



CITY OF PORT LAVACA

202 N. VIRGINIA STREET PORT LAVACA, TX 77979

PUBLIC NOTICE OF MEETING

PUBLIC NOTICE IS HEREBY GIVEN THAT DUE TO COVID-19 CONCERNS AND IN ACCORDANCE WITH THE GOVERNOR'S ORDERS AND RECOMMENDATIONS, THE CITY OF PORT LAVACA, TEXAS, CITY COUNCIL MEETING **IS CLOSED TO THE PUBLIC.**

INSTEAD, THE CITY COUNCIL WILL BE UTILIZING **"ZOOM MEETING AND FACEBOOK LIVE TRANSMISSION"** ON THE **CITY OF PORT LAVACA'S FACEBOOK PAGE** BEGINNING AT **6:30 P.M. CENTRAL TIME ON MONDAY, JUNE 08, 2020.**

YOU MAY MAKE PUBLIC COMMENTS AS YOU WOULD AT A MEETING ON ZOOM BY LOGGING ON WITH YOUR COMPUTER AND/OR SMART PHONE AS DESCRIBED IN THE ZOOM INVITATION BELOW OR ON FACEBOOK LIVE THROUGH THE COMMENT SECTION, WHICH WILL BE MONITORED AND ANSWERED. AS APPROPRIATE.

BELOW IS THE INFORMATION TO LOG ON TO THE ZOOM MEETING:

TOPIC: CITY OF PORT LAVACA REGULAR CITY COUNCIL MEETING

DATE/TIME: MONDAY, JUNE 08, 2020 AT 6:30 P.M. CENTRAL TIME (US AND CANADA)

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/85126593254?pwd=Y2FWNmsxeXZmYWtvZjVMREJkTnRIQT09>

MEETING ID: 851 2659 3254

PASSWORD: 830222

ONE TAP MOBILE

+13462487799, 123828545# US (HOUSTON)

DIAL BY YOUR LOCATION

+1 346 248 7799 US (HOUSTON)

THE FOLLOWING ITEM WILL BE ADDRESSED AT THIS OR ANY OTHER MEETING OF THE CITY COUNCIL UPON THE REQUEST OF THE MAYOR, ANY MEMBER(S) OF COUNCIL AND/OR THE CITY ATTORNEY:

ANNOUNCEMENT BY THE MAYOR THAT COUNCIL WILL RETIRE INTO CLOSED SESSION FOR CONSULTATION WITH CITY ATTORNEY ON MATTERS IN WHICH THE DUTY OF THE ATTORNEY TO THE CITY COUNCIL UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT (TITLE 5, CHAPTER 551, SECTION 551.071(2) OF THE TEXAS GOVERNMENT CODE).

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

- CALL TO ORDER
- INVOCATION
- PLEDGE OF ALLEGIANCE
- ANNOUNCEMENTS BY THE MAYOR
 - PROCLAMATION
 - MOTORCYCLE SAFETY AND AWARENESS MONTH
 - JUNETEENTH CELEBRATION
- PRESENTATIONS BY THE MAYOR
 - EMPLOYEE SERVICE AWARD(S)
 - BOYD STALOCH 35 YEARS FIRE DEPARTMENT
 - LUCIO LICERIO 20 YEARS PUBLIC WORKS DEPT
- COMMENTS FROM THE PUBLIC
(Limited to 3 minutes per individual unless permission to speak longer is received in advance)

AGENDA: (COUNCIL WILL CONSIDER/DISCUSS THE FOLLOWING ITEMS AND TAKE ANY ACTION DEEMED NECESSARY)

1. CONSENT AGENDA
 - (A) MINUTES OF MAY 11, 2020 REGULAR MEETING
 - (B) MINUTES OF MAY 14, 2020 SPECIAL MEETING
 - (C) PAYMENT OF INVOICES EXCEEDING \$1,500
 - (D) RATIFICATION OF THE FOLLOWING PORT COMMISSION ACTIONS:
 - NAUTICAL LANDINGS BUILDING**

 - 1. SOMETHING MORE INC. (TANIA FRENCH)
SUITE 4 EXPIRES ON SEPTEMBER 31, 2020

 - 2. SOMETHING MORE INC. (TANIA FRENCH)
SUITE 4 ONE (1) YEAR EXTENSION

-
3. TESTENGEER, INC.
SUITE 2 ONE (1) MONTH EXTENSION
-

HARBOR OF REFUGE

4. CONTRACT WITH GONZALES CONTRACTING FOR \$1,000 PER DAY FOR AN ESTIMATED 15 DAYS TO CLEAR BRUSH AND DEBRIS AT THE HARBOR OF REFUGE
2. CALL ANNUAL CORPORATE MEETING TO ORDER FOR PORT LAVACA CHANNEL & DOCK COMPANY AND CONSIDER AND TAKE ANY ACTION DEEMED NECESSARY FOR ADOPTION OF UNANIMOUS WRITTEN CONSENT
3. CALL ANNUAL CORPORATE MEETING TO ORDER FOR CLEMENT COVE HARBOR COMPANY AND CONSIDER AND TAKE ANY ACTION DEEMED NECESSARY FOR ADOPTION OF UNANIMOUS WRITTEN CONSENT
4. RECEIVE 2021 PROPOSED BUDGET FROM THE CALHOUN COUNTY APPRAISAL DISTRICT (CCAD) AS REQUIRED BY SEC. 6.06 (a) OF THE TEXAS PROPERTY TAX CODE TO THE GOVERNING BODIES OF THE TAXING UNITS WITHIN
5. DISCUSS REINSTATING AND/OR FORGIVING LEAVE TO EMPLOYEES WHO WERE REQUIRED BY THE CITY TO GO HOME AFTER APPEARING FOR WORK, OCCURRING AFTER MARCH DISASTER DECLARATION, BUT PRIOR TO APRIL 1, 2020.
6. RECEIVE REPORT FROM THE PORT LAVACA EVENTS COMMITTEE AND A PROPOSAL FOR THE REMAINDER OF THE 2019-2020 FISCAL YEAR
7. CONSIDER NEW SERVICES AGREEMENT BETWEEN THE CITY OF PORT LAVACA AND THE CALHOUN COUNTY CHAMBER OF COMMERCE COMMENCING ON JUNE 08, 2020 THROUGH SEPTEMBER 30, 2023
8. RECEIVE MAYORS AMENDMENT OF MEMBERS APPOINTED TO THE AD HOC COMMITTEE FOR ECONOMIC DEVELOPMENT
9. CONSIDER AND TAKE ANY ACTION TO APPROVE ASSIGNMENT OF DEVELOPMENT AGREEMENT OF TEXAS LAKESIDE RV RESORT LLC TO LAKESIDE CRV RECREATIONS, LLC
10. CONSIDER APPROVAL OF THE FINAL PLAT OF THE TEXAS LAKESIDE RV RESORT SUBDIVISION
11. CONSIDER APPROVAL OF URBAN ENGINEERING TASK ORDER NO. 15 FOR THE ENGINEERING FOR THE PROJECT "REPAIRS TO THE CITY HARBOR DOCKS"
12. CONSIDER REQUEST OF THE PORT COMMISSION TO HIRE A REAL ESTATE ATTORNEY TO PREPARE STANDARDIZE LEASE AGREEMENT DOCUMENTS

13. CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE THE PRELIMINARY AND FINAL PLAT OF THE AVENUE D RV PARK SUBDIVISION
14. CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE THE FINAL PLAT OF THE JIMMY SHELTON SUBDIVISION NO. 1
15. CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE A VARIANCE REQUEST OF ROLANDO REYES REGARDING BLOCK 1, LOT 3 OF THE REYES SUBDIVISION
16. CONSIDER APPROVAL OF THE AGREEMENT FOR INTERIM CITY MANAGER SERVICES WITH RICHARD N. MORTON, JR. AND AUTHORIZE ADDITIONAL FUNDS FOR THIS AGREEMENT.
17. CONSIDER REQUEST OF UNITED WAY OF CALHOUN COUNTY FOR USE OF THE BAYFRONT PENINSULA PARK FOR THEIR 7TH ANNUAL FAMILY DAY ON SATURDAY, SEPTEMBER 19, 2020 AND WAIVER OF ANY FEES ASSOCIATED WITH THE EVENT
18. CONSIDER CONTRACTING WITH PUBLIC SECTOR PERSONNEL CONSULTANTS (PSPC) TO PROVIDE A NEW SALARY SURVEY
19. ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:
 - TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY (DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PARTY), IN ACCORDANCE WITH CHAPTER 551, TITLE 5, SECTION 551.072 OF THE TEXAS GOVERNMENT CODE
20. RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION

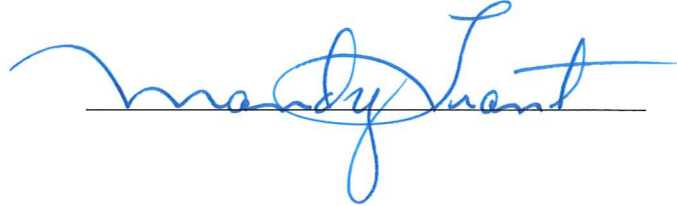
ADJOURN

JACK WHITLOW, MAYOR

CERTIFICATION OF POSTING NOTICE

THIS IS TO CERTIFY THAT THE ABOVE NOTICE OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF PORT LAVACA, SCHEDULED FOR MONDAY, JUNE 08, 2020, BEGINNING AT 6:30 P.M., WAS POSTED AT CITY HALL, EASILY ACCESSIBLE TO THE PUBLIC, AS OF 5:00 P.M. FRIDAY, JUNE 05, 2020.

MANDY GRANT,
CITY SECRETARY



MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSENT AGENDA

INFORMATION:

1. CONSENT AGENDA
 - (A) MINUTES OF MAY 11, 2020 REGULAR MEETING
 - (B) MINUTES OF MAY 14, 2020 SPECIAL MEETING
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 - HARBOR OF REFUGE**

 4. CONTRACT WITH GONZALES CONTRACTING FOR \$1,000 PER DAY FOR AN ESTIMATED 15 DAYS TO CLEAR BRUSH AND DEBRIS AT THE HARBOR OF REFUGE

AGENDA ITEM
NUMBER 1

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSENT AGENDA:

(A) MINUTES OF MAY 11, 2020 REGULAR MEETING

INFORMATION:

CONSENT AGENDA ITEM
ALPHA NUMBER A

STATE OF TEXAS §
COUNTY OF CALHOUN §
CITY OF PORT LAVACA §

On this the 11th day of May, 2020, due to the COVID-19 concerns and in accordance with the Governor's Orders and recommendations, the City Council of the City of Port Lavaca, Texas, convened in regular session at 6:30 p.m. by utilizing "Zoom Meeting and Facebook Live Transmission" on the City of Port Lavaca's Facebook page beginning at 6:30 p.m. Central Time on Monday, April 13, 2020.

Join ZOOM Meeting

<https://us02web.zoom.us/j/88000957319?pwd=bmFJR25MWDJYcVNGaUhLVnFhbVpmQT09>

Meeting ID: 880 0095 7319

Password: 444959

One tap mobile

+13462487799,,88000957319#,,1#,444959# US (Houston)

Dial by your location

+1 346 248 7799 US (Houston)

The following City Council Members participated by Zoom and were in attendance:

Jack Whitlow	Newly Elected	Mayor
Jerry Smith	Newly Elected	Councilman, District 1
Tim Dent		Councilman, District 2
Jan Regan		Councilwoman, District 3
Allen Tippit	Newly Elected	Councilman, District 3
Rosie G. Padron		Councilwoman, District 4
Jim Ward		Councilman, District 5, Mayor Pro Tem
Ken Barr		Councilman, District 6

And with the following absent:

None

Constituting a quorum for the transaction of business, at which time the following business was transacted:

CALL TO ORDER

- Mayor Whitlow called the meeting to order at 6:34 P.M. and presided.
- Councilman Ward gave the invocation.
- Mayor asked for comments from the public and there were none.

CONDUCT CANVASS OF MAY 02, 2020 GENERAL ELECTION RETURNS AND ANNOUNCE OFFICIAL VOTES

Records and materials regarding the May 2nd, 2020 General Election were presented by City Secretary Grant, to canvass the votes. The Canvassing Committee was formed of Councilman Ward and Councilman Smith and each had an elections tally book in order to compare the vote count to the canvassing document as follows:

Mayor of the City *(Alcalde de la Ciudad)*

Jack Whitlow	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	Total
Early Voting <i>(Votando Temprano)</i>	43	47	25	24	38	39	216
Election Day <i>(Dia de Elección)</i>	16	5	14	8	18	18	79
Total for Jack Whitlow <i>(Votos Total)</i>	59	52	39	32	56	57	295

Sylvia Chapa	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	Total
Early Voting <i>(Votando Temprano)</i>	8	4	10	7	8	4	41
Election Day <i>(Dia de Elección)</i>	3	1	10	0	0	4	18
Totals for Sylvia Chapa <i>(Votos Total)</i>	11	5	20	7	8	8	59

Grand Total Votes Cast for Mayor *(Votos Total)*

Votes Cast Per District	70	57	59	39	64	65	354
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COUNCIL MEMBER DISTRICT NO. 1 *(Miembro del Conséjo, Distrito No. 1)*

Candidate <i>(Candidato)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
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Jerry Smith	44	15	59
William B. Harris	7	4	11
Total Votes Cast #1	51	19	70

COUNCIL MEMBER DISTRICT NO. 3 *(Miembro del Conséjo, Distrito No. 3)*

Candidate <i>(Candidato)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
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Jan Regan	16	13	29
Allen Tippit	20	11	31
Total Votes Cast #3	36	24	60

TOTAL NUMBER OF BALLOTS CAST IN THE MAY 02, 2020 ELECTION

(Número total de votos emitidos en las elecciones del 2 de Mayo del 2020)

Election Date <i>(Fecha de Elección)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
May 02, 2020 <i>(2 de Mayo del 2020)</i>	258*	97	355**

*Early Voting - Ballot for Mayor/District 3:

Voter did not mark any candidate for Mayor;

Voter only marked for a candidate in District 3;

Difference of 1 vote from Mayor’s race (257) to total ballots cast in Early Voting (258)

**Refer to Note above on Early Voting

Difference of 1 vote from Mayor’s race (354) to total ballots cast in Election (355).

Councilman Ward and Councilman Smith both agreed that the elections tally book had the same number of votes for each candidate as established in the canvassing document presented by City Secretary Grant and affixed their signatures to the tally book examined.

No action necessary and none taken.

CONSIDER RESOLUTION NO. R-051120-1E CERTIFYING RETURNS OF THE MAY 02, 2020 GENERAL ELECTION AND DECLARING CANDIDATES DULY ELECTED

Councilman Ward made a motion to pass the following:

WHEREAS, the returns of the May 02, 2020 election were canvassed at the regular city council meeting held on Monday, May 11, 2020, at 6:30 p.m., with the following results:

Mayor of the City *(Alcalde de la Ciudad)*

Jack Whitlow	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	Total
Early Voting <i>(Votando Temprano)</i>	43	47	25	24	38	39	216
Election Day <i>(Dia de Elección)</i>	16	5	14	8	18	18	79
Total for Jack Whitlow <i>(Votos Total)</i>	59	52	39	32	56	57	295

Sylvia Chapa	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	Total
Early Voting <i>(Votando Temprano)</i>	8	4	10	7	8	4	41
Election Day <i>(Dia de Elección)</i>	3	1	10	0	0	4	18
Totals for Sylvia Chapa <i>(Votos Total)</i>	11	5	20	7	8	8	59

Grand Total Votes Cast for Mayor
(Votos Total)

Votes Cast Per District	70	57	59	39	64	65	354
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COUNCIL MEMBER DISTRICT NO. 1 *(Miembro del Conséjo, Distrito No. 1)*

Candidate <i>(Candidato)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
Jerry Smith	44	15	59
William B. Harris	7	4	11
Total Votes Cast #1	51	19	70

COUNCIL MEMBER DISTRICT NO. 3 *(Miembro del Conséjo, Distrito No. 3)*

Candidate <i>(Candidato)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
Jan Regan	16	13	29
Allen Tippit	20	11	31
Total Votes Cast #3	36	24	60

TOTAL NUMBER OF BALLOTS CAST IN THE MAY 02, 2020 ELECTION
(Número total de votos emitidos en las elecciones del 2 de Mayo del 2020)

Election Date <i>(Fecha de Elección)</i>	Early Voting <i>(Votando Temprano)</i>	Election Day <i>(Dia de Elección)</i>	Total Votes <i>(Votos Total)</i>
May 02, 2020 <i>(2 de Mayo del 2020)</i>	258*	97	355**

*Early Voting - Ballot for Mayor/District 3:
 Voter did not mark any candidate for Mayor;
 Voter only marked for a candidate in District 3;
 Difference of 1 vote from Mayor’s race (257) to total ballots cast in Early Voting (258)

**Refer to Note above on Early Voting
 Difference of 1 vote from Mayor’s race (354) to total ballots cast in Election (355).

WHEREAS, there came on to be considered the returns of an election held the 2nd day of May, 2020, for the purpose of electing the hereinafter named officials; and

WHEREAS, it appearing from said returns duly and legally made, that three hundred fifty-five (355) valid ballots were cast; and

WHEREAS, that each of the candidates in said election received the votes set out hereinabove:

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

THAT John Douglas “Jack” Whitlow was duly elected Mayor, Jerry Dean Smith was duly elected Council Member, District One (1) and Wayne Allen Tippit, Jr. was duly elected Council Member, District Three (3) of the City of Port Lavaca, Texas, at said election, and are hereby declared duly elected to said office, subject to executing the Statement of Officer and taking the Oath of Office as provided by the laws of the State of Texas.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Regan, Padron, Ward and Barr

NAYS: None

ADMINISTER OATHS OF OFFICE AND ISSUE CERTIFICATES OF ELECTION TO NEWLY ELECTED OFFICIALS TO THE PORT LAVACA CITY COUNCIL TO-WIT:

- **MAYOR, AT-LARGE POSITION, FOR A TERM OF TWO (2) YEARS**
- **COUNCIL MEMBER, SINGLE DISTRICT NO. 1, FOR A TERM OF 3 YEARS**
- **COUNCIL MEMBER, SINGLE DISTRICT NO. 3, FOR A TERM OF 3 YEARS**

City Secretary Grant administered the Statement of Elected Official and Oath of Office to the following newly elected officials:

Jack Whitlow, representing City Council, At-Large Position, Mayor; and
Jerry Smith, representing City Council, Single Member District One (1); and
Allen Tippit, representing City Council, Single Member District Three (3).

Mayor Whitlow announced Certificates of Election were issued to each duly elected official and the duly elected At-Large Position, Mayor and Council Members for Single Member Districts One (1) and Three (3) would take their respective seats.

Mayor Whitlow then presented a service award to former Councilwoman Jan Regan for her service in representing District 3 from 2017 to 2020, which she graciously received.

No action necessary and none taken.

CONSIDER ELECTION OF MAYOR PRO TEM BY COUNCIL MEMBERS IN ACCORDANCE WITH SECTION 3.04 OF THE CITY OF PORT LAVACA HOME RULE CHARTER

Mayor Whitlow announced the following:

SECTION 3.04 OF THE CITY OF PORT LAVACA HOME RULE CHARTER:

“THE MAYOR PRO TEM SHALL BE SELECTED BY THE COUNCIL AT THE FIRST REGULAR MEETING AFTER EACH GENERAL ELECTION, OR UPON A VACANCY IN THE OFFICE OF MAYOR PRO TEM, FROM AMONG THE MEMBERS OF THE COUNCIL AND SHALL PERFORM ALL DUTIES OF THE MAYOR IN THE MAYOR’S ABSENCE OR DISABILITY, BUT SHALL VOTE AS A COUNCIL MEMBER”

Mayor Whitlow advised the floor was open for nominations.

Councilman Dent made a motion to pass the following:

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

THAT, in accordance with Section 3.04 of the City of Port Lavaca Home Rule Charter, Councilwoman Rosie Padron be elected to the office of Mayor Pro Tem and shall perform all duties of the Mayor in the Mayor’s absence or disability, but shall vote as a Council Member, effective immediately.

Councilman Smith seconded said motion

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSENT AGENDA

(A) **MINUTES OF APRIL 13, 2020 REGULAR MEETING**

(B) **PAYMENT OF INVOICES EXCEEDING \$1,500**

(C) **RATIFICATION OF THE FOLLOWING PORT COMMISSION LEASES:**

NAUTICAL LANDINGS MARINA

-
1. RICK LEWIS DBA PORT LAVACA PLUMBING
SUITE 1-D (222 SQ FT)

HARBOR OF REFUGE

-
2. T.W. LA QUAY MARINE, LLC
TRACTS 3 (4.3 ACRES)
 3. T.W. LA QUAY MARINE, LLC
TRACTS 11, 12, AND ADDITIONAL UNLABELED LAND (SOUTH
OF TRACT 12) (13.5 ACRES)
 4. HELENA AGRI-ENTERPRISES, LLC
TRACTS 6, 7, 8, 9 AND 18 (9.397 ACRES)

5. RLB CONTRACTING, INC.
TRACTS 16, 17, AND 17A (26 ACRES)

CITY HARBOR

6. MILLER SEAFOOD CO., INC.
CITY HARBOR TRACTS 3, 4, 5, 6, 12 PLUS 50 FT OF DOCKAGE
ALONG THE SW SECTION OF BULKHEAD AT TRACT 11
7. RAFAEL BRISENO
CITY HARBOR DOCK 2A
8. JOHN TESVICH DBA WILD REEF SEAFOOD, LLC
CITY HARBOR TRACTS 7, 8, AND 11
9. PRESTIGE OYSTERS, INC.
CITY HARBOR TRACT 10
10. BIG BEAR SHRIMP AND SEAFOOD
CITY HARBOR SLIP NO. 1
11. GORDON MC ELVANY DBA POOR BOYS BAIT
0.15 ACRE OF PORT LAVACA

Councilman Dent made a motion to pass the following:

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

THAT, in accordance with recommendation of staff, Council hereby approves all consent agenda items as listed.

Councilman Ward seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

RECEIVE PRESENTATION OF THE FINAL TECHNICAL MEMORANDUM REPORT FROM RON CASS, OF AECOM, REGARDING THE PORT LAVACA TREATMENT PLANT EVALUATION

Mr. Ron Cass and Mr. Ryan George, AECOM representatives, made a PowerPoint presentation to Council regarding the Port Lavaca Treatment Plan evaluation.

No action necessary and none taken.

RECEIVE UPDATED REPORT ON CITY COMPUTER STATUS SINCE CYBER ATTACK

Interim City Manager Weaver presented Council with the following report on the City's computer status since the Cyber Attack.

Financial update:

On February 10, Council allocated up to \$45,000 for hardware/software and labor *to* recover infrastructure. At this point, our known expenses total *to* **\$35,518** as follows:

Hardware: \$1,749

Over-Time Labor: \$7,193

Services and Consultants:

\$ 2,576 - Coveware ransomware negotiations

\$22,000 - IT Solutions. *They have-not invoiced yet, but has spent a total of 414 hours, 72 hours of which are already included in the monthly contract hours, leaving 342 hours @ \$65/hour or \$\$22,230. They will be capping their invoice at \$22,000 for this recovery effort project.*

\$ 2,000 - *We still need to purchase 5 printers at City Hall to replace printers that were connected to the system during the hack. I did not realize that this had not already been done or they would have been ordered by now. We are working on this list now. No replacement hardware is required at Public Works, Fire Department or Police Department.*

Note: We have received an invoice from Polsinelli, the legal counsel that was retained in this matter, in the amount o/\$2,144. However, we have been told by the insurance company not to pay any such invoices until they (insurance company) tells us to. Council had authorized up to \$10,000 for payment to this law firm Polsinelli.

Recovery effort update:

Sandra reports that the steps still needing *to* be completed are as follows:

1. Enter receipts from the month of January 2020;
2. Check *to* see if there are multiple people assigned to a single account;
3. Check the stack of radio reads to see if they are still in the system;
4. Complete all outstanding work orders;
5. Test the data and look for variances;
6. Research variances.

Finance is now estimating to have all this complete and fully operational in order to send out utility bills in July.

Cloud-based software options:

We are still researching pricing and options regarding transitioning to cloud-based versions of our various software packages. We were not quite ready for a comprehensive recommendation for tonight's meeting but am confident we will be able to present a proposal to you in June.

No action necessary and none taken.

CONSIDER RESOLUTION NO. R-051120-2 OF THE CITY OF PORT LAVACA, TEXAS FINDING THAT AEP TEXAS INC.'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTORS TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH THE CITIES SERVED BY AEP TEXAS; AUTHORIZING HIRING OF LEGAL COUNSEL; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL

Councilman Dent made a motion to pass the following:

WHEREAS, the City of Port Lavaca, Texas ("City") is an electric utility customer of AEP Texas Inc. ("AEP" or "Company"), and a regulatory authority with an interest in the rates and charges of AEP; and

WHEREAS, the City is a member of the Cities Served by AEP ("Cities"), a membership of similarly situated cities served by AEP that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in AEP's service area; and

WHEREAS, on or about April 3, 2020 AEP filed with the City an Application to Amend its Distribution Cost Recovery Factor ("DCRF"), PUC Docket No. 50733, seeking to increase electric distribution rates by approximately \$39.87 million (an approximately \$1.83 increase to the average residential customer's bill from the rates just approved in the Company's rate case); and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, Cities are coordinating its review of AEP's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, Cities members and attorneys recommend that members deny the DCRF.

