COMPUTER WARE	I-IN-000421021	01 515-0410	MACHINERY & E:	BATTERY BACK UPS	138698	749.77
01-019356	SOUTHERN COMPUTER WARE	I-IN-000431044	01 515-0150	MINOR TOOLS &:	1- GEIST MANUFACTURI	138645	216.65
						VENDOR 01-019356 TOTALS	1,926.94
01-019502	AT&T	I-06032017	01 515-0501	COMMUNICATION:	AT&T FAX LINES & LAN	138646	34.00
01-019502	AT&T	I-0632017	01 515-0501	COMMUNICATION:	AT&T FAX LINES & LAN	138646	932.39
01-019502	AT&T	I-6032017	01 515-0501	COMMUNICATION:	AT&T FAX LINES & LAN	138646	109.73
						VENDOR 01-019502 TOTALS	1,076.12
01-020057	TML MULTISTATE IEBP	I-62917	01 515-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	1,290.68
						VENDOR 01-020057 TOTALS	1,290.68
01-020185	TIME WARNER CABLE	I-61017	01 515-0415	SERVICE CONTR:	SERVICE AT FIRE STAT	138649	307.93
01-020185	TIME WARNER CABLE	I-61817	01 515-0415	SERVICE CONTR:	SERVICE @CITYHALL	138700	1,190.53
						VENDOR 01-020185 TOTALS	1,498.46
01-020224	TIME CLOCK PLUS	I-424321	01 515-0410	MACHINERY & E:	TIMECLOCK	138650	2,229.40
						VENDOR 01-020224 TOTALS	2,229.40
01-020644	T-MOBILE	I-61517	01 515-0501	COMMUNICATION:	DATA SERVICE	138703	907.79
						VENDOR 01-020644 TOTALS	907.79
						DEPARTMENT 515 TECHNOLOGY DEPARTMENT TOTAL:	9,430.29

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 7

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 516 HUMAN RESOURCES

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004048	DEER OAKS EAP SERVICES	I-COSPI17-06	01 516-0530	PROFESSIONAL	: JUNE 2017 EAP SERVIC	138617	232.50
VENDOR 01-004048 TOTALS							232.50
01-019243	MEDICAL ASSOCIATES OF	I-62317	01 516-0530	PROFESSIONAL	: POST ACCIDENT SCREEN	138697	25.00
VENDOR 01-019243 TOTALS							25.00
01-020057	TML MULTISTATE IEBP	I-62917	01 516-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	1,289.68
VENDOR 01-020057 TOTALS							1,289.68
DEPARTMENT 516 HUMAN RESOURCES						TOTAL:	1,547.18

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE# 8

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 520 MUNICIPAL COURT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004101	STUART J. DIAMOND	I-62517	01 520-0530	PROFESSIONAL :	PROSEC. DIAMOND FEES	999999	1,335.00
						VENDOR 01-004101 TOTALS	1,335.00
01-020057	TML MULTISTATE IEBP	I-62917	01 520-0061	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	853.12
						VENDOR 01-020057 TOTALS	853.12
DEPARTMENT 520 MUNICIPAL COURT						TOTAL:	2,188.12

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REGULAR DEPARTMENT PAYMENT REPORT

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 521 POLICE DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002034	B & H PHOTO & ELECTRON	I-127481938	01 521-0150	MINOR TOOLS &	PD-2 MAVIC DRONES	138660	2,757.96
					VENDOR 01-002034 TOTALS		2,757.96
01-002702	BREATH TEST SERVICES	I-1538	01 521-0415	SERVICE CONTR:	BREATH TEST SERV. JU	138665	2,500.00
					VENDOR 01-002702 TOTALS		2,500.00
01-018146	RIO GRANDE VALLEY COMM	I-1808	01 521-0530	PROFESSIONAL :	FULL TIME SUBSCRIPTI	138693	100.00
					VENDOR 01-018146 TOTALS		100.00
01-020057	TML MULTISTATE IEBP	I-62917	01 521-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	15,779.53
					VENDOR 01-020057 TOTALS		15,779.53
01-023058	WHATABURGER	I-1082964	01 521-0571	FOOD FOR PRIS:	PRISONER MEAL	138653	4.34
					VENDOR 01-023058 TOTALS		4.34
DEPARTMENT 521 POLICE DEPARTMENT						TOTAL:	21,141.83

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 10

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 522 FIRE DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001217	ALAMO DOOR SYSTEMS, IN	I-132474	01 522-0411	BUILDING & ST:	REPAIR OF DOORS AT F	138659	1,983.00
					VENDOR 01-001217 TOTALS		1,983.00
01-002058	JAMES BARKER II	I-61417	01 522-0513	TRAINING EXPE:	PER DIEM SWAT TRAINI	138613	559.26
					VENDOR 01-002058 TOTALS		559.26
01-002150	EK'S CARPET & UPHOLSTE	I-14915	01 522-0411	BUILDING & ST:	STEAM CLEAN CARPET 2	138661	150.00
					VENDOR 01-002150 TOTALS		150.00
01-002439	BOUND TREE MEDICAL, LLC	I-82535786	01 522-0114	MEDICAL SUPPL:	ADULT NEBULIZERS, IV	138664	456.00
					VENDOR 01-002439 TOTALS		456.00
01-006087	R & D GOTHARD ENTERPRI	I-2934	01 522-0513	TRAINING EXPE:	FIT INSTRUCTOR I ONL	138623	200.00
					VENDOR 01-006087 TOTALS		200.00
01-007059	GEORGE CUNNINGHAM, CO,	I-1698-1739	01 522-1001	BUILDINGS & S:	NEW UNIT & INSTALLAT	138678	23,660.00
					VENDOR 01-007059 TOTALS		23,660.00
01-008176	FELIPE HERRERA, JR.	I-61417	01 522-0513	TRAINING EXPE:	PER DIEM ALLOWANC JU	999999	445.62
					VENDOR 01-008176 TOTALS		445.62
01-008313	HENRY SCHEIN INC	I-42558922	01 522-0114	MEDICAL SUPPL:	SOD. CHLOR SOL 9% E	138627	455.40
					VENDOR 01-008313 TOTALS		455.40
01-014059	NFPA	I-7008415Y	01 522-0107	BOOKS & PERIO:	NAT; FUEL GAS CODE,	138636	120.65
01-014059	NFPA	I-7011783Y	01 522-0107	BOOKS & PERIO:	1- 921 GUIDE FOR FIR	138688	99.50
					VENDOR 01-014059 TOTALS		220.15

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 522 FIRE DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-015095	JOSE L. OLVERA	I-61417	01 522-0550	TRAVEL EXPENS:	MEAL PER DIEM ALLOWA	138637	607.44
					VENDOR 01-015095 TOTALS		607.44
01-016181	GENARO A. PEREZ	I-61517	01 522-0550	TRAVEL EXPENS:	HOTEL REIMBURSEMENT	999999	732.24
					VENDOR 01-016181 TOTALS		732.24
01-018509	SAM'S CLUB DIRECT	I-9418764162	01 522-0160	LAUNDRY & JAN:	JANITORIAL & DORM SU	138695	147.60
01-018509	SAM'S CLUB DIRECT	I-9418764162	01 522-0170	DORM AND KITC:	JANITORIAL & DORM SU	138695	19.90
					VENDOR 01-018509 TOTALS		167.50
01-020016	TERMINIX	I-366047488	01 522-0415	SERVICE CONTR:	PEST CONTROL FIRE ST	138699	135.00
					VENDOR 01-020016 TOTALS		135.00
01-020057	TML MULTISTATE IESP	I-62917	01 522-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	10,659.68
					VENDOR 01-020057 TOTALS		10,659.68
01-020181	THYSSENKRUPP ELEVATOR	I-3003138079	01 522-0415	SERVICE CONTR:	MAINTENANCE ELEVATOR	138648	662.97
					VENDOR 01-020181 TOTALS		662.97
DEPARTMENT 522 FIRE DEPARTMENT						TOTAL:	41,094.26

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 532 HEALTH/CODE ENFORCEMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-006162	JUAN FLORES	I-0422851	01 532-0545	LOT MOWING	: MOWING AT 111 E. ATO	999999	35.00
01-006162	JUAN FLORES	I-0422852	01 532-0545	LOT MOWING	: MOWING @ 118 E. GEOR	999999	45.00
01-006162	JUAN FLORES	I-0422853	01 532-0545	LOT MOWING	: MOWING @ 119 E. HUIS	999999	40.00
01-006162	JUAN FLORES	I-49600	01 532-0545	LOT MOWING	: MOWING @ 109 E. ATOL	999999	35.00
01-006162	JUAN FLORES	I-496896	01 532-0545	LOT MOWING	: MOWING @ 103 E. LING	999999	30.00
01-006162	JUAN FLORES	I-496897	01 532-0545	LOT MOWING	: MOWING @ 102 E. SUNS	999999	50.00
01-006162	JUAN FLORES	I-496898	01 532-0545	LOT MOWING	: MOWING AT 106 E. SUNS	999999	30.00
01-006162	JUAN FLORES	I-496899	01 532-0545	LOT MOWING	: MOWING @ 107 E. ATOL	999999	35.00
						VENDOR 01-006162 TOTALS	300.00
01-008133	MIGUEL ANGEL HERNANDEZ	I-28	01 532-0545	LOT MOWING	: MOWING @ 105 E. OLEA	999999	39.95
01-008133	MIGUEL ANGEL HERNANDEZ	I-29	01 532-0545	LOT MOWING	: MOWING @ 116 E. JUPI	999999	49.95
						VENDOR 01-008133 TOTALS	89.90
01-012090	LAMAR TEXAS LIMITED PA	I-2745204RGV	01 532-0510	RENTAL OF EQUIPMENT		138683	5,900.00
						VENDOR 01-012090 TOTALS	5,900.00
01-018509	SAM'S CLUB DIRECT	I-000564	01 532-0101	OFFICE SUPPLI:	GATORADE, WTR, OFFIC	138695	50.88
						VENDOR 01-018509 TOTALS	50.88
01-020057	TML MULTISTATE IEBP	I-62917	01 532-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	2,523.88
						VENDOR 01-020057 TOTALS	2,523.88
						DEPARTMENT 532 HEALTH/CODE ENFORCEMENT TOTAL:	8,864.66

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 13

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 540 FLEET MANAGEMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	01 540-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	853.12
						VENDOR 01-020057 TOTALS	853.12
						DEPARTMENT 540 FLEET MANAGEMENT TOTAL:	853.12

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REGULAR DEPARTMENT PAYMENT REPORT

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VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 541 BUILDING MAINTENANCE

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007600	GULF COAST PAPER CO. I	I-1317449	01 541-0160	LAUNDRY & JAN:	1 CS EMULSIFIER PLUS	138626	43.05
						VENDOR 01-007600 TOTALS	43.05
01-020057	TML MULTISTATE IEBP	I-62917	01 541-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	853.12
						VENDOR 01-020057 TOTALS	853.12
						DEPARTMENT 541 BUILDING MAINTENANCE TOTAL:	896.17

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 15

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 542 INSPECTIONS DIVISION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	01 542-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR 999999		1,279.68
						VENDOR 01-020057 TOTALS	1,279.68
						DEPARTMENT 542 INSPECTIONS DIVISION TOTAL:	1,279.68

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 16

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 543 PUBLIC WORKS DEPARTMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003704	CAMERON COUNTY	I-61317	01 543-0432	CAUSEWAY LIGH:	CAUSEWAY LTNG 5/04 -	138616	164.58
					VENDOR 01-003704	TOTALS	164.58
01-003902	CHANCE CROUCH	I-61917	01 543-0412	LANDSCAPE	: PALM TREE PROJECT	138671	3,000.00
					VENDOR 01-003902	TOTALS	3,000.00
01-007085	ROLANDO GONZALEZ	I-62017	01 543-0550	TRAVEL EXPENS:	MEAL ALLOWANCE APWA	138625	228.00
					VENDOR 01-007085	TOTALS	228.00
01-011117	KINNEY BONDED WAREHOUS	I-387384-00	01 543-0412	LANDSCAPE	: 10 CS FL ROOT STIMUL	138630	407.50
01-011117	KINNEY BONDED WAREHOUS	I-387384-01	01 543-0412	LANDSCAPE	: 16 CS FL ROOT STIMUL	138630	596.00
					VENDOR 01-011117	TOTALS	1,003.50
01-013245	MEJIA & ROSE, INC.	I-24631	01 543-0416	STREETS & RIG:	SURVEYING SERVICE; M	138686	375.00
					VENDOR 01-013245	TOTALS	375.00
01-014039	NSTS LLC	I-1759	01 543-0112	SIGNS	: PRE-PUNCHED POSTS	138635	1,504.42
					VENDOR 01-014039	TOTALS	1,504.42
01-020057	TML MULTISTATE IEBP	I-62917	01 543-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	7,624.10
					VENDOR 01-020057	TOTALS	7,624.10
01-020602	TOUCAN GRAPHICS	I-22427	01 543-0101	OFFICE SUPPLI:	250 BUSINESS CARDS,	138651	29.00
					VENDOR 01-020602	TOTALS	29.00
DEPARTMENT 543 PUBLIC WORKS DEPARTMENT TOTAL:							13,928.60

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 17

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 570 GENERAL SERVICES

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003430	CNA SURETY	I-062717	01 570-9060	OFFICIALS/LAW:	PUBLIC EMPLOYEE HONE	138670	371.00
VENDOR 01-003430 TOTALS							371.00
01-013404	MOUNTAIN GLACIER, LLC	I-0300965794	01 570-0581	WATER, SEWER, :	BOTTLED WATER DEL. P	138633	46.75
01-013404	MOUNTAIN GLACIER, LLC	I-0300970433	01 570-0581	WATER, SEWER, :	BOTTLED WATER DEL. C	138633	72.25
01-013404	MOUNTAIN GLACIER, LLC	I-0300970440	01 570-0581	WATER, SEWER, :	BOTTLED WATER DEL P	138633	51.00
VENDOR 01-013404 TOTALS							170.00
01-018154	REPUBLIC SERVICES #863	I-0863001322178	01 570-0581	WATER, SEWER, :	321 PADRE BLVD - ON	138642	1,488.82
01-018154	REPUBLIC SERVICES #863	I-0863001323108	01 570-0581	WATER, SEWER, :	7355 PADRE BLVD (SPE	138694	881.75
01-018154	REPUBLIC SERVICES #863	I-0863001323174	01 570-0581	WATER, SEWER, :	108 W. RETAMA ON CAL	138694	2,443.30
VENDOR 01-018154 TOTALS							4,813.87
01-019356	SOUTHERN COMPUTER WARE	I-IN-000408894	01 570-0101	OFFICE SUPPLI:	GRIFFIN TECH. PWR BL	138698	17.08
01-019356	SOUTHERN COMPUTER WARE	I-IN-000408897	01 570-0101	OFFICE SUPPLI:	8- GRIFFIN TEC. POWE	138698	136.64
VENDOR 01-019356 TOTALS							153.72
01-022163	VALLEY SHREDDING SERVI	I-27536	01 570-9174	RECORDS MANAG:	SHREDDED 2,876 # OF	138708	345.12
VENDOR 01-022163 TOTALS							345.12
DEPARTMENT 570 GENERAL SERVICES						TOTAL:	5,853.71