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

Section 1. That the City is authorized to participate with Cities in PUC Docket No. 50733.

Section 2. That subject to the right to terminate employment at any time, the City of hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. That the rates proposed by AEP to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 4. That the Company shall continue to charge its existing rates to customers within the City.

Section 5. That the City's reasonable rate case expenses shall be reimbursed in full by AEP within 30 days of presentation of an invoice to AEP.

Section 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 7. That a copy of this Resolution shall be sent to Melissa Gage, American Electric Power Service Corporation, 400 West 15th Street, Suite 1520, Austin, Texas 78701 and to Thomas Brocato, General Counsel to the Cities, at Lloyd Gosselink Rochelle & Townsend, 816 Congress Ave., Suite 1900, Austin, Texas 78701.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER RESOLUTION NO. R-051120-3 OF THE CITY OF PORT LAVACA, TEXAS TO SUBMIT APPLICATION FOR GRANT FUNDS FROM THE OFFICE OF THE GOVERNOR REGARDING THE COVID-19 RESPONSE EFFORT

Councilman Smith made a motion to pass the following:

A RESOLUTION OF THE CITY OF PORT LAVACA, TEXAS TO SUBMIT APPLICATION FOR GRANT FUNDS FROM THE OFFICE OF THE GOVERNOR REGARDING THE COVID-19 RESPONSE EFFORT.

WHEREAS, The City of Port Lavaca, Texas ("City") finds it in the best interest of the citizens of Port Lavaca, that the COVID-19 RESPONSE EFFORT be operated for the Fiscal Year 2019-2020; and

WHEREAS, The City of Port Lavaca agrees to provide applicable matching funds for the said project as required by the CV-Coronavirus Emergency Supplemental Funding Program grant application; and

WHEREAS, The City of Port Lavaca agrees that in the event of loss or misuse of the Office of the Governor funds, The City of Port Lavaca assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Port Lavaca designates JoAnna P. "Jody" Weaver, Interim City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

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

THAT, the City of Port Lavaca approves submission of the grant application for the COVID-19 RESPONSE EFFORT to the Office of the Governor.

Councilwoman Padron seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER PURCHASE OF AN EMERGENCY GENERATOR, 48KW GENERAC PROTECTOR MODEL NO. RG04845, FOR FIRE STATION NO. 1 AT 1501 W. AUSTIN

Fire Chief Reyes advised Council that Fire Station 1, purchased a Generac 40 AKW back-up generator 18 years ago and because of its age, is becoming a factor in necessary maintenance and repairs. He said since hurricane season is quickly approaching, it was imperative to purchase a generator which will allow Station 1 to be up and running.

He said two electricians have also inspected the generator and both have stated that the Control Head needs to be replaced; however, due to the generator's age, locating parts for this machine will be nearly impossible. Staff obtained bids from the following vendors:

Hayes Electric	Port Lavaca	\$23,199.00
Wendt Services	Victoria	\$24,675.46
Howdy Services	Austin	\$27,940.00

He said there is money budgeted in the Fixed Asset Replacement Fund (FARF) for this purchase and staff recommends the bid from Hayes Electric in the amount of 23,199.00.

Councilman Smith made a motion to pass the following:

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

THAT, in accordance with the recommendation of staff, Council hereby approves the purchase of a Generac 40 AKW emergency generator from Hayes Electric, Port Lavaca, Texas, in the sum of \$23,199.00.

Councilman Ward seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

**CONSIDER APPOINTMENT OF MEMBER(S) TO THE PORT COMMISSION TO
FILL A VACANCY AND SERVE A TERM OF TWO (2) YEARS**

Interim City Manager Weaver advised Council that the City Charter states that the Port Commission, which is created by ordinance by Council, shall consist of not less than five (5), nor more than seven (7) members. She said the Port Commission has been operating with only three (3) members for some time. She has received three (3) Letters of Interest this week, requesting an appointment to serve on the Port Commission. She commented that although the Port Commission has not met to provide a courtesy review/recommendation, these Letters of Interest were placed on this agenda for council's consideration, with the hope that a complete board could be in place by the next Port Commission meeting on May 19, 2020.

The attached Letters of Interest were received in the following order:

- Sue Traylor, who is a registered voter residing in District 3
- Raymond Butler, who is a registered voter residing in District 1
- Jan Regan, who is a registered voter residing in District 3

For reference, the District of residency of the current board members are as follows:

- District 1 Mike McGuire
- District 5 Alex Davila
- District 5 David Roberts

Councilman Ward commented that if three (3) people are appointed, it would mean a total of six (6) members serving and that could result in a tie vote; therefore, he preferred only two (2) people be selected for now and have the minimum of five (5) board members.

Councilwoman Padron commented she would prefer going with all three (3) individuals being appointed just in case one of them was out, it would still leave five (5) members, just like is done with the Finance Committee where there is an extra person to fill in if someone is unable to attend.

Councilman Dent agreed with Councilwoman Padron and said he also wanted to point out that the City would not have Smith Harbor if it had not been for Ms. Regan. He said she saved that at the very last minute and that the City would have lost out on that purchase if she and Mr. Butler hadn't come in at the last minute. He said her expertise in that area is quite valuable. Dent asked the Mayor if it was allowed to counter motion or if a vote had to be taken first.

City Attorney Odefey advised there was no counter motion and a vote had to be taken on the main motion on the floor.

Councilman Ward made a motion to pass the following:

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

THAT, Council hereby appoints the first two (2) people on the list, being Sue Traylor and Raymond Butler, to serve on the Port Commission Board of the City of Port Lavaca, Texas, for a term of two (2) years.

Councilman Barr seconded said motion.

Motion passed by the following vote:

AYES: Smith, Tippit, Ward and Barr

NAYS: Dent and Padron

City Attorney Odefey advised that what could be done was to make a second motion to appoint the third individual. She clarified that the nay votes were not against the two (2) individuals personally, but instead wanted all three (3) people to be appointed.

Councilman Dent made a motion to pass the following:

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

THAT, Council hereby appoints a third person, Jan Regan, to serve on the Port Commission Board of the City of Port Lavaca, Texas, for a term of two years.

Councilwoman Padron seconded said motion.

Motion failed by the following vote:

AYES: Dent and Padron

NAYS: Smith, Tippit, Ward and Barr

CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE A1 STORAGE SUBDIVISION

Interim City Manager Weaver advised Council that he attached subdivision plat was presented to the Planning Board for approval by G&W Engineers, Inc. on behalf of their client, Community Storage Partners, LLC of Victoria, Texas.

Attached is an aerial view of this property, being a screenshot from the Calhoun County Appraisal District webpage. The current use of the property is for rental storage units. The owners are proposing to add another such storage building at the south end of the property. In order to get a building permit, the property must be platted.

Take note of the following concerning the plat:

- The property is platted for Commercial use only and so does not need to show any setback lines.
- The property has access to sewer from Johnny Drive.
- The property has access to a waterline on Johnny Drive as well as an existing 6” public waterline which crosses this property to provide water to the tracts that exist along Main Street. We have no record of when this was done, but most likely it was prior to this tract being split up and sold off in parts. The location of the waterline was generally determined by the Public Works Department and has been depicted on the plat within a 15 ft utility easement which is to be dedicated with this plat.
- The note at the bottom of the plat states:

It is acknowledged that there is an existing 6” public waterline located on this Lot 1. Its location is generally depicted hereon, based upon the best available information at this time. A 15-ft - wide public utility easement is hereby granted centered over the as-built location of this waterline. It is further recognized that there is an existing structure which is encroaching within this 15 ft public utility easement. The City of Port Lavaca acknowledges that this encroachment will be permitted to continue as long as this structure exists and is maintained in good condition. If the structure is ever demolished for any reason, any new or replacement structure will not be permitted to encroach upon this easement.

She said that after review, the Planning Board and Staff recommends approval of this A1 Storage Subdivision Plat as the Preliminary and Final Plat.

Councilwoman Padron made a motion to pass the following:

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

THAT, in accordance with recommendation of the Planning Board and staff, Council hereby approves the Preliminary and Final Plat of the A1 Storage Subdivision, submitted by G&W Engineers, Inc. on behalf of their client, Community Storage Partners, LLC of Victoria, Texas, a copy of which is filed in its entirety in the office of the City Secretary.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE CARRERA SUBDIVISION

Interim City Manager Weaver advised Council that the attached subdivision plat has been presented to the Planning Board for approval by G&W Engineers, Inc. on behalf of their client, Mr. Richard Carrera of Port Lavaca, Texas. For reference, attached is an aerial view of this property, being a screenshot from the Calhoun County Appraisal District webpage.

Take note the following regarding the plat:

- This is platted for residential. There is shown a 25 ft front set-back and 5 ft side setbacks.
- We are asking for half of a 15 ft utility easement (u.e.) be shown along the back-property line (7.5 ft wide) with a building line shown 5 ft from the u.e. line.
- Mr. Carrera's deed extends 15 feet into Ezzell Street, with a 15 ft easement granted at some point. The submitted plat shows this 15 ft being dedicated to the City as street right-of-way for Ezzell Street.

Mr. Carrera is planning to submit a building permit application for a 4-unit efficiency-apartments with a large storage/rec room for his personal use. A building permit cannot be issued unless the property is in a platted subdivision.

She said that after review, the Planning Board and Staff recommends approval of the Carrera Subdivision Plat as the Preliminary and Final Plat.

Councilwoman Padron made a motion to pass the following:

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

THAT, in accordance with recommendation of the Planning Board and staff, Council hereby approves the Preliminary and Final Plat of the Carrera Subdivision, submitted by G&W Engineers, Inc. on behalf of their client, Mr. Richard Carrera of Port Lavaca, Texas, a copy of which is filed in its entirety in the office of the City Secretary.

Councilman Dent seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE MARIO DESILOS SUBDIVISION

Interim City Manager Weaver advised Council that the attached subdivision plat was presented to the Planning Board for approval by G&W Engineers, Inc. on behalf of their client Mario DeSilos of Port Lavaca, Texas.

Attached is an aerial view of this property, being a screenshot from the Calhoun County Appraisal District webpage. The Planning Board and Council approved an RV Park land use for this property in 2017, in conformance with the adopted future Land Use Plan. Mr. DeSilos has been working with the engineering firm Lynn & Associates on construction plans since that time and is nearly ready to begin construction. A building permit cannot be issued until the property is platted as a subdivision.

Weaver commented to take note of the following concerning the plat:

1. A 15 ft wide public utility easement is shown on The property is platted for Commercial use only and so does not need to show any setback lines.
2. The property has access to water and sewer on Henry Barber Way.
3. the plat within which will be constructed a 6" fire line and 2 fire hydrants for the RV Park.
4. According to Mr. DeSilos, the Cornerstone Assembly of God Church has agreed to provide Mr. DeSilos a drainage easement across their property in order to drain the RV Park. Mr. DeSilos has not submitted a copy of the recorded easement yet, so any plat approval for an RV Park would be contingent upon this drainage easement being recorded. The drainage easement is necessary so that the property can drain to the Vela ditch, since there is not adequate drainage capacity available on Henry Barber Way.

5. Although the submitted Plat drawing shows a utility easement along Henry Barber Way (Calhoun Road 101), all the utilities in this area will be private, so no easement is needed, only the 15 ft wide easement along the fire line.

She said that after review, the Planning Board and Staff recommends approval of this Mario DeSilos RV Park Plat as the Preliminary and Final Plat with the following contingencies:

1. That the fire line easement be dimensioned so as to determine the location of the easement which crosses the property at approximately a 1/3rd point along the length of the tract.
2. That the drainage easement granted by Cornerstone Assembly of God Church be accurately represented on the plat and the Volume and Page of it's recording in the Calhoun County Deed Records be cited.

Councilman Dent made a motion to pass the following:

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

THAT, in accordance with recommendation of the Planning Board and staff, Council hereby approves the Preliminary and Final Plat of the DeSilos Subdivision, submitted by G&W Engineers, Inc. on behalf of their client Mario DeSilos of Port Lavaca, Texas and with the following contingencies, a copy of which is filed in its entirety in the office of the City Secretary:

1. That the fire line easement be dimensioned so as to determine the location of the easement which crosses the property at approximately a 1/3rd point along the length of the tract.
2. That the drainage easement granted by Cornerstone Assembly of God Church be accurately represented on the plat and the Volume and Page of it's recording in the Calhoun County Deed Records be cited.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE JANAV SUBDIVISION

Interim City Manager Weaver advised Council that the Planning Board had approved a conceptual plan for the Hampton Inn & Suites development at the regular meeting on June 3, 2019. The attached subdivision plat was presented to the Planning Board for approval by G&W Engineers, Inc. on behalf of their client Janav Investment, LLC of Kingwood, Texas.

Lot 1 of this subdivision is the planned site for a Hampton Inn & Suites Hotel. Attached also is an updated conceptual master plan showing a proposed future hotel behind the Hampton as well as retail shops along SH 35 that were included in the original concept sketch. Also attached is the overall drainage and detention plan and the Site Utilities Plan for the current development.

Weaver commented to note the following on the proposed plat:

1. The City is currently constructing an 8" waterline along SH 35 in front of this subdivision. Both Lots 1 and 2 will have access to this waterline for water service.
2. There is a 15 ft public utility easement shown for the 6" fire line that will serve the Fire Hydrant in front of the Hotel on Lot 1.
3. Sewer service is from the sewer line on SH 238. There is a 15 ft private utility easement that the developers have to extend their private sewer line from SH 238 to their property and then a 10 ft private sewer easement across Lot 2 to provide sewer to Lot 1 and across Lot 1 to provide sewer to the western portion of Lot 2.
4. There is a Detention Reserve in which a detention pond will be constructed to serve both Lots 1 and 2.
5. There is a 15 ft private storm sewer easement from Lot 1 across Lot 2 to the Detention Reserve so Lot 1 drainage can flow to the detention pond.
6. There is a 15 ft private storm sewer easement from the Detention Reserve to the R-O-W of SH 35. This allows the detained stormwater from both Lots 1 and 2 to drain to the TxDOT storm sewer system.
7. This Subdivision is for Commercial Use only, so building setbacks are not required.

Other comments:

- a. Although the concept plans indicate a driveway to the bridge across the privately owned drainage ditch, there is no permission at this time for use of this bridge in this development, so such a driveway will not be constructed until such permission is granted.
- b. Because permission to drain directly to the privately owned drainage ditch was not granted, the developers are draining the property to the TxDOT drainage system on SH 35 with required detention.
- c. At the time that a second hotel is being considered, the developers will need to replat the property to include any required public utility easements for future water and/or fire line extensions.
- d. TxDOT has approved the proposed drainage plans.
- e. The construction plans have been approved by the City's third-party permitting service, Bureau Veritas.
- f. The developer is hoping to begin construction in July.
- g. The land is in the name of Janav Investment, LLC as of 2/20/2020 Deed # 2020-00639.

Weaver said Staff has reviewed the proposed subdivision plat, and although the property does not currently have access to water, the City of Port Lavaca is providing that as an economic incentive and the construction contract has been signed and work will start soon; therefore, the Planning Board and Staff recommends approval of this plat as a Preliminary and Final Plat.

Councilman Ward made a motion to pass the following:

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

THAT, in accordance with recommendation of the Planning Board and staff, Council hereby approves the Preliminary and Final Plat of the Janav Subdivision, submitted by G&W Engineers, Inc. on behalf of their client Janav Investment, LLC of Kingwood, Texas, a copy of which is filed in its entirety in the office of the City Secretary

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

CONSIDER HIRING THREE (3) ADDITIONAL TEMPORARY PART-TIME EMPLOYEES AT LIGHTHOUSE BEACH FOR 2019-2020 FISCAL YEAR

Interim City Manager Weaver advised Council that now that the Lighthouse Beach has been opened, staff is requesting to add three (3) temporary part-time employee positions in order to man the Kiosk at the Lighthouse Beach entrance from 9:00 a.m. to 6:00 p.m. daily. She said the last several years, the Kiosk had been manned by the Camp Host; however, that system of operations was ended last summer. She said former City Manager DiLiberio had recently worked with the Senior Accountant, Blake Buller, to hire one (1) part-time position to man the Kiosk on the weekends. These employees would be paid out of the Lighthouse Beach Fund.

Weaver said staff would like to hire two (2) additional part-time employees in order to work the Kiosk full-time throughout the week, especially if there is an admission charge. She said information received today is that there have been sixty-five (65) people that have purchased a year-long pass.

Councilman Dent asked how a transaction was managed when visitors paid by cash. Senior Account Blake Buller responded that the Kiosk employee takes the cash and at the end of the day, they list the cash, put the cash in a locked money-bag, take it to the Police Department and drop the locked money-bag there. He said the LHB employee then places the key to the money bag in the Finance lock box. When he comes in on Monday, he counts the money. He said the LHB employee makes a receipt for every person that comes to the park and marks it as a day pass or an annual pass and everything else goes through him.

There was a lengthy discussion among council members as to various ways that could be utilized for logging the amount of persons going into the park and monies collected. There was also discussion about letting people go in free of charge and letting them enjoy the beach.

Councilman Dent made a motion to pass the following:

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

THAT, Council accept the proposal with the assumption that staff collect some statistical data to determine when the peak times are during the day on weekends versus weekdays and then evaluate the data around the middle of August to make a better determination moving forward.

Councilman Ward seconded said motion.

Mayor Whitlow announced that Councilman Ward had already made a motion to hire three (3) part-time employees and asked Ward if he wanted to continue and the response from Councilman Ward was that he would withdraw his motion. Mayor asked for a vote on the main motion from Councilman Dent.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:

- **FOR CONSULTATION WITH THE CITY ATTORNEY IN ACCORDANCE WITH TITLE 5, SECTION 551.071 (1) OF THE TEXAS GOVERNMENT CODE REGARDING THE FOLLOWING LITIGATION: CAUSE NO. 2020-CV-3947-DC, CITY OF PORT LAVACA, TEXAS VS. KEVIN NEVAREZ, IN THE 24TH JUDICIAL DISTRICT COURT OF CALHOUN COUNTY, TEXAS.**

Mayor Whitlow announced that Council would retire into closed session at 8:37 p.m.

RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION

Mayor Whitlow announced that Council was back in open session at 9:09 p.m. and there would be action taken in regard to matters discussed in closed session.

Councilman Ward made a motion to pass the following:

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

THAT, the settlement offer from Kevin Nevarez is approved and authorizes its release and be it further resolved that the Mayor's signature is hereby authorized to execute all instruments necessary to effect such agreement.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

ADJOURN

Councilman Smith made a motion to adjourn the meeting

Councilman Ward seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

Meeting adjourned at 9:14 P.M.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

PUBLIC NOTICE IS HEREBY GIVEN THAT DUE TO COVID-19 CONCERNS AND IN ACCORDANCE WITH THE GOVERNOR'S ORDERS AND RECOMMENDATIONS, THE CITY OF PORT LAVACA, TEXAS, CITY COUNCIL MEETING **IS CLOSED TO THE PUBLIC.**

INSTEAD, THE CITY COUNCIL WILL BE UTILIZING **“ZOOM MEETING AND FACEBOOK LIVE TRANSMISSION”** ON THE **CITY OF PORT LAVACA'S FACEBOOK PAGE** BEGINNING AT **6:30 P.M. CENTRAL TIME ON MONDAY, MAY 11, 2020.**

YOU MAY MAKE PUBLIC COMMENTS AS YOU WOULD AT A MEETING ON ZOOM BY LOGGING ON WITH YOUR COMPUTER AND/OR SMART PHONE AS DESCRIBED IN THE ZOOM INVITATION BELOW OR ON FACEBOOK LIVE THROUGH THE COMMENT SECTION, WHICH WILL BE MONITORED AND ANSWERED. AS APPROPRIATE.

BELOW IS THE INFORMATION TO LOG ONTO THE ZOOM MEETING:

TOPIC: CITY OF PORT LAVACA REGULAR CITY COUNCIL MEETING

DATE/TIME: MONDAY, MAY 11, 2020 AT 6:30 P.M. CENTRAL TIME (US AND CANADA)

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/88000957319?pwd=bmFJR25MWDJYcVNGaUhLVnFhbVpmQT09>

Meeting ID: 880 0095 7319

Password: 444959

One tap mobile

+13462487799,,88000957319#,,1#,444959# US (Houston)

Dial by your location

+1 346 248 7799 US (Houston)

THE FOLLOWING ITEM WILL BE ADDRESSED AT THIS OR ANY OTHER MEETING OF THE CITY COUNCIL UPON THE REQUEST OF THE MAYOR, ANY MEMBER(S) OF COUNCIL AND/OR THE CITY ATTORNEY:

ANNOUNCEMENT BY THE MAYOR THAT COUNCIL WILL RETIRE INTO CLOSED SESSION FOR CONSULTATION WITH CITY ATTORNEY ON MATTERS IN WHICH THE DUTY OF THE ATTORNEY TO THE CITY COUNCIL UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT (TITLE 5, CHAPTER 551, SECTION 551.071(2) OF THE TEXAS GOVERNMENT CODE).

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

- CALL TO ORDER
- INVOCATION
- PLEDGE OF ALLEGIANCE
- COMMENTS FROM THE PUBLIC
(Limited to 3 minutes per individual unless permission to speak longer is received in advance)

AGENDA: (COUNCIL WILL CONSIDER/DISCUSS THE FOLLOWING ITEMS AND TAKE ANY ACTION DEEMED NECESSARY)

1. CONDUCT CANVASS OF MAY 02, 2020 GENERAL ELECTION RETURNS AND ANNOUNCE OFFICIAL VOTES
2. CONSIDER RESOLUTION NO. R-051120-1E CERTIFYING RETURNS OF THE MAY 02, 2020 GENERAL ELECTION AND DECLARING CANDIDATES DULY ELECTED
3. ADMINISTER OATHS OF OFFICE AND ISSUE CERTIFICATES OF ELECTION TO NEWLY ELECTED OFFICIALS TO THE PORT LAVACA CITY COUNCIL TO-WIT:
 - MAYOR, AT-LARGE POSITION, FOR A TERM OF TWO (2) YEARS
 - COUNCIL MEMBER, SINGLE DISTRICT NO. 1, FOR A TERM OF 3 YEARS
 - COUNCIL MEMBER, SINGLE DISTRICT NO. 3, FOR A TERM OF 3 YEARS
4. CONSIDER ELECTION OF MAYOR PRO TEM BY COUNCIL MEMBERS IN ACCORDANCE WITH SECTION 3.04 OF THE CITY OF PORT LAVACA HOME RULE CHARTER
5. CONSENT AGENDA
 - (A) MINUTES OF APRIL 13, 2020 REGULAR MEETING
 - (B) PAYMENT OF INVOICES EXCEEDING \$1,500

(C) RATIFICATION OF THE FOLLOWING PORT COMMISSION LEASES:

NAUTICAL LANDINGS MARINA

1. RICK LEWIS DBA PORT LAVACA PLUMBING
SUITE 1-D (222 SQ FT)

HARBOR OF REFUGE

2. T.W. LA QUAY MARINE, LLC
TRACTS 3 (4.3 ACRES)
3. T.W. LA QUAY MARINE, LLC
TRACTS 11, 12, AND ADDITIONAL UNLABELED LAND (SOUTH
OF TRACT 12) (13.5 ACRES)
4. HELENA AGRI-ENTERPRISES, LLC
TRACTS 6, 7, 8, 9 AND 18 (9.397 ACRES)
5. RLB CONTRACTING, INC.
TRACTS 16, 17, AND 17A (26 ACRES)

CITY HARBOR

6. MILLER SEAFOOD CO., INC.
CITY HARBOR TRACTS 3, 4, 5, 6, 12 PLUS 50 FT OF DOCKAGE
ALONG THE SW SECTION OF BULKHEAD AT TRACT 11
7. RAFAEL BRISENO
CITY HARBOR DOCK 2A
8. JOHN TESVICH DBA WILD REEF SEAFOOD, LLC
CITY HARBOR TRACTS 7, 8, AND 11
9. PRESTIGE OYSTERS, INC.
CITY HARBOR TRACT 10
10. BIG BEAR SHRIMP AND SEAFOOD
CITY HARBOR SLIP NO. 1
11. GORDON MC ELVANY DBA POOR BOYS BAIT
0.15 ACRE OF PORT LAVACA

6. RECEIVE PRESENTATION OF THE FINAL TECHNICAL MEMORANDUM REPORT FROM RON CASS, OF AECOM, REGARDING THE PORT LAVACA TREATMENT PLANT EVALUATION
7. RECEIVE UPDATED REPORT ON CITY COMPUTER STATUS SINCE CYBER ATTACK
8. CONSIDER RESOLUTION NO. R-051120-2 OF THE CITY OF PORT LAVACA, TEXAS FINDING THAT AEP TEXAS INC.'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTORS TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH THE CITIES SERVED BY AEP TEXAS; AUTHORIZING HIRING OF LEGAL COUNSEL; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL

9. CONSIDER RESOLUTION NO. R-051120-3 OF THE CITY OF PORT LAVACA, TEXAS TO SUBMIT APPLICATION FOR GRANT FUNDS FROM THE OFFICE OF THE GOVERNOR REGARDING THE COVID-19 RESPONSE EFFORT
10. CONSIDER PURCHASE OF AN EMERGENCY GENERATOR, 48KW GENERAC PROTECTOR MODEL NO. RG04845, FOR FIRE STATION NO. 1 AT 1501 W. AUSTIN
11. CONSIDER APPOINTMENT OF MEMBER(S) TO THE PORT COMMISSION TO FILL A VACANCY AND SERVE A TERM OF TWO (2) YEARS
12. CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE A1 STORAGE SUBDIVISION
13. CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE CARRERA SUBDIVISION
14. CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE MARIO DESILOS SUBDIVISION
15. CONSIDER RECOMMENDATION OF THE PLANNING BOARD FOR APPROVAL OF THE PRELIMINARY AND FINAL PLAT OF THE JANAV SUBDIVISION
16. CONSIDER HIRING THREE (3) ADDITIONAL TEMPORARY PART-TIME EMPLOYEES AT LIGHTHOUSE BEACH FOR 2019-2020 FISCAL YEAR
17. ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:
 - FOR CONSULTATION WITH THE CITY ATTORNEY IN ACCORDANCE WITH TITLE 5, SECTION 551.071 (1) OF THE TEXAS GOVERNMENT CODE REGARDING THE FOLLOWING LITIGATION: CAUSE NO. 2020-CV-3947-DC, CITY OF PORT LAVACA, TEXAS VS. KEVIN NEVAREZ, IN THE 24TH JUDICIAL DISTRICT COURT OF CALHOUN COUNTY, TEXAS.
18. RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION

ADJOURN

JACK WHITLOW, MAYOR

CERTIFICATION OF POSTING NOTICE

THIS IS TO CERTIFY THAT THE ABOVE NOTICE OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF PORT LAVACA, SCHEDULED FOR MONDAY, MAY 11, 2020, BEGINNING AT 6:30 P.M., WAS POSTED AT CITY HALL, EASILY ACCESSIBLE TO THE PUBLIC, AS OF 6:00 P.M. FRIDAY, MAY 08, 2020.