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PAGE: 18

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 01 GENERAL FUND

DEPARTMENT: 572 SPECIAL PROJECTS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-006177	FRIENDS OF ANIMAL RESC	I-62717	01 572-9085	ANIMAL SERVIC	ANIMAL SERVICES	138675	11,250.00
						VENDOR 01-006177 TOTALS	11,250.00
01-011015	KARLA SCIMECA	I-093293	01 572-0558	SPECIAL EVENT:	PREPARATION OF 200 E	138682	200.00
						VENDOR 01-011015 TOTALS	200.00
						DEPARTMENT 572 SPECIAL PROJECTS TOTAL:	11,450.00
						VENDOR SET 01 GENERAL FUND TOTAL:	224,606.24

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VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 590 VISITORS BUREAU

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004268	JORGE BARAJAS	I-SPI-18-023	02 590-0411	BUILDINGS & S:	EXTERIOR PAINTING OF	138618	3,975.00
					VENDOR 01-004268	TOTALS	3,975.00
01-019356	SOUTHERN COMPUTER WARE	I-IN-000421021	02 590-0180	INFORMATION T:	BATTERY BACK UPS	138698	107.11
					VENDOR 01-019356	TOTALS	107.11
01-020057	TML MULTISTATE IEBP	I-62917	02 590-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	1,289.68
					VENDOR 01-020057	TOTALS	1,289.68
01-020602	TOUCAN GRAPHICS	I-22477	02 590-0411	BUILDINGS & S:	1- 30 X 19 MESH BANN	138702	240.00
					VENDOR 01-020602	TOTALS	240.00
01-020661	TOP CUT LAWN CARE & IR	I-61941	02 590-0412	LANDSCAPE	: VC LANDSCAPE/GROUND	138704	375.00
					VENDOR 01-020661	TOTALS	375.00
01-021102	UNIFIRST HOLDINGS, INC	I-8132644418	02 590-0160	LAUNDRY & JAN:	MISC. FLOOR MATS VIS	999999	49.20
					VENDOR 01-021102	TOTALS	49.20
DEPARTMENT 590 VISITORS BUREAU						TOTAL:	6,035.99

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REGULAR DEPARTMENT PAYMENT REPORT

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VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES & ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001171	ADVANCED RESERVATION S	I-3333	02 592-0530	PROFESSIONAL :	ANNUAL RENEWAL TRAVE	138658	5,000.00
				VENDOR 01-001171	TOTALS		5,000.00
01-001183	KEITH E. ARNOLD	I-062617	02 592-0550	TRAVEL EXPENS:	REIMBURSE CAB FARE 6	999999	39.38
				VENDOR 01-001183	TOTALS		39.38
01-003340	CARLOS A. CENTENO	I-060517	02 592-0550	TRAVEL EXPENS:	PER DIEM: AUSTIN TRI	138615	204.00
				VENDOR 01-003340	TOTALS		204.00
01-003444	CITIBANK	C-51617	02 592-0535	FAMILIARIZATI:	COASTAL LIFESTYLES D	138655	400.00-
				VENDOR 01-003444	TOTALS		400.00-
01-006170	MICHAEL FLORES	I-62017	02 592-0550	TRAVEL EXPENS:	PER DIEM AUSTIN TRI	999999	186.00
				VENDOR 01-006170	TOTALS		186.00
01-013050	MAIL FINANCE	I-N6585398	02 592-0108	POSTAGE :	LEASE PYMT POSTAGE M	138632	738.75
				VENDOR 01-013050	TOTALS		738.75
01-013426	MUNI SERVICES, LLC	I-0000045238	02 592-0530	PROFESSIONAL :	ROT-ADMINISTRATION T	138634	5,586.25
				VENDOR 01-013426	TOTALS		5,586.25
01-015010	OFFICE DEPOT	C-930980032001	02 592-0101	OFFICE SUPPLI:	ITEMS RETURNED	138689	23.40-
				VENDOR 01-015010	TOTALS		23.40-
01-019356	SOUTHERN COMPUTER WARE	I-IN-000420971	02 592-0150	MINOR TOOLS &:	BATTERY BACK UPS	138698	1,285.32
01-019356	SOUTHERN COMPUTER WARE	I-IN-000421020	02 592-0150	MINOR TOOLS &:	BATTERY BACK UPS	138698	214.22
				VENDOR 01-019356	TOTALS		1,499.54

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 592 SALES & ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	02 592-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	3,398.96
VENDOR 01-020057 TOTALS							3,398.96
01-020602	TOUCAN GRAPHICS	I-22462	02 592-0101	OFFICE SUPPLI:	PRINTED 1600, 5 X 7	138702	195.00
01-020602	TOUCAN GRAPHICS	I-22494	02 592-0538	CONVENTION SE:	PRINTED 250 HOTEL DI	138702	150.00
VENDOR 01-020602 TOTALS							345.00
01-021095	UNITED PARCEL SERVICE	I-0000648239237-1	02 592-0108	POSTAGE	: MISC.SHIPPING CHARGE	138652	48.16
01-021095	UNITED PARCEL SERVICE	I-0000648239247-1	02 592-0108	POSTAGE	: SERVICE CHARGE	138706	25.80
VENDOR 01-021095 TOTALS							73.96
01-022158	VALLEY INTERNATIONAL A	I-SPI#90-17	02 592-0534	AIRPORT SHUTT:	SPI/VIA AIRPORT SHUT	999999	1,274.06
VENDOR 01-022158 TOTALS							1,274.06
01-023900	XEROX CORPORATION	I-089506580	02 592-0415	SERVICE CONTR:	COPIER LEASE: MAY 20	138710	228.81
VENDOR 01-023900 TOTALS							228.81
01-024191	ROSA ZAPATA	I-61517	02 592-0102	LOCAL MEETING:	SOFT DRINKS FOR CVB	999999	9.88
VENDOR 01-024191 TOTALS							9.88

DEPARTMENT 592 SALES & ADMINISTRATION TOTAL: 18,161.19

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VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 593 EVENTS MARKETING

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-009640	JAILBREAK RACING EVENT I-1148		02 593-8099	MISC. SPONSOR:	2017 SPI MARATHON	138629	2,800.00
						VENDOR 01-009640 TOTALS	2,800.00
						DEPARTMENT 593 EVENTS MARKETING TOTAL:	2,800.00

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 02 HOTEL/MOTEL TAX FUND

DEPARTMENT: 594 MARKETING

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001344	THE ATKINS GROUP	I-INV-11164	02 594-0537	PRODUCTION/CO:	CREATIVE SERVICES	999999	1,593.75
01-001344	THE ATKINS GROUP	I-INV-11165	02 594-0531	MEDIA PLACEME:	2016/17 MEDIA RESEAR	999999	311,747.90
01-001344	THE ATKINS GROUP	I-INV-11166	02 594-0530	PROFESSIONAL :	PUBLIC RELATIONS	999999	8,000.00
01-001344	THE ATKINS GROUP	I-INV-11167	02 594-0530	PROFESSIONAL :	ACCOUNT SERVICES	999999	13,500.00
01-001344	THE ATKINS GROUP	I-INV-11168	02 594-0530	PROFESSIONAL :	SOCIAL MEDIA/MNGT	999999	3,500.00
01-001344	THE ATKINS GROUP	I-INV-11169	02 594-0530	PROFESSIONAL :	2016/17 ADVANCED ANA	999999	2,800.00
01-001344	THE ATKINS GROUP	I-INV-11170	02 594-0537	PRODUCTION/CO:	CREATIVE SERVICES	999999	4,861.50
01-001344	THE ATKINS GROUP	I-INV-11171	02 594-0537	PRODUCTION/CO:	2016/17 SUMMER ENHAN	999999	1,475.00
01-001344	THE ATKINS GROUP	I-INV-11172	02 594-0537	PRODUCTION/CO:	2016/17 SUMMER ENHAN	999999	7,000.00
01-001344	THE ATKINS GROUP	I-INV-11173	02 594-0537	PRODUCTION/CO:	2016/17 SUMMER ENHAN	999999	20,000.00
01-001344	THE ATKINS GROUP	I-INV-11174	02 594-0537	PRODUCTION/CO:	2016/17 SUMMER ENHAN	999999	15,000.38

VENDOR 01-001344 TOTALS 389,478.53

DEPARTMENT 594 MARKETING TOTAL: 389,478.53

VENDOR SET 02 HOTEL/MOTEL TAX FUND TOTAL: 416,475.71

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VENDOR SET: 01 City of South Padre Island  
FUND : 06 CONVENTION CENTER FUND  
DEPARTMENT: 565 CONVENTION CENTER OPER  
INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999  
PAY DATE RANGE: 6/22/2017 THRU 6/30/2017  
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001129	A & W OFFICE SUPPLY IN	I-603826-0	06 565-0401	FURNITURE & F:	1- MOBILE COMPUTER C	138657	186.49
VENDOR 01-001129 TOTALS							186.49
01-002034	B & H PHOTO & ELECTRON	I-127289069	06 565-0401	FURNITURE & F:	AV EQUIPMENT	138612	2,014.45
VENDOR 01-002034 TOTALS							2,014.45
01-003418	JAMES R. MATTHEWS	I-0717	06 565-0415	SERVICE CONTR:	WATER TREATMENTS JUL	138669	135.00
VENDOR 01-003418 TOTALS							135.00
01-004283	ECOLAB INC.	I-5894725	06 565-0415	SERVICE CONTR:	DISHMACHINE RENT MAY	138619	152.19
VENDOR 01-004283 TOTALS							152.19
01-005495	EXCLUSIVE FLOOR & INTE	I-5416B	06 565-1001	BUILDINGS & S:	VESTIBULE\COUNTER TO	138621	19,972.00
VENDOR 01-005495 TOTALS							19,972.00
01-005512	EXPRESS SERVICES, INC.	I-19050183	06 565-0530	PROFESSIONAL :	TEMP LABOR CVB JUNE	138622	122.10
01-005512	EXPRESS SERVICES, INC.	I-19083259	06 565-0530	PROFESSIONAL :	TEMP LABOR CVB JUNE	138672	130.24
VENDOR 01-005512 TOTALS							252.34
01-007600	GULF COAST PAPER CO. I	I-1335901	06 565-0160	LAUNDRY & JAN:	1-CS DOME DRINK-THRU	138626	54.80
01-007600	GULF COAST PAPER CO. I	I-1336078	06 565-0160	LAUNDRY & JAN:	1 CS ORCHARD FIELDS	138626	78.85
VENDOR 01-007600 TOTALS							133.65
01-013404	MOUNTAIN GLACIER, LLC	I-0300972476	06 565-0103	CONSUMABLES :	BOTTLED WATER DEL V.	138687	12.75
01-013404	MOUNTAIN GLACIER, LLC	I-0300972481	06 565-0103	CONSUMABLES :	BOTTLED WATER DEL. C	138687	42.25
VENDOR 01-013404 TOTALS							55.00
01-015010	OFFICE DEPOT	I-936629862001	06 565-0101	OFFICE SUPPLI:	ORGANIZER, CLIPS, PE	138689	156.40
VENDOR 01-015010 TOTALS							156.40

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VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 06 CONVENTION CENTER FUND

DEPARTMENT: 565 CONVENTION CENTER OPER

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	06 565-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	4,265.60
						VENDOR 01-020057 TOTALS	4,265.60
01-020745	TRANE, A DIVISION OF A	I-38090833	06 565-0410	MACHINERY & E:	EMERGENCY REPAIR ON	138705	2,001.96
						VENDOR 01-020745 TOTALS	2,001.96
01-021102	UNIFIRST HOLDINGS, INC	I-8412038890	06 565-0130	WEARING APPAR:	UNIFORMS, MATS, MOPS	999999	62.37
01-021102	UNIFIRST HOLDINGS, INC	I-8412038890	06 565-0160	LAUNDRY & JAN:	UNIFORMS, MATS, MOPS	999999	117.91
01-021102	UNIFIRST HOLDINGS, INC	I-8412038940	06 565-0510	RENTAL OF EQU:	TABLECOVER RENTALS	999999	74.80
01-021102	UNIFIRST HOLDINGS, INC	I-8412039123	06 565-0510	RENTAL OF EQU:	MISC. TABLECOVERS RE	999999	31.60
01-021102	UNIFIRST HOLDINGS, INC	I-8412039293	06 565-0510	RENTAL OF EQU:	MISC. TABLECOVERS RE	999999	56.68
						VENDOR 01-021102 TOTALS	343.36
						DEPARTMENT 565 CONVENTION CENTER OPER TOTAL:	29,668.44
						VENDOR SET 06 CONVENTION CENTER FUND TOTAL:	29,668.44

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND 1 30 TRANSPORTATION

DEPARTMENT: 591 SPI METRO

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001161	AT&T	I-6917	30 591-0501	COMMUNICATION:	INTERNET, STATIC IP	138611	101.18
VENDOR 01-001161 TOTALS							101.18
01-001359	JESUS ARRIAGA	I-61317	30 591-0102	LOCAL MEETING:	LUNCH MTNG REIMBURSE	999999	30.82
01-001359	JESUS ARRIAGA	I-62117	30 591-0550	TRAVEL EXPENS:	PER DIEM AND MILEAGE	999999	584.50
VENDOR 01-001359 TOTALS							615.32
01-003103	ADVANCE AUTO PARTS	I-7915-188773	30 591-0150	MINOR TOOLS &:	RAGS, SHOP TWLS, CHE	138614	82.99
01-003103	ADVANCE AUTO PARTS	I-7915-189293	30 591-0420	MOTOR VEHICLE:	1- SERPENTINE BELT T	138614	29.99
01-003103	ADVANCE AUTO PARTS	I-7915-189294	30 591-0420	MOTOR VEHICLE:	1-A/C ACCUMULATOR/HO	138614	84.99
01-003103	ADVANCE AUTO PARTS	I-7915-189363	30 591-0420	MOTOR VEHICLE:	BRAKE CALIPERS UNIT	138667	120.88
01-003103	ADVANCE AUTO PARTS	I-7915-189381	30 591-0420	MOTOR VEHICLE:	1 LICENSE PLATE LIGH	138667	42.29
01-003103	ADVANCE AUTO PARTS	I-79915-189532	30 591-0420	MOTOR VEHICLE:	BRAKE CALIPERS UNIT	138667	120.88
VENDOR 01-003103 TOTALS							482.02
01-003249	GRACIELA CASTRO	I-61917	30 591-0104	FUELS & LUBRI:	REIMBURSE PURCHASE O	138668	83.01
VENDOR 01-003249 TOTALS							83.01
01-007053	RODRIGO GIMENEZ	I-060817	30 591-0550	TRAVEL EXPENS:	PER DIEM, HOTEL, PRKI	138677	974.16
VENDOR 01-007053 TOTALS							974.16
01-007113	G.F. GROUP, INC.	I-61317	30 591-0560	RENTAL	: fy 16-17 OFFICE RENT	138679	2,200.00
VENDOR 01-007113 TOTALS							2,200.00
01-007503	CHRISTINE GREEN	I-060817	30 591-0550	TRAVEL EXPENS:	PER DIEM, HOTEL, MIL	138681	974.16
VENDOR 01-007503 TOTALS							974.16
01-012091	CINTAS UNIFORM	I-538746359	30 591-0130	WEARING APPAR:	PANTS FOR JUAN CISNE	138631	271.83
01-012091	CINTAS UNIFORM	I-538748483	30 591-0130	WEARING APPAR:	UNIFORMS TRANSIT DRI	138631	201.61
01-012091	CINTAS UNIFORM	I-538750508	30 591-0130	WEARING APPAR:	UNIFORMS TRANSIT DRI	138631	186.30
VENDOR 01-012091 TOTALS							659.74