MANDY GRANT,
CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSENT AGENDA:

(B) MINUTES OF MAY 14, 2020 SPECIAL MEETING

INFORMATION:

CONSENT AGENDA ITEM
ALPHA NUMBER B

STATE OF TEXAS §
COUNTY OF CALHOUN §
CITY OF PORT LAVACA §

On this the 14th day of May, 2020, due to the COVID-19 concerns and in accordance with the Governor's Orders and recommendations, the City Council of the City of Port Lavaca, Texas, convened in special session at 5:30 p.m. by utilizing "Zoom Meeting and Facebook Live Transmission" on the City of Port Lavaca's Facebook page beginning at 5:30 p.m. Central Time on Thursday, May 14, 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/85986450039?pwd=SEtjQzVJTkVMbEi0RGNTYtZQdkREQT09>

Meeting ID: 859 8645 0039

Password: 027845

One Tap Mobile

+13462487799, 85986450039#, 1#,027845# US (HOUSTON)

Dial by your location

+1 346 248 7799 US (Houston)

The following City Council Members participated by Zoom and were in attendance:

Jack Whitlow	Mayor
Jerry Smith	Councilman, District 1
Tim Dent	Councilman, District 2
Allen Tippit	Councilman, District 3
Rosie G. Padron	Councilwoman, District 4, Mayor Pro Tem
Jim Ward	Councilman, District 5
Ken Barr	Councilman, District 6

And with the following absent:

None

Constituting a quorum for the transaction of business, at which time the following business was transacted:

CALL TO ORDER

- Mayor Whitlow called the meeting to order at 5:33 P.M. and presided.
- Mayor asked for comments from the public and there were none.

ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:

- **TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH TITLE 5, SECTION 551.074 OF THE TEXAS GOVERNMENT CODE (TO DISCUSS APPOINTMENT, EMPLOYMENT, EVALUATION, RESPONSIBILITIES AND DUTIES, REASSIGNMENT, DISCIPLINE OR DISMISSAL OF AN OFFICER OR EMPLOYEE, OR TO HEAR A COMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE [CITY MANAGER/INTERIM CITY MANAGER])**

Mayor Whitlow announced that Council would retire into closed session at 5:33 p.m.

RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION

Mayor Whitlow announced that Council was back in open session at 7:28 p.m. and there would be action taken in regard to matters discussed in closed session.

Councilman Dent made a motion to pass the following:

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

THAT, authorization is given to Interim City Manager Jody Weaver to consult with Mr. Richard Morton on matters pertaining to the City for a value of up to \$5,000 at a rate to be determined by Interim City Manager Weaver.

Councilman Smith seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

Councilman Dent made a motion to pass the following:

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

THAT, authorization is given to Interim City Manager Weaver and City Attorney Odefey to negotiate an Interim City Manager Agreement with Mr. Richard Morton.

Councilman Barr seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

ADJOURN

Councilman Ward made a motion to adjourn the meeting

Councilman Barr seconded said motion.

Motion passed by the following vote:

AYES: Smith, Dent, Tippit, Padron, Ward and Barr

NAYS: None

Meeting adjourned at 7:32 P.M.

Jack Whitlow, Mayor

ATTEST:

Mandy Grant, City Secretary

PUBLIC NOTICE IS HEREBY GIVEN THAT DUE TO COVID-19 CONCERNS AND IN ACCORDANCE WITH THE GOVERNOR'S ORDERS AND RECOMMENDATIONS, THE CITY OF PORT LAVACA, TEXAS, CITY COUNCIL MEETING **IS CLOSED TO THE PUBLIC.**

INSTEAD, THE CITY COUNCIL WILL BE UTILIZING **“ZOOM MEETING AND FACEBOOK LIVE TRANSMISSION”** ON THE **CITY OF PORT LAVACA'S FACEBOOK PAGE** BEGINNING AT **5:30 P.M. CENTRAL TIME ON THURSDAY, MAY 14, 2020.**

YOU MAY MAKE PUBLIC COMMENTS AS YOU WOULD AT A MEETING ON ZOOM BY LOGGING ON WITH YOUR COMPUTER AND/OR SMART PHONE AS DESCRIBED IN THE ZOOM INVITATION BELOW OR ON FACEBOOK LIVE THROUGH THE COMMENT SECTION, WHICH WILL BE MONITORED AND ANSWERED. AS APPROPRIATE.

BELOW IS THE INFORMATION TO LOG ONTO THE ZOOM MEETING:

TOPIC: CITY OF PORT LAVACA SPECIAL CITY COUNCIL MEETING

DATE/TIME: THURSDAY, MAY 14, 2020 AT 5:30 P.M. CENTRAL TIME (US AND CANADA)

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/85986450039?pwd=SEtjQzVJTkVMbEi0RGNTYtZQdkREQT09>

MEETING ID: 859 8645 0039

PASSWORD: 027845

ONE TAP MOBILE

+13462487799, 85986450039#, 1#,027845# US (HOUSTON)

DIAL BY YOUR LOCATION

+1 346 248 7799 US (HOUSTON)

- CALL TO ORDER
- COMMENTS FROM THE PUBLIC

(Limited to 3 minutes per individual unless permission to speak longer is received in advance)

AGENDA: (COUNCIL WILL CONSIDER/DISCUSS THE FOLLOWING ITEMS AND TAKE ANY ACTION DEEMED NECESSARY)

1. ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:
 - TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH TITLE 5, SECTION 551.074 OF THE TEXAS GOVERNMENT CODE (TO DISCUSS APPOINTMENT, EMPLOYMENT, EVALUATION, RESPONSIBILITIES AND DUTIES, REASSIGNMENT, DISCIPLINE OR DISMISSAL OF AN OFFICER OR EMPLOYEE, OR TO HEAR A COMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE [CITY MANAGER/INTERIM CITY MANAGER])
2. RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION

ADJOURN

JACK WHITLOW, MAYOR

CERTIFICATION OF POSTING NOTICE

THIS IS TO CERTIFY THAT THE ABOVE NOTICE OF A SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF PORT LAVACA, SCHEDULED FOR THURSDAY, MAY 14, 2020, BEGINNING AT 5:30 P.M., WAS POSTED AT CITY HALL, EASILY ACCESSIBLE TO THE PUBLIC, AS OF 5:00 P.M. MONDAY, MAY 11, 2020.

MANDY GRANT,
CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSENT AGENDA:

(C) PAYMENT OF INVICES EXCEEDING \$1,500

INFORMATION:

CONSENT AGENDA ITEM
ALPHA NUMBER C

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-101855 THIRKETTLE CORPORATION					
INV INV0077468	4/14/2020	5/13/2020	COMPOUND METER	UTILITY MAINTENANCE	\$4,560.53
	5/13/2020	54584			
01-103056 CH2M HILL ENGINEERS, INC					
INV D3364100001	4/21/2020	5/13/2020	LIGHTHOUSE BEACH FISHING PIER	LIGHTHOUSE BEACH	\$14,670.00
	5/13/2020	54595			
01-101233 CIVILCORP, LLC					
INV 159186	5/20/2020	5/27/2020	CAPITAL IMPROVEMENT	STREETS	\$2,750.00
	5/27/2020	54702	JACKSON FR AUSTIN TO 3RD		
INV 159194	5/20/2020	5/27/2020	CAPITAL IMPROVEMENT	STREETS	\$29,680.00
	5/27/2020	54704	GEORGE STREET RECONSTRUCTION		
01-102798 DATA FLOW SYSTEMS, INC.					
INV 79384	12/12/2019	5/13/2020	SERVER UPGRADE	WWTP	\$6,955.00
	5/13/2020	54606			
01-102609 DATAPROSE, LLC					
INV DP2007436	4/30/2020	5/13/2020	UTILITY BILLING MAILERS	UTILITY BILLING	\$3,063.34
	5/13/2020	54607			

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-103813 TURNOUT TOPCO DBA BACK DRAFT					
INV INV202013474	4/2/2020 5/27/2020	5/27/2020 54715	BASIC PLUS STATION PLAN	FIRE DEPARTMENT	\$3,750.00
01-102882 FRONTIER SOUTHWEST INC					
INV 18830907065/052020	5/10/2020 5/27/2020	5/27/2020 54719	PHONE CHARGES MAY 2020	ALL DEPARTMENTS	\$2,083.54
01-102490 U.S. BANK NATIONAL ASSOCIATION					
INV 04/2020	4/24/2020 5/13/2020	5/13/2020 54618	FUEL APRIL 2020	ALL DEPARTMENTS	\$3,511.11
01-103228 GEM ASSET ACQUISITION LLC					
INV INV1060055	4/23/2020 5/27/2020	5/27/2020 54721	PAVEMENT PATCH BLACK	STREETS	\$1,581.25
01-102645 GEXA ENERGY, LP					
INV 30522271-4	4/25/2020 5/13/2020	5/13/2020 54620	ELECTRICITY SERVICES APRIL 2020	ALL DEPARTMENTS	\$30,986.69
01-100526 GONZALES CONTRACTING INC					
INV 20-110	4/28/2020 5/13/2020	5/13/2020 54621	DEMO OF UPPER DOCK CITY HARBOR	PORT REVENUE FUND	\$4,800.00

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-100186 GUADALUPE BLANCO RIVER					
INV S1007225	5/12/2020 5/13/2020	5/13/2020 54626	WATER PURCHASED APRIL 2020	UTILITY BILLING	\$93,373.73
01-100187 GUADALUPE BLANCO RIVER					
INV S1007172	5/11/2020 5/13/2020	5/13/2020 54627	STORED WATER IN CANYON LAKE	UTILITY BILLING	\$22,549.33
01-103286 GULF HYDROGRAPHIC & COASTAL CONSULTING LLC					
INV 1058	4/30/2020 5/13/2020	5/13/2020 54629	HARBOR OF REFUGE PERMIT	PORT REVENUE FUND	\$3,000.00
01-100203 HAHN EQUIPMENT COMPANY INC					
INV 106283	4/7/2020 5/27/2020	5/27/2020 54725	SERVICE CONTRACT	WWTP	\$6,503.00
01-100208 HAYES ELECTRIC SERVICE					
INV A2200522-01	5/22/2020 5/27/2020	5/27/2020 54726	GENERATOR	FIRE DEPARTMENT	\$23,199.00
01-100260 LESTER CONTRACTING, INC					
INV 1800702	4/30/2020 5/13/2020	5/13/2020 54637	FEMA- TREE REMOVAL	NON-DEPARTMENTAL	\$24,500.00

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-102904 JESSE JAMES LLC					
INV 1513	5/7/2020 5/27/2020	5/27/2020 54731	IT SERVICES 5/7/20-6/6/20 PD	TECHNOLOGY (POLICE DEPARTMENT)	\$1,610.00
01-103803 MAGNOLIA LIGHTING & ELECTRIC					
INV APP 1	5/8/2020 5/13/2020	5/13/2020 54639	LIGHTING IMPROVEMENTS SECO #CL362	ALL DEPARTMENTS	\$64,344.63
INV APP 2	5/22/2020 5/27/2020	5/27/2020 54734	LIGHTING IMPROVEMENTS SECO #CL362	ALL DEPARTMENTS	\$33,139.77
01-102016 MARVELOUS GARDENS INC.					
INV 3450	5/15/2020 5/27/2020	5/27/2020 54736	HIGHWAY MEDIAN	STREETS	\$3,010.00
01-100661 MERCER CONSTRUCTION COMPANY					
INV 04101	5/7/2020 5/27/2020	5/27/2020 54740	EMERGENCY BORE	UTILITY MAINTENANCE	\$1,800.00
01-102948 MARTIN GARCIA PEREZ					
INV 001668	5/12/2020 5/13/2020	5/13/2020 54641	SIDEWALK PROJECT HOUSTON STREET	STREETS	\$38,000.00

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-102948 MARTIN GARCIA PEREZ (CONT)					
INV 001668-1	5/12/2020 5/13/2020	5/13/2020 54641	SIDEWALK PROJECT HOUSTON STREET	STREETS	\$78,000.00
01-1 MISCELLANEOUS					
INV 202005219154	5/18/2020 5/27/2020	5/27/2020 54735	MARIN, FREDDIE: BAUER REFUND EVENT CANCELLED	BAUER	\$1,500.00
01-103028 AVENU MUNISERVICES					
INV INV06-008756	4/30/2020 5/13/2020	5/13/2020 54645	HOTEL ADMINISTRATION FEES	HOTEL OCCUPANCY TAX	\$1,800.00
01-102309 REPUBLIC SERVICES #847					
INV 0847-001079110	4/30/2020 5/27/2020	5/27/2020 54756	DISPOSAL RECYCLING CONTAINERS	NON DEPARTMENTAL	\$2,564.05
INV 0847-001080194	5/11/2020 5/13/2020	5/13/2020 54656	GARBAGE COLLECTION	NON DEPARTMENTAL	\$59,414.69
01-103137 SHAFFER, WILLIAM W.					
INV 202005269157	5/22/2020 5/27/2020	5/27/2020 54760	EMPLOYMENT INCENTIVES TUITION REIMBURSEMENT	HUMAN RESOURCES	\$1,993.13

A/P COUNCIL REPORT FOR INVOICES OVER \$1,500.00 -
MAY 2020

VENDOR/INVOICE #	ITEM DT/ POST DT	PAY DT/ CHECK #	DESCRIPTION	DEPARTMENT	AMOUNT
01-102131 SIDDON'S MARTIN EMERGENCY REPORTING					
INV 19404538A	1/9/2020 5/27/2020	5/27/2020 54762	ENGINE 1 REPAIR	FIRE DEPARTMENT	\$3,104.90
INV 19404538B	1/9/2020 5/27/2020	5/27/2020 54762	CYLINDERS	FIRE DEPARTMENT	\$1,832.14
01-102305 TEXAS DISPOSAL SYSTEMS, INC					
INV 5383567	4/30/2020 5/27/2020	5/27/2020 54763	SLUDGE DISPOSAL APRIL 2020	WWTP	\$2,196.18
01-100419 TML - IEBP					
INV 05/2020	5/4/2020 5/13/2020	5/13/2020 54666	HEALTH/DENTAL INSURANCE	ALL DEPARTMENTS	\$53,994.39
01-100444 UNION PACIFIC RAILROAD CO					
INV 306163085	4/1/2020 5/13/2020	5/13/2020 54672	LEASE RENT	NON DEPARTMENTAL	\$2,388.11
01-102134 VICTORIA ENGINEERING					
INV 16326	5/4/2020 5/13/2020	5/13/2020 54673	DOCK REPAIRS PRELIMINARY	PORT REVENUE FUND	\$2,205.00
TOTAL INVOICES PAID OVER \$1500.00					\$634,413.51

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSENT AGENDA:

(D) RATIFICATION OF THE FOLLOWING PORT COMMISSION LEASES:

NAUTICAL LANDINGS BUILDING

-
1. SOMETHING MORE INC. (TANIA FRENCH)
SUITE 4 EXPIRES ON SEPTEMBER 31, 2020

 2. SOMETHING MORE INC. (TANIA FRENCH)
SUITE 4 ONE (1) YEAR EXTENSION

 3. TESTENGEER, INC.
SUITE 2 ONE (1) MONTH EXTENSION

HARBOR OF REFUGE

-
4. CONTRACT WITH GONZALES CONTRACTING FOR \$1,000 PER DAY FOR AN ESTIMATED 15 DAYS TO CLEAR BRUSH AND DEBRIS AT THE HARBOR OF REFUGE
-

CONSENT AGENDA ITEM
ALPHA NUMBER D

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM_ 1-D

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: CONSENT AGENDA – PORT COMMISSION ACTIONS

1. Something More Media, Inc. – This is a lease that was originally signed on May 1, 2018 but was never ratified by the Council. I did not include this one with the leases I brought to Council last month, because there were multiple typos and errors and conflicts in the document. We got those resolved at the May Port Commission Meeting, so it is ready for ratification by Council.

The Lease is for Suite 4; Term: May 1, 2018 – September 30, 2020;
Rent: \$475/mo adjusted annually with the MCI; one year lease option with 60 day notification

2. Tania requested and Port Commission approved a one-year extension from Oct 1, 2020- Sept 30, 2021
3. Testengeer did not renew their lease for Suite 2, but requested and Port Commission approved extending the lease for one additional month to the end of June 2020.
4. Port Commission approved contracting with Gonzales Contracting for \$1,000/day for an estimated 15 days to clear brush and debris at the west end of the south side of the Harbor of Refuge. This area, once cleared, will be the new home for the brush pile. This location will eliminate the need for Republic trucks to travel down the road to the gun range and continually damage it.

Office Lease

Date: May 1, 2018

Landlord:

CITY OF PORT LAVACA, TEXAS, a home rule municipality duly incorporated under the laws of the State of Texas.

Landlord's Address:

CITY OF PORT LAVACA, TEXAS
202 N. Virginia
Port Lavaca, Texas 77979

Tenant:

Something More Media

Tenant's Address:

Tania French dba Something More Media
106 South Commerce St. Suite 4 Port Lavaca, Texas 77979

Premises:

Approximate square feet: 694 square feet
Name of Building: Nautical Landings Marina
Street address/suite: 106 S. Commerce, Suite 4
City, state, zip: Port Lavaca, Texas 77979

Term (months): 29

Commencement Date: May 1, 2018

Termination Date: September 30, 2020

This lease is for a term of 29 months commencing on May 1, 2018 and continuing until September 30, 2020. Tenant shall have the right with sixty (60) days advance notice to City to exercise a one (1) one year option to extend this Lease with rental pricing to be adjusted at that time commensurate with the Municipal Cost Index.

Base Rent (monthly): \$475.00, adjusted annually beginning May 1, 2019.

Tenant will assume 40% of the electrical cost of the meter shared by Suite 4 and Suite 3, which will be billed from the City monthly, 30 days in arrears.

Tenant will be responsible for facilitating the rentals in the Nautical Landing Conference Room to assure that renters adhere to the rules established for use of the facility.

Security Deposit: \$0

Permitted Use: Business establishment


Tenant's Insurance: As required by Insurance Addendum

Landlord's Insurance: As required by Insurance Addendum

Tenant's Rebuilding Obligations: If the Premises are damaged by fire or other elements, Tenant will be responsible for repairing or rebuilding the following leasehold improvements: All partitions, walls, ceiling systems, wiring, light fixtures, floors, finishes, wall coverings, floor coverings, signs, doors, hardware, windows, window coverings, plumbing, heating, ventilating, and air-conditioning equipment, and other improvements originally installed in the Premises by Tenant.

Definitions

"Agent" means agents, contractors, employees, licensees, and, to the extent under the control of the principal, invitees.

~~"Building Operating Hours" means 8:00 a.m. to 11:00 p.m. Monday through Friday, except holidays.~~ 

"Common Areas" means all facilities and areas of the Building and Parking Facilities and the related land that are intended and designated by Landlord from time to time for the common, general, and nonexclusive use of all tenants of the Building. Landlord has the exclusive control over and right to manage the Common Areas.

"Injury" means (1) harm to or impairment or loss of property or its use, (2) harm to or death of a person, or (3) "personal and advertising injury" as defined in the form of liability insurance Tenant is required to maintain.

"Operating Expenses" means all reasonable expenses, including real property taxes, that Landlord pays in connection with the ownership, operation, and maintenance of the building, except principal and interest on any debt, expenditures classified as capital expenditures for federal income tax purposes, and expenses for which Tenant is required to reimburse Landlord.

"Rent" means Base Rent plus any other amounts of money payable by Tenant to Landlord.

Clauses and Covenants

A. Tenant agrees to -

1. Lease the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.
2. Accept the Premises in their present condition "AS IS," the Premises being currently suitable for the Permitted Use.
3. Obey (a) all laws relating to Tenant's use, maintenance of the condition, and occupancy of the Premises and Tenant's use of any Common Areas in the Building; (b) any requirements imposed by utility companies serving or insurance companies covering the Premises or Building; and (c) any rules and regulations for the Building and Common Areas adopted by Landlord.
4. Pay monthly, in advance, on the first day of the month, the Base Rent to Landlord at Landlord's Address.
5. Pay a late charge of 5 percent of any Rent not received by Landlord by the tenth day after it is due.
6. Obtain and pay for all utility services used by Tenant and not provided by Landlord.
7. Allow Landlord to enter the Premises to perform Landlord's obligations, inspect the Premises, and show the Premises to prospective purchasers or tenants.
8. Repair, replace, and maintain any part of the Premises that Landlord is not obligated to repair, replace, or maintain, normal wear accepted.
9. Submit in writing to Landlord any request for repairs, replacement, and maintenance that are the obligations of Landlord.
10. If requested, deliver to Landlord a financing statement perfecting the security interest created by this lease.
11. Vacate the Premises and return all keys to the Premises on the last day of the Term.
12. On request, execute an estoppel certificate that states the Commencement Date and Termination Date of the lease, identifies any amendments to the lease, describes any rights to extend the Term or purchase rights, lists defaults by Landlord, and provides any other information reasonably requested.

13. Arrange with Landlord in advance for any heating, air-conditioning, or electrical needs in excess of the services provided by Landlord and pay for such additional services as billed by Landlord.

14. INDEMNIFY, DEFEND, AND HOLD LANDLORD, AND ITS RESPECTIVE AGENT, HARMLESS FROM ANY INJURY (AND ANY RESULTING OR RELATED CLAIM, ACTION, Loss, LIABILITY, OR REASONABLE EXPENSE, INCLUDING ATTORNEY'S FEES AND OTHER FEES AND COURT AND OTHER COSTS) OCCURRING IN ANY PORTION OF THE PREMISES. THE INDEMNITY CONTAINED IN THIS PARAGRAPH (a) IS INDEPENDENT OF TENANT'S INSURANCE, (b) WILL NOT BE LIMITED BY COMPARATIVE NEGLIGENCE STATUTES OR DAMAGES PAID UNDER THE WORKERS' COMPENSATION ACT OR SIMILAR EMPLOYEE BENEFIT ACTS, (c)

WILL SURVIVE THE END OF THE TERM, AND (d) WILL APPLY EVEN IF AN INJURY IS CAUSED WHOLE OR IN PART BY THE ORDINARY NEGLIGENCE OR STRICT LIABILITY OF LANDLORD BUT WILL NOT APPLY TO THE EXTENT AN INJURY IS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF LANDLORD, AND ITS RESPECTIVE AGENTS.

B.Tenant agrees not to -

1. Use the Premises for any purpose other than the Permitted Use.
2. Create a nuisance.
3. Interfere with any other tenant's normal business operations or Landlord's management of the Building.
4. Permit any waste.
5. Use the Premises in any way that would increase insurance premiums, or would void insurance on the Building.
6. Change Landlord's lock system.
7. Alter the Premises.
8. Allow a lien to be placed on the Premises.
9. Assign this lease or sublease any portion of the Premises without Landlord's written consent.

C. Landlord agrees to -

1. Lease to Tenant the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.
2. Obey all laws with respect to Landlord's operation of the Building and Common Areas.
3. Repair, replace, and maintain the (a) roof, (b) foundation, (c) Common Areas, (d) structural soundness of the exterior walls, doors, corridors, and windows, and (e) other structures or equipment serving the Premises.

D. Landlord agrees not to -

1. Interfere with Tenant's possession of the Premises as long as Tenant is not in default.
2. Unreasonably withhold consent to a proposed assignment or sublease.

E. Landlord and Tenant agree to the following:

1. Alterations. Any physical additions or improvements to the Premises made by Tenant will become the property of Landlord. Landlord may require that Tenant, at the end of the Term and at Tenant's expense, remove any physical additions and improvements, repair any alterations, and restore the Premises to the condition existing at the Commencement Date, normal wear excepted.

2. Abatement. Tenant's covenant to pay Rent and Landlord's covenants are independent. Except as otherwise provided, Tenant will not be entitled to abate Rent for any reason.

3. Insurance. Tenant and Landlord will maintain the respective insurance coverages described in the attached Insurance Addendum.

4. Release of Claims/Subrogation. LANDLORD AND TENANT RELEASE EACH OTHER, AND THEIR RESPECTIVE AGENTS, FROM ALL CLAIMS OR LIABILITIES FOR DAMAGE TO THE PREMISES OR BUILDING, DAMAGE TO OR LOSS OF PERSONAL PROPERTY WITHIN THE BUILDING, AND LOSS OF BUSINESS OR REVENUES THAT ARE COVERED BY THE RELEASING PARTY'S PROPERTY INSURANCE OR THAT WOULD HAVE BEEN COVERED BY THE REQUIRED INSURANCE IF THE PARTY FAILS TO MAINTAIN THE PROPERTY COVERAGES REQUIRED BY THIS LEASE. THE PARTY NOT MAINTAINING THE DAMAGE OR LOSS WILL BE RESPONSIBLE FOR ANY DEDUCTIBLE OR SELF-INSURED RETENTION UNDER ITS PROPERTY INSURANCE. LANDLORD

AND TENANT WILL NOTIFY THE ISSUING PROPERTY INSURANCE COMPANIES OF THE RELEASE SET FORTH IN THIS PARAGRAPH AND WILL HAVE THE PROPERTY INSURANCE POLICIES ENDORSED, IF NECESSARY, TO PREVENT INVALIDATION OF COVERAGE. THIS RELEASE WILL NOT APPLY IF IT INVALIDATES THE PROPERTY INSURANCE COVERAGE OF THE RELEASING PARTY. THE RELEASE IN THIS PARAGRAPH WILL APPLY EVEN IF THE DAMAGE OR LOSS IS CAUSED IN WHOLE OR IN PART BY THE ORDINARY NEGLIGENCE OR STRICT LIABILITY OF THE RELEASED PARTY OR ITS AGENTS BUT WILL NOT APPLY TO THE EXTENT THE DAMAGE OR LOSS IS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF THE RELEASED PARTY OR ITS AGENTS.

5. Casualty/Total or Partial Destruction

a. If the Premises are damaged by casualty and can be restored within ninety days, Landlord will, at its expense, restore the roof, foundation, Common Areas, and structural soundness of the exterior walls of the Premises and any leasehold improvements within the Premises that are not within Tenant's Rebuilding Obligations to substantially the same condition that existed before the casualty and Tenant will, at its expense, be responsible for replacing any of its damaged furniture, fixtures, and personal property and performing Tenant's Rebuilding Obligations. If Landlord fails to complete the portion of the restoration for which Landlord is responsible within ninety days from the date of written notification by Tenant to Landlord of the casualty, Tenant may terminate this lease by written notice delivered to Landlord before Landlord completes Landlord's restoration obligations.

b. If the Premises cannot be restored within ninety days, Landlord has an option to restore the Premises. If Landlord chooses not to restore, this lease will terminate. If Landlord chooses to restore, Landlord will notify Tenant of the estimated time to restore and give Tenant an option to terminate this lease by notifying Landlord within ten days. If Tenant does not terminate this lease, the lease will continue and Landlord will restore the Premises as provided in a. above.

c. To the extent the Premises are untenable after the casualty, the Rent will be adjusted as may be fair and reasonable.

6. Condemnation/Substantial or Partial Taking

a. If the Premises cannot be used for the purposes contemplated by this lease because of condemnation or purchase in lieu of condemnation, this lease will terminate.

b. If there is a condemnation or purchase in lieu of condemnation and this lease is not terminated, Landlord will, at Landlord's expense, restore the Premises, and the Rent payable during the unexpired portion of the Term will be adjusted as may be fair and reasonable.

c. Tenant will have no claim to the condemnation award or proceeds in lieu of condemnation.

7. Uniform Commercial Code. Tenant grants Landlord a security interest in Tenant's personal property now or subsequently located on the Premises. This lease is a security agreement under the Uniform Commercial Code.

8. Default by Landlord/Events. Defaults by Landlord are failing to comply with any provision of this lease within thirty days after written notice.

9. Default by Landlord/Tenant's Remedies. Tenant's remedies for Landlord's default are to sue for damages and terminate this lease.

10. Default by Tenant/Events. Defaults by Tenant are (a) failing to pay timely Rent, (b) abandoning or vacating a substantial portion of the Premises, and (c) failing to comply within ten days after written notice with any provision of this lease other than the defaults set forth in (a) and (b).

11. Default by Tenant/Landlord's Remedies. Landlord's remedies for Tenant's default are to (a) enter and take possession of the Premises, after which Landlord may relet the Premises on behalf of Tenant and receive the rent directly by reason of the reletting, and Tenant agrees to reimburse Landlord for any expenditures made in order to relet; (b) enter the Premises and perform Tenant's obligations; and (c) terminate this lease by written notice and sue for damages. Landlord may enter and take possession of the Premises by self-help, by picking or changing locks if necessary, and may lock out Tenant or any other person who may be occupying the Premises, until the default is cured, without being liable for damages.

12. Default/Waiver/Mitigation. It is not a waiver of default if the non-defaulting party fails to declare immediately a default or delays in taking any action. Pursuit of any remedies set forth in this lease does not preclude pursuit of other remedies in this lease or provided by applicable law. Landlord and Tenant have a duty to mitigate damages.

13. Holdover. If Tenant does not vacate the Premises following termination of this lease, Tenant will become a tenant at will and must vacate the Premises on receipt of notice from Landlord. No holding over by Tenant, whether with or without the consent of Landlord, will extend the Term.

14. Alternative Dispute Resolution. Landlord and Tenant agree to mediate in good faith before filing a suit for damages.

15. Attorney's Fees. If either party retains an attorney to enforce this lease, the party prevailing in litigation is entitled to recover reasonable attorney's fees and other fees and court and other costs.

16. Venue. Exclusive venue is in the county in which the Premises are located.

17. Entire Agreement. This lease, its exhibits, addenda and riders, constitute the entire agreement of the parties concerning the lease of the Premises by Landlord to Tenant. There are no representations, warranties, agreements, or promises pertaining to the lease of the Premises by Landlord to Tenant that are not in this lease and any exhibits, addenda, and riders.

18. Amendment of Lease. This lease maybe amended only by an instrument in writing signed by Landlord and Tenant.

19. Limitation of Warranties. THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OR OF ANY OTHER KIND ARISING OUT OF THIS LEASE, AND THERE ARE NO WARRANTIES THAT EXTEND BEYOND THOSE EXPRESSLY STATED IN THIS LEASE.

20. Notices. Any notice required or permitted under this lease must be in writing. Any notice required by this lease will be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address shown in this lease. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received. Any address for notice may be changed by written notice delivered as provided herein.

21. Use of Common Areas. Tenant will have the nonexclusive right to use the Common Areas subject to any reasonable rules and regulations that Landlord may prescribe.

22. Abandoned Property. Landlord may retain, destroy, or dispose of any property left on the Premises at the end of the Term.

CITY OF PORT LAVACA, TEXAS


ATTEST:



Tania French

ATTEST:

Insurance Addendum to Lease

This insurance addendum is part of the lease.

A. Tenant agrees to maintain -

1. Causes of loss - special form insurance on Tenant's leasehold improvements and personal property in the Premises in an amount equal to the full replacement cost.

2. Business income insurance insuring the loss of rent for a period of twelve months. Such insurance shall contain an agreed evaluation provision, and the amount of coverage shall be adjusted annually to reflect the rent payable for the next twelve-month period. Tenant shall be responsible for the deductible amount payable in respect of such insurance.

3. Commercial general liability insurance, including contractual liability insurance coverage, covering Tenant's operations within the Premises, with combined single limits of not less than \$ 1 per occurrence for bodily injury or property damage, naming Landlord as additional insured.

4. Worker's compensation insurance in the amount of \$500,000 with a waiver of subrogation in favor of Landlord.

B. Landlord agrees to maintain -

1. Causes of loss - special form insurance upon the building in which the Premises are located in an amount equal to the full replacement cost.

2. Commercial general liability insurance, including contractual liability insurance coverage, covering the property in which the Premises are located and Landlord's operations with combined single limits of not less than \$1,000,000 per occurrence for bodily injury or property damage.

c. Landlord and Tenant agree that -

1. The causes of loss - special form insurance policies maintained by them shall contain (a) an agreed evaluation provision in lieu of a co-insurance clause, (b) an increased-cost-of construction clause, (c) debris removal coverage, and (d) a waiver-of-subrogation clause in favor of the party not carrying the insurance.

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CALL ANNUAL CORPORATE MEETING TO ORDER FOR PORT LAVACA CHANNEL & DOCK COMPANY AND CONSIDER AND TAKE ANY ACTION DEEMED NECESSARY FOR ADOPTION OF UNANIMOUS WRITTEN CONSENT

INFORMATION:

**AGENDA ITEM
NUMBER 2**

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CALL ANNUAL CORPORATE MEETING TO ORDER FOR CLEMENT COVE HARBOR COMPANY AND CONSIDER AND TAKE ANY ACTION DEEMED NECESSARY FOR ADOPTION OF UNANIMOUS WRITTEN CONSENT

INFORMATION:

**AGENDA ITEM
NUMBER 3**

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: RECEIVE 2021 PROPOSED BUDGET FROM THE CALHOUN COUNTY APPRAISAL DISTRICT (CCAD) AS REQUIRED BY SEC. 6.06 (a) OF THE TEXAS PROPERTY TAX CODE TO THE GOVERNING BODIES OF THE TAXING UNITS WITHIN

INFORMATION:

**AGENDA ITEM
NUMBER 4**

CALHOUN COUNTY APPRAISAL DISTRICT
426 West Main Street * P.O. Box 49
Port Lavaca, Texas 77979
Appraisal: (361) 552-8808
Collections: (361) 552-4560
Fax: (361) 552-4787
Website: www.calhouncad.org



Board of Directors

William Swope, Chairman
William Bauer, Vice Chairman
Jessie Rodriguez, Secretary
Vern Lyssy, Board Member
Kevin Hill, Board Member

Chief Appraiser

Jesse W. Hubbell

May 19, 2020

TO: All Governing Bodies of all active Taxing Units within the Calhoun County Appraisal District and the Calhoun County Board of Directors

RE: 2021 Proposed Budget

As required by Section 6.06(a) of the Texas Property Tax Code, I, Jesse W. Hubbell, Chief Appraiser for the Calhoun County Appraisal District, do hereby submit the **2021 Proposed Budget**. A copy of the proposed budget should be made available for public inspection by each taxing unit.

The Calhoun County Appraisal District Board of Directors will hold a Public Hearing to consider the budget, complete its hearings, make any changes it deems appropriate and finally approve the budget prior to September 15 of each year. In Calhoun County the Public Hearing to consider the budget and approval of the Budget usually occurs in August. Budget workshops will be on the agenda for each monthly meeting of the Board of Directors.

No later than the 10th day prior to the public hearing to consider the budget, written notice will be delivered to each governing body participating in the appraisal district of the date, time and place of the Public Hearing to Consider the Budget. The notice of the public hearing to consider the budget will also be published in a newspaper having general circulation in the county not later than 10 days prior to the public hearing.

Should you have any questions or comments regarding the budget, please let me know.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jesse W. Hubbell', is written over a faint, larger version of the same signature.

Jesse W. Hubbell
Chief Appraiser

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

BUDGET SUMMARY	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$Change	%Change
TOTAL SALARIES & BENEFITS	\$ 900,098.39	\$ 996,603.26	\$ 986,428.11	\$ (10,175.14)	-1.02%
TOTAL PURCHASED/CONTRACTED SERVICES	\$ 274,790.73	\$ 284,061.77	\$ 305,592.13	\$ 21,530.36	7.58%
TOTAL SUPPLIES & MATERIALS	\$ 55,413.72	\$ 46,047.00	\$ 62,887.00	\$ 16,840.00	36.57%
TOTAL OTHER OPERATING EXPENSES	\$ 25,867.91	\$ 28,076.00	\$ 31,595.00	\$ 3,519.00	12.53%
TOTAL CAPITAL OUTLAY	\$ 6,260.98	\$ 8,500.00	\$ 8,500.00	\$ -	0.00%
TOTAL EXPENDITURES	\$ 1,262,431.73	\$ 1,363,288.03	\$ 1,395,002.24	\$ 31,714.22	2.33%
FUND RESERVE (Beginning of year per Financial Audit)	\$ 405,632.00				
TOTAL COMMITTED RESERVES					
Board Authorized Expenditures from Fund Reserve	2019 Actual Funds Expended	2020 APPROVED CONSOLIDATED BUDGET	2021 PROPOSED CONSOLIDATED BUDGET		
Pictometry/ChangeFinder	\$ 34,032.34	\$ 34,033.67	\$ 34,033.67		
Postage/Forms/Printing	\$ 4,200.00				
Computers (12 PC Dell Desktop or equivalent units)		\$ 15,222.84			
TOTAL BOARD APPROVED EXPENDITURES FROM FUND RESERVE	\$ 38,232.34	\$ 49,256.51	\$ 34,033.67		
REVENUES FROM OPERATIONS					
Copies, tax certificates, earned interest from bank accounts, bpp, other)	\$ 39,634.67	\$ 19,250.00	\$ 19,250.00		0.00%
ACTUAL FUNDING FROM TAXING UNITS	\$ 1,302,300.05	\$ 1,344,038.03	\$ 1,375,752.24	\$ 31,714.22	2.36%
REVENUES FROM OPERATIONS	\$ 39,634.67	\$ 19,250.00	\$ 19,250.00	\$ -	0.00%
TOTAL REVENUES	\$ 1,341,934.72	\$ 1,363,288.03	\$ 1,395,002.24	\$ 31,714.22	2.33%
TOTAL EXPENDITURES	\$ 1,262,431.73	\$ 1,363,288.03	\$ 1,395,002.24	\$ 31,714.22	2.33%
NET REVENUES OVER/(UNDER)EXPENDITURES	\$ 79,502.99	\$ -	\$ -		
PAYROLL EXPENSES					
SALARIES & BENEFITS - CONSOLIDATED	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Administrative Salaries	\$ 90,500.00	\$ 93,000.00	\$ 93,000.00	\$ -	0.00%
Clerical Salaries	\$ 294,042.92	\$ 329,050.00	\$ 329,050.00	\$ -	0.00%
Appraisal Salaries	\$ 241,465.20	\$ 243,400.00	\$ 243,400.00	\$ -	0.00%
TOTAL SALARIES	\$ 626,008.12	\$ 665,450.00	\$ 665,450.00	\$ -	0.00%
EMPLOYEE BENEFITS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Social Security/Medicare	\$ 8,884.69	\$ 10,292.84	\$ 10,292.84	\$ -	0.00%
Health Insurance(Employee health, dental, ad&d, ltd, life)	\$ 144,185.98	\$ 190,682.69	\$ 179,158.83	\$ (11,523.86)	-6.04%
Workers Compensation	\$ 3,851.70	\$ 4,074.00	\$ 4,074.00	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	0.00%
Retirement	\$ 72,767.90	\$ 81,703.74	\$ 83,052.45	\$ 1,348.72	1.65%
Payroll costs & benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Auto Allowance	\$ 44,400.00	\$ 44,400.00	\$ 44,400.00	\$ -	
TOTAL EMPLOYEE BENEFITS	\$ 274,090.27	\$ 331,153.26	\$ 320,978.11	\$ (10,175.14)	-3.07%
TOTAL CONSOLIDATED SALARIES & BENEFITS	\$ 900,098.39	\$ 996,603.26	\$ 986,428.11	\$ (10,175.14)	-1.02%
SALARIES & BENEFITS - APPRAISAL	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Administrative Salaries	\$ 90,500.00	\$ 93,000.00	\$ 93,000.00	\$ -	0%
Clerical Salaries	\$ 127,750.08	\$ 127,500.00	\$ 127,500.00	\$ -	0.00%
Appraisal Salaries	\$ 241,465.20	\$ 243,400.00	\$ 243,400.00	\$ -	0.00%
TOTAL SALARIES	\$ 459,715.28	\$ 463,900.00	\$ 463,900.00	\$ -	0.00%
EMPLOYEE BENEFITS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Social Security/Medicare	\$ 6,539.18	\$ 7,352.96	\$ 7,352.96	\$ -	0.00%
Health Insurance(Employee health, dental, ad&d, ltd, life)	\$ 101,836.98	\$ 122,581.73	\$ 115,173.53	\$ (7,408.20)	-6.04%
Workers Compensation	\$ 2,875.07	\$ 2,619.00	\$ 2,619.00	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	
Retirement	\$ 54,778.04	\$ 58,367.21	\$ 59,330.70	\$ 963.49	1.65%
Payroll costs & benefits	\$ -	\$ -	\$ -	\$ -	
Auto Allowance	\$ 43,200.00	\$ 43,200.00	\$ 43,200.00	\$ -	
TOTAL EMPLOYEE BENEFITS	\$ 209,229.27	\$ 234,120.89	\$ 227,676.19	\$ (6,444.71)	-3%
TOTAL APPRAISAL SALARIES & BENEFITS	\$ 668,944.55	\$ 698,020.89	\$ 691,576.19	\$ (6,444.71)	-1%
SALARIES & BENEFITS - COLLECTIONS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	0.00%
Clerical Salaries	\$ 166,292.84	\$ 201,550.00	\$ 201,550.00	\$ -	0.00%
TOTAL SALARIES	\$ 166,292.84	\$ 201,550.00	\$ 201,550.00	\$ -	0.00%
EMPLOYEE BENEFITS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Social Security/Medicare	\$ 2,345.51	\$ 2,939.88	\$ 2,939.88	\$ -	0.00%

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

Health Insurance	\$ 42,349.00	\$ 68,100.96	\$ 63,985.30	\$ (4,115.66)	-6.04%
Workers Compensation	\$ 976.63	\$ 1,455.00	\$ 1,455.00	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	0.00%
Retirement	\$ 17,989.86	\$ 23,336.53	\$ 23,721.75	\$ 385.23	1.65%
Payroll costs & benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Auto Allowance	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	
TOTAL EMPLOYEE BENEFITS	\$ 64,861.00	\$ 97,032.37	\$ 93,301.93	\$ (3,730.44)	-3.84%
TOTAL COLLECTIONS SALARIES & BENEFITS	\$ 231,153.84	\$ 298,582.37	\$ 294,851.93	\$ (3,730.44)	-1.25%

**2021 PROPOSED SALARY & BENEFIT
DETAIL**

POSITION	SALARY	F.I.C.A.	HEALTH INSURANCE(MED,DEN,L TD, AD&D)	WORKMANS COMP	RETIREMENT
CHIEF APPRAISER	\$ 93,000.00	\$ 1,452.90	\$ 12,797.06	\$ 291.00	\$ 11,723.40
DEPUTY CHIEF-APPRAISAL	\$ 63,500.00	\$ 1,025.15	\$ 12,797.06	\$ 291.00	\$ 8,271.90
DEPUTY CHIEF- COLLECTIONS	\$ 59,000.00	\$ 855.50	\$ 12,797.06	\$ 291.00	\$ 6,903.00
EXECUTIVE ASSISTANT	\$ 48,000.00	\$ 713.40	\$ 12,797.06	\$ 291.00	\$ 5,756.40
TOTAL	\$ 263,500.00	\$ 4,046.95	\$ 51,188.24	\$ 1,164.00	\$ 32,654.70
APPRaiser A	\$ 60,500.00	\$ 981.65	\$ 12,797.06	\$ 291.00	\$ 7,920.90
APPRaiser B	\$ 36,900.00	\$ 639.45	\$ 12,797.06	\$ 291.00	\$ 5,159.70
APPRaiser C	\$ 40,500.00	\$ 691.65	\$ 12,797.06	\$ 291.00	\$ 5,580.90
APPRaiser D	\$ 42,000.00	\$ 713.40	\$ 12,797.06	\$ 291.00	\$ 5,756.40
TOTAL APPRAISERS	\$ 179,900.00	\$ 3,026.15	\$ 51,188.24	\$ 1,164.00	\$ 24,417.90
CLERK A	\$ 37,550.00	\$ 544.48	\$ 12,797.06	\$ 291.00	\$ 4,393.35
CLERK B	\$ 30,000.00	\$ 435.00	\$ 12,797.06	\$ 291.00	\$ 3,510.00
CLERK C	\$ 36,250.00	\$ 525.63	\$ 12,797.06	\$ 291.00	\$ 4,241.25
CLERK D new for 2020	\$ 27,000.00	\$ 391.50	\$ 12,797.06	\$ 291.00	\$ 3,159.00
TOTAL CLERKS	\$ 130,800.00	\$ 1,896.61	\$ 51,188.24	\$ 1,164.00	\$ 15,303.60
GIS COORDINATOR	\$ 49,750.00	\$ 721.38	\$ 12,797.06	\$ 291.00	\$ 5,820.75
MAPPING/DEED ABTRACTOR	\$ 41,500.00	\$ 601.75	\$ 12,797.06	\$ 291.00	\$ 4,855.50
TOTAL GIS/MAPPING	\$ 91,250.00	\$ 1,323.13	\$ 25,594.12	\$ 582.00	\$ 10,676.25

AUTO ALLOWANCE(\$600/mo./appraiser)(\$100/mo/exec assist.)	\$ 44,400.00				
TOTAL SALARIES	\$ 665,450.00	\$ 10,292.84	\$ 179,158.83	\$ 4,074.00	\$ 83,052.45
TOTAL BENEFITS	\$ 320,978.11				
GRAND TOTAL	\$ 986,428.11				

PURCHASED/CONTRACTED SERVICES-CONSOLIDATED	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Audit Services	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ -	0%
Legal Services	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	0%
ARB Legal Services	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
Maintenance-Mapping	\$ 17,853.04	\$ 17,049.27	\$ 17,250.62	\$ 201.35	1%
Contracted Appraisals(MIUP)	\$ 128,500.00	\$ 133,800.00	\$ 139,800.00	\$ 6,000.00	4%
Contracted Appraisals(ag)	\$ 5,000.00	\$ 6,500.00	\$ 6,850.00	\$ 350.00	5%
Appraisal Review Board	\$ 9,881.98	\$ 9,500.00	\$ 14,400.00	\$ 4,900.00	52%
Agricultural Appraisal Advisory Board	\$ 139.16	\$ 150.00	\$ 150.00	\$ -	0%
Maintenance-Software	\$ 49,665.83	\$ 50,662.50	\$ 56,596.95	\$ 5,934.45	12%
Maintenance-Building & Grounds	\$ -	\$ 500.00	\$ 500.00	\$ -	0%
Maintenance - Equipment	\$ 1,827.00	\$ 2,000.00	\$ 2,200.00	\$ 200.00	10%
Water	\$ 656.07	\$ 1,000.00	\$ 1,000.00	\$ -	0%
Telephone	\$ 6,485.20	\$ 4,750.00	\$ 6,500.00	\$ 1,750.00	37%
Electricity	\$ 5,690.63	\$ 4,650.00	\$ 6,000.00	\$ 1,350.00	29%
Rental-Building	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ -	0%
Rental-Other	\$ 4,513.93	\$ 4,400.00	\$ 4,600.00	\$ 200.00	5%
Deed Service	\$ 4,962.95	\$ 4,600.00	\$ 5,000.00	\$ 400.00	9%
Bookkeeping	\$ 1,370.60	\$ 1,500.00	\$ 1,500.00	\$ -	100%
Other Services	\$ 2,744.34	\$ 4,000.00	\$ 4,244.56	\$ 244.56	6%
Arbitration	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	0%
TOTAL PURCHASED/CONTRACTED SERVICES-CONSOLIDATED	\$ 274,790.73	\$ 284,061.77	\$ 305,592.13	\$ 21,530.36	8%

PURCHASED/CONTRACTED SERVICES-APPRAISAL	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Audit Services	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ -	0%
Legal Services	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	0%
ARB Legal Services	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
Maintenance-Mapping	\$ 17,374.06	\$ 17,049.27	\$ 17,250.62	\$ 201.35	1%
Contracted Appraisals (MIUP)	\$ 128,500.00	\$ 133,800.00	\$ 139,800.00	\$ 6,000.00	4%
Contracted Appraisals (Ag)	\$ 5,000.00	\$ 6,500.00	\$ 6,850.00	\$ 350.00	5%
Appraisal Review Board	\$ 9,881.98	\$ 9,500.00	\$ 14,400.00	\$ 4,900.00	52%
Agricultural Appraisal Advisory Board	\$ 139.16	\$ 150.00	\$ 150.00	\$ -	0%
Maintenance-Software	\$ 36,293.06	\$ 37,563.67	\$ 41,081.35	\$ 3,517.68	9%
Maintenance-Building & Grounds	\$ -	\$ 250.00	\$ 250.00	\$ -	0%