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 30 TRANSPORTATION

DEPARTMENT: 591 SPI METRO

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-013014	LIDIA MARTINEZ	I-61417	30 591-0530	PROFESSIONAL :	REIMBURSE MEDICAL DO	138684	75.00
VENDOR 01-013014 TOTALS							75.00
01-013211	DANIEL MEDINA	I-62617	30 591-0420	MOTOR VEHICLE:	FIX 4 FLATS REPAIRED	138685	112.00
VENDOR 01-013211 TOTALS							112.00
01-013404	MOUNTAIN GLACIER, LLC	I-0300970430	30 591-0581	WTR/SWR/GARBA:	BOTTLED WATER DEL. T	138633	7.50
01-013404	MOUNTAIN GLACIER, LLC	I-0300970432	30 591-0581	WTR/SWR/GARBA:	BOTTLED WATER DEL.WA	138633	15.00
VENDOR 01-013404 TOTALS							22.50
01-015089	LEN OLIVEIRA	I-61917	30 591-0530	PROFESSIONAL :	MEDICAL DOT CARD, PR	138690	85.00
VENDOR 01-015089 TOTALS							85.00
01-016186	LUIS ISRAEL PEREZ	I-2089-17	30 591-0420	MOTOR VEHICLE:	7 UNITS WASHED # 34	138638	245.00
01-016186	LUIS ISRAEL PEREZ	I-2093-17	30 591-0420	MOTOR VEHICLE:	7 UNITS WASHED UNIT	138691	245.00
VENDOR 01-016186 TOTALS							490.00
01-018052	RED BARN TIRE CENTER,	I-296353	30 591-0420	MOTOR VEHICLE:	FLAT TIRE REPAIR, U	138641	172.50
01-018052	RED BARN TIRE CENTER,	I-296400	30 591-0420	MOTOR VEHICLE:	DOT INSPECTION UNIT	138641	40.00
VENDOR 01-018052 TOTALS							212.50
01-018058	RELIABLE ELECTRIC CO.	I-29286	30 591-0411	BUILDING & ST:	BUS BARN REPAIRS	138692	2,800.00
VENDOR 01-018058 TOTALS							2,800.00
01-019502	AT&T	I-6317	30 591-0501	COMMUNICATION:	PHONE SERV JUNE 3 -	138646	44.08
VENDOR 01-019502 TOTALS							44.08
01-020057	TML MULTISTATE IEBP	I-62917	30 591-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	5,545.28
VENDOR 01-020057 TOTALS							5,545.28

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 30 TRANSPORTATION

DEPARTMENT: 591 SPI METRO

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020235	TEXAS ALCOHOL & DRUG T	I-150253	30 591-0530	PROFESSIONAL	: SCREENING 5/29/17, M	138701	297.56
01-020235	TEXAS ALCOHOL & DRUG T	I-150254	30 591-0530	PROFESSIONAL	: DRUG SCREENING, G. C	138701	70.00
						VENDOR 01-020235 TOTALS	367.56
01-020602	TOUCAN GRAPHICS	I-22478	30 591-0533	MARKETING	: 20 2.25 X 1.75 STICK	138702	20.00
						VENDOR 01-020602 TOTALS	20.00
						DEPARTMENT 591 SPI METRO TOTAL:	15,863.51

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REGULAR DEPARTMENT PAYMENT REPORT

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND ; 30 TRANSPORTATION

DEPARTMENT: 595 METRO CONNECT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007048	GIDDY-UP DELIVERY SERV	I-515714	30 595-0108	POSTAGE	: DELIVERY TO TRANS.FR	138624	35.00
VENDOR 01-007048 TOTALS							35.00
01-012091	CINTAS UNIFORM	I-538748483	30 595-0130	WEARING APPAR:	UNIFORMS TRANSIT DRI	138631	46.24
01-012091	CINTAS UNIFORM	I-538750508	30 595-0130	WEARING APPAR:	UNIFORMS TRANSIT DRI	138631	46.24
VENDOR 01-012091 TOTALS							92.48
01-016186	LUIS ISRAEL PEREZ	I-2088-17	30 595-0420	MOTOR VEHICLE: 3 UNITS WASHED # 406	138638		105.00
01-016186	LUIS ISRAEL PEREZ	I-2092-17	30 595-0420	MOTOR VEHICLE: 3 UNITS WASHED #406,	138691		105.00
VENDOR 01-016186 TOTALS							210.00
01-020057	TML MULTISTATE IEBP	I-62917	30 595-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	2,995.92
VENDOR 01-020057 TOTALS							2,995.92
DEPARTMENT 595 METRO CONNECT						TOTAL:	3,333.40
VENDOR SET 30 TRANSPORTATION						TOTAL:	19,196.91

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VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 41 PADRE BLVD IMPROVEMENT

DEPARTMENT: 562 PUBLIC WORKS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-011149	KIMLEY-HORN & ASSOCIAT	I-069234002-0517	41 562-0530	PROFESSIONAL :	PADRE BLVD PH 1 , TH	999999	7,806.61
						VENDOR 01-011149 TOTALS	7,806.61

DEPARTMENT 562 PUBLIC WORKS TOTAL: 7,806.61

VENDOR SET 41 PADRE BLVD IMPROVEMENT TOTAL: 7,806.61

6/29/2017 9:15 AM

REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 31

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 42 GULF BLVD CONSTRUCTION

DEPARTMENT: 562 PUBLIC WORKS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-018019	RALPH RUBY LANDSCAPING	I-61217-1	42 562-9075	CONSTRUCTION	: GULF BLVD STREETSCAP	138640	41,634.89
						VENDOR 01-018019 TOTALS	41,634.89

DEPARTMENT 562	PUBLIC WORKS	TOTAL:	41,634.89
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VENDOR SET 42	GULF BLVD CONSTRUCTION	TOTAL:	41,634.89
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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 32

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 43 STREET IMPROVEMENT FUND

DEPARTMENT: 572 \*\* INVALID DEPT \*\*

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007007	G & T PAVING, LLC	I-61317	43 572-9472-01	STREETS & DRA:	W.ARIES & VERNA JEAN	999999	73,497.81
						VENDOR 01-007007 TOTALS	73,497.81

DEPARTMENT 572 \*\* INVALID DEPT \*\* TOTAL: 73,497.81

VENDOR SET 43 STREET IMPROVEMENT FUND TOTAL: 73,497.81

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 33

VENDOR SET: 01 City of South Padre Islan

BANK: OPER

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 521 POLICE

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	60 521-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR 999999		102.37
						VENDOR 01-020057 TOTALS	102.37
						DEPARTMENT 521 POLICE	TOTAL: 102.37

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 34

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 522 BEACH PATROL / PT TIME

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-019243	MEDICAL ASSOCIATES OF	I-61317	60 522-0530	PROFESSIONAL :	PRE-EMPLOYMENT SCREE	138644	95.00
VENDOR 01-019243 TOTALS							95.00
01-020057	TML MULTISTATE IEBP	I-62917	60 522-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	106.64
VENDOR 01-020057 TOTALS							106.64
01-1	SKYDIVE SPI, LLC	I-62617	60 522-0130	WEARING APPAR:	SKYDIVE SPI, LLC: EM	138713	460.00
VENDOR 01-1 TOTALS							460.00

DEPARTMENT 522 BEACH PATROL / PT TIME TOTAL: 661.64

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 35

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 532 ENVIRONMENTAL HEALTH

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004291	ELLIFF MOTORS HGN, LTD	I-E2233	60 532-1007	MOTOR VEHICLES		138620	25,500.00
					VENDOR 01-004291 TOTALS		25,500.00
01-018509	SAM'S CLUB DIRECT	I-000564	60 532-0150	MINOR TOOLS &	GATORADE, WTR, OFFIC	138695	182.60
					VENDOR 01-018509 TOTALS		182.60
01-020057	TML MULTISTATE IEBP	I-62917	60 532-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	65.48
					VENDOR 01-020057 TOTALS		65.48
01-020602	TOUCAN GRAPHICS	I-22489	60 532-9186	KEEP SPI BEAU: 1-	ENGRAVED NAME PLA	138702	16.42
					VENDOR 01-020602 TOTALS		16.42
DEPARTMENT 532 ENVIRONMENTAL HEALTH						TOTAL:	25,764.50

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 36

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 60 BEACH MAINTENANCE FUND

DEPARTMENT: 560 BEACH MAINTENANCE

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-007048	GIDDY-UP DELIVERY SERV	I-463960	60 560-0510	BEACH MAINTEN:	DELIVERY OF PART BM	138624	15.87
						VENDOR 01-007048 TOTALS	15.87
01-020057	TML MULTISTATE IEBP	I-62917	60 560-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	2,964.58
						VENDOR 01-020057 TOTALS	2,964.58
01-021160	UNIVERSITY OF TEXAS RI	I-43005	60 560-0530	PROFESSIONAL :	INTERN PARTNERSHIP	138707	2,855.70
01-021160	UNIVERSITY OF TEXAS RI	I-43201	60 560-0530	PROFESSIONAL :	INTERN PARTNERSHIP	138707	1,271.90
01-021160	UNIVERSITY OF TEXAS RI	I-43636	60 560-0530	PROFESSIONAL :	INTERN PARTNERSHIP	138707	1,162.03
						VENDOR 01-021160 TOTALS	5,289.63
						DEPARTMENT 560 BEACH MAINTENANCE TOTAL:	8,270.08
						VENDOR SET 60 BEACH MAINTENANCE FUND TOTAL:	34,798.59

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 37

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 61 BEACH ACCESS FUND

DEPARTMENT: 543 PUBLIC WORKS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-023137	WILLIS DEVELOPMENT LLC	I-03	61 543-9075-01	CONSTRUCTION	Construction of Moon	138709	31,585.08
VENDOR 01-023137 TOTALS							31,585.08
01-1	NATIVE PLANT CENTER	I-61517	61 543-9075-01	CONSTRUCTION	NATIVE PLANT CENTER:	138712	980.00
VENDOR 01-1 TOTALS							980.00
DEPARTMENT 543 PUBLIC WORKS						TOTAL:	32,565.08
VENDOR SET 61 BEACH ACCESS FUND						TOTAL:	32,565.08

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 38

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND : 62 BAY ACCESS FUND

DEPARTMENT: 560 SHORELINE

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	62 560-0081	GROUP INSURAN;	JULY 2017 MEDICAL PR	999999	511.88
						VENDOR 01-020057 TOTALS	511.88
						DEPARTMENT 560 SHORELINE	TOTAL: 511.88
						VENDOR SET 62 BAY ACCESS FUND	TOTAL: 511.88

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REGULAR DEPARTMENT PAYMENT REPORT

PAGE: 39

VENDOR SET: 01 City of South Padre Island

BANK: OPER

FUND: 80 ECONOMIC DEVELOPMENT CORP

DEPARTMENT: 580 EDC

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 6/22/2017 THRU 6/30/2017

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020057	TML MULTISTATE IEBP	I-62917	80 580-0081	GROUP INSURAN:	JULY 2017 MEDICAL PR	999999	426.56
VENDOR 01-020057 TOTALS							426.56
01-1	ZIONS FIRST NATIONAL B	I-8048030	80 580-0530	PROFESSIONAL :	ZIONS FIRST NATIONAL	138654	415.00
VENDOR 01-1 TOTALS							415.00
DEPARTMENT 580 EDC						TOTAL:	841.56
VENDOR SET 80 ECONOMIC DEVELOPMENT CORP						TOTAL:	841.56
REPORT GRAND TOTAL:							881,603.72

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Anne Payne, Parks and Recreation Manager

**DEPARTMENT:** Parks and Recreation Division

**ITEM**

Approve Resolution No. 2017-20 in support of the temporary closure of Highway 100 for the 2017 Raul Alcala Challenge 'Gran Fondo'.

**ITEM BACKGROUND**

This is an annual event that will occur on November 5, 2017. The promoter is requesting a rolling causeway closure for this event.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**



**RESOLUTION NO. 2017-20**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SOUTH PADRE ISLAND, TEXAS, APPROVING THE  
TEMPORARY CLOSURE OF HIGHWAY 100 FOR THE 2017  
RAUL ALCALA CHALLENGE 'GRAN FONDO'.**

**WHEREAS**, the Raul Alcala Challenge Gran Fondo, produced by Bike Texas, is an annual event and

**WHEREAS**, the Gran Fondo brings hundreds of cycling enthusiasts to South Padre Island; and

**WHEREAS**, the implementation of the Gran Fondo requires our consent by resolution for temporary closure of a state right-of-way;

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of South Padre Island, Texas:

**Section 1.** The City Council hereby adopts Resolution No. 2017-20 supporting the temporary closure of the Queen Isabella Causeway/Hwy. 100 on November 5, 2017 for this event and will provide traffic control for the temporary closure of Hwy. 100 to provide safe travel for parade participants and the general public.

**PASSED, APPROVED AND ADOPTED** on this the 5th day of July 2017.

**CITY OF SOUTH PADRE ISLAND, TEXAS**

\_\_\_\_\_  
Bharat R. Patel, Mayor

**ATTEST:**

\_\_\_\_\_  
Susan M. Hill, City Secretary

5-12



Ride with Raul Alcala

20 MILES

# SOUTH PADRE ISLAND



INTERNATIONAL

E Morningside Dr



## SOUTH PADRE ISLAND

Laguna Blvd

Gulf Blvd



Round trip

E Palm St

E Harbor St

100

Padre Blvd

START  
20 MILES  
FINISH



Schlitterbahn Beach Water Park

Padre Blvd

Padre Blvd

Channelview Loop

Isla Blanca Park

Channelview Loop



Round trip



INTERNATIONAL

Ride with  
RAUL ALCALA

# SOUTH PADRE ISLAND

# 50 MILES



www.raulalcala.com  
f /granfondoalcala

Ride with RAUL ALCALA

5/1



Ride with  
*Raúl*  
Alcalá

# SOUTH PADRE ISLAND

# 100 MILES



www.raulalcala.com  
f /granfondoalcala

Ride with **R a ù l A l c a l á**

5/15

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Doug Fowler, Fire Chief

**DEPARTMENT:** Fire Department

**ITEM**

Approve budget amendment to allocate grant funds for medical supplies in the amount of \$4,970.

**ITEM BACKGROUND**

TRAC-V State Grant Payment

**BUDGET/FINANCIAL SUMMARY**

Increase line item 01-46068 (Grant Revenue) by \$4,970.00  
Increase line item 01-522-0114 (Medical Supplies) by \$4,970.00

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

5-16

Remittance Info: Inv #052017SPIEMS

Lower Rio Grande Valley Advisory  
1409 N Stuart Place Road  
Suite D  
Harlingen, TX 78552  
956-364-2022

The Bancorp Bank  
Verify: 888-237-9615  
62-111/311

0018019210

5/31/2017

PAY TO THE ORDER OF City of South Padre Island-EMS

\$ 4970.00

Four Thousand Nine Hundred Seventy and 00/100

DOLLARS

0004968 01 SP 0460 \*\*SNGLP T7 1510678597 -C02-P04972-1

VOID AFTER 90 DAYS



City of South Padre Island-EMS  
106 W. RETAMA ST.  
SOUTH PADRE ISLAND, TX 78597

*Richie*

⑈0018019210⑈ ⑆031101114⑆ 11153171⑈

From: Lower Rio Grande Valley Advisory Council on Trauma - V  
Pay To: City of South Padre Island-EMS

Date: 5/31/2017  
Check #: 18019210

This payment could have been in your bank account already!

Invoice #	Bill Amount	Payment Amount
052017SPIEMS	\$4,970.00	\$4,970.00
<b>Total</b>	<b>\$4,970.00</b>	<b>\$4,970.00</b>

To receive future payments electronically for FREE, visit:

[www.bill.com/n/0133990766875732](http://www.bill.com/n/0133990766875732)



**TRAC-V**  
Lower Rio Grande Valley  
Regional Advisory Council on Trauma  
Service Area "A"

1409 N. Stuart Place Rd., Suite D  
Harlingen, Texas 78552

Phone 956.364.200  
Fax 956.364.266

[www.tracv.org](http://www.tracv.org)

Improving Trauma Care Services for the Rio Grande Valley through collaboration and education

Check for  
Plank Tally  
Military (001)  
TAX

For checks  
Call for details  
Billing System  
Help & Instructions  
Children (001)

Check Payment  
Send Address  
State (001)  
DUE

Security  
Wesley Adams  
Village Center  
Medical Center  
Township (0)

Transfer  
Home Equity  
Bank Equity  
Retirement (001)  
Foundation

Amended Report  
David Lewis, PhD

REQUEST FOR CHECK	
Requestor Name: <b>David Lewis</b>	Signature:
Date Request for check completed: <b>5/19/17</b>	Amount: <b>\$4,970.00</b>
Payable To: <b>City of South Padre Island</b>	Contact Person: <b>David Lewis</b>
Company Billing Address: <b>106 W. Retama St South Padre Island TX 78597</b>	Item Description: <b>FIVE THOUSAND</b>
*All invoices must accompany this request form.	Notes for Report:
<input type="checkbox"/> BAC <input type="checkbox"/> Tobacco <input type="checkbox"/> LSP EMS Funds <input type="checkbox"/> Dues & Membership <input type="checkbox"/> Local Project Funds <input checked="" type="checkbox"/> <b>EMJ/Lewis</b> <input type="checkbox"/> Management General	Check Number: Prepared By:



5-17

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Susan Guthrie, City Manager

**DEPARTMENT:** City Manager's Office

**ITEM**

Approve Memorandum of Understanding (MOU) between Rails-to-Trails Conservancy (RTC) and the LRGV Active Plan Advisory Committee to achieve the successful build-out of County's Active Transportation Network.

**ITEM BACKGROUND**

The purpose of this MOU is to establish the goals, roles and responsibilities of RTC and the Cameron County Active Plan Advisory Committee in order to achieve the successful build-out of County's Active Transportation Network.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

5-18

**MEMORANDUM OF UNDERSTANDING  
BETWEEN RAILS-TO-TRAILS CONSERVANCY  
AND THE LRGV ACTIVE PLAN ADVISORY COMMITTEE**

1. **Parties**

This Memorandum of Understanding (MOU) is made and entered into by and between the Rails-to-Trails Conservancy (RTC), whose address is 2121 Ward Ct. NW 5<sup>th</sup> Floor, Washington, DC, and the Members of the LRGV Active Plan Advisory Committee located in Cameron County, TX.

2. **Purpose**

The purpose of this MOU is to establish the goals, roles and responsibilities of RTC and the Cameron County Active Plan Advisory Committee in order to achieve the successful buildout of County's Active Transportation Network. The guiding principles (GP) previously defined in the Active Plan will drive this process and are couched within the five major outcomes that RTC hopes to achieve via the long-term buildout of the Cameron County active transportation system:

- Expanding Transportation Options
  - Active Plan GP: Create a regional active transportation network.
- Fueling Strong Businesses and Economies
  - Active Plan GP: Generate new economic opportunity throughout the LRGV.
  - Active Plan GP: Diversify the local tourism market.
- Promoting Social Equity
  - Active Plan GP: Link Cameron County communities.
- Improving Health and Wellness
  - Active Plan GP: Promote healthy lifestyles.
- Protecting the Environment:
  - Active Plan GP: Promotes opportunities to increase awareness of the natural environment and thereby creates the desire to protect it.

Phase I of the project will build upon the efforts made during the Active Plan process to further these five long-term outcomes and Active Plan guiding principles by pursuing the following six-part project strategy:

- i. **Coalition Structure.** The Active Plan process was organized by the City of Brownsville. Going forward, a framework around which the group is formalized and organized, will serve as the underpinnings for keeping this important work moving forward. This will be the "operating manual" for how the Coalition is put together and more specifically how members will work together, how leadership is chosen and how decisions are made. It will also be explored whether or not this Coalition should eventually become a separate and formalized nonprofit entity. Within this

Coalition structure there will be two critical elements: the leadership team and the broader partner network:

- a. Leadership Team, representative of all Active Plan participating municipalities will need to be created to manage the following elements of the project:
    - i. Drive trail gap closing activities within and outside of city lines;
    - ii. Diversify funding streams to support the build out of the trail network infrastructure;
    - iii. Monitor performance indicators to measure the transportation, economic development, environmental and public health outcomes of the project;
    - iv. Establish policies and strategies for a designation, branding, marketing, signage and cultural tourism strategy for the initiative;
    - v. Support policy and advocacy efforts with local municipalities, transportation entities and elected officials.
  - b. Partner Network. During the Active Plan process, a diverse coalition made up of representatives from the public, transportation, economic development, tourism and health sectors came together to define and approve the plan itself. The hope is to continue to build upon the meetings that were held during this process and further solidify this group to advance the work of the Active Plan. This may include the creation of various working groups to work on implementing specific goals, trail projects, etc.
- II. **Mapping and Analytics.** The participating Active Plan communities defined the active transportation network during the yearlong planning process, identifying existing and proposed active transportation corridors as part of their local planning efforts. This effort will be built upon by gathering relevant transportation, economic development, public health and environmental data and storing it in an easily accessible geospatial database that the network of partners will access to inform strategies that will advance the Active Plan. The database will allow for a variety of analyses to inform decision-making strategy, and to monitor and evaluate results related to each of the Long-Term Outcomes.
- III. **Gap Filling Strategy.** Active Plan participants have identified six proposed “catalyst” projects which will be prioritized in the buildout of the Cameron County active transportation network. The Partner Network will work to develop and implement strategies that will guide the development of these projects, as well as identifying new priority projects.
- IV. **Policy and Legal Strategy.** The Plan’s implementation program identifies multiple communities and agencies as principal implementing partners – with support from many of the other stakeholders that participated in the planning process. The Coalition will work together to identify current barriers to implementing the plan along with strategies (e.g. policy, legal etc.) to overcome these barriers.

- V. **Fundraising Efforts.** The Active Plan Committee secured key fundraising support from participating municipalities and the Baptist Valley Legacy Foundation for the development of the Active Plan. Over the next three years, there will be a focus on growing and diversifying that support by securing private dollars from individuals, foundations and corporations located within and outside of the community to implement the Active Plan. These dollars will be used as a local match that could also unlock larger public dollars needed for the buildout of the active transportation network.
- VI. **Branding, Communications and Engagement.** A steady drumbeat of community activism and earned media exists, particularly in Brownsville, and can serve as a foundation for the Active Plan's promotion strategy. RTC plans to build upon these efforts by working with the Active Plan Leaders to tailor a specific communications strategy that will guide branding and marketing efforts. The strategy will be intended to build support for the plan across Cameron County and the Lower Rio Grande Valley and to maximize trail system use by local residents while attracting tourism from outside the region.

3. **Terms**

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties' respective counties or municipalities and shall remain in full force and effect from April 1, 2017 through March 31, 2020. The scope of work is anticipated to extend beyond this time frame and as such both parties will have the opportunity to revisit and possibly extend this MOU in the lead up to March of 2020.

4. **Responsibilities of RTC**

In an effort to achieve the five long-term outcomes, RTC proposes focusing on the following deliverables within each of the seven-part project strategy over the next three years. This is not an exclusive list of activities that will take place over Phase I of this project, but is instead an initial overview of the work that may take place:

- I. **Coalition Structure: Leadership Team and Partner Network**
  - a. Hire and manage an on-the-ground Project Manager who will help coordinate the delivery of RTC resources to the initiative.
  - b. The RTC Project Manager will work with designated leaders from each participating Cameron County jurisdiction to:
    - i. Develop the Coalition structure that will implement the Active Plan;
    - ii. Formalize the aforementioned Leadership Team and Partner Network;
    - iii. Work with the group to determine a schedule of meetings and check-ins with necessary members of the Coalition to ensure that the network is making progress towards its long-term goals.

5-21

## II. Mapping and Analytics

- a. Create a geospatial database to assist in consolidation, management and analysis of data that will support the Active Plan.
- b. Work with local partners to bolster any current trail counting efforts and define a trail count strategy so that counts can be used as a baseline metric.
- c. Provide GIS training for interested Cameron County municipal employees.
- d. Determine feasibility of using BikeAble™ in Cameron County.
- e. Determine viability and scope of a trail town strategy that could overlap with Active Plan tourism findings. Such a strategy would work to ensure that communities and businesses are able to maximize the economic benefits of the completed trail network.
- f. Beta-test health care cost savings calculator on one to three existing multi-use trails in Cameron County.

## III. Gap Filling Strategy

- a. Conduct a fine-grained assessment of the connectivity and gaps within the current trail system.
- b. In addition to prioritizing the six previously identified catalyst projects, RTC will utilize the network of partners and the geospatial database to develop a prioritized list of trail system investments focused on closing gaps that will increase usage at the lowest possible cost.
- c. Work with the Coalition to develop a funding strategy to pay for priority gap completion.

## IV. Policy and Legal Strategy

- a. Develop a menu of local, state and federal funding options to diversify and accelerate progress in building the network.
- b. Correlate the trail funding options to the prioritized list of trail system gaps to match segments to potential resources and develop a timeline for applications and associated advocacy.
- c. Work with the City of Brownsville and other local agencies to identify strategies and potential policy changes amongst the ten Cameron County communities within the project scope to secure formal endorsement of final trail plans from applicable authorities and facilitate participation in regional network of trails.
- d. Assist the Active Plan Committee in persuading state and federal agencies to amend policies or making necessary determinations that support LRGV multi-use trail implementation.
- e. Provide legal guidance to support local efforts to obtain title of deeded railroad right of way for use as a trail.
- f. Provide assistance on the bi-national connection between Brownsville and Matamoros.

5-22

- g. Leverage the findings of the spring 2017 economic impact study to engage local elected and decision makers.

V. **Fundraising Efforts**

- a. Develop a menu of funding needs for the Phase I rollout of the Active Plan.
- b. Identify, cultivate and secure funding from individuals, corporations and foundations that would be willing to work support this project.
- c. Leverage privately raised funds that can serve as matching grants to secure larger public funds for infrastructure build out.

VI. **Branding and Engagement**

- a. Announce the trail network as one of RTC's premier trail-building initiatives.
- b. Develop a cohesive communications strategy, including target audiences, key messages and activities for engagement across earned, shared, paid and owned media channels.
- c. Establish a name and brand for the network.
- d. Leverage RTC's audiences to elevate the project on a national stage and highlight Cameron County trails/tourism offerings.
- e. Organize public events to support communications objectives and engage audiences. Leverage Traillink and its volunteer/events portal to support Cameron County's tourism goals and engage trail-side businesses.
- f. Develop way-finding/branded signs for existing and proposed trail network.
- g. Create a regional active tourism website for the project.

5. **Responsibilities of the LRGV Active Plan Advisory Committee.**

The Active Plan Advisory Committee will act in good faith and bring the following local resources to each element of the project strategy in an effort to achieve the goals and objectives of this partnership:

- I. **Coalition Structure: Leadership Team and Partner Network**  
Identify potential candidates that could serve as the Project Manager and, once hired, Support them in their efforts to engage key stakeholders and connect those who should be brought into the project support team.
- II. **Mapping and Analytics**  
Share existing Cameron County data and support the collection of additional data to ensure that that the team has the deepest understanding of network gaps and opportunities.
- III. **Gap Filling Strategy**  
Commit to participating in identifying and prioritizing gaps within the identified network as well as participating in strategy development to complete priority projects.
- VII. **Policy and Legal Strategy**  
Provide the background and connections needed to identify political opportunities and communicate the benefits of this project with local decision makers. Ensure that all Active



Town of Laguna Vista (Signatory TBD)	Date
Polo Narvaez, Mayor, City of Los Fresnos	Date
Town of Los Indios (Signatory TBD)	Date
City of Port Isabel (Signatory TBD)	Date
Cynthia Rathbun, Mayor, Town of Rancho Viejo	Date
Benjamin Gomez, Mayor, City of San Benito	Date
City of South Padre Island (Signatory TBD)	Date

5-25

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Alita Bagley, Council Member

**DEPARTMENT:** City Council

**ITEM**

Approve excused absence request for Council Member Alita Bagley from the July 19, 2017 and August 16, 2017 City Council Meeting.

**ITEM BACKGROUND**

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

5-26

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Susan Guthrie, City Manager

**DEPARTMENT:** City Manager's Office

**ITEM**

Discussion and possible action regarding a proposed amendment to Chapter 11 (11-220), Short Term Rentals, to include stricter compliance; and approve the draft Short Term Vacation Rental Agreement to be available for voluntary use by property owners; and, hear and discuss other recommendations from the committee related to Spring Break.