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

Maintenance - Equipment	\$ 1,115.00	\$ 1,000.00	\$ 1,200.00	\$ 200.00	20%
Water	\$ 328.00	\$ 500.00	\$ 500.00	\$ -	0%
Telephone	\$ 3,987.39	\$ 2,450.00	\$ 4,000.00	\$ 1,550.00	63%
Electricity	\$ 2,845.35	\$ 2,325.00	\$ 3,000.00	\$ 675.00	29%
Rental-Building	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	0%
Rental-Other	\$ 2,256.99	\$ 2,200.00	\$ 2,300.00	\$ 100.00	5%
Deed Service	\$ 4,447.64	\$ 2,300.00	\$ 2,500.00	\$ 200.00	9%
Bookkeeping	\$ 685.30	\$ 750.00	\$ 750.00	\$ -	0%
Other Services	\$ 1,372.28	\$ 3,200.00	\$ 1,650.00	\$ (1,550.00)	-48%
Arbitration	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	
TOTAL PURCHASED/CONTRACTED SERVICES-APPRAISAL	\$ 232,226.21	\$ 240,537.94	\$ 256,681.97	\$ 16,144.03	7%

PURCHASED/CONTRACTED SERVICES-COLLECTIONS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Audit Services	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ -	0%
Legal Services	\$ -	\$ 500.00	\$ 500.00	\$ -	0%
Maintenance-Software	\$ 13,372.77	\$ 13,098.83	\$ 15,515.60	\$ 2,416.77	18%
Maintenance-Building & Grounds	\$ -	\$ 250.00	\$ 250.00	\$ -	
Maintenance - Equipment	\$ 712.00	\$ 1,000.00	\$ 1,000.00	\$ -	0%
Water	\$ 328.07	\$ 500.00	\$ 500.00	\$ -	0%
Telephone	\$ 2,497.81	\$ 2,300.00	\$ 2,500.00	\$ 200.00	9%
Electricity	\$ 2,845.28	\$ 2,325.00	\$ 3,000.00	\$ 675.00	29%
Rental-Building	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	0%
Rental-Other	\$ 2,256.94	\$ 2,200.00	\$ 2,300.00	\$ 100.00	5%
Deed Service	\$ 515.31	\$ 2,300.00	\$ 2,500.00	\$ 200.00	9%
Bookkeeping	\$ 685.30	\$ 750.00	\$ 750.00	\$ -	0%
Other Services	\$ 1,372.06	\$ 800.00	\$ 2,594.56	\$ 1,794.56	224%
TOTAL PURCHASED/CONTRACTED SERVICES-COLLECTIONS	\$ 42,085.54	\$ 43,523.83	\$ 48,910.16	\$ 5,386.33	12%

SUPPLIES & MATERIALS - CONSOLIDATED	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Janitorial Supplies	\$ 753.30	\$ 710.00	\$ 900.00	\$ 190.00	27%
Appraisal Manuals	\$ 3,049.57	\$ 2,000.00	\$ 3,100.00	\$ 1,100.00	55%
Publications	\$ 45.00	\$ 337.00	\$ 337.00	\$ -	0%
Office Supplies	\$ 3,467.27	\$ 3,800.00	\$ 3,800.00	\$ -	0%
Postage/Forms & Printing	\$ 38,871.92	\$ 30,500.00	\$ 45,000.00	\$ 14,500.00	48%
Copier & Computer Supplies	\$ 7,199.00	\$ 6,570.00	\$ 7,400.00	\$ 830.00	13%
Appraisal Supplies	\$ 248.08	\$ 400.00	\$ 400.00	\$ -	0%
Mapping Supplies	\$ 800.00	\$ 600.00	\$ 850.00	\$ 250.00	42%
Other Supplies	\$ 979.58	\$ 1,130.00	\$ 1,100.00	\$ (30.00)	-3%
TOTAL SUPPLIES & MATERIALS	\$ 55,413.72	\$ 46,047.00	\$ 62,887.00	\$ 16,840.00	37%

SUPPLIES & MATERIALS-APPRAISAL	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Janitorial Supplies	\$ 376.66	\$ 500.00	\$ 500.00	\$ -	0%
Appraisal Manuals	\$ 3,049.57	\$ 2,000.00	\$ 3,100.00	\$ 1,100.00	55%
Publications	\$ 22.50	\$ 168.50	\$ 168.50	\$ -	0%
Office Supplies	\$ 1,786.79	\$ 1,900.00	\$ 1,900.00	\$ -	0%
Postage/Forms & Printing	\$ 19,435.99	\$ 15,250.00	\$ 22,500.00	\$ 7,250.00	48%
Copier & Computer Supplies	\$ 3,603.07	\$ 3,270.00	\$ 3,700.00	\$ 430.00	13%
Appraisal Supplies	\$ 248.08	\$ 400.00	\$ 400.00	\$ -	0%
Mapping Supplies	\$ 800.00	\$ 600.00	\$ 850.00	\$ 250.00	42%
Other Supplies	\$ 489.80	\$ 680.00	\$ 550.00	\$ (130.00)	-19%
TOTAL SUPPLIES & MATERIALS	\$ 29,812.46	\$ 24,768.50	\$ 33,668.50	\$ 8,900.00	36%

SUPPLIES & MATERIALS - COLLECTIONS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Janitorial Supplies	\$ 376.64	\$ 210.00	\$ 400.00	\$ 190.00	90%
Publications	\$ 22.50	\$ 168.50	\$ 168.50	\$ -	0%
Office Supplies	\$ 1,680.48	\$ 1,900.00	\$ 1,900.00	\$ -	0%
Postage/Forms & Printing	\$ 19,435.93	\$ 15,250.00	\$ 22,500.00	\$ 7,250.00	48%
Copier & Computer Supplies	\$ 3,595.93	\$ 3,300.00	\$ 3,700.00	\$ 400.00	12%
Other Supplies	\$ 489.78	\$ 450.00	\$ 550.00	\$ 100.00	22%
TOTAL SUPPLIES & MATERIALS - COLLECTIONS	\$ 25,601.26	\$ 21,278.50	\$ 29,218.50	\$ 7,940.00	37%

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

OTHER OPERATING EXPENSES - CONSOLIDATED	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Mileage-Out of District	\$ 1,195.71	\$ 1,185.00	\$ 1,600.00	\$ 415.00	35%
Education(Subsistence,Certification Registration,Dues & Fees)	\$ 14,368.46	\$ 14,250.00	\$ 16,300.00	\$ 2,050.00	14%
Insurance-Private Autos	\$ 57.03	\$ 65.00	\$ 70.00	\$ 5.00	8%
Insurance-Officials' Liability	\$ 2,207.63	\$ 1,001.00	\$ 2,400.00	\$ 1,399.00	140%
Insurance-Property/Liability	\$ 2,896.19	\$ 3,800.00	\$ 3,250.00	\$ (550.00)	-14%
Insurance-Bonds/Employees	\$ 1,834.00	\$ 2,030.00	\$ 2,030.00	\$ -	0%
Mandated Legal Notices	\$ 2,170.10	\$ 3,770.00	\$ 3,770.00	\$ -	0%
Directors Expense	\$ 692.79	\$ 1,200.00	\$ 1,200.00	\$ -	0%
Bank Fees	\$ -	\$ 500.00	\$ 500.00	\$ -	0%
Miscellaneous	\$ 446.00	\$ 275.00	\$ 475.00	\$ 200.00	73%
TOTAL	\$ 25,867.91	\$ 28,076.00	\$ 31,595.00	\$ 3,519.00	13%

OTHER OPERATING EXPENSES - APPRAISAL	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Mileage-Out of District	\$ 180.54	\$ 785.00	\$ 500.00	\$ (285.00)	-36%
Education(Subsistence,Certification Registration,Dues & Fees)	\$ 8,605.34	\$ 8,600.00	\$ 10,500.00	\$ 1,900.00	22%
Insurance-Private Autos	\$ 39.35	\$ 40.00	\$ 45.00	\$ 5.00	13%
Insurance-Officials' Liability	\$ 1,898.56	\$ 821.00	\$ 2,000.00	\$ 1,179.00	144%
Insurance-Property/Liability	\$ 1,448.10	\$ 1,900.00	\$ 1,625.00	\$ (275.00)	-14%
Insurance-Bonds/Employees	\$ 517.00	\$ 530.00	\$ 530.00	\$ -	0%
Legal Notices	\$ 1,085.05	\$ 1,900.00	\$ 1,900.00	\$ -	0%
Directors Expense	\$ 346.40	\$ 1,200.00	\$ 600.00	\$ (600.00)	-50%
Bank Fees	\$ -	\$ 250.00	\$ 250.00	\$ -	0%
Miscellaneous	\$ 223.00	\$ 25.00	\$ 225.00	\$ 200.00	800%
TOTAL	\$ 14,343.34	\$ 16,051.00	\$ 18,175.00	\$ 2,124.00	13%

OTHER OPERATING EXPENSES - COLLECTIONS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Mileage-Out of District	\$ 1,015.17	\$ 400.00	\$ 1,100.00	\$ 700.00	175%
Education(Subsistence,Certification Registration,Dues & Fees)	\$ 5,763.12	\$ 5,650.00	\$ 5,800.00	\$ 150.00	3%
Insurance-Private Autos	\$ 17.68	\$ 25.00	\$ 25.00	\$ -	0%
Insurance-Officials' Liability	\$ 309.27	\$ 180.00	\$ 400.00	\$ 220.00	122%
Insurance-Property/Liability	\$ 1,448.09	\$ 1,900.00	\$ 1,625.00	\$ (275.00)	-14%
Insurance-Bonds/Employees	\$ 1,317.00	\$ 1,500.00	\$ 1,500.00	\$ -	0%
Legal Notices	\$ 1,085.05	\$ 1,870.00	\$ 1,870.00	\$ -	0%
Directors Expense	\$ 346.39	\$ -	\$ 600.00	\$ 600.00	#DIV/0!
Bank Fees	\$ -	\$ 250.00	\$ 250.00	\$ -	0%
Miscellaneous	\$ 223.00	\$ 250.00	\$ 250.00	\$ -	0%
TOTAL	\$ 11,524.77	\$ 12,025.00	\$ 13,420.00	\$ 1,395.00	12%

CAPITAL OUTLAY-CONSOLIDATED	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Furniture, Equipment , Other	\$ 6,260.98	\$ 8,500.00	\$ 8,500.00	\$ -	0%
TOTAL	\$ 6,260.98	\$ 8,500.00	\$ 8,500.00	\$ -	0%

CAPITAL OUTLAY-APPRAISAL	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Furniture, Equipment , Other	\$ 4,302.87	\$ 5,250.00	\$ 5,250.00	\$ -	0%
TOTAL	\$ 4,302.87	\$ 5,250.00	\$ 5,250.00	\$ -	0%

CAPITAL OUTLAY-COLLECTIONS	2019 ACTUAL	2020 APPROVED	2021 PROPOSED	\$CHANGE	%CHANGE
Furniture, Equipment , Other	\$ 1,958.11	\$ 3,250.00	\$ 3,250.00	\$ -	0%
TOTAL	\$ 1,958.11	\$ 3,250.00	\$ 3,250.00	\$ -	0%

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

2020 CONSOLIDATED BUDGET COST ALLOCATION					
TAXING UNIT	2019 TAX LEVY	Percentage of Total Levy	ALLOCATED COST FOR 2020 CONSOLIDATED BUDGET	PROPOSED ALLOCATED COST FOR 2021 CONSOLIDATED BUDGET	PROPOSED 2021 CONSOLIDATED REVENUE FROM ALL TAXING UNITS
CALHOUN COUNTY	19,204,076.92	26.678%	\$ 326,005.37	\$367,024.42	\$1,375,752.24
CALHOUN ISD	43,921,516.69	61.015%	\$ 877,302.46	\$839,419.10	\$1,375,752.24
CITY OF SEADRIFT	409,260.87	0.569%	\$ 7,485.07	\$7,821.71	\$1,375,752.24
CITY OF POINT COMFORT	684,771.19	0.951%	\$ 12,588.64	\$13,087.21	\$1,375,752.24
CITY OF PORT LAVACA	4,506,932.64	6.261%	\$ 85,205.47	\$86,135.58	\$1,375,752.24
CALHOUN CO PORT AUTHORITY	20,939.81	0.029%	\$ 406.30	\$400.20	\$1,375,752.24
WATER CONTROL & IMP DIST #1	245,325.70	0.341%	\$ 4,563.13	\$4,688.61	\$1,375,752.24
DRAINAGE DIST #6	5,010.31	0.007%	\$ 98.43	\$95.76	\$1,375,752.24
DRAINAGE DIST #8	21,732.33	0.030%	\$ 416.77	\$415.34	\$1,375,752.24
DRAINAGE DIST #10	23,835.69	0.033%	\$ 438.50	\$455.54	\$1,375,752.24
DRAINAGE DIST #11	215,898.27	0.300%	\$ 4,093.07	\$4,126.20	\$1,375,752.24
PORT O'CONNOR PID	1,916,608.14	2.663%	\$ 35,335.06	\$36,629.83	\$1,375,752.24
LA SALLE WCID #1	357,326.71	0.496%	\$ 7,148.19	\$6,829.16	\$1,375,752.24
POC-PID DEFINED AREA #1	65,731.84	0.091%	\$ 1,118.43	\$1,256.25	\$1,375,752.24
CC GROUNDWATER CONSV. DIST	385,486.19	0.536%	\$ 7,083.13	\$7,367.33	\$1,375,752.24
TOTAL COUNTYWIDE LEVY	71,984,453.30	100.000%	\$ 1,369,288.03	\$1,375,752.24	\$6,464.22

2020 APPRAISAL BUDGET COST ALLOCATION					
TAXING UNIT	2019 TAX LEVY	Percentage of Total Levy	ALLOCATED COST FOR 2020 APPRAISAL BUDGET	PROPOSED ALLOCATED COST FOR 2021 APPRAISAL BUDGET	PROPOSED 2021 APPRAISAL REVENUE FROM ALL TAXING UNITS
Calhoun County	19,204,076.92	26.678%	\$ 231,983.75	\$ 265,474.11	\$ 995,101.66
Calhoun County ISD	43,921,516.69	61.015%	\$ 624,283.93	\$ 607,164.08	\$ 995,101.66
City of Seadrift	409,260.87	0.569%	\$ 5,326.34	\$ 5,657.56	\$ 995,101.66
City of Point Comfort	684,771.19	0.951%	\$ 8,958.01	\$ 9,466.17	\$ 995,101.66
City of Port Lavaca	4,506,932.64	6.261%	\$ 60,631.77	\$ 62,303.12	\$ 995,101.66
Calhoun Port Authority	20,939.81	0.029%	\$ 289.12	\$ 289.47	\$ 995,101.66
Water Control & Improvement District #1	245,325.70	0.341%	\$ 3,247.10	\$ 3,391.34	\$ 995,101.66
Drainage District #6	5,010.31	0.007%	\$ 70.04	\$ 69.26	\$ 995,101.66
Drainage District #8	21,732.33	0.030%	\$ 296.57	\$ 300.42	\$ 995,101.66
Drainage District #10	23,835.69	0.033%	\$ 312.03	\$ 329.50	\$ 995,101.66
Drainage District #11	215,898.27	0.300%	\$ 2,912.61	\$ 2,984.54	\$ 995,101.66
Port OConnor Imp. Dist.	1,916,608.14	2.663%	\$ 25,144.25	\$ 26,494.89	\$ 995,101.66
LaSalle Water Control & Impr. Dist. 1A	357,326.71	0.496%	\$ 5,086.62	\$ 4,939.63	\$ 995,101.66
Port OConnor Imp. Dist. Defined Area #1	65,731.84	0.091%	\$ 795.87	\$ 908.67	\$ 995,101.66
Calhoun County Groundwater Cons. Dist.	385,486.19	0.536%	\$ 5,040.32	\$ 5,328.90	\$ 995,101.66
TOTAL COUNTYWIDE LEVY	\$ 71,984,453.30	100.000%	\$ 974,378.33	\$ 995,101.66	\$ 995,101.66

2020 COLLECTIONS BUDGET COST ALLOCATION					
TAXING UNIT	2019 TAX LEVY	Percentage of Total Levy	ALLOCATED COST FOR 2020 COLLECTION BUDGET	PROPOSED ALLOCATED COST FOR 2021 COLLECTION BUDGET	PROPOSED 2021 COLLECTION REVENUE FROM ALL TAXING UNITS
Calhoun County	19,204,076.92	26.678%	\$ 88,010.01	\$ 101,550.30	\$ 380,650.59
Calhoun County ISD	43,921,516.69	61.015%	\$ 236,840.86	\$ 232,255.03	\$ 380,650.59
City of Seadrift	409,260.87	0.569%	\$ 2,020.71	\$ 2,164.15	\$ 380,650.59
City of Point Comfort	684,771.19	0.951%	\$ 3,398.49	\$ 3,621.04	\$ 380,650.59
City of Port Lavaca	4,506,932.64	6.261%	\$ 23,002.49	\$ 23,832.46	\$ 380,650.59
Calhoun Port Authority	20,939.81	0.029%	\$ 109.69	\$ 110.73	\$ 380,650.59
Water Control & Improvement District #1	245,325.70	0.341%	\$ 1,231.88	\$ 1,297.27	\$ 380,650.59
Drainage District #6	5,010.31	0.007%	\$ 26.57	\$ 26.49	\$ 380,650.59
Drainage District #8	21,732.33	0.030%	\$ 112.51	\$ 114.92	\$ 380,650.59
Drainage District #10	23,835.69	0.033%	\$ 118.38	\$ 126.04	\$ 380,650.59
Drainage District #11	215,898.27	0.300%	\$ 1,104.98	\$ 1,141.66	\$ 380,650.59
Port OConnor Imp. Dist.	1,916,608.14	2.663%	\$ 9,539.23	\$ 10,134.94	\$ 380,650.59
LaSalle Water Control & Impr. Dist. 1A	357,326.71	0.496%	\$ 1,929.76	\$ 1,889.53	\$ 380,650.59
Port OConnor Imp. Dist. Defined Area #1	65,731.84	0.091%	\$ 301.94	\$ 347.59	\$ 380,650.59
Calhoun County Groundwater Cons. Dist.	385,486.19	0.536%	\$ 1,912.20	\$ 2,038.43	\$ 380,650.59
TOTAL COUNTYWIDE LEVY	\$ 71,984,453.30	100.000%	\$ 369,659.70	\$ 380,650.59	\$ 10,990.89

CALHOUN COUNTY APPRAISAL DISTRICT
2021 PROPOSED
BUDGET

APPROVED 2020 QUARTERLY CONSOLIDATED COST ALLOCATION					
TAXING UNIT	PROPOSED 2021 TOTAL CONSOLIDATED ALLOCATION AMOUNT	PROPOSED 2021 1ST QUARTER ALLOCATION AMOUNT	PROPOSED 2021 2ND QUARTER ALLOCATION AMOUNT	PROPOSED 2021 3RD QUARTER ALLOCATION AMOUNT	PROPOSED 2021 4TH QUARTER ALLOCATION AMOUNT
CALHOUN COUNTY	\$367,024.42	\$ 91,756.10	\$ 91,756.10	\$ 91,756.10	\$ 91,756.10
CALHOUN ISD	\$839,419.10	\$ 209,854.78	\$ 209,854.78	\$ 209,854.78	\$ 209,854.78
CITY OF SEADRIFT	\$7,821.71	\$ 1,955.43	\$ 1,955.43	\$ 1,955.43	\$ 1,955.43
CITY OF POINT COMFORT	\$13,087.21	\$ 3,271.80	\$ 3,271.80	\$ 3,271.80	\$ 3,271.80
CITY OF PORT LAVACA	\$86,135.58	\$ 21,533.90	\$ 21,533.90	\$ 21,533.90	\$ 21,533.90
CALHOUN CO PORT AUTHORITY	\$400.20	\$ 100.05	\$ 100.05	\$ 100.05	\$ 100.05
WATER CONTROL & IMP DIST #1	\$4,688.61	\$ 1,172.15	\$ 1,172.15	\$ 1,172.15	\$ 1,172.15
DRAINAGE DIST #6	\$95.76	\$ 23.94	\$ 23.94	\$ 23.94	\$ 23.94
DRAINAGE DIST #8	\$415.34	\$ 103.84	\$ 103.84	\$ 103.84	\$ 103.84
DRAINAGE DIST #10	\$455.54	\$ 113.89	\$ 113.89	\$ 113.89	\$ 113.89
DRAINAGE DIST #11	\$4,126.20	\$ 1,031.55	\$ 1,031.55	\$ 1,031.55	\$ 1,031.55
PORT O'CONNOR PID	\$36,629.83	\$ 9,157.46	\$ 9,157.46	\$ 9,157.46	\$ 9,157.46
LA SALLE WCID #1	\$6,829.16	\$ 1,707.29	\$ 1,707.29	\$ 1,707.29	\$ 1,707.29
POC-PID DEFINED AREA #1	\$1,256.25	\$ 314.06	\$ 314.06	\$ 314.06	\$ 314.06
CALHOUN CO GROUNDWATER CONSERVATION DIST	\$7,367.33	\$ 1,841.83	\$ 1,841.83	\$ 1,841.83	\$ 1,841.83
TOTAL CONSOLIDATED ALLOCATION AMT	\$ 1,375,752.24	\$ 343,938.06	\$ 343,938.06	\$ 343,938.06	\$ 343,938.06

APPROVED 2020 QUARTERLY APPRAISAL COST ALLOCATION					
TAXING UNIT	PROPOSED 2021 TOTAL APPRAISAL ALLOCATION AMOUNT	PROPOSED 2021 1ST QUARTER ALLOCATION AMOUNT	PROPOSED 2021 2ND QUARTER ALLOCATION AMOUNT	PROPOSED 2021 3RD QUARTER ALLOCATION AMOUNT	PROPOSED 2021 4TH QUARTER ALLOCATION AMOUNT
CALHOUN COUNTY	\$ 265,474.11	\$ 66,368.53	\$ 66,368.53	\$ 66,368.53	\$ 66,368.53
CALHOUN ISD	\$ 607,164.08	\$ 151,791.02	\$ 151,791.02	\$ 151,791.02	\$ 151,791.02
CITY OF SEADRIFT	\$ 5,657.56	\$ 1,414.39	\$ 1,414.39	\$ 1,414.39	\$ 1,414.39
CITY OF POINT COMFORT	\$ 9,466.17	\$ 2,366.54	\$ 2,366.54	\$ 2,366.54	\$ 2,366.54
CITY OF PORT LAVACA	\$ 62,303.12	\$ 15,575.78	\$ 15,575.78	\$ 15,575.78	\$ 15,575.78
CALHOUN CO PORT AUTHORITY	\$ 289.47	\$ 72.37	\$ 72.37	\$ 72.37	\$ 72.37
WATER CONTROL & IMP DIST #1	\$ 3,391.34	\$ 847.84	\$ 847.84	\$ 847.84	\$ 847.84
DRAINAGE DIST #6	\$ 69.26	\$ 17.32	\$ 17.32	\$ 17.32	\$ 17.32
DRAINAGE DIST #8	\$ 300.42	\$ 75.11	\$ 75.11	\$ 75.11	\$ 75.11
DRAINAGE DIST #10	\$ 329.50	\$ 82.38	\$ 82.38	\$ 82.38	\$ 82.38
DRAINAGE DIST #11	\$ 2,984.54	\$ 746.14	\$ 746.14	\$ 746.14	\$ 746.14
PORT O'CONNOR PID	\$ 26,494.89	\$ 6,623.72	\$ 6,623.72	\$ 6,623.72	\$ 6,623.72
LA SALLE WCID #1	\$ 4,939.63	\$ 1,234.91	\$ 1,234.91	\$ 1,234.91	\$ 1,234.91
POC-PID DEFINED AREA #1	\$ 908.67	\$ 227.17	\$ 227.17	\$ 227.17	\$ 227.17
CALHOUN CO GROUNDWATER CONSERVATION DIST	\$ 5,328.90	\$ 1,332.22	\$ 1,332.22	\$ 1,332.22	\$ 1,332.22
TOTAL CONSOLIDATED ALLOCATION AMT	\$ 995,101.66	\$ 248,775.41	\$ 248,775.41	\$ 248,775.41	\$ 248,775.41