**ITEM BACKGROUND**

The Short Term Rentals Committee has met numerous times to identify key issues, review data and examine existing ordinances related to short term rentals. Through their efforts, the committee has made proposed changes to the current ordinance for stricter compliance and drafted a model short term rental agreement to assist property owners, which would be on a voluntary basis. The members of the Short Term Rentals Committee are Theresa Metty, Eleana Jones, Will Greenwood, David Gower, Troy Giles, Julian Castillo, Claudine O'Carroll, Randy Smith, Victor Baldovinos, Eddie Salazar and Susan Guthrie.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

**RECOMMENDATIONS/COMMENTS**

**ARTICLE XII**  
**SHORT TERM RENTALS**

Sec.11-220. Short Term Rentals

(a) The purpose of this Article is to establish regulations for the use of residential single family dwelling units ("dwelling units" herein) as short term rentals and to ensure the collection and payment of hotel/motel occupancy taxes.

(b) For purposes of this Article a Short Term Rental (STR), is defined as a residential dwelling, including a single-family residence, apartment, residential condominium unit, or other residential real estate improvement, in which the public may obtain sleeping accommodations in exchange for compensation for a period of less than 30 consecutive days. The term applies regardless of whether the dwelling was originally constructed or zoned as a residential dwelling.

(c) For purposes of this Article: An Owner shall designate the Owner, or an Agent or a Representative to comply with the requirements of this section on behalf of the Owner. The Owner or designated agent or representative is referred to as "Operator" herein.

(d) The Owner shall not be relieved from any personal responsibility or personal liability for noncompliance with any applicable law, rule or regulation pertaining to the use and occupancy of the residential dwelling unit as a short term rental unit.

(e) This Article is not intended to provide any owner of residential property with the right or privilege to violate any private conditions, covenants and restrictions applicable to the owner's property that may prohibit the use of such owner's residential property for short term rental purposes as defined in this section.

Sec.11-221 Registration

(a) The Owner/Operator who offers for rent or advertises for rent (in any manner) a short term rental of a dwelling unit shall obtain a short term rental registration and any other required documents from the Convention Centre Department of the City of South Padre Island located at 7355 Padre Blvd, South Padre Island, Texas, 78597. The Convention Centre Department may be contacted at phone number is 956-761-3000 for additional information.

(b) The Owner/Operator must submit and comply with the following information on a short term rental registration form:

(1) The name, address, email and telephone number of the Owner/Operator of the subject short term rental unit;

(2) The name, address, email and twenty-four hour telephone number of the local contact person;

~~(3)~~ The local contact person is the person designated by the owner or the operator who shall be available twenty-four (24) hours per day, seven (7) days per week and shall respond in person for the purpose of: (1) responding within one hour (~~in person~~ with the signed rental contract in hand) to complaints from a City official regarding the condition, operation, or conduct of occupants of the short term rental unit; and ~~(2)~~ taking remedial action to resolve any such complaints.

~~(3)~~ The name and address of the proposed short term rental unit;

~~(4)~~ The number of bedrooms and the applicable overnight and daytime occupancy limit of the proposed short term rental unit;

~~(5)~~ The property ID number as listed on the Cameron County Appraisal District; and

~~(6)~~ Such other information as the City Manager, or designee, deems reasonably necessary to administer this section.

(c) If any information on the registration form changes, the Owner/Operator must modify that information within 30 days.

(d) Registration Fee

- (1) The short term rental registration form shall be accompanied by a registration fee as established by the City Council.
  - i. The rental registration fee shall be fifty dollars (\$50.00) (per rental unit).
  - ii. The registration fee is waived for those properties that have been properly remitting hotel occupancy tax.
- (2) A registration is valid from the date the completed registration is filed with the City and payment of the registration fee (if applicable) has been made, and is transferrable if the ownership of the short term rental changes.
- (3) Each property shall be issued a registration number.

(e) The registration number must appear on any advertisement of the property available for short term rental.

Sec.11-222 Compliance -Penalty Provision

(a) The Owner or Operator shall comply with all applicable laws, rules and regulations pertaining to the use and occupancy of the subject short term rental unit, including, but not limited to, Chapter 12, "Noises" and Chapter 17, Article II "Hotel-Motel Occupancy Tax" of the City Code of South Padre Island. Pursuant to Sec. 17-10 of the city code, the Owner or Operator shall, submit a monthly report to the City, on the appropriate "Hotel Occupancy Tax Collection Report" form, even if the short term rental unit was not rented during any such month.

(b) Any violation of this Article XII may be punished by a fine not to exceed Five Hundred Dollars (\$500.00) for each offense, each hour 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.

**SHORT TERM VACATION RENTAL AGREEMENT**

**HOST:** *{Name of Property Manager or Owner if no Property Manager}*

*(Address, Phone Number and Email Address of Property Manager or Owner)*

**ADDRESS OF PROPERTY** *{including building name and unit number}*

**South Padre Island Texas 78597**

**SPI PERMIT #** *{Required by SPI}*      **24/7 CONTACT** *{name on file with City of SPI}*

RENTER'S NAME: \_\_\_\_\_

AGE: \_\_\_\_\_ DRIVER'S LICENSE #: \_\_\_\_\_ STATE \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

VEHICLE 1 MAKE, MODEL & LICENSE PLATE #: \_\_\_\_\_

VEHICLE 2 MAKE, MODEL & LICENSE PLATE #: \_\_\_\_\_

NUMBER OF GUESTS:      Adults (over 18 years of age) \_\_\_\_\_      Minors \_\_\_\_\_

CHECK IN DATE: \_\_\_\_\_ CHECK OUT DATE: \_\_\_\_\_ # NIGHTS: \_\_\_\_\_

Security Deposit:                      \$ \_\_\_\_\_

Cleaning fee:                              \$ \_\_\_\_\_

Rent:    \$ \_\_\_\_\_

**HOTEL AND VENUE TAX**      \$ \_\_\_\_\_ Required by the City of SPI, State of Texas & Cameron County

Total due at booking                      \$ \_\_\_\_\_

Total paid:                                      \$ \_\_\_\_\_

Remainder due:                                \$ \_\_\_\_\_

**PAYMENT** We accept payment by credit card or PayPal. Any payment made with PayPal must include all added PayPal charges.

**SECURITY/DAMAGE DEPOSIT** A security deposit of *{amount}* is required to hold your vacation rental reservation. We must receive a credit card or PayPal deposit for the security deposit at time of booking. Upon receiving your security deposit and a signed, dated copy of this Rental Agreement, your reservation will be confirmed and a rental confirmation will be emailed to you.

6-4

Upon your arrival, your security deposit converts to a damage deposit. The damage deposit will be returned to you within 3 to 7 business days **provided that the following provisions are met:**

- No damage is done to the property or its furnishings
- There are no items missing from the property.
- All keys are returned.
- There are no violations of this agreement.

**THIS AGREEMENT IS A SHORT-TERM VACATION RENTAL CONTRACT AND DIFFERS IN TEXAS LAW FROM THAT OF A RESIDENTIAL LEASE. THE PROPERTY OWNER OR REPRESENTATIVE HAS THE RIGHT TO ENTER THE PROPERTY WITH REASONABLE NOTICE FOR THE PROTECTION OR MAINTENANCE OF THE PROPERTY, OR ENFORCEMENT OF THE TERMS AND CONDITIONS OF THIS AGREEMENT UP TO BUT NOT LIMITED TO FULL EVICTION. BY SIGNING THIS AGREEMENT, YOU ACKNOWLEDGE THAT IN THE EVENT OF ANY ENFORCEMENT ACTION UP TO BUT NOT LIMITED TO EVICTION, ALL AMOUNTS PAID INCLUDING THE FULL DAMAGE DEPOSIT WILL BE FORFEITED. \_\_\_\_\_ (initial)**

## TERMS AND CONDITIONS

**VIOLATION OF ANY OF THE FOLLOWING TERMS AND CONDITIONS WILL RESULT IN EVICTION AND ALL AMOUNTS PAID INCLUDING THE FULL DAMAGE DEPOSIT WILL BE FORFEITED. \_\_\_\_\_ (initial)**

You must be 25 years of age to rent this property. Proof of age with valid ID is required. Your reservation is confirmed for only the number of guests listed on your confirmation and upon check-in, you will be required to complete a Guest Registration Form listing the names and ages of all persons who will be on the premises. The property has a guest maximum occupancy of \_\_\_ adults, and \_\_\_ children at any given point in time, day or night including interior, exterior, grounds, driveways, backyard and pool. Exceeding this occupancy limit or falsifying occupancy is strictly prohibited. \_\_\_\_\_ (initial)

House parties or organized social events, or any activity where guests not listed on the Guest Registration Form are present are strictly prohibited. \_\_\_\_\_ (initial)

Subleasing the property or advertising the property in any form including but not limited to digital or social media is strictly prohibited. \_\_\_\_\_ (initial)

As the responsible party signing this agreement, you must personally be in residence during the entire stay and when requested by law enforcement or other authority you must provide a copy of this signed agreement. By signing this agreement, you acknowledge that you are responsible for the conduct of all persons you invite or allow to remain on the property during the time of your reservation. \_\_\_\_\_ (initial)

Illegal activity including but not limited to possession of illegal substances is strictly prohibited anywhere in or on the property. \_\_\_\_\_ (initial)

6-5

You must comply with all city noise ordinances. No loud noise is allowed after 11:00 pm or before 9:00 am. \_\_\_\_\_ (initial)

Fireworks are prohibited by city ordinance, both on private and public property. \_\_\_\_\_ (initial)

No BBQ grilling is allowed on enclosed decks. *(And no charcoal grills allowed, if a property insurance or Homeowner Association does not permit)* \_\_\_\_\_ (initial)

No pets are allowed without specific written permission. \_\_\_\_\_ (initial)

**HOUSEKEEPING AND OTHER MATTERS** When you arrive, the property will be clean and set up with linens. We have included the following supplies to accommodate the appropriate number of guests:

- Bath towels, hand towels, wash cloths. Beach towels are not provided, please do not take bath towels to the beach.
- Initial supply of dishwashing soap, hand soap, paper towels and toilet paper

This is a non-smoking property. When smoking outside of the property, the doors to the property must be kept closed and butts must be safely and properly disposed. If smoking is detected inside the property, the full damage deposit will be forfeited. \_\_\_\_\_ (initial)

Vehicle parking is limited to designated spaces at the property or in legal public overnight parking. Parking in other than a designated place will result in the towing of your vehicle. \_\_\_\_\_ (initial)

Lock all doors when you leave the house to keep your personal items safe. Property manager and property owner are not liable or responsible for personal items left behind, lost or stolen. If you leave an item behind and wish to have it returned, call us as soon as possible and if found, we will arrange for shipment.

The decks, BBQ grill, swimming pool and/or hot tub {and boat slip/docks} are provided for the enjoyment of adult guests. Keep children away from these areas unless there is constant adult supervision. The beach / open-waters presents certain dangers. Renter/Guests must respect nature and take care to guard themselves and their guests as appropriate. Owner is not responsible for accidents and/or injuries. \_\_\_\_\_ (initial)

Check-in time is 3 p.m. CST at {insert location or check in instructions}. Please respect this time as in many cases the property has been rented the night before and we require time to prepare for your stay.

**CHECKOUT** Check out time is 11 p.m. CST. Prior to checkout, all dishes should be left in the dishwasher. Beds should be left unmade. Used towels may be left in the tub or shower. Before leaving, please set the thermostat to 78 degrees. Make sure all doors and windows are locked and shut. Please empty the refrigerator completely. Upon final departure, {please return all keys/leave all property keys on the kitchen countertop} and lock the door.

PLEASE READ ANY INSTRUCTIONS OR RULES AS SOON AS YOU ENTER THE PROPERTY. **IF YOU ENCOUNTER ANY PROBLEMS PLEASE CONTACT: {24/7 contact on file with City of SPI}**

6-6

**CANCELLATION POLICY** If you cancel more than 30 days before check-in, your Security Deposit will be returned. *{Insert other cancellation terms}* No refunds will be granted for cancellations due to weather unless there is a mandatory evacuation of the island. \_\_\_\_\_ (initial)

*Force Majeure.* There may be circumstances beyond our control and contemplation, in which the property might not be available for your booking. Examples of these include (but are not limited to) extended power or other utility outage (lasting more than one day), severe weather, destruction of or severe damage to the property. In the event of *Force Majeure*, we will do our best to make alternative arrangements for you where possible. If we cannot, or if the alternative arrangements are not acceptable to you, then we will refund all monies paid. This will be the full extent of our liability to you in such circumstances, and we will not be responsible for any other costs connected with any such cancellation,

I UNDERSTAND AND AGREE THAT THE PROPERTY MANAGER AND THE OWNER OF THE PROPERTY WILL NOT BE LIABLE FOR ANY PROPERTY DAMAGE, BODILY INJURY OR DEATH TO RENTER, FAMILY OR GUESTS OF RENTER, FROM OR DUE TO ANY CAUSE OR ACTION, ARISING DURING THE OCCUPANCY OF THE SAID PROPERTY INCLUDING BUT NOT LIMITED TO USE OF SWIMMING POOL, HOT TUB, {OR BOAT SLIP/DOCKS} BY TENANT, FAMILY OR GUESTS.

By signing this agreement, I agree to all terms and conditions.

Renters signature: \_\_\_\_\_ Date: \_\_\_\_\_

6-7

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Susan Guthrie, City Manager  
**DEPARTMENT:** City Manager's Office

**ITEM**

Discussion and possible action regarding proposed ordinance amending Chapter 13, to replace Section 13-22.4 for the regulation of events between the City and event organizers to ensure the health and safety of the participants, spectators, attendees and general public.

**ITEM BACKGROUND**

The Mass Gathering Committee consisting of Dennis Stahl, Paul Munarriz, Jerry Pace, Clayton Brashear, Bill Donahue, Kim Dollar, Wally Jones, Roxanne Guenzel, Randy Smith, Doug Fowler and Susan Guthrie have met repeatedly to address key issues related to Spring Break. As you are aware, there are many different types of events that take place year-round on South Padre Island.

Events require careful and effective planning and coordination to provide necessary public health, safety and welfare services for participants and attendees in order to hold enjoyable, successful events and avoid undue disruption.

The intent of this ordinance is to provide a coordinated and comprehensive process for the regulation of events between the City and event organizers; and to protect the rights of our citizens and visitors.

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES:     X     NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

**RECOMMENDATIONS/COMMENTS**

7-1

## **LARGE EVENT ORDINANCE (LEO)** **City of South Padre Island**

As there are many different types of events that take place year-round on South Padre Island; and it is recognized that these events enhance the South Padre Island lifestyle and provide benefits to citizens and visitors that are not normally provided as a governmental service; and

Events require careful and effective planning and coordination to provide necessary public health, safety and welfare services for the participants and attendees to hold enjoyable, successful events and avoid undue disruption of ongoing business, recreational, social or other endeavors in the community; and

Events may require city services to address public health and safety conditions and due to such issues as parking, traffic, crowd management and litter; and public safety is a priority of the City of South Padre Island; and

The intent of the following regulations is to provide a coordinated and comprehensive process for the regulation of events between the City of South Padre Island and the event organizers to ensure the health and safety of the participants, spectators, attendees and the general public; and

It is also the intent of the City of South Padre Island to protect the rights of its citizens and visitors to engage in free speech expression activities with the least restrictive and reasonable time, place and manner regulations of those activities, while addressing the impacts upon public facilities and services and public health and safety.