APPROVED 2020 QUARTERLY COLLECTION COST ALLOCATION					
TAXING UNIT	PROPOSED TOTAL COLLECTION ALLOCATION AMOUNT	PROPOSED 2021 1ST QUARTER ALLOCATION AMOUNT	PROPOSED 2021 2ND QUARTER ALLOCATION AMOUNT	PROPOSED 2021 3RD QUARTER ALLOCATION AMOUNT	PROPOSED 2021 4TH QUARTER ALLOCATION AMOUNT
CALHOUN COUNTY	\$ 101,550.30	\$ 25,387.58	\$ 25,387.58	\$ 25,387.58	\$ 25,387.58
CALHOUN ISD	\$ 232,255.03	\$ 58,063.76	\$ 58,063.76	\$ 58,063.76	\$ 58,063.76
CITY OF SEADRIFT	\$ 2,164.15	\$ 541.04	\$ 541.04	\$ 541.04	\$ 541.04
CITY OF POINT COMFORT	\$ 3,621.04	\$ 905.26	\$ 905.26	\$ 905.26	\$ 905.26
CITY OF PORT LAVACA	\$ 23,832.46	\$ 5,958.11	\$ 5,958.11	\$ 5,958.11	\$ 5,958.11
CALHOUN CO PORT AUTHORITY	\$ 110.73	\$ 27.68	\$ 27.68	\$ 27.68	\$ 27.68
WATER CONTROL & IMP DIST #1	\$ 1,297.27	\$ 324.32	\$ 324.32	\$ 324.32	\$ 324.32
DRAINAGE DIST #6	\$ 26.49	\$ 6.62	\$ 6.62	\$ 6.62	\$ 6.62
DRAINAGE DIST #8	\$ 114.92	\$ 28.73	\$ 28.73	\$ 28.73	\$ 28.73
DRAINAGE DIST #10	\$ 126.04	\$ 31.51	\$ 31.51	\$ 31.51	\$ 31.51
DRAINAGE DIST #11	\$ 1,141.66	\$ 285.42	\$ 285.42	\$ 285.42	\$ 285.42
PORT O'CONNOR PID	\$ 10,134.94	\$ 2,533.73	\$ 2,533.73	\$ 2,533.73	\$ 2,533.73
LA SALLE WCID #1	\$ 1,889.53	\$ 472.38	\$ 472.38	\$ 472.38	\$ 472.38
POC-PID DEFINED AREA #1	\$ 347.59	\$ 86.90	\$ 86.90	\$ 86.90	\$ 86.90
CALHOUN CO GROUNDWATER CONSERVATION DIST	\$ 2,038.43	\$ 509.61	\$ 509.61	\$ 509.61	\$ 509.61
TOTAL CONSOLIDATED ALLOCATION AMT	\$ 380,650.59	\$ 95,162.65	\$ 95,162.65	\$ 95,162.65	\$ 95,162.65

2021 CALHOUN COUNTY APPRAISAL DISTRICT PROPOSED BUDGET

BUDGET CATEGORIES	2019 Consolidated Budget Actual Funds Expended	2020 APPROVED CONSOLIDATED BUDGET	2020 APPROVED APPRAISAL BUDGET	2020 APPROVED COLLECTION BUDGET	2021 PROPOSED CONSOLIDATED BUDGET	2021 PROPOSED APPRAISAL BUDGET	2021 PROPOSED COLLECTION BUDGET	Check	Change\$	Change%
PAYROLL EXPENSES - Salaries & Benefits										
SALARIES										
Administrative	\$ 90,500.00	\$ 93,000.00	\$ 93,000.00	\$ -	\$ 93,000.00	\$ 93,000.00	\$ -	\$ 93,000.00	\$ -	0.00%
Clerical	\$ 294,042.92	\$ 329,050.00	\$ 127,500.00	\$ 201,550.00	\$ 329,050.00	\$ 127,500.00	\$ 201,550.00	\$ 329,050.00	\$ -	0.00%
Appraisal	\$ 241,465.20	\$ 243,400.00	\$ 243,400.00	\$ -	\$ 243,400.00	\$ 243,400.00	\$ -	\$ 243,400.00	\$ -	0.00%
TOTAL SALARIES	\$ 626,008.12	\$ 665,450.00	\$ 463,900.00	\$ 201,550.00	\$ 665,450.00	\$ 463,900.00	\$ 201,550.00	\$ 665,450.00	\$ -	0.00%
BENEFITS										
Social Security/Medicare	\$ 8,884.69	\$ 10,292.84	\$ 7,352.96	\$ 2,939.88	\$ 10,292.84	\$ 7,352.96	\$ 2,939.88	\$ 10,292.84	\$ -	0.00%
Health Insurance(employee health, dental,ad&d,lt)	\$ 144,185.98	\$ 190,682.67	\$ 122,581.72	\$ 68,100.95	\$ 179,158.83	\$ 115,173.53	\$ 63,985.30	\$ 179,158.83	\$ (11,523.84)	-6.04%
Worker's Compensation	\$ 3,851.70	\$ 4,074.00	\$ 2,619.00	\$ 1,455.00	\$ 4,074.00	\$ 2,619.00	\$ 1,455.00	\$ 4,074.00	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Retirement	\$ 72,767.90	\$ 81,703.74	\$ 58,367.21	\$ 23,336.53	\$ 83,052.45	\$ 59,330.70	\$ 23,721.75	\$ 83,052.45	\$ 1,348.71	1.65%
Payroll Costs & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Auto Allowance	\$ 44,400.00	\$ 44,400.00	\$ 43,200.00	\$ 1,200.00	\$ 44,400.00	\$ 43,200.00	\$ 1,200.00	\$ -	\$ -	0.00%
TOTAL EMPLOYEE BENEFITS	\$ 274,090.27	\$ 331,453.25	\$ 234,120.89	\$ 97,032.36	\$ 320,978.12	\$ 227,676.19	\$ 93,301.93	\$ 320,978.12	\$ (10,175.13)	-3.07%
TOTAL PAYROLL COSTS - Salaries & Benefits	\$ 900,098.39	\$ 996,603.25	\$ 698,020.89	\$ 298,582.36	\$ 986,428.12	\$ 691,576.19	\$ 294,851.93	\$ 986,428.12	\$ (10,175.13)	-1.02%
PURCHASED/CONTRACTED SERVICES										
Audit Services	\$ 11,000.00	\$ 11,000.00	\$ 5,500.00	\$ 5,500.00	\$ 11,000.00	\$ 5,500.00	\$ 5,500.00	\$ 11,000.00	\$ -	0.00%
Legal Services	\$ -	\$ 2,000.00	\$ 1,500.00	\$ 500.00	\$ 2,000.00	\$ 1,500.00	\$ 500.00	\$ 2,000.00	\$ -	0.00%
Appraisal Review Board Legal Services	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ 500.00	\$ -	0.00%
Maintenance-Mapping	\$ 17,853.04	\$ 17,049.27	\$ 17,049.27	\$ -	\$ 17,250.62	\$ 17,250.62	\$ -	\$ 17,250.62	\$ 201.35	1.18%
Contracted Appraisals-(MIUP)	\$ 128,500.00	\$ 133,800.00	\$ 133,800.00	\$ -	\$ 139,800.00	\$ 139,800.00	\$ -	\$ 139,800.00	\$ 6,000.00	4.48%
Contracted Appraisals-(AG)	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ 6,850.00	\$ 6,850.00	\$ -	\$ 6,850.00	\$ 350.00	5.38%
Appraisal Review Board	\$ 9,881.98	\$ 9,500.00	\$ 9,500.00	\$ -	\$ 14,400.00	\$ 14,400.00	\$ -	\$ 14,400.00	\$ 4,900.00	51.58%
Agricultural Appraisal Advisory Board	\$ 139.16	\$ 150.00	\$ 150.00	\$ -	\$ 150.00	\$ 150.00	\$ -	\$ 150.00	\$ -	0.00%
Maintenance-Software(Appraisal,Collection/TNT)	\$ 49,665.83	\$ 50,662.50	\$ 37,563.67	\$ 13,098.83	\$ 56,596.95	\$ 41,081.35	\$ 15,515.60	\$ 56,596.95	\$ 5,934.45	11.71%
Maintenance-Building & Grounds	\$ -	\$ 500.00	\$ 250.00	\$ 250.00	\$ 500.00	\$ 250.00	\$ 250.00	\$ 500.00	\$ -	

2021 CALHOUN COUNTY APPRAISAL DISTRICT PROPOSED BUDGET

BUDGET CATEGORIES	2019 Consolidated Budget Actual Funds Expended	2020 APPROVED CONSOLIDATED BUDGET	2020 APPROVED APPRAISAL BUDGET	2020 APPROVED COLLECTION BUDGET	2021 PROPOSED CONSOLIDATED BUDGET	2021 PROPOSED APPRAISAL BUDGET	2021 PROPOSED COLLECTION BUDGET	Check	Change\$	Change%
Maintenance-Equipment	\$ 1,827.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,200.00	\$ 1,200.00	\$ 1,000.00	\$ 2,200.00	\$ 200.00	10.00%
Water	\$ 656.07	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ -	0.00%
Telephone	\$ 6,485.20	\$ 4,750.00	\$ 2,450.00	\$ 2,300.00	\$ 6,500.00	\$ 4,000.00	\$ 2,500.00	\$ 6,500.00	\$ 1,750.00	36.84%
Electricity	\$ 5,690.63	\$ 4,650.00	\$ 2,325.00	\$ 2,325.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 1,350.00	29.03%
Rental-Building	\$ 24,000.00	\$ 24,000.00	\$ 12,000.00	\$ 12,000.00	\$ 24,000.00	\$ 12,000.00	\$ 12,000.00	\$ 24,000.00	\$ -	0.00%
Rental-other	\$ 4,513.93	\$ 4,400.00	\$ 2,200.00	\$ 2,200.00	\$ 4,600.00	\$ 2,300.00	\$ 2,300.00	\$ 4,600.00	\$ 200.00	4.55%
Dead Service	\$ 4,962.95	\$ 4,600.00	\$ 2,300.00	\$ 2,300.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 400.00	8.70%
Bookkeeping Service	\$ 1,370.60	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ -	0.00%
Other Services	\$ 2,744.34	\$ 4,000.00	\$ 3,200.00	\$ 800.00	\$ 4,244.56	\$ 1,650.00	\$ 2,594.56	\$ 4,244.56	\$ 244.56	6.11%
Arbitration	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	
TOTAL PURCHASED/CONTRACTED SERVICES	\$ 274,790.73	\$ 284,061.77	\$ 240,537.94	\$ 43,523.83	\$ 305,592.13	\$ 256,681.97	\$ 48,910.16	\$ 305,592.13	\$ 21,530.36	7.58%
SUPPLIES & MATERIALS										
Janitorial Supplies	\$ 753.30	\$ 700.00	\$ 500.00	\$ 210.00	\$ 900.00	\$ 500.00	\$ 400.00	\$ 900.00	\$ 200.00	28.57%
Appraisal Manuals/Subscriptions	\$ 3,049.57	\$ 1,800.00	\$ 2,000.00	\$ -	\$ 3,100.00	\$ 3,100.00	\$ -	\$ 3,100.00	\$ 1,300.00	72.22%
Publications	\$ 45.00	\$ 45.00	\$ 168.50	\$ 168.50	\$ 337.00	\$ 168.50	\$ 168.50	\$ 337.00	\$ 292.00	648.89%
Office Supplies	\$ 3,467.27	\$ 3,800.00	\$ 1,900.00	\$ 1,900.00	\$ 3,800.00	\$ 1,900.00	\$ 1,900.00	\$ 3,800.00	\$ -	0.00%
Postage/Forms/Printing	\$ 38,871.92	\$ 31,000.00	\$ 15,250.00	\$ 15,250.00	\$ 45,000.00	\$ 22,500.00	\$ 22,500.00	\$ 45,000.00	\$ 14,000.00	45.16%
Copier & Computer Supplies	\$ 7,199.00	\$ 7,200.00	\$ 3,270.00	\$ 3,300.00	\$ 7,400.00	\$ 3,700.00	\$ 3,700.00	\$ 7,400.00	\$ 200.00	2.78%
Appraisal Supplies	\$ 248.08	\$ 250.00	\$ 400.00	\$ -	\$ 400.00	\$ 400.00	\$ -	\$ 400.00	\$ 150.00	60.00%
Mapping Supplies	\$ 800.00	\$ 800.00	\$ 600.00	\$ -	\$ 1,400.00	\$ 850.00	\$ 550.00	\$ 1,400.00	\$ 600.00	75.00%
Other Supplies	\$ 979.58	\$ 1,000.00	\$ 680.00	\$ 450.00	\$ 550.00	\$ 550.00	\$ -	\$ 550.00	\$ (450.00)	-45.00%
Software Mapping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL SUPPLIES & MATERIALS	\$ 55,413.72	\$ 46,595.00	\$ 24,768.50	\$ 21,278.50	\$ 62,887.00	\$ 33,668.50	\$ 29,218.50	\$ 62,887.00	\$ 16,292.00	34.97%
OTHER OPERATING EXPENSES										
Mileage - Out of District	\$ 1,195.71	\$ 1,185.00	\$ 785.00	\$ 400.00	\$ 1,600.00	\$ 500.00	\$ 1,100.00	\$ 1,600.00	\$ 415.00	35.02%
Education (Subsistence, School/State Registration/Dues & Fees)	\$ 14,368.46	\$ 14,250.00	\$ 8,600.00	\$ 5,650.00	\$ 16,300.00	\$ 10,500.00	\$ 5,800.00	\$ 16,300.00	\$ 2,050.00	14.99%
Insurance - Private Autos	\$ 57.03	\$ 65.00	\$ 40.00	\$ 25.00	\$ 70.00	\$ 45.00	\$ 25.00	\$ 70.00	\$ 5.00	7.69%
Insurance - Officials Liability	\$ 2,207.63	\$ 1,001.00	\$ 821.00	\$ 180.00	\$ 2,400.00	\$ 2,000.00	\$ 400.00	\$ 2,400.00	\$ 1,399.00	139.76%
Insurance - Property Liability	\$ 2,896.19	\$ 3,800.00	\$ 1,900.00	\$ 1,900.00	\$ 3,250.00	\$ 1,625.00	\$ 1,625.00	\$ 3,250.00	\$ (550.00)	-14.47%
Insurance - Bonds/Employees	\$ 1,834.00	\$ 2,030.00	\$ 530.00	\$ 1,500.00	\$ 2,030.00	\$ 530.00	\$ 1,500.00	\$ 2,030.00	\$ -	0.00%

2021 CALHOUN COUNTY APPRAISAL DISTRICT PROPOSED BUDGET

BUDGET CATEGORIES	2019 Consolidated Budget Actual Funds Expended		2020 APPROVED CONSOLIDATED BUDGET		2020 APPROVED COLLECTION BUDGET		2021 PROPOSED CONSOLIDATED BUDGET		2021 PROPOSED APPRAISAL BUDGET		2021 PROPOSED COLLECTION BUDGET		Check	Change\$	Change%		
Mandated Legal Notices	\$	2,170.10	\$	3,770.00	\$	1,900.00	\$	3,770.00	\$	1,900.00	\$	1,870.00	\$	3,770.00	\$	-	0.00%
Director's Expense	\$	692.79	\$	1,200.00	\$	1,200.00	\$	1,200.00	\$	600.00	\$	600.00	\$	1,200.00	\$	-	0.00%
Bank Fees	\$	-	\$	500.00	\$	250.00	\$	500.00	\$	250.00	\$	250.00	\$	500.00	\$	-	0.00%
Miscellaneous	\$	446.00	\$	275.00	\$	25.00	\$	475.00	\$	225.00	\$	250.00	\$	475.00	\$	200.00	0.00%
TOTAL OTHER OPERATING EXPENDITURES	\$	25,867.91	\$	28,076.00	\$	16,051.00	\$	31,595.00	\$	18,175.00	\$	13,420.00	\$	31,595.00	\$	3,519.00	12.53%
CAPITAL OUTLAY																	
Furniture, Equipment, Other	\$	6,260.98	\$	8,500.00	\$	5,250.00	\$	8,500.00	\$	5,250.00	\$	3,250.00	\$	8,500.00	\$	-	0.00%
TOTAL CAPITAL OUTLAY	\$	6,260.98	\$	8,500.00	\$	5,250.00	\$	8,500.00	\$	5,250.00	\$	3,250.00	\$	8,500.00	\$	-	0.00%
BUDGET SUMMARY OF EXPENDITURES																	
2019 Consolidated Budget Actual Funds Expended	\$	900,098.39	\$	996,603.25	\$	698,020.89	\$	986,428.12	\$	691,576.19	\$	294,851.93	\$	986,428.12	\$	(10,175.13)	-1.02%
Payroll Salaries & Benefits	\$	274,790.73	\$	284,061.77	\$	240,537.94	\$	305,592.13	\$	256,681.97	\$	48,910.16	\$	305,592.13	\$	21,550.36	7.58%
Purchased & Contracted Services	\$	55,413.72	\$	46,595.00	\$	24,768.50	\$	62,887.00	\$	33,668.50	\$	29,218.50	\$	62,887.00	\$	16,292.00	34.97%
Supplies & Materials	\$	25,867.91	\$	28,076.00	\$	16,051.00	\$	31,595.00	\$	18,175.00	\$	13,420.00	\$	31,595.00	\$	3,519.00	12.53%
Other Operating Expenses	\$	6,260.98	\$	8,500.00	\$	5,250.00	\$	8,500.00	\$	5,250.00	\$	3,250.00	\$	8,500.00	\$	-	0.00%
Capital Outlay	\$	1,262,431.73	\$	1,363,836.02	\$	984,628.33	\$	1,395,002.25	\$	1,005,351.66	\$	389,650.59	\$	1,395,002.25	\$	31,166.23	2.29%
TOTAL EXPENDITURES																	
2019 Consolidated Budget Actual Funds Expended	\$	15,267.89	\$	9,500.00	\$	5,000.00	\$	9,500.00	\$	5,000.00	\$	4,500.00	\$	9,500.00	\$	-	0.00%
Interest Income	\$	2,154.10	\$	1,750.00	\$	1,750.00	\$	1,750.00	\$	1,750.00	\$	-	\$	1,750.00	\$	-	0.00%
Miscellaneous Revenue	\$	13,682.68	\$	3,500.00	\$	3,500.00	\$	3,500.00	\$	3,500.00	\$	-	\$	3,500.00	\$	-	0.00%
Business Personal Property Tax Certificates	\$	8,530.00	\$	4,500.00	\$	-	\$	4,500.00	\$	-	\$	4,500.00	\$	4,500.00	\$	-	0.00%
TOTAL REVENUE FROM OPERATIONS	\$	39,634.67	\$	19,250.00	\$	10,250.00	\$	19,250.00	\$	10,250.00	\$	9,000.00	\$	19,250.00	\$	-	0.00%

2021 CALHOUN COUNTY APPRAISAL DISTRICT PROPOSED BUDGET

BUDGET CATEGORIES	2019 Consolidated Budget Actual Funds Expended	2020 APPROVED CONSOLIDATED BUDGET	2020 APPROVED APPRAISAL BUDGET	2020 APPROVED COLLECTION BUDGET	2021 PROPOSED CONSOLIDATED BUDGET	2021 PROPOSED APPRAISAL BUDGET	2021 PROPOSED COLLECTION BUDGET	Check	Change\$	Change%
NET BUDGET(FUNDING AMOUNT FROM TAXING UNITS)										
Actual Funding from Taxing Units	\$ 1,302,300.05	\$ 1,344,586.02	\$ 974,378.33	\$ 369,659.69	\$ 1,375,752.25	\$ 995,401.66	\$ 380,650.59	\$ 1,375,752.25	\$ 31,166.23	2.32%
Revenues from CCAD Operations (Earned interest, BPP, Tax certificates Misc Etc)	\$ 39,634.67	\$ 19,250.00	\$ 10,250.00	\$ 9,000.00	\$ 19,250.00	\$ 10,250.00	\$ 9,000.00	\$ 19,250.00	\$ -	0.00%
Total Revenues	\$ 1,341,934.72	\$ 1,363,836.02	\$ 984,628.33	\$ 378,659.69	\$ 1,395,002.25	\$ 1,005,351.66	\$ 389,650.59	\$ 1,395,002.25	\$ 31,166.23	2.29%
Total Expenditures	\$ 1,262,431.73	\$ 1,363,836.02	\$ 984,628.33	\$ 378,659.69	\$ 1,395,002.25	\$ 1,005,351.66	\$ 389,650.59	\$ 1,395,002.25	\$ 31,166.23	2.29%
Net Revenues Over/(Under)Expenditures Funded by Reserve Balance	\$ 79,502.99									
FUND RESERVE (Per Financial Audit)	\$ 405,632.00									
TOTAL COMMITTED RESERVES									\$ -	
ASSIGNED RESERVE UTILIZATION(Board Authorized expenditures from reserve fund)										
Pictometry/ChangeFinder(2019-2021)	\$ 34,032.34	\$ 34,033.67	\$ 34,033.67		\$ 34,033.67	\$ 34,033.67	\$ -	\$ 34,033.67	\$ -	
Postage/Forms/Printing(2019)	\$ 4,200.00				\$ -					
Computers (12 PC Dell Desktop or equivalent units)		\$ 15,222.84	\$ 10,148.56	\$ 5,074.28	\$ -	\$ -	\$ -			
TOTAL BOARD APPROVED EXPENDITURES FROM FUND RESERVE	\$ 38,232.34	\$ 49,256.51	\$ 44,182.23	\$ 5,074.28	\$ 34,033.67	\$ 34,033.67	\$ -	\$ 34,033.67	\$ -	

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: DISCUSS REINSTATING AND/OR FORGIVING LEAVE TO EMPLOYEES WHO WERE REQUIRED BY THE CITY TO GO HOME AFTER APPEARING FOR WORK, OCCURRING AFTER MARCH DISASTER DECLARATION, BUT PRIOR TO APRIL 1, 2020.

INFORMATION:

**AGENDA ITEM
NUMBER 5**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM_ 5

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: DISCUSS REINSTATING AND/OR FORGIVING LEAVE TO EMPLOYEES WHO WERE REQUIRED BY THE CITY TO GO HOME AFTER APPEARING FOR WORK, OCCURRING AFTER MARCH DISASTER DECLARATION, BUT PRIOR TO APRIL 1, 2020.

The City initiated morning COVID-19 screenings for all employees during the last week of March. There were 5 Public Works employees that had been sent home during the days prior to the Governor Abbott's Stay At Home Order on April because, in some way, they didn't pass the daily screening. They may have had a fever, not feeling well, or possibly been exposed to the virus.

Because this time occurred prior to the Governor's Stay-At-Home Order, these employees were paid for their time off using their available sick/personal leave or, in the case where they did not have any or adequate leave, it was advanced to them. The City will not be eligible for any reimbursement under the Families First Coronavirus Response Act for this time, but because they did come for work and were directed to go home by their Department Head and the entire situation was something unprecedented which we were all trying to navigate through, the thought was that the City Council may consider reinstating and/or forgiving this used leave.

This involves 5 employees as follows:

Employee 1 – 8 hours

Employee 2 – 32 hours

Employee 3, 4, 5 – 16 hours

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: RECEIVE REPORT FROM THE PORT LAVACA EVENTS COMMITTEE AND A PROPOSAL FOR THE REMAINDER OF THE 2019-2020 FISCAL YEAR

INFORMATION:

**AGENDA ITEM
NUMBER 6**

2019 Event Recap

Festival/Outdoor Events

Iguana Fest

April 5-6, 2019

Downtown Main Street

Budgeted Amount - \$25,000

Actual Net Cost - \$18,563.28

Amt. Over/**Under** Budget - \$6,436.72

21 Hotel Nights – 2019

18 Hotel Nights – 2018

This April Street Dance is a favorite amongst many around the region. It is a free event featuring a mix of music. Performers are a mix of state and local bands. This event was canceled in 2020 due to COVID-19.

Star Spangled Bay Bash

July 4, 2019

Bayfront Peninsula Park

Budgeted Amount - \$25,000

Actual Net Cost - \$21,995.21

Amt. Over/**Under** Budget - \$3,004.79

11 Hotel Nights – 2019

5 Hotel Nights – 2018

This was the second year for this free event. It is late afternoon/evening event featuring music and food vendors prior to the show. In 2019, we added a live performer singing patriotic music during the fireworks show. We also split the main performer's sets to allow for one final set after the fireworks to aid in traffic control.

Juneteenth

June 14-16

George Adams Park

Budgeted Amount - \$2,500

Actual Net Cost - \$2,500

Amt. Over/**Under** Budget - \$0

Estimated 10 Hotel Nights

This is a reunion and celebration. For the past two years, the city has helped fund the entertainment portion of the event. This event has been canceled for 2020.

Bayfront Beats Summer Concert Series

July 13, July 20, July 27, Aug. 3, Aug. 10, Aug. 17

Bayfront Peninsula Park

Budgeted Amount - \$10,000

Actual Net Cost - \$6,729.25

Amt. Over/**Under** Budget - \$3,270.75

Mostly local appeal

This was the third year of this event. The series runs six weeks, starting the week after the area July 4th events and ending in August. It is a laid-back event geared towards families.

Flip Flop Festival

Aug. 30 -Sept. 1

Bayfront Peninsula Park

Budgeted Amount - \$95,000

Actual Net Cost - \$117,071.81

Amt. **Over**/Under Budget - \$22,071.81

176 Hotel Nights – 2019

164 Hotel Nights – 2018

This is the city's signature event and has featured a variety of performers through the years. Last year, was a particularly tough year for a variety of reasons. Six weeks prior to the event we lost our main headliner, Eddie Money, as he developed health issues. We were able to quickly replace him with Starship. Two weeks prior to the event the lead singer of Starship, Mickey Thomas, ruptured a disc in his back, requiring emergency surgery. Thus, we lost another headliner. We were able to replace Starship, but not until just over a week out from the event as quality headliners were unavailable. The changes did not result in a strong enough headliner to carry the event last minute. With these last-minute changes, we incurred several additional and unplanned costs in the way of travel, equipment and backline needs, along with numerous advertising changes.

Redfish Elite Series

Aug. 30 -Sept. 1

Bayfront Peninsula Park

Budgeted Amount - \$25,000

Actual Net Cost - \$25,300

Amt. **Over**/Under Budget - \$300

132 Hotel Nights - 2019

The Tidewater Boats Elite Redfish Series was a new event for us, though we did do a smaller version in 2018. This event was held in conjunction with the Flip Flop Festival. It brought anglers from across the United States. The event was part of a series that aired several times on the Discovery Channel and later picked up and replayed on the AT&T Sportsnet Network. While the idea to have this event with Flip Flop was to provide for additional footage to promote the event, if it was to be held in the future, we would recommend it be held as a stand-alone event. At that this time, we would not recommend this event.

A Few Things We've Learned

1. The use of numbered tickets, rather than reusable tokens, for beer sales provides for better accountability.
2. Most of our events were starting too early adding to additional costs.
3. Transportation for parking from two locations is not needed. By working with a local partner in this area, we can save money.
4. Flip Flop should be a two-day event, and should not have any performances Friday night. This has historically not been a good night for this event as it goes up against Friday night football. The locals are at the game and people coming to town are traveling here.
5. We changed stage and production service providers to save on cost.
6. Free events attract more people.
7. Too many tents were not utilized and will be reduced in the future.
8. Signage and advertising products do not have actual dates and times, allowing us to reuse them in future years.

Recommendations for the Consideration for Remainder of 2020

Due to COVID-19, the 2020 Iguana Fest was canceled. The event committee has the following recommendations for consideration for the remainder of 2020 events.

Star Spangled Bay Bash

July 3, 2020

Bayfront Peninsula Park

Budgeted Amount - \$25,000

Projected cost - \$17,600

After discussion with the Mayor and Interim City Manager, our recommendation is to hold the 2020 fireworks show as planned with social distancing practices in place. This would strictly be a firework show without band performances, beer sales or food vendors.

Bayfront Beats Summer Concert Series

July 11, July 18, July 25, Aug. 1, Aug. 8, Aug. 15

Bayfront Peninsula Park

Budgeted Amount - \$10,000

Projected cost - \$7,000.

Our recommendation is that we hold this series for our community. It is set up in nature that social distancing can be easily achieved with family units sitting together. There are no beer sales at this event and people bring their own lawn chairs.

Flip Flop Festival

Sept. 5

Bayfront Peninsula Park

Budgeted Amount - \$95,000

Projected cost - \$25,000.

The events committee recommendation is to hold Flip Flop Festival as a one day event this year. We would move the bands that we did not use for Iguana Fest and Star Spangled Bash to this date, pending availability. We have already paid deposits on these bands that would carry over. We would also utilize the one band to which we have committed for this event, in addition to a local band. By utilizing these bands, we can use a smaller stage such as what we use for Iguana Fest or Star Spangled Bay Bash, saving on staging and production costs. We will not provide backline for the bands, nor will we provide back-stage dressing rooms. We would move the stage back to the right side of the peninsula, such as our Star Spangled set up avoiding the need for as many port-a-potties. We would also not need transportation services, golf carts or tents. We would plan to encourage lawn chairs for social distancing purposes. We would sell canned beer, rather than draft beer. We recommend that this year be a free event, or minimal \$5 per car charge, alleviating the need for significant fencing. This structure will save on city employee hours and eliminates the need for overnight security.

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER NEW SERVICES AGREEMENT BETWEEN THE CITY OF PORT LAVACA AND THE CALHOUN COUNTY CHAMBER OF COMMERCE COMMENCING ON JUNE 08, 2020 THROUGH SEPTEMBER 30, 2023

INFORMATION:

**AGENDA ITEM
NUMBER 7**

SERVICES AGREEMENT

This Service Agreement is executed by and between the City of Port Lavaca, Texas, a home-rule municipality (hereinafter the "City") and the Port Lavaca Chamber of Commerce, a private Texas nonprofit corporation (hereinafter called the "Chamber").

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

1. Description of Services

Chamber agrees to maintain membership in the Texas Coastal Bend Regional Tourism Council and participate regularly in meetings and training opportunities. Chamber further agrees to provide the following professional services to the City:

a. Visitor's Center

- Function as a Visitor's Center at the Bauer Community Center (BCC), providing city and area information to visitors, prospective visitors, and Texas Travel Centers to include maps, literature and local business information.

b. Booking Agent

- Promote the BCC as a prospective venue to host conventions, events, and activities.
- Promote the Nautical Landings (NL) Meeting Room as a prospective venue to host small events, meetings and activities.
- Manage and schedule all bookings/rentals at the BCC and the NLM Meeting Room
- Communicate rules, rates, options, etc. with clients and the public
- Collect and document deposits and rental fees and submit to the City Finance Department
- Report to and advise City regularly regarding the maintenance and operation of the BCC and NLM Meeting Room.

2. Term and Payment

This agreement shall remain in effect through September 30, 2023 unless sooner terminated under the terms therein. The City agrees that for the above described services performed by Chamber the City shall pay a sum of \$50,000 annually paid in two installments payable on October 1 and March 1. This shall include any membership of the City as a voting member of the Chamber. The term of this Agreement shall commence on June 8, 2020 upon execution by signature of the Mayor and City Secretary for the City and the Chair of the Board of Directors for the Chamber. As part of this agreement, the City shall provide to Chamber office space in the Bauer Community Center at no additional expense. Chamber acknowledges it has received the March 1, 2020 payment and is providing hold-over services under its prior agreement with the City which are hereby modified under this Agreement.

3. Contracts

The City and Contractor agree that in no event shall the City be liable for any contracts made by Chamber with any person, firm, corporation, association or governmental body, outside of this agreement.

4. Liability

The City and Chamber agree that in no event shall the Chamber be liable for any damages, injuries, or losses charged to or adjudged against the City arising from the maintenance of the facilities/building. It is agreed that maintenance of said facilities/building is the responsibility of the City. Chamber assumes no liability for City owned real or personal property.

5. Annual Appropriations

The parties mutually agree and understand that funding under this Agreement is subject to annual appropriations by the City Council and that each fiscal year's funding must be included in the budget for that year and is not effective until so approved by the city council. If funding is not approved for the upcoming year, this Contract shall terminate effective at the end of the currently funded year.

6. Termination

If through any cause, Chamber shall fail to fulfill in a timely and proper manner its obligations under this Agreement or if Chamber shall violate any term of this Agreement, the City shall thereupon notify Chamber of the deficiency in writing and Chamber shall be given sixty (60) days to resolve said deficiency. If Chamber fails to resolve after said time, City shall have the right to terminate this Agreement by giving written notice to the contractor of such termination and specifying the effective date thereof at least sixty (60) days before the effective date of such termination. In such event, all finished or unfinished documents prepared by Chamber under this Agreement shall, at the option of the City, become their property, and the Chamber shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

CITY OF PORT LAVACA

CHAMBER

By: _____
Jack Whitlow, Mayor

By: _____
Tania French, Chamber President

Date: _____

Date: _____

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: RECEIVE MAYORS AMENDMENT OF MEMBERS APPOINTED TO
THE AD HOC COMMITTEE FOR ECONOMIC DEVELOPMENT

INFORMATION:

**AGENDA ITEM
NUMBER 8**

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER AND TAKE ANY ACTION TO APPROVE ASSIGNMENT
OF DEVELOPMENT AGREEMENT OF TEXAS LAKESIDE RV
RESORT LLC TO LAKESIDE CRV RECREATIONS, LLC

INFORMATION:

**AGENDA ITEM
NUMBER 9**

ASSIGNMENT OF DEVELOPMENT AGREEMENT

This ASSIGNMENT OF DEVELOPMENT AGREEMENT (this "Assignment") is made as of _____, 2020, by and between **TEXAS LAKESIDE RV RESORT LLC**, a Texas limited liability company ("Assignor"), to **LAKESIDE CRV RECREATIONS, LLC**, a Texas limited liability company (the "Assignee").

AGREEMENTS:

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Assignor and Assignee hereby agree as follows:

1. Assignor has ASSIGNED, TRANSFERRED, CONVEYED and DELIVERED, and by these presents does ASSIGN, TRANSFER, CONVEY and DELIVER, unto Assignee, its successors and assigns, all of Assignor's right, title, and interest in, to and under that certain Development Agreement dated August 14, 2017, by and between Assignor and the City of Port Lavaca, Texas, a Municipal Corporation organized and existing under the State of Texas, and such Development Agreement being attached hereto at Exhibit A (the "Development Agreement").
2. It is specifically agreed between Assignor and Assignee that Assignee: (a) assumes the liabilities, obligations, duties, and responsibilities of Assignor with respect to the terms and conditions of the Development Agreement from and after (but not prior to) the date hereof, and (b) is obligated for the discharge and performance of any and all duties and obligations to be performed and/or discharged by Assignee thereunder from and after (but not prior to) the date hereof. By accepting this Assignment and by its execution hereof, Assignee hereby assumes and agrees to save, defend, indemnify and hold harmless Assignor from and against any and all demands, claims, causes of action, actions, losses, liabilities, obligations, costs and expenses (including reasonable attorneys' fees and court costs) which Assignor might suffer as a result of any action or failure to act on the part of Assignee with respect to the obligations under the Development Agreement.
3. **EXCEPT AS EXPRESSLY PROVIDED HEREIN, ASSIGNOR HAS MADE NO AFFIRMATION OF FACT OR PROMISE RELATING TO THE DEVELOPMENT AGREEMENT THAT HAS BECOME ANY BASIS OF THIS BARGAIN.**
4. This Assignment may be executed in multiple counterparts, each of which will be deemed an original, but all of which will constitute one and the same instrument.

*REMAINDER OF PAGE INTENTIONALLY BLANK.
SIGNATURE PAGE FOLLOWS.*

IN WITNESS WHEREOF, this Assignment is executed on the date first above written.

ASSIGNOR:

TEXAS LAKESIDE RV RESORT LLC, a Texas limited liability company

By: _____

Douglas Jensen, Sole Member

ASSIGNEE:

LAKESIDE CRV RECREATIONS, LLC, a Texas limited liability company

By: CRV Recreations, Inc., a California corporation, its Sole Member

By: _____

Michael H. Johnson, President

The **CITY OF PORT LAVACA**, Texas, a Municipal Corporation organized and existing under the State of Texas, hereby consents to this Assignment.

CITY OF PORT LAVACA

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

Development Agreement

[Attached]

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER APPROVAL OF THE FINAL PLAT OF THE TEXAS
LAKESIDE RV RESORT SUBDIVISION

INFORMATION:

**AGENDA ITEM
NUMBER 10**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM_ 10

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: CONSIDER APPROVAL OF THE FINAL PLAT OF THE TEXAS LAKESIDE RV RESORT SUBDIVISION

The City Council approved the Final Plat of the Texas Lakeside RV Resort Subdivision at a regular Council meeting in May of 2012. When the property was recently sold, it was discovered that the Final Plat had never been filed at the Courthouse. It is in the interest of the City and the new property owner to properly record the plat, since it involves the dedication of a public utility easement for a fire line and a sanitary sewer. As you recall, the City installed the fire line for Mr. Jenson as part of an economic development package. The City maintains that line and needs the legal easement to continue to do so.

Attached is a copy of the plat approved in 2012 with the dates changed to 2020. It is being further revised to reflect dedication by the new owners and to correct the Chief Appraiser's name.

Because the Council approval was 8 years ago, I'm bringing this before Council for approval again with the new Owner's dedication. All parties are interested in making sure this gets properly filed this time.

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER APPROVAL OF URBAN ENGINEERING TASK ORDER
NO. 15 FOR THE ENGINEERING FOR THE PROJECT “REPAIRS TO
THE CITY HARBOR DOCKS”

INFORMATION:

**AGENDA ITEM
NUMBER 11**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM_ 11

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: CONSIDER APPROVAL OF URBAN ENGINEERING TASKS ORDER NO. 15 FOR THE ENGINEERING FOR THE PROJECT "REPAIRS TO THE CITY HARBOR DOCKS"

As you are aware the Port Commission recently contracted with Gonzales Contracting to remove the concrete Lower Dock at the City Harbor at Miller's Lease in order to inspect the condition of the tie-backs, the steel bulkhead and quantify the voids under the slab.

Urban Engineering has evaluated the Lower Dock and have determined that the tie-backs themselves look to be in good shape, but the waler bolts need replacing. At the April Port Commission meeting, they presented 4 options with cost estimates for consideration of repairs. At that meeting the consensus of the Board was to prepare bid documents for Option 2 with a deductive alternate for Option 1.

Because there was still uncertainty about the amount of funds available in the Port Revenue Fund, since the Audit nor the recovery was complete, at the May Port Commission meeting there was discussion of just only backfilling with limestone at this time and look to making repairs at a later date.

I know that Council, whenever possible, prefer to make full repairs when needed, I wanted to bring this to Council for consideration of approval of Urban's Task Order to prepare bid documents. With this task Order, they can prepare plans for Option 3 EXCLUDING the sandblasting/recoat of the sheet piling, which CAN be done at a later date. The bid can be set up to provide deducts for Option 2 and even Option 1, although I would not recommend that. FEMA has obligated this project and has established the quantity of fill and concrete slab they will pay 90% for. Taking all this into consideration, we may find that Option 3, without the sandblasting of the sheet pile is something the City can afford at this time.

With the authorization of this Task Order, the financial commitment at this time is \$25,000. When bids are received, Port Commission and Council can consider the actual dollars that would be involved for Option 2 and 3 and, if option 3 were taken, how much FEMA would be contributing toward the concrete and then make a decision regarding further financial commitment at that time. Within the next few weeks we will be in a much better position to understand what funds Port Commission has and what if any additional general fund dollars would be needed to complete this project.

RECOMMENDATION: Authorize Urban Engineering Task Order No. 15 to prepare bid documents and bid the repairs to City Dock for options 2 and 3 (without the sandblasting/recoating of the sheet piles). Again a bid tabulation will be brought to the Port Commission and City Council for action prior to additional financial commitment being made.

Attachments:

- Descriptions and cost estimates of 4 options provided by Urban Engineering

Option 1

- Patch holes in steel sheet piling.
- Backfill with base material (Limestone or Crushed Concrete).

Option 2

- Patch holes & thin spots in steel sheet piling
- Replace waler bolts.
- Backfill with base material (Limestone or Crushed Concrete)

Option 3

- Patch holes in steel sheet piling.
- Replace waler bolts.
- Sand blast and recoat existing sheet piling.
- Replace concrete pavement.

Option 4

- Replace steel sheet piling, utilize existing tie-backs.
- Replace concrete pavement.

ENGINEER'S OPINION OF PROBABLE COSTS

CITY HARBOR - REPAIR OPTIONS

CITY OF PORT LAVACA

PREPARED BY: URBAN ENGINEERING

DATE: April 20, 2020

Option 1

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Insurance and Bonds	1	LS	\$ 2,500.00	\$ 2,500.00
2.	Patch Holes	1	LS	\$ 10,000.00	\$ 10,000.00
3.	Crushed Limestone/Concrete Base	1,500	SY	\$ 45.00	\$ 67,500.00

TOTAL CONSTRUCTION COST**\$ 80,000.00**

NON-CONSTRUCTION COSTS

4.	Engineering	1	LS	\$ 25,000.000	\$ 25,000.00
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TOTAL PROJECT COST**\$ 105,000.00**

Option 2

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Insurance and Bonds	1	LS	\$ 6,500.00	\$ 6,500.00
2.	Patch Holes & Thin Spots	1	LS	\$ 18,000.00	\$ 18,000.00
3.	Replace Waler Bolts (per pair)	150	EA	\$ 350.00	\$ 52,500.00
4.	Crushed Limestone/Concrete Base	1,500	SY	\$ 45.00	\$ 67,500.00

TOTAL CONSTRUCTION COST**\$ 144,500.00**

NON-CONSTRUCTION COSTS

5.	Engineering	1	LS	\$ 26,650.000	\$ 26,650.00
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TOTAL PROJECT COST**\$ 171,150.00**

Option 3

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Insurance and Bonds	1	LS	\$ 23,000.00	\$ 23,000.00
2.	Patch Holes	1	LS	\$ 10,000.00	\$ 10,000.00
3.	Replace Waler Bolts (per pair)	150	EA	\$ 350.00	\$ 52,500.00
4.	Sandblast & Recoat Existing Sheet Piling	454	LF	\$ 400.00	\$ 181,600.00
5.	Crushed Limestone/Concrete Base	1,500	SY	\$ 25.00	\$ 37,500.00
6.	Replace Concrete Paving	13,500	SF	\$ 14.00	\$ 189,000.00

TOTAL CONSTRUCTION COST**\$ 493,600.00**

NON-CONSTRUCTION COSTS

7.	Engineering, Surveying & Testing	1	LS	\$ 43,500.000	\$ 43,500.00
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TOTAL PROJECT COST**\$ 537,100.00**

Option 4

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Insurance and Bonds	1	LS	\$ 45,000.00	\$ 45,000.00
2.	Patch Holes	1	LS	\$ 10,000.00	\$ 10,000.00
3.	Install New Steel Sheet Piling	454	LF	\$ 1,500.00	\$ 681,000.00
5.	Crushed Limestone/Concrete Base	1,500	SY	\$ 25.00	\$ 37,500.00
6.	Replace Concrete Paving	13,500	SF	\$ 14.00	\$ 189,000.00

TOTAL CONSTRUCTION COST**\$ 962,500.00**

NON-CONSTRUCTION COSTS

7.	Engineering	1	LS	\$ 86,600.000	\$ 86,600.00
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TOTAL PROJECT COST**\$ 1,049,100.00**

This is Task Order No. 15,
consisting of 3 pages.

Task Order

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated November 13, 2017 ("Agreement"), Owner and Engineer agree as follows:

1. **Specific Project Data**

A. Title: City of Port Lavaca – City Harbor Docks Repairs

Description: Design plans & specifications, prepare bid documents and perform contract administration for: 1) repairs to the City Harbor Docks on the southwest side of the marina.

2. **Services of Engineer**

Engineer shall have those responsibilities set forth in Exhibit A.

3. **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Exhibit B.

4. **Times for Rendering Services**

Services will be rendered in a timely manner and in accordance with the schedule determined during the Study and Report Phase of the Project.

5. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum, or Estimate of Compensation for Services</i>
<i>Design, Bidding and Contract Administration</i>	<i>Fixed Fee</i>	<i>\$24,950.00</i>

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

B. Reimbursable Expenses: Includes fees charged by outside entities have review authority over the project, government agency fees and advertising fees. See Appendix 1 to Exhibit C "Reimbursable Expenses Schedule"

6 **Consultants:** None

7. **Other Modifications to Agreement:** None

8. **Attachments:** None

9. **Documents Incorporated By Reference:** Master Agreement Between City of Port Lavaca and Victoria Engineering, Inc. dba Urban Engineering dated November 13, 2017. This includes all Attachments to that Agreement (Attachments A – Attachment I inclusive).

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER:

By: _____

Name: Jack Whitlow

Title: Mayor

ENGINEER:

By: 

Name: Matt A. Glaze, P.E.

Title: Senior Engineer

Engineer License or Firm's
Certificate No. TREF# F-160
State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Jody Weaver, P.E.

Title: City Engineer

Address: 202 N. Virginia St.
Port Lavaca, TX 77979

E-Mail
Address: jweaver@portlavaca.org

Phone: 361-552-9793

Fax: 361-552-6062

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Matt A. Glaze, P.E.

Title: Senior Engineer

Address: 2004 N. Commerce St.
Victoria, TX 77901

E-Mail
Address: mglaze@urbanvictoria.com

Phone: 361-578-9836

Fax: 361-576-9836

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER REQUEST OF THE PORT COMMISSION TO HIRE A
REAL ESTATE ATTORNEY TO PREPARE STANDARDIZE LEASE
AGREEMENT DOCUMENTS

INFORMATION:

**AGENDA ITEM
NUMBER 12**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM_ 12

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: CONSIDER RECOMMENDATION OF THE PORT COMMISSION TO HIRE A REAL ESTATE ATTORNEY TO PREPARE STANDARDIZED LEASE AGREEMENT DOCUMENTS

The Port Commission has requested that City Council authorize the contracting with a “specialized real estate attorney” to prepare standardized leases for Port Commission properties.

As you know, the City Charter charges the City Attorney with being the “chief legal advisor to the City”. Contracting with any outside legal counsel would require the City Attorney’s consent and approval and is typically done only when a specialization is required that the City Attorney is not well versed or experienced in. As I’m sure you are aware, Anne Marie is very experienced in this area, having prepared numerous leases, easements and other real estate documents for the City in the past.

While I’ve had the opportunity to dig into many of these leases, I have learned that Anne Marie has in fact prepared a standardized lease document previously, but I don’t know how consistently it has been used by previous City Managers. As opposed to hiring outside Counsel, I would recommend that Counsel authorize the City Attorney to work with the Port Commission and myself to prepare and update standardized leases for use in future lease agreements, for final approval by Council. It is my understanding that Mike McGuire has talked to Anne Marie since the Port Commission meeting and it seems that he is open to working with Anne Marie on these lease documents.

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE THE PRELIMINARY AND FINAL PLAT OF THE AVENUE D RV PARK SUBDIVISION

INFORMATION:

**AGENDA ITEM
NUMBER 13**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JUNE 8, 2020

AGENDA ITEM _ 13

DATE: 6.04.2020
TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
FROM: JODY WEAVER, INTERIM CITY MANAGER
SUBJECT: AVE D RV PARK SUBDIVISION

Mr. Maricio Blanco has submitted this subdivision plat for property within the City's ETJ and plans to develop a RV Park on the property. Recall in the ETJ, the City can not dictate land use nor do we have any control over the building, but do require the property be platted.

- This can be considered a minor plat as no new roads or utility lines are involved. The easements shown on the plat are existing private road and AEP easements.
- I discussed public access with Anne Marie and she suggested the following wording be added to the plat.

No record has been located showing dedication of this 40 ft road easement to the public, however Calhoun County has acknowledged maintenance of the same.

This has been added to the plat attached.

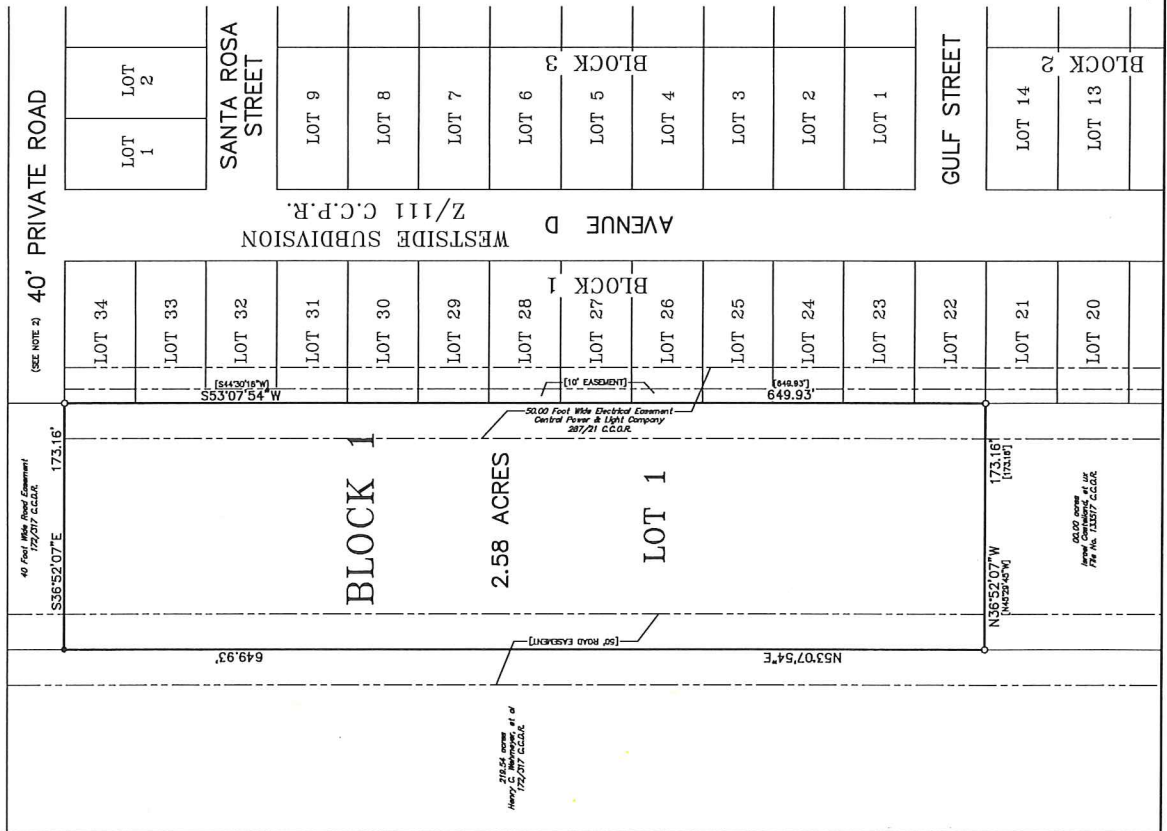
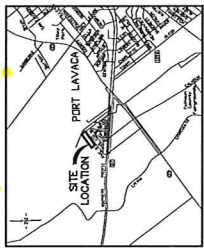
RECOMMENDATION:

The Planning Board recommends approval of this Preliminary and Final Plat.