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

**SECTION 1.** Chapter 13 of the Code of Ordinances of the City of South Padre Island pertaining to special events permits is hereby amended, to add the following:

**“Sec. 13-22.1 LARGE EVENT (more than 1,000 attendees)**

**1) Definitions**

A. LARGE EVENT is (a) a gathering on private or public property, that is not a part of the regular course of business, and that attracts or is expected to attract more than 1,000 persons on a particular day; or (b) an activity that is reasonable to expect will attract more than 1,000 people that may spill onto an adjacent or nearby public street, beach or other location that requires services above the normal service levels for the City.

B. **Person** is an individual, group of individuals, firm(s), corporation, partnership or association.

- C. **Promote** includes organize, manage, finance, or hold.
- D. **Promoter** means a person who promotes a Special Event, and may or may not include the owner.
- E. **Owner** is the person who owns the private property on which an event is held or who promotes the event.
- F. **Regular Course of Business** means an event or type of event that regularly occurs within an owner's property.
- G. **Applicant** means the person who applies for the permit. This may be the owner, the promoter or any other person seeking a permit. The applicant is liable for violations of this ordinance.
- H. **Application** means a written request for the issuance of a permit to conduct a Special Event or Large Event or Event, as described herein.

2) **Submittal and Application Requirements for Permit**

A person may not promote a Large Event without a permit issued by the City. An applicant shall be required to meet the following conditions and must adhere to all sound decibel levels as per City ordinance 12-2.

- A. All required submittals for permits shall be in writing and submitted no less than four (4) weeks before the scheduled date of the proposed event to allow adequate review time by the City. Applications shall be submitted to the following Email address [SpecialEventPermit@myspi.org](mailto:SpecialEventPermit@myspi.org) or in person at City Hall. Application forms are available on the City website on the Parks Department page. Use of the City application form is required. If extensive City services or approval by outside agencies (such as GLO for a beach event or TxDOT for a road closure or causeway closure) are needed, the application should be submitted 90 days prior to the event. The applicant should submit one (1) original electronic application.
- B. A security plan shall be submitted to the City and shall be approved by the Police Chief and City Manager as part of the application review process. If the special event requires City personnel above normal service levels, any costs associated with security plan compliance shall be borne by the applicant.
  - 1. The security plan must include licensed security and/or police officers at a ratio of (1) per 1,000 attendees. The plan must include at least two uniformed commissioned police officers for every 2,000 people if no alcohol is expected to be consumed at the event, unless approved otherwise by Police Chief and City Manager as part of the application review process.

Security For Events With No Alcohol Consumed		
No. of Attendees	No. of Police	No. of Security Personnel
1,000 – 1,999	1 officer or 1 security officer	
2,000 – 3,000	2 officers	
3,001 – More	An additional police officer or security person per 1,000 attendees	

2. If alcohol is expected to be present or consumed at an event, the ratio of uniformed, commissioned police officers is 2 for every 1,000 estimated attendees, plus 2 licensed security officers. One (1) additional officer and 1 licensed security officer is required for each additional 1,000 attendees, unless approved otherwise by the Police Chief and City Manager as part of the application review process.

<b>Security For Events With Alcohol Consumed</b>		
<b>No. of Attendees</b>	<b>No. of Police</b>	<b>No. of Security Personnel</b>
1,000-1,999	2 police officers	2 security officers
2,000-2,999	3 police officers	3 security officers
3,000-3,999	4 police officers	4 security officers
4,000-4,999	5 police officers	5 security officers
5,000 – More	An additional police officer and security officer per 1,000 attendees	

3. Name of entities involved in the event to be provided. (This information may not be used to determine approval of plan, but may be used to research prior history to determine public safety preparedness).
- C. An Emergency Medical Services/ first aid plan shall be submitted to the City and shall be approved by the Fire Chief and City Manager as part of the application review process. If the special event requires City personnel above normal service levels or requires on site personnel, the costs associated with EMS/First Aid Plan compliance shall be borne by the applicant. A minimum of (1) one certified EMT (two if transport is required) must be on site per (1,000-3,000) attendees plus (1) certified EMT per each (3,000) attendees thereafter; unless approved otherwise by Fire Chief and the City Manager through the application review process.
  - D. A Food Proposal Plan, if any, shall be submitted that complies with the Texas Food Establishment Rules and shall be approved by the Environmental Health Director and the City Manager as part of the application review process. The plan must include drinking water stations with a minimum of (1) one station per 2,500 attendees.
  - E. Sanitation facilities shall be approved by the Environmental Health Director and the City Manager as part of the application review process. Port-O-Cans or restrooms must be supplied at a ratio of (1) one per 300 attendees unless approved otherwise by the Environmental Health Director. A site plan depicting placement of the facilities must be submitted. Egress needs for restroom facilities must be addressed in the plan if alcohol is anticipated to be served or consumed at the event.
  - F. A litter plan to minimize the impact on surrounding areas, including parking areas, must be submitted. One (1) 40 gallon trash receptacle for each 200 anticipated attendees must be included. A plan for placement of these receptacles shall be included in the site plan. A schedule for pick up and emptying of refuse containers must be provided.

- G. A parking and transportation plan designed to manage traffic flow and event parking must be submitted as part of the application. This plan must address pedestrian traffic safety, the need for traffic control officers and barricading. All costs above normal service levels for the traffic control services shall be borne by the applicant. If the plan assumes a large ingress or egress of pedestrians or if access to off-site parking anticipates attendees to pass through other businesses or neighborhoods AND alcohol is anticipated to be consumed at the event, then a plan to mitigate impacts must be included. If off-site parking is noted, letters of consent from the property must be included in the application.
- H. A proposed number of persons the promoter expects to attend should be provided.
- I. The application must include the promoter's name, address and contact information, including a cell phone number that will be available the day of the event.
- J. The application must include proof of consent from the property owner to use the property for a Large Event.
- K. If alcohol is served at the event, all TABC, State and Federal regulations must be followed.
- L. Prior to final issuance of a Large Event Permit, the applicant must show proof of insurance with limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate. The policy must contain a policy endorsement that names "The City of South Padre Island, its elected officials, representatives, employees or agents" as additionally insured. Applicant must provide a copy of the actual endorsement. Applicant must specifically agree in writing (on the application form) to indemnify, defend and hold the City, its officers, directors, agents, representatives, and employees harmless from and against any and all claims, expenses, damages or other liabilities, including reasonable attorney's fees and court costs, arising out of any claim by any person, including but not limited to claims for bodily injury, death or property damages, arising out of or in connection with the event or the Event permit. The provisions of this section shall apply regardless of whether the applicant or the event is a profit or nonprofit organization.
- M. If it is anticipated by the City or event planners that the event will have impact on the surrounding neighborhoods, a plan to mitigate these impacts must be provided.
- N. The City may impose or modify other requirements deemed necessary to ensure the health and safety of the public and participants at the event.
- O. A site plan shall be submitted to the City showing the following. The applicant must provide event dates and times, including set-up and tear down. Applicant must adhere to the following minimum standards unless otherwise agreed by the City staff.
  - 1. Staging construction, the addition of temporary electrical supply, and orientation, if any. (Windstorm requirements for staging or any other temporary structures must be met. All structures must be inspected and permitted by City staff prior to

the event. Engineered designs may be required as determined by the Texas Engineering Practices Act and Rules.)

2. Location of all event entry and exits.
3. Designated parking and attendee transport areas.
4. Traffic control detailing location and number of needed traffic personnel to adequately control any adverse effects on public roadways.
5. Location of sanitation facilities and trash receptacles.
6. Location of food service food truck service if any.
7. Location of food and drinking water stations.
8. Location of medical/EMT personnel.
9. Location of access for emergency services.
10. Location of security/police personnel.
11. Detailed information on any fencing anticipated.

P. In certain very limited circumstances, as approved by the City Manager, the CVB and/or City may share in a portion of the costs associated with an event.

**3) Process after application**

- A. Within 10 days, following receipt of the permit application and its associated documents, the City will advise applicant of the acceptance or denial of the permit. If denied, then applicant will be informed of its deficiencies and be provided with specific instructions for compliance before the City may reconsider approval of the requested permit.
- B. If denied, applicant may appeal in writing within 10 days from denial, to the City Council, at which point it will be placed on the next available regular meeting, for which an agenda has not been prepared.

**4) Non-compliance; issuance of permit**

- A. Permit fee is \$250 for a Large Event.
- B. By holding a permit, the owner and/or applicant consent to the appropriate authority inspecting the event at any time. City departments, including Building Inspections, Fire, Police and Environmental Health may inspect the special event, both prior to the start and/or during the event.
- C. The applicant is liable for any and all permit violations up to \$500 per violation, per day.
- D. Non-compliance with this ordinance may result in the denial of future large event permits for up to one year.

**5) Exemptions.** This ordinance will apply to events held at the Convention Centre, but does not apply to events hosted or planned by the City.

6) The City Manager has the authority to amend requirements and fees for an individual permit as deemed in the best interests of the City.

**SECTION 2.** Any violation of this Ordinance may be punished by a fine not to exceed five hundred dollars (\$500.00) for each offense per day, and penalty provisions of Section 21-1 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 the Ordinance shall be held 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 intended purpose.

**PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017.**  
**PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017.**

**APPROVED:**

\_\_\_\_\_  
**Barry Patel, Mayor**

**ATTEST:**

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

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Irv Downing, President

**DEPARTMENT:** Economic Development Corporation

**ITEM**

Discussion and action to approve the 2017-2018 Budget of the South Padre Island Economic Development Corporation

**ITEM BACKGROUND**

The Economic Development Corporation Board of Directors has approved the 2017-2018 Annual Budget and is requesting approval by the City Council

**BUDGET/FINANCIAL SUMMARY**

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

8-1

### EDC Budget for Fiscal Year 2017-18

	Budget Approved for 2016-17	YTD as of 5/31/17	Increase/Decrease	Budget Approved for 2017-18	Notes
<b>REVENUE</b>					
Sales tax	\$ 770,000	\$ 429,347	\$ -	\$ 770,000	
Revolving Loan Revenue(Principal)	10,693	7,081	435	11,128	BNC Loan - Principal
Interest Revenue (BNC Loan)	2,083	3,045	(436)	1,647	BNC Loan - Interest
Miscellaneous Revenue	-	10	10	10	
<b>Total Revenue</b>	<b>782,776</b>	<b>439,483</b>		<b>782,785</b>	
<b>EXPENSES</b>					
<b>ADMINISTRATIVE - EDC</b>					
Salary	\$ 59,000	\$ 38,577		\$ 59,000	
Medicare	1,109	559		1,109	
Group insurance	6,974	3,976	(143)	6,831	
Retirement	7,638	4,304	4	7,642	
Workers compensation	237	-	(78)	159	
Unemployment Tax	180	53	(43)	137	
<b>TOTAL ADMINISTRATIVE- EDC</b>	<b>75,138</b>	<b>47,469</b>	<b>(260)</b>	<b>\$ 74,878</b>	
<b>OPERATING - EDC</b>					
Office supplies	1,000	615		1,000	
Local meetings	500	222		500	Business lunches, meeting supplies
Books, publications	600	209		600	Nielsen Demographics, PI Press, Valley Star
Postage	200	22		200	Stamps, Shipping Charges (UPS, Lone Star)
Information Technology	1,500	-		1,500	Printer, IT equipment, accessories
Communication	800	466		800	Fax line
Training	1,500	374		1,500	TEDC, Seminars, Webinars
Insurance	1,000	913		1,000	D&O Liability
Professional services					
Legal	2,000			2,000	
Web	3,000			3,000	Annual fees for Website and software
Audit/Other	3,500			3,500	Reimburse City for Audit and Bank Services
<b>Total Professional Svcs.</b>	<b>8,500</b>	<b>4,651</b>		<b>8,500</b>	Total of Lines 29-31
Advertising	3,500	1,602		3,500	Chamber, Classifieds, RGV Partnership
Travel	5,000	1,210	(2,000)	3,000	TEDC, Sales tax training, Mileage
Promotions	3,000	1,625		3,000	Marketing, Sponsorships
Dues & Memberships	1,000	600		1,000	TEDC, RGV Partnership, Texas Downtown Assoc
<b>TOTAL OPERATING- EDC</b>	<b>\$ 27,100</b>	<b>12,509</b>	<b>(2,000)</b>	<b>\$ 25,100</b>	

*2-8*

	Budget Approved for 2016-2017	YTD as of 5/31/17	Increase/Decrease	Budget Approved for 2017-2018	Notes
<b><u>BIRDING CENTER -EXPENSES</u></b>					
Insurance	\$ 43,000	\$ 39,815		\$ 43,000	Windstorm, Flood, Liability
Building Maintenance	25,000	18,782		25,000	Elevator Service Agmt \$1,100 quarterly
Habitat Maintenance	27,000	27,000	(7,000)	20,000	Cattail Removal/Pond Restoration
Cash Advances	20,000	-		20,000	BNC Revenue shortfalls
<b>BIRDING CENTER EXPENSES</b>	<b>\$ 115,000</b>	<b>\$ 85,597</b>	<b>\$ ● -</b>	<b>\$ 108,000</b>	
<b>TRANSFER TO DEBT SERVICE</b>	<b>394,031</b>	<b>229,851</b>	<b>2,819</b>	<b>396,850</b>	Bond payment for BNC
<b><u>TOTAL ADMIN., OPER., &amp; TFRS</u></b>	<b>611,269</b>	<b>375,426</b>		<b>604,828</b>	
<b><u>PROJECTS</u></b>					
Lobbyist	25,000	14,583		25,000	
Economic Consulting	4,000	4,000		4,000	Dr. Malki Annual Economic Index Report
Business Development	35,000	28,500	25,000	60,000	Kauffman Entrepreneur, SandDollars for Success
Façade Improvement Program			25,000	25,000	
Other projects	107,487	19,534	(43,530)	63,957	Grants, Other Projects
<b><u>TOTAL PROJECTS</u></b>	<b>171,487</b>	<b>66,617</b>		<b>177,957</b>	
<b><u>TOTAL EXPENSES</u></b>	<b>\$ 782,756</b>	<b>\$ 442,043</b>		<b>\$ 782,785</b>	

6.3

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Irv Downing, President  
**DEPARTMENT:** Economic Development Corporation

**ITEM**

Discussion and action to approve the Economic Development Corporation expenditure for a Conceptual Design Plan for a Marine Life Center.

**ITEM BACKGROUND**

The Economic Development Corporation Board of Directors unanimously approved a proposal from Richter Architects for a Conceptual Design Plan for a Marine Life Center on their property. A condition of the approval was that the stakeholders invited in the planning process include members from EDC, BNC, Sea Turtle, City of SPI, CVB, UTRGV, and Cameron County Sea Grant.

**BUDGET/FINANCIAL SUMMARY**

\$25,000 to be paid from 80-580-9178 Designated Projects

**COMPREHENSIVE PLAN GOAL**

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

**South Padre Island Birding Center**

**PROPOSAL** for services related to

Conceptual Development Plan for an Aquarium and related visitor oriented activities for the South Padre Island Birding Center

2/14/2017

Richter Architects propose to provide to the South Padre Island Economic Development Commission architectural and planning services as outlined below for the purpose of designing site development concepts for an Aquarium and related, predominantly outdoor visitor amenities. General construction scope is assumed to be within a \$2m-\$4m range. Anticipated levels of effort are defined as follows.

	Principal \$165	Project Manager \$125	Architectural Intern \$95	Administrative \$65	TOTAL
Kick-off meeting / programming concepts (on site)	9	9			\$2,610
Digital mass model of existing buildings and site		4	8		\$1,260
Sketches and alternative concepts	8	8			\$2,320
Client review and charrette (on site)	9	9			\$2,610
Revise concepts and sketches	4	16			\$2,660
Digital mass model of new concepts	4	16	24		\$4,940
Renderings	2		24		\$2,610
Narratives and report preparation	4	2	4	4	\$1,550
Notes, correspondence, administration		4		4	\$760
Cost estimate	2	6			\$1,080
Presentation (on site)	9	9			\$2,610
<b>TOTAL LABOR</b>	<b>42</b>	<b>70</b>	<b>52</b>	<b>8</b>	<b>\$25,010</b>
Printing					\$75
<b>TOTAL</b>					<b>\$25,085</b>

Services include two on site working meetings and one presentation meeting. Deliverables include a digital (Revit) mass model (limited detail) of the existing buildings; a digital (Revit) mass model of proposed development concepts and site design, three to five renderings showing the key elements of the proposed development concept, summary narratives describing strategies and concepts, and a cost estimate.

Services do not include schematic design for the initial projects or other site features or amenities included in the concept development plan.

Compensation will be at a fixed fee of **Twenty-five Thousand Dollars (\$25,000)**, payable on completion.

Respectfully Submitted:

Accepted:



David Richter, FAIA  
President, Richter Architects

9-2

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Sungman Kim, Director  
**DEPARTMENT:** Development Services

**ITEM**

Discussion and action to consider utilization of Sec.20-14(E)(2) 'In-Lieu Parking Fee' and adoption of the amount of payment for each required parking space by resolution.

**ITEM BACKGROUND**

The City maintained a policy regarding in-lieu payment of required parking (Sec. 20-14(E)(2)), but it has not been utilized. To make it work, the amount of payment for each required parking space needs to be fixed by resolution by the City Council. Recently, a developer approached to staff and questioned if the in-lieu policy can be utilized.

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

Chapter I. Land Use  
Policy 1.1.3: While establishing minimum standards, zoning should allow flexibility  
Strategy 2.1.1.1: Regulations and development standards should be user-friendly and serve to streamline the permitting process while "raising the bar" of standards of development quality.

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

**RECOMMENDATIONS/COMMENTS**

Staff needs the City Council's direction if the policy should be used and, if it should, the amount of in-lieu payment need to be adopted by resolution.

10-1



**RESOLUTION NO. 2017-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS, AUTHORIZING AND ESTABLISHING AMOUNT OF PAYMENT FOR THE PROVISION OF IN-LIEU PARKING FEE.**

**WHEREAS**, the City of South Padre Island maintained a policy (Sec. 20-14(E)(2)) regarding in-lieu payment of required parking;

**WHEREAS**, Sec. 20-14 (E)(2)(i) requires the amount of payment for each required parking space to be fixed by resolution adopted from time to time by the City Council;

**WHEREAS**, the City Council wishes to utilize the policy (Sec. 20-14(E)(2)) by adopting the amount of in-lieu parking fee; and,

**WHEREAS**, the City Council desires to ensure flexibility in urban developments. while providing fiscal resources for public parking.

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

**SECTION 1:** Effective July 5, 2017, through September 30, 2018, the amount of in-lieu parking fee shall be as follows:

**\$5,965/a parking space**

**PASSES, APPROVED AND ADOPTED** on this the 5th day of July 2017.

**ATTEST:**

**CITY OF SOUTH PADRE ISLAND, TEXAS**

\_\_\_\_\_  
SUSAN HILL, CITY SECRETARY

\_\_\_\_\_  
BHARAT R. PATEL, MAYOR

10-2

# IN-LIEU PARKING

Utilization of Sec.20-14(E)(2) – Existing Ordinance



## Concept

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- This is about Sec.20-14(E)(2) 'In-Lieu Parking Fee', which is the existing ordinance.
- This is only for "multi-family dwellings" located in District "B" and "B-2".
  - 2 off-street parking space per unit; or 1.5 spaces per unit and comply with In-Lieu Parking Fee.
- To make it work, the amount of payment for each required parking space needs to be fixed by resolution by the City Council.

10-4

## Estimate 1 – Side Street Strategy

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- \$6,530 / a parking space
- This includes widening, adding curb/gutters and sidewalks.
- No land acquisition included – existing ROWs.

\* Based on Parking DMAIC Presentation on May 17, 2017

105

## Estimate 2 – Vacant Lot Strategy

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- \$5,400 / a parking space
- This includes costs for lot acquisition and construction of a parking lot.

\* Based on Parking DMAIC Presentation on May 17, 2017

10-6

## The Amount of Payment Recommended

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- It is recommended the City Council approve the average of the two (Side Street and Vacant Land) scenarios to provide the City some flexibility in using the fund;
- \$5,965 / a parking space.

10-5

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** Sungman Kim, Director  
**DEPARTMENT:** Development Services

**ITEM**

Discussion and action on Ordinance No. 17- 08 to establish 'Sidewalk In-Lieu Payment' policy.

**ITEM BACKGROUND**

The City found that there were cases, especially for single-family residential or townhome properties, that construction of a sidewalk was not feasible due to substantial grading work and/or not reasonable since there were no sidewalks in the vicinity.

Refunding of the sidewalk guarantee may not be the right solution to these cases. Consideration of a sidewalk in-lieu payment could provide a fair and just solution to the general public.

To make the sidewalk in-lieu payment program work, the City needs to amend both Chapter 4 'Building and Construction' and Chapter 23 'Subdivision Regulations'.

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

Chapter I. Land Use  
Policy 1.1.1: The physical appearance of developments should be cohesive and coordinated.  
Strategy 2.1.1.1: Regulations and development standards should be user-friendly and serve to streamline the permitting process while "raising the bar" of standards of development quality.

**LEGAL REVIEW**

Sent to Legal: YES:       ✓       NO:                       
Approved by Legal: YES:       ✓       NO:                     

**RECOMMENDATIONS/COMMENTS**

The provided draft ordinance may need to be considered by the City Council as an alternative way to collect funds and build public sidewalks.

11-1

**ORDINANCE NO. 17-08**

**AN ORDINANCE OF THE CITY OF SOUTH PADRE ISLAND, TEXAS, AMENDING CHAPTER 4 OF THE CODE OF ORDINANCES OF THE CITY OF SOUTH PADRE ISLAND BY REVISING SECTION 4-2.3 PROVIDING EXCEPTIONS TO THE REQUIREMENTS OF A SIDEWALK INSTALLATION; BY ADDING SECTION 4-2.4 PROVIDING AN ALTERNATIVE PAYMENT METHOD INSTEAD OF SIDEWALK INSTALLATION; AMENDING CHAPTER 23 OF THE CODE OF ORDINANCES OF THE CITY OF SOUTH PADRE ISLAND BY ADDING SECTION 23.15(E) PROVIDING A PROVISION OF SIDEWALK IN-LIEU PAYMENT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR A PENALTY OF FIVE HUNDRED DOLLARS (\$500.00) FOR ANY VIOLATION; PROVIDING FOR SEVERABILITY; AND AUTHORIZING PUBLICATION IN CAPTION FORM.**

**WHEREAS**, the City of South Padre Island has heretofore adopted Chapter 4 (Building and Construction) and Chapter 23 (Subdivision Regulations) of the Code of Ordinances;

**WHEREAS**, the City Council finds that both Section 4-2.3 of Chapter 4 and Section 23.15 of Chapter 23 Code of Ordinances need to be flexible to accommodate reasonable development patterns;

Amending

**WHEREAS**, it is the City Council's intent to protect public health, safety and welfare through this amendment.

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

**Section 1.** Section 4-2.3 of Chapter 4 of the Code of Ordinances of the City of South Padre Island is hereby amended and restate in its entirety to read as follows:

**Sec. 4-2.3 Install a sidewalk**

- (1) Whenever a vacant lot or tract obtains a building permit to build a structure it must install a sidewalk in the right-of-way between the property line and the edge of the street in compliance with the Standards and Specifications for the Acceptance of Public Improvements for the City of South Padre Island and at such location and pursuant to plans required by the Public Works Director. (Ord. No. 15-22, 1/6/16)
- (2) Single-family residential or townhome properties, which are subdivided after [the date of the passage of this ordinance], are exceptions to this subsection.

11-2

**Section 2.** Chapter 4 of the Code of Ordinances of the City of South Padre Island is hereby amended to add a new Sec. 4-2.4:

**Sec. 4-2.4 Payment Instead of Sidewalk Installation**

An applicant, intending to improve a single-family residential or a townhome property, may request to pay a fee instead of installing a sidewalk by filing a written request at the time the person submits a building permit application in the manner prescribed in Sec. 23.15 (E).

**Section 3.** Chapter 23 of the Code of Ordinances of the City of South Padre Island is hereby amended to add a new Sec. 23.15 (E):

**Sec. 23.15 (E) Sidewalk In-Lieu Payment**

- (1) In-Lieu payment may be approved instead of installation of a sidewalk if:
  - a. The property is used only for a single-family residential or a townhome.
  - b. There are no sidewalks in the vicinity, as measured linearly on the same side of the local road for the subject block face, and it is unlikely that there will be a development nearby that would require an installation of a sidewalk.
  - c. Other unusual circumstances make the sidewalk installation requirement unreasonable or inappropriate.
  - d. The amount of the fee is the current sidewalk installation cost, as determined by the Public Works Director in compliance with the Standards and Specifications for the Acceptance of Public Improvements for the City of South Padre Island.
- (2) The Public Works Director, at her/his discretion, has an authority to offer an applicant to pay a fee if such payment is realistic taking into account the special circumstances given to the situation.
- (3) The sidewalk in-lieu fund is hereby established.
  - a. The sidewalk in-lieu fund shall be used for the deposit, maintenance and distribution of all monetary contributions made in lieu of constructing a sidewalk.
  - b. All contributions made to and interest derived from any of the sidewalk in-lieu fund shall be used solely for the purpose of constructing and replacing sidewalks along or on public streets in the jurisdiction of the City of South Padre Island in which the contribution was collected.

**Section 4.** This ordinance repeals all portions of any prior ordinances or parts of ordinances of the Code of Ordinances in conflict herewith.

**Section 5.** Any violation of the above mentioned sections of either Chapter 4 or Chapter 23 of the Code of Ordinances of the City of South Padre Island may be punished by a fine not to exceed five Hundred Dollars (\$500.00) for each offense of for each day such offense shall

continue and the penalty provisions of Sections of Section 21-1 of the Code of Ordinances is hereby adopted and incorporated for all purposes.

**Section 6.** 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 7.** This Ordinance shall become effective when published in caption form.

PASSED, APPROVED AND ADOPTED on First Reading, the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PASSED, APPROVED AND ADOPTED on Second Reading, the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**ATTEST:**

**CITY OF SOUTH PADRE ISLAND,  
TEXAS**

\_\_\_\_\_  
SUSAN HILL, CITY SECRETARY

\_\_\_\_\_  
BHARAT R. PATEL, MAYOR

11-4

# SIDEWALK IN-LIEU FUND

Amending Chapter 4 'Buildings and Construction' and  
Chapter 23 'Subdivision Regulations'



11-5

## Current Options

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- Subdivision (Chapter 23):



- Building Permit (Chapter 4; Ord. No. 15-22, 1/6/2016):

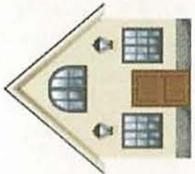
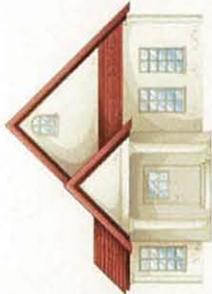


11-6

# Issues

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No sidewalks in the vicinity ...

# Issues

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Other unusual circumstances  
make the sidewalk installation unreasonable...

11-8

## In-Lieu Payment

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Be used solely for constructing and replacing sidewalks along or on public streets.



11-9

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

**MEETING DATE:** July 5, 2017  
**NAME & TITLE:** David Travis, Building Official  
**DEPARTMENT:** Building Inspections Division, Public Works Department

**ITEM**

Discussion and action to amend Section 9-16, Container Required for Construction Trash, to allow the use of a truck or trailer as an alternative means of removing construction debris in the event that the franchised collection agency is unable to provide a container.

**ITEM BACKGROUND**

City of South Padre Island Code of Ordinance Section 9-16, Container Required for Construction Trash, states “Any type of construction work that requires a permit from the City and generates any type of material that is thrown away or is not used as part of the construction must obtain from the franchised collection agency an appropriate container to dispose of the construction trash at the time that they obtain a permit for the construction from the City.”

The franchised collection agency will provide dumpsters of various sizes to accommodate the anticipated amount of materials being disposed of. Some materials may cause damage to the machinery on the trucks that are used to empty the dumpsters. Concrete, masonry block, and heavy amounts of steel are not allowed in “front loading” dumpsters because of the extreme weight. The site where the dumpster is to be located might not accommodate a dumpster for safety reasons, the area required for the dumpster may not be available, or servicing the dumpster may cause damage to the property.

In the event that the franchised collection agency is not able to provide a dumpster the use of a truck or trailer is an option to remove debris from properties where improvements are being made.

To allow the use of a truck or trailer as an alternative means of removing construction debris, staff requests to amend Section 9-16 Container Required for Construction Trash of the Code of Ordinances to read as “Any type of construction work that requires a permit from the City and generates any type of material that is thrown away or is not used as part of the construction must obtain from the franchised collection agency an appropriate container to dispose of the construction trash at the time that they obtain a permit for the construction from the City. In the event that the franchised collection agency is unable to provide a container, written confirmation

from the franchised collection agency must be provided to the City Manager or designee along with a detailed description of how the material will be contained and transported to an approved site for disposal.”

**BUDGET/FINANCIAL SUMMARY**

N/A

**COMPREHENSIVE PLAN GOAL**

N/A

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_

NO:       ✓        
NO:       ✓      

Comments:

**RECOMMENDATIONS/COMMENTS**

Staff recommends approval.

12-2

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** C. Alejandro Sanchez, P.E., CFM, Director

**DEPARTMENT:** Public Works

**ITEM**

Discussion and action to approve interlocal agreement with the Laguna Madre Water District in an amount not to exceed \$18,550 for the purpose of cleaning City storm drains.

**ITEM BACKGROUND**

Over the years, the City has contracted with the Laguna Madre Water District for cleaning storm water inlets.

**BUDGET/FINANCIAL SUMMARY**

Funds are currently budgeted.

**COMPREHENSIVE PLAN GOAL**

6.L Improve stormwater management system.

**LEGAL REVIEW**

Sent to Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_  
Approved by Legal: YES: \_\_\_\_\_ NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

Recommend approval.

13-1

## INTERLOCAL AGREEMENT

**THIS INTERLOCAL AGREEMENT** (“Agreement”) is made and entered into effective this 5th day of July, 2017, by and between the CITY OF SOUTH PADRE ISLAND, TEXAS (“City”) and the LAGUNA MADRE WATER DISTRICT (“District”) political subdivisions of the State of Texas.

### WITNESSETH:

**WHEREAS**, V.T.C.A., Government code, Chapter 791, the Texas Interlocal Cooperation Act, provides that any one or more public agencies may contract with each other for the performance of governmental functions or services for the promotion and protection of the health and welfare of the inhabitants of this State and the mutual benefit of the parties; and

**WHEREAS**, the Laguna Madre Water District has the necessary resources to perform maintenance and cleaning of underground pipe networks;

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the undersigned parties agree as follows:

### I.

#### TERMS AND CONDITIONS

1. The District will provide “on call” service (at the District’s convenience) to perform storm drain cleaning at the City’s request.
2. The City agrees to pay an hourly rate of \$350.00 per hour for the necessary work up to a total amount of \$18,550. This hourly rate will include all equipment expenses (including but not limited to necessary fuel costs, maintenance, and any required insurance associated with the equipment) and all labor costs (including but not limited to wages, benefits and any insurance that the District carries for its employees).
3. The District agrees to hold harmless, defend and indemnify the City for the from any third party claim or liability (including reasonable defense costs and attorneys’ fees) to extent arising from or in conjunction with the negligence of the District’s employees in the course of the performance of their duties associated with this service; the City agrees to hold harmless, defend and indemnify the District for and from and third party claim or liability (including reasonable defense costs and

13-2

attorneys' fees) to extend arising from or in conjunctions with the negligence of the City's employees in the course of the performance of their duties associated with this service.

**II**

**MISCELLANEOUS**

1. The parties agree that in the event any provision of the Agreement is held by a court of competent jurisdiction to be in contradiction of any laws of the State or the United States, the parties will immediately rectify the offending portions of this Agreement. The remainder of the Agreement shall be in full force and effect.
2. This agreement constitutes the entire agreement between the parties hereto, and supersedes all their oral and written negotiations, agreements and understandings of every kind. The parties understand, agree and declare that no promise, warranty, statement or representation of any kind whatsoever, which is not expressly stated in this Agreement, has been made by any party hereto or its officers, employees or other agents to induce execution of this Agreement.
3. This Agreement shall be performable in Cameron County, Texas.

**CITY OF SOUTH PADRE ISLAND, TEXAS**

By: \_\_\_\_\_  
Bharat Patel, Mayor

Date Signed: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Susan Hill, City Secretary

**LAGUNA MADRE WATER DISTRICT**

By: \_\_\_\_\_  
Carlos Galvan, General Manager

Date Signed: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_

13-3

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

**MEETING DATE:** July 5, 2017

**NAME & TITLE:** Darla A. Jones, Assistant City Manager

**DEPARTMENT:** Administration

**ITEM**

Discussion and action to approve amendment #4 to the Kimley-Horn Padre Boulevard Sidewalks and Medians Project for additional services to develop a Master Thoroughfare Plan and associated budget amendment in the amount of \$81,000; and authorize the City Manager to sign amendment.

**ITEM BACKGROUND**

The engineering/design work is underway for the extension of the raised medians on Padre Boulevard and is approximately 40-45% complete. Back after Spring Break, an issue was raised regarding traffic on the side streets and the possibility of turning certain streets into one-way routes (Sunset Drive).

In looking at the big picture, we need to make sure what we're doing is based on sound planning and engineering practices and not just knee-jerk reactions. A Master Thoroughfare Plan can pair up with the completed Raised Median Analysis, traffic signal warrant analysis, crosswalk analysis and a thorough assessment of all of our streets (not just the side streets) so future decisions regarding our thoroughfares are sound.

Kimley-Horn has completed thoroughfare plans for communities across Texas and the United States. They are proposing to prepare a Master Thoroughfare Plan for us that will include examining each street and its pavement condition, provide typical cross-sections, examine existing pavement and right-of-way widths, constraints to improving (utilities, landscaping, excessive driveways and widths), drainage facilities, sidewalks and bicycle lanes, traffic generators, crosswalks, etc... Their proposal includes public involvement and workshops with the City Council.

**BUDGET/FINANCIAL SUMMARY**

Kimley-Horn is proposing a lump sum fee schedule as follows:

Task 1: Meetings and Public Involvement    \$19,000

Task 2: Data Collection and Field Work      \$27,000  
Task 3: MTP and Prioritized CIP              \$35,000  
Total:    \$81,000

This fee is inclusive of expenses, such as travel.

Proceeds of the Padre Boulevard Tax Notes can be used for this expense. The current balance in the Padre Blvd fund is approximately \$2,570,000

Increase line item 41-562-0530 by \$81,000

**COMPREHENSIVE PLAN GOAL**

Chapter II. Mobility

Goal 1: The City shall provide for the safe, efficient movement of people and goods.

**LEGAL REVIEW**

Sent to Legal:                      YES:   X                        NO: \_\_\_\_\_  
Approved by Legal:              YES:   X                        NO: \_\_\_\_\_

Comments:

**RECOMMENDATIONS/COMMENTS**

Approve contract amendment.

**AMENDMENT NUMBER 4 TO THE AGREEMENT BETWEEN THE  
CITY OF SOUTH PADRE ISLAND AND  
KIMLEY-HORN AND ASSOCIATES, INC.**

AMENDMENT NUMBER 4 DATED \_\_\_\_\_, 2017 to the agreement between City of South Padre Island, ("City") and Kimley-Horn and Associates, Inc., ("Consultant" or "Kimley-Horn") dated May 18, 2015 ("the Agreement") concerning Padre Boulevard (PR 100) Improvements for Sidewalks and Medians (the "Project").

The Consultant has entered into the Agreement with the City for the furnishing of professional services, and the parties now desire to amend the Agreement.

Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Consultant and provisions for additional compensation by the City to the Consultant, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

CITY:

CONSULTANT:

SOUTH PADRE ISLAND, TX

KIMLEY-HORN AND ASSOCIATES, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Consultant shall perform the following Additional Services:

*Preparation of a Master Thoroughfare Plan that will include the following scope of work:*

- Meetings and public involvement
- Data collection and field work
- Classification of each City street within the current City limits
- Provide the recommended typical cross section(s) for each City street
- Review and provide recommendations regarding one-way vs. two-way operations
- Development of a Master Thoroughfare Plan (MTP) map and documentation
- Development of a prioritized Capital Improvement Program (CIP)

*This amendment includes the following tasks:*

## **1. MEETINGS AND PUBLIC INVOLVEMENT**

This task will include the following progress and coordination meetings:

- **Kickoff meeting.** The purpose of the kickoff meeting will be to meet with City staff to discuss the project scope, coordination, project schedule, data collection needs, public outreach program, existing CIP, and deliverables. This meeting will be held during the same trip as the two-day field audit of the City streets.
- **Progress Meeting/Workshop.** This meeting will be with the City and a project review committee (if desired) to review the draft MTP and draft prioritized CIP.
- **Public Meeting or Workshop.** This meeting will allow the public to review the draft MTP and draft prioritized CIP.
- **City Council presentation.** This will be used to present the final MTP and prioritized CIP.

The City will be responsible for organizing the meetings, public outreach, and providing the meeting location.

Kimley-Horn will provide meeting minutes for each meeting.

## **2. DATA COLLECTION AND FIELD WORK**

Prior to the development of recommendations, Kimley-Horn will review the existing conditions of each City street. Data gathering will involve acquiring information from a variety of sources, including GIS, aerials, and field observations.

### **2.1 Collecting Available Transportation Plans and data**

Kimley-Horn will collect and review available transportation related data from the City of South Padre Island. This data may include:

- City of South Padre Island Street Master Plan
- Form-based Code
- Transportation Master Plan
- Padre Boulevard Median Plan
- Historic traffic counts
- Current pavement assessment for each street
- Current ranking of City streets for rehabilitation
- Known upcoming development plans (major future traffic generators)
- Available GIS basemapping data (i.e. orthophotos, contours, lakes, streams, railroads, roads, highways, other natural features, appraisal district parcel data, available ROW information, existing utility locations, future land use maps, current zoning, FEMA flood plain data etc.). The GIS files will be in ESRI ArcGIS10.x format and be projected in NAD 83 State Plane, South Central Texas Zone coordinates.

## 2.2 Existing Base Network Set-Up

Kimley-Horn will coordinate with the City of South Padre Island to create an inventory of all existing City roadways within the current City limits based on aerial photography and GIS network. Kimley-Horn will create the database framework for the existing inventory. This inventory database is anticipated to show the number of lanes, condition (ultimate or not), estimated pavement width, and estimated available ROW/constraints based on appraisal parcel data. The City will fill in the necessary information into the database. Kimley-Horn anticipates spending two days in South Padre Island verifying the existing network during the field review.

## 2.3 Field Review

Kimley-Horn will perform in-field review of the existing roadway network and intersection characteristics in the study area and observe traffic operations during a peak traffic period.

Kimley-Horn will perform a two-day walk audit to review each City street. During the walk audit, Kimley-Horn will observe the following:

- Existing pavement width and curb (if applicable)
- Existing right-of-way
- Landscape constraints (e.g. hardscape across driveways, trees within ROW)
- Sidewalks and curb ramps
- On-street parking
- Bicycle facilities
- Observed existing utility locations
- Drainage facilities
- Visual pavement condition assessment
- Locations of major existing and future traffic generators
- Locations of existing and future median openings for side streets along Padre Boulevard (PR 100)
- Locations of existing and proposed mid-block crosswalks

### **3. MASTER THOROUGHFARE PLAN AND PRIORITIZED CAPITAL IMPROVEMENT PROGRAM**

#### **3.1 Street Functional Classification**

A method of expressing the primary function of the street will be determined through collaboration with the City. This may include a direct expression of existing functional classification or a process whereby the local function and role in the system is communicated.

#### **3.2 One-Way vs. Two-Way Streets**

Kimley-Horn will review pros and cons related to one-way vs. two-way streets within the City. This will help develop a policy for the City and will be incorporated in the MTP documentation.

#### **3.3 Cross Section Development**

Kimley-Horn will review the existing City of South Padre Island Street Master Plan, Transportation Plan, and Form-Based Code for typical street cross sections and to recommend changes to the typical cross sections for MTP roadways. Variations to the typical cross sections will be created to cover several options for the side streets. Padre Boulevard and Gulf Boulevard cross sections will incorporate the recent design and construction on those roadways. On-street bicycle facility recommendations will be incorporated and refined through this process. Kimley-Horn will provide an exhibit illustrating updated cross section recommendations. This task is not intended to update the design standards, but will provide information for the City to initiate a design standards update.

#### **3.4 Prioritized Capital Improvement Program**

The purpose of this task is to develop a set of criteria by which the projects will be ranked. This can include transportation goals and/or other City goals. In collaboration with the City, Kimley-Horn will determine goals, develop a weighting system for these goals, and identify up to ten measures of effectiveness (MOE) to score how well a specific project achieves a certain goal. These MOEs will be used to develop a formula for ranking projects.

Kimley-Horn will develop an .XLS Project Ranking Formula Tool to aid in ranking the transportation projects. Up to three projects will be tested with the tool to determine if the formula adequately ranks the projects. Each of the City streets needing to be improved will be incorporated into the tool for the City to evaluate. Kimley-Horn will work with the City to evaluate each project and fine tune the analysis tool as necessary.

#### **3.5 Alignment Considerations (North of Convention Centre)**

The purpose of this task is to create a future MTP north of the existing convention center. Kimley-Horn will use available contours, parcel data/right-of-way information,

utilities, flood plain, developable land, and other available information to aid in the recommendation of alignment. Kimley-Horn will rely upon the accuracy of the data collected. This task anticipates looking at up to eight (8) roadway alignments (new and existing). No roadway design or survey services were assumed to be included as part of this project.

### 3.6 Master Thoroughfare Plan Documentation

Kimley-Horn will prepare a preliminary report that documents the Master Thoroughfare Planning effort subject to staff review prior to beginning the adoption process. This document is anticipated to include the following major sections:

- Plan Overview
- Goals and Objectives;
- Master Thoroughfare Plan Map with Cross Sections;
- Prioritization methods at the system and project level;
- Alternative Modes of Travel;
- Conclusions and Recommendations.

#### Deliverables:

- Electronic (.pdf) copy of the Draft MTP Report with street typology, MTP map, , and cross sections;
- Project Ranking Formula Tool spreadsheet;
- Five (5) 8.5" x 11" hard copies of the Draft MTP Report;
- Revisions (up to two rounds) as necessary prior to adoption;
- Upon final approval of the MTP, Kimley-Horn will provide five (5) 8.5" x 11" originals and one (1) electronic (.pdf) copy of the Final MTP Report; and
- Original editable files for all documents

### ADDITIONAL SERVICES

Services not specifically identified in this Scope of Services shall be considered additional and may be performed on an individual basis upon written authorization by the City. Such services may include, but are not limited to, the following:

- Development of the MTP within the Extraterritorial Jurisdiction (ETJ)
- Coordination with franchise utility companies
- Traffic data collection (cars, bicycles, pedestrians)
- Meetings and/or coordination with Cameron County or TxDOT
- Traffic analysis
- Traffic calming recommendations or policy
- Pavement sampling
- Transit route planning
- Travel demand modeling or future volume forecasts
- Parking supply and demand study
- Crash review
- Development of Roadway Impact Fees

- ADA assessment of study area roadways and sidewalks
- ADA Transition Plan
- Additional rounds of review comments and plan revisions
- Collection of new aerials
- TDLR coordination
- Drainage studies or design of any drainage improvements
- Design of any recommended improvements
- Preparation for and attendance at additional meetings

**SUMMARY OF FEES:**

*For the Additional Services set forth above, the City shall pay the Consultant the following additional compensation:*

**LUMP SUM:**

Kimley-Horn will perform **Lump Sum Tasks 1-3** identified in the Scope of Services for the lump sum fees provided below, inclusive of expenses. All permitting, application, and similar project fees will be paid directly by the City. Lump Sum fees will be invoiced monthly based upon percentage of services performed as of the invoice date.

• Task 1 Meetings and Public Involvement	\$ 19,000
• Task 2 Data Collection and Field Work	\$ 27,000
• Task 3 MTP and Prioritized CIP	<u>\$ 35,000</u>
<b>Lump Sum Total, Inclusive of Expenses:</b>	<b>\$ 81,000</b>