AVENUE D RV PARK SUBDIVISION

2.58 ACRE SUBDIVISION

ALL OF A 2.58 ACRE TRACT
 FILE NO. 138705 OF THE CALHOUN COUNTY OFFICIAL RECORDS
 MAXIMO SANCHEZ LEAGUE, ABSTRACT NO. 35 OF CALHOUN COUNTY, TEXAS



CERTIFICATE OF OWNERSHIP
 STATE OF TEXAS
 COUNTY OF CALHOUN

I, THE UNDERSIGNED, OWNER OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS AVENUE D
 CALHOUN COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION PLAT WAS
 APPROVED BY THE CITY COUNCIL OF SAID CITY AS APPROVED BY LAW, AND THAT THE
 RESOLUTION APPROVED OF RECORD IN VOLUME _____ PAGE _____ OF THE MINUTES OF
 THE PLANNING BOARD OF PORT LAVACA AS SET FORTH IN MY OFFICE.

WITNES MY HAND AND SEAL OF THE CITY OF PORT LAVACA, TEXAS, ON THIS ____ DAY
 OF _____ 2020.

CITY COUNCIL CERTIFICATE - APPROVAL
 STATE OF TEXAS
 COUNTY OF CALHOUN

I, HENRY GRANT, CITY SECRETARY OF THE CITY OF PORT LAVACA, AN INCORPORATED CITY IN
 CALHOUN COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION PLAT WAS
 APPROVED BY THE CITY COUNCIL OF SAID CITY AS APPROVED BY LAW, AND THAT THE
 RESOLUTION APPROVED OF RECORD IN VOLUME _____ PAGE _____ OF THE MINUTES OF
 THE PLANNING BOARD OF PORT LAVACA AS SET FORTH IN MY OFFICE.

WITNES MY HAND AND SEAL OF THE CITY OF PORT LAVACA, TEXAS, ON THIS ____ DAY
 OF _____ 2020.

CITY SECRETARY
 CITY OF PORT LAVACA, CALHOUN COUNTY
 STATE OF TEXAS

COUNTY CLERK CERTIFICATE
 STATE OF TEXAS
 COUNTY OF CALHOUN

I, ANNA GOODMAN, CLERK OF COUNTY COURT AND COUNTY CLERK OF CALHOUN COUNTY, TEXAS,
 DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION PLAT OF AVENUE D RV PARK SUBDIVISION
 WITH CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE
 DAY OF _____ 2020, O'CLOCK _____ A.M., AND WAS DULY RECORDED ON THE
 CAHOUN COUNTY DEED RECORDS, SIDE NO. _____ PAGE _____ OF THE

STATE OF TEXAS
 COUNTY OF CALHOUN

CALHOUN COUNTY APPRAISAL DISTRICT
 I, HENRY CERTIFY THAT THE AD VALOREM TAXES ON THE LAND INCLUDED WITHIN THE BOUNDARIES
 OF THIS PLAT ARE PAID FOR THE TAX YEAR _____ AND ALL PRIOR YEARS.

IF APPLICABLE, THE ABOVE-DESCRIBED PROPERTY HAS/ HAS NOT RECEIVED SPECIAL APPRAISAL BASED ON
 ITS USE, AND ADDITIONAL ROLLBACK TAXES MAY BECOME DUE BASED ON THE PROVISIONS OF THE
 SPECIAL APPRAISAL (COMPTROLLER RULE 8.204) ON PROPERTY OMITTED FROM THE APPRAISAL ROLL
 AS DESCRIBED UNDER TAX CODE SECTION 24.21 IS NOT INCLUDED IN THIS CERTIFICATE (TAX CODE
 SECTION 24.06 (B)).

SIGNED THIS THE ____ DAY OF _____ 2020.

BY _____
 LESSE W. HUBBELL
 CHIEF APPRAISER

NOTES
 1. THIS PROPERTY IS DESIGNATED FOR COMMERCIAL USE ONLY.
 2. THERE IS NO RECORD FOUND INDICATING THE 4" WIDE ROAD
 EASEMENT HAS BEEN DEDICATED TO THE PUBLIC FOR CALHOUN COUNTY.
 DOES PROVIDE MAINTENANCE TO THE DRAINING ROAD.

LEGEND
 ○ 1/2" IRON ROD
 ○ 1/4" IRON ROD
 ○ 1/2" IRON PIPE
 ○ 1/4" IRON PIPE
 ○ 1/2" IRON ROD WITH
 COLOR CALHOUN COUNTY DEED RECORDS
 [] PLAT ON DEED CALL



PRELIMINARY PLAT



I, HENRY A. DANYSKA, A REGISTERED PROFESSIONAL LAND
 SURVEYOR, DO HEREBY CERTIFY THAT THE PLAT SHOWN HEREON
 REPRESENTS A TRUE AND CORRECT COPY OF THE ORIGINAL
 UNDER MY SUPERVISION ON FEBRUARY 11, 2020.

HENRY A. DANYSKA, INC.
 HENRY A. DANYSKA
 REGISTERED PROFESSIONAL
 LAND SURVEYOR, P.L.C. 0088

**PRELIMINARY, THIS DOCUMENT SHALL NOT
 BE RECORDED FOR ANY PURPOSE AND
 SHALL NOT BE USED OR VIEWED OR RELIED
 UPON AS A FINAL SURVEY DOCUMENT**
 5-28-2020
 RELEASE DATE

DRAWN BY: J.H.D.
 CHECKED BY: H.A.D.
 DATE: MAY 27, 2020
 SCALE: 1" = 80'

G & W ENGINEERS, INC.
 ENGINEERING • SURVEYING • PLANNING
 205 W. LIVE OAK STREET, PORT LAVACA, TEXAS 77979
 (361) 552-4509; PORT LAVACA (361) 523-7100; BAY CITY

FILE NO.: 8333-001
 JOB NO.: 8333-001
 SHEET NO.: 1 OF 1

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE THE FINAL PLAT OF THE JIMMY SHELTON SUBDIVISION NO. 1

INFORMATION:

**AGENDA ITEM
NUMBER 14**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JUNE 8, 2020

AGENDA ITEM _ 14

DATE: 6.04.2020
TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
FROM: JODY WEAVER, INTERIM CITY MANAGER
SUBJECT: JIMMY SHELTON SUBDIVISION NO. 1 – FINAL PLAT

Council approved the Preliminary Plat for the Jimmy Shelton Subdivision No. 1 at the November 2019 Council meeting. Mr. Shelton has recently completed the sewer line extension and attached is a copy of the engineer's certification that the construction was completed in accordance with the approved plans and specifications, as well as the one-year warranty provided by the contractor Lester Contracting.

Mr. Shelton has submitted payment to the City for the fire line and water tap installation which has been delayed due to the rain. It is scheduled to be performed on June 8.

There are no changes to the plat from what was approved in November.

Recommendation: In accordance with the prior approval of the Preliminary Plat, approve the Final Plat of the Jimmy Shelton Subdivision No. 1.

Attachments:

- Certification by G&W Engineers
- Letter of Warranty from Lester Contracting

June 04, 2020

City of Port Lavaca
202 North Virginia
Port Lavaca, Texas 77979

**RE: SANITARY SEWER CONSTRUCTION OBSERVATION – Port Lavaca Townhomes Project,
Port Lavaca, Texas**

City of Port Lavaca,

G&W Engineers, Inc. was asked by Ms. Jody Weaver, P.E. to perform an observation of the Sanitary Sewer Infrastructure constructed as part of the Port Lavaca Townhomes project, designed by G&W Engineers, Inc.

Upon visual inspection and surveying of the installed sanitary sewer mains, G&W is confirming that the infrastructure was built according to the plans and specifications.

Should there be any questions, concerns or follow-up information needed, please do not hesitate to contact me at 361-552-4509.

Respectfully Submitted,



Scott P. Mason, P.E.
G&W Engineers, Inc.

Cc: Mr. Jimmy Shelton, Property Owner & Developer



LESTER

CONTRACTING, inc.

General Contractors

Heavy Equipment • Excavating • Site Work • Erosion Control • Utilities • Concrete

P. O. Box 986 • Port Lavaca TX 77979 • (361) 552-3024 • FAX (361) 552-4049

LETTER OF WARRANTY

General Contractor: Shelton Properties
Project: Port Lavaca Townhomes
Scope of Work: Utilities (Offsite Sanitary Sewer Main)
Date: 5/29/2020

Lester Contracting, inc, the general contractor of record, does hereby warrant that for a period of one year from the date of substantial completion 5/30/2020 the above work Port Lavaca Townhomes Offsite Sanitary Sewer and that it will remain free from all defects in workmanship and material, and that it will comply with all the specific requirements of the Specifications and other contract Documents governing the work as submitted.

It is understood and agreed that in the event of defects and the necessity of making repairs, the Owner will immediately notify the above contractor in writing of its conditions and shall give the contractor reasonable time in which to make said repairs. If any person, firm, or corporation other than the above listed contractor has, since the completion of the above work, performed or attempted to perform any repairs to the property then this warranty becomes null and void. This warranty does not cover any repairs made by anyone other than the above contractor or one of its authorized representatives.

The contractor shall not be under any responsibility or liability whatsoever to make repairs occasioned by injury to said property caused wholly or in part by hurricane, floods, windstorm, tornado, lightning, hail or other casualty, or by reasons of negligence by any party not directly associated with the contractor. Additional specific conditions of this warranty (if any) are listed on additional sheets.

MANUFACTURERS' WARRANTIES: We assign and pass through to you the manufactures' warranties on all equipment.

EXCLUSIONS FROM COVERAGE: We do not assume any responsibility for any of the following, all of which are excluded from the coverage of this Limited Warranty

1. Damage due to ordinary wear and tear, abusive use, or lack of proper maintenance or maintenance by others.
2. Defects, which are the result of characteristics common to the materials, used, such as (but not limited to) fading, caulking, and checking of paint due to direct exposure to sunlight.
3. Defects in the items installed by tenant or anyone else except our subcontractors or us.
4. Loss or damage due to adverse environmental conditions or acts of God.
5. Loss of wages or income due to repair, replacement, or damage

NO OTHER WARRANTIES: This Limited Warranty is the only warranty we give. Implied warranties including but not limited to warranties of merchantability, fitness for a particular purpose, and habitability, are limited to the warranty periods set forth above.

CLAIMS PROCEDURE: If a defect appears which you feel is covered by this Limited Warranty; a written notice describing the defect must be sent to our office at our current address of record. All warranty will be performed during normal working hours (7:00 a.m. to 5:30 p.m.).

REPAIRS: Upon receipt of your written report of a defect, if the defective items are covered by this Limited Warranty, we will repair or replace it at no charge to you, within 30-days (provided there are no labor problems or materials shortages to cause delays). The work will be completed by us or subcontractors chosen by us. The choice between repair and replacement shall be determined by Lester Contracting, inc. based on actual conditions or circumstances.

NOT TRANSFERABLE: This Limited Warranty is not transferable to another contractor, owner or tenant. If the original owner/tenant moves out or relinquishes ownership within the warranty period, this Limited Warranty will automatically terminate.

Ken Lester, Jr.
President
Lester Contracting, Inc.

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER RECOMMENDATION OF THE PLANNING BOARD TO APPROVE A VARIANCE REQUEST OF ROLANDO REYES REGARDING BLOCK 1, LOT 3 OF THE REYES SUBDIVISION

INFORMATION:

**AGENDA ITEM
NUMBER 15**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: JUNE 8, 2020

AGENDA ITEM _ 15

DATE: 6.03.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: VARIANCE REQUEST OF MR. ROLANDO REYES REGARDING LOT 3, BLK 1 REYES SUBDIVISION

Several years ago, Mr. Reyes had this property at the corner of Ann Street and George Street subdivided into 3 lots with the plan of constructing a duplex on each lot. He has recently completed the construction of a duplex on Lot 1. He originally was going to construct on Lot 2 next, but there is an issue with sewer availability. There is no gravity sewer available for the lot, so an E-One pressure sewer lift station would be required. While this issue is being dealt with, Mr. Reyes would like to construct on Lot 3, but is requesting a variance to allow a 15 ft building setback instead of the platted 25 ft setback lines established for this lot, on both George and Ann Streets.

Below are the following photos:

- A photograph of the corner of Ann St & George St
- A proposed layout of the new duplex
- A photo of the house across Ann Street on George
- A photo of the house across George Street on Ann

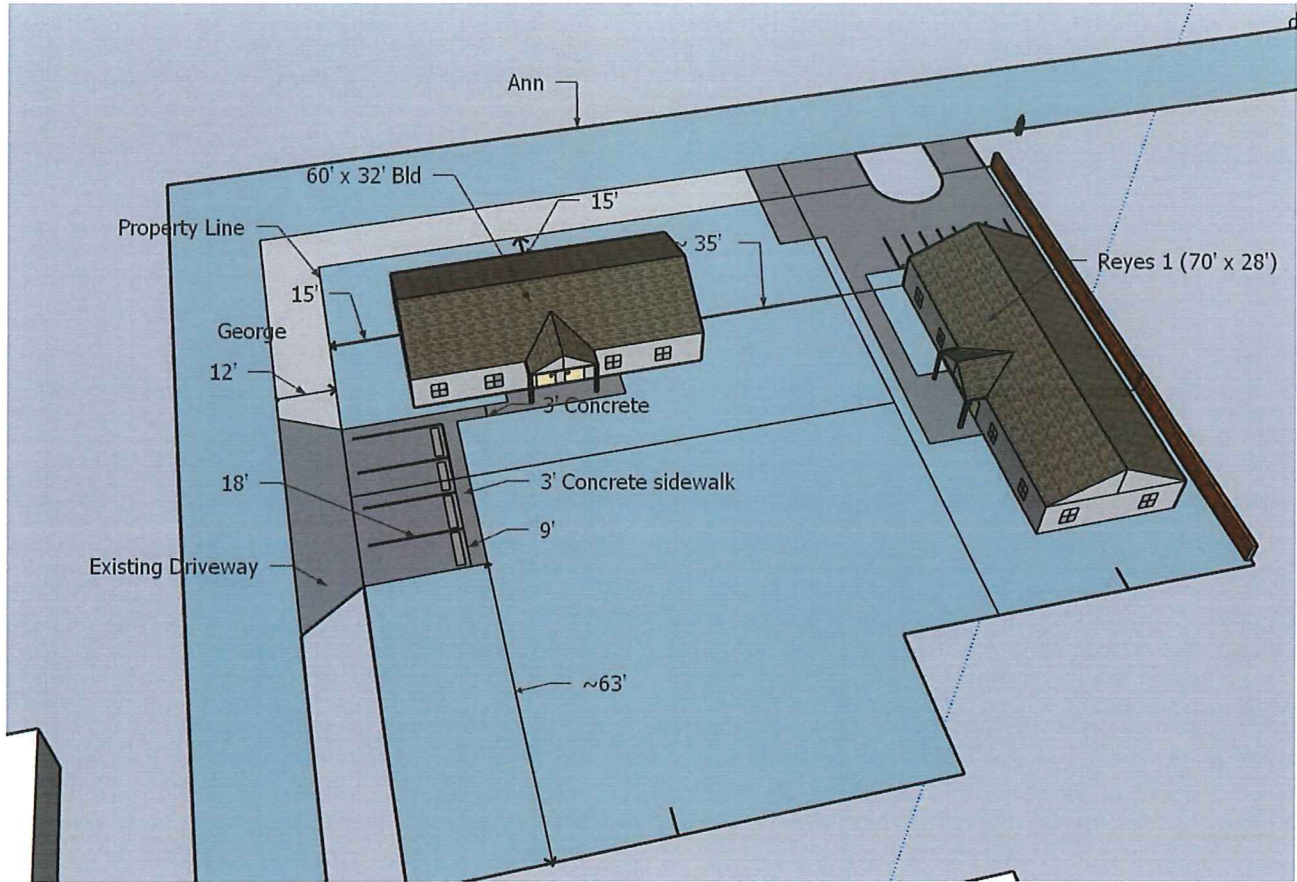
Attached:

- Copy of the plat

RECOMMENDATION: Both existing houses across from this corner appear to be constructed with an approximate 15 ft front setback. The Cable One commercial office building at the corner of George and Virginia Street appears to be constructed on the property line. **Planning Board recommends granting the variance to allow 15 ft front setbacks on Lot 3 on both George St and Ann St.**



The corner of Ann & George St. Note the back of the concrete apron constructed off of George St. is at approx. the property line. So, the building would be set back approximately 15 ft from there.



Proposed layout of second duplex



House across Ann St on George St. - approx. 15 ft setback



House across George on Ann- porch at approx. 15 ft setback

S47°30'00"E 92.00'

12' ABANDONED ALLEY RESERVATION

S47°30'00"E 50.00'

68.00'

N42°30'00"E 28.00'

5' BUILDING LINE

5' BUILDING LINE

BLOCK

LOT 2

BLOCK

0.245 acre
88/576 C.C.O.R.

1

25' BUILDING LINE

LOT

120.00'

5' BUILDING LINE

1

120.00'

5' BUILDING LINE

S47°30'00"E 110.00'

FRONT

0.241 acre
420/452 C.C.O.R.

114.00'

LOT 1

5' BUILDING LINE

0.245 acre
File No. 127817 G.C.O.R.

LOT 3

GEOARGE

N42°30'00"E

N42°30'00"E

66.84'

25' BUILDING LINE

508
N. ANN

341-920-7992

50.00'

15

110.00'

N47°30'00"W
[N47°30'W]
(BASE BEARING)

160.00'

[27.5']

C

ANN

STREET

Mr. Reyes

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER APPROVAL OF THE AGREEMENT FOR INTERIM CITY
MANAGER SERVICES WITH RICHARD N. MORTON, JR. AND
AUTHORIZE ADDITIONAL FUNDS FOR THIS AGREEMENT.

INFORMATION:

**AGENDA ITEM
NUMBER 16**

AGREEMENT FOR INTERIM CITY MANAGER SERVICES

STATE OF TEXAS §
 §
COUNTY OF CALHOUN §

For good and valuable consideration, the receipt and sufficiency of which is hereby conclusively acknowledged, this agreement is made by and between the City of Port Lavaca, Texas, a Texas Municipal Corporation (hereinafter referred to as the "City") and Richard N. Morton, Jr. (hereinafter referred to as "ICM").

Upon beginning full time work with the City, ICM shall be named as the City's Interim City Manager to handle the responsibilities of City Manager. As an incident to such responsibilities, ICM shall have all powers and duties as set forth in the Home Rule Charter, City Ordinances, City Policy, State law, and as further delegated by the Mayor and City Council. The parties agree and acknowledge that ICM may continue professional consultation work for other clients during the term of this agreement, and further agree and acknowledge that time spent on such consultation will not be billed to the City.

The parties anticipate that ICM will begin full time services under this agreement on a mutually agreeable date in the middle to end of August, 2020. Until such time, ICM shall provide consulting services at the rate of \$85/hour plus reimbursable expenses such as mileage for travel, per diem for meals and hotel stay.

ICM acknowledges that his provision of services is at the discretion of the Mayor and City Council and that the Mayor and City Council may terminate this agreement at any time, with or without cause. The hours of the work week for the ICM shall be determined by the Mayor and City Council. Further, either party may terminate this agreement by giving the other party thirty (30) days advance written notice.

ICM may not assign personnel to act as City Manager without the prior express consent of the City.

In consideration of its agreement, the City shall 1) Pay to ICM the sum of \$85.00 per hour for its services, with a minimum billing increment of thirty (30) minutes; 2) Pay automobile mileage (at the current IRS rate) for two round trips per month for ICM to/from his home in Malakoff, Texas 3) provide acceptable housing for ICM's use during the term of this agreement.

ICM shall provide a billing statement to the City on a bi-weekly basis and such billing statement will be due and payable upon receipt thereof by the City.

The parties agree that ICM will be serving in the capacity of a public official for the City. To the extent permitted by law, the City hereby agrees to indemnify and hold harmless ICM from and against any and all claims, causes of action, damages, losses, and/or costs, including reasonable attorneys' fees and expenses, resulting from or arising out of the services provided to the City pursuant to this agreement to the extent, such liability or costs are covered under any existing insurance policy, liability coverage or coverage under an interlocal agreement providing liability coverage to the City Officials and employees while acting within the scope of their employment with the City. City agrees to obtain an endorsement to its insurance policy or interlocal agreement to provide coverage for ICM.

City will provide workers' compensation coverage for the City Manager while in the scope of performing services within the course and scope of this agreement.

Notices to the parties shall be directed as follows:

To the City: Jack Whitlow, Mayor
 City of Port Lavaca, Texas
 202 N. Virginia St.
 Port Lavaca, TX 77979-3431

To ICM: Richard N. Morton, Jr.
 39 Bayside Dr.
 Malakoff, Texas

The parties specifically reserve the right to designate other addresses for notices in writing from time to time.

This agreement constitutes the full and complete agreement of the parties, and all other prior and/or contemporaneous agreements between the parties have been merged herein. Any future amendment of this agreement shall be in writing and shall require the written consent of both parties.

This agreement is governed by and is to be construed and enforced in accordance with the laws of the State of Texas and of the United States.


The parties agree and consent to the jurisdiction of and venue in the District Courts of Calhoun County, Texas, and of the United States District Court for the Southern District of Texas and acknowledge that such courts shall constitute proper and convenient forums for the resolution of any actions among the parties with respect to the subject matter hereof.

The parties further agree that such courts shall be the exclusive forums for the resolution of any actions among the parties with respect to the subject matter hereof.

EXECUTED in duplicate originals to be effective on the 18th day of May, 2020.

CITY OF PORT LAVACA, TEXAS

By: Jack Whitlow, Mayor
City of Port Lavaca, Texas



Richard N. Morton, Jr.

Attest: _____
Mandy Grant, City Secretary
City of Port Lavaca, Texas

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER REQUEST OF UNITED WAY OF CALHOUN COUNTY FOR USE OF THE BAYFRONT PENINSULA PARK FOR THEIR 7TH ANNUAL FAMILY DAY ON SATURDAY, SEPTEMBER 19, 2020 AND WAIVER OF ANY FEES ASSOCIATED WITH THE EVENT

INFORMATION:

**AGENDA ITEM
NUMBER 17**

CITY OF PORT LAVACA

CC MEETING: JUNE 8, 2020

AGENDA ITEM # _____

17

DATE: 6/2/2020

TO: JODY WEAVER, INTERIM CITY MANAGER

FROM: CYNDI HEYSQUIERDO, PUBLIC WORKS

SUBJECT: ANNUAL UNITED WAY FAMILY DAY

BACKGROUND: The United Way of Calhoun County will be holding their annual Family Day on September 19, 2020 at the Bayfront Peninsula. They are requesting the fees be waved for the use of the park. The event will be free of charge to the public.

FINANCIAL IMPLICATIONS:

IMPACT ON COMMUNITY SUSTAINABILITY:

RECOMMENDATION: Staff and the Parks Board recommend waving the fees for the annual community event.

ATTACHMENTS:

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: CONSIDER CONTRACTING WITH PUBLIC SECTOR PERSONNEL
CONSULTANTS (PSPC) TO PROVIDE A NEW SALARY SURVEY

INFORMATION:

**AGENDA ITEM
NUMBER 18**

CITY OF PORT LAVACA

CITY COUNCIL MEETING: June 8, 2020

AGENDA ITEM _ 18

DATE: 6.4.2020

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

SUBJECT: CONSIDER CONTRACTING WITH PUBLIC SECTOR PERSONNEL
CONSULTANTS (PSPC) TO PROVIDE A NEW SALARY SURVEY

The City first contracted with Public Sector Personnel Consultants (PSPC) out of Austin, Texas in the mid 2000's. They performed a second survey sometime in the late 200's and the last report was dated July 2014. Based upon notes taken in 2014, provided by Councilman Dent, it seemed that Council in 2014 had recommended that a salary survey be prepared by staff each year, with a contracted survey performed again at intervals of no greater than five years. Since we are in year 6 following the last survey, I reached out to PSPC for a proposal to perform another salary survey.

The proposal assumes that the City will handle in house the task of distributing the existing job descriptions and having employees make notations of any differences in what is written in the job description and what they actually do. The survey can be completed within 90-120 days.

Note that this expenditure is not budgeted for in this fiscal year.

I would think, we would want to include benefits in the survey for the additional \$2,500. They are willing to modify their scope to include additional services if we want.

Since an outside survey has not occurred since 2014, I would recommend that we contract with PSPC to perform another Salary Survey and prepare an updated Salary Plan for a fee not to exceed \$20,000.

Attachment:

- Cost Proposal of PSPC

QUOTE TO CONDUCT A COMPENSATION STUDY

FOR THE

CITY OF PORT LAVACA

JUNE 2020

PREPARED BY

Matthew Weatherly, President
Regionally: 25 Highland Park Village #100-605 Dallas, TX 75205
(888) 522-7772 / (480) 970-6019 f





June 4, 2020

Ms. JoAnna Weaver, PE
Interim City Manager
City of Port Lavaca
202 N. Virginia
Port Lavaca, TX 77979

Dear Ms. Kasujja,

Pursuant to your request, we are pleased to provide you with a quote and work outline to assist the City with a compensation study. We specialize in these services, and have implemented classification and compensation plans for more than 1,100 public employers nationwide, including more than 325 municipal employers and more than 50 Texas public employers.

Current and recently completed projects include the Cities of Frisco, Plano, Allen, Addison, Carrollton, Highland Park, University Park, Denton, Bedford, Watauga, Saginaw, Killeen, Waco, Victoria, and Richland Hills.

We believe our firm is uniquely qualified to perform this study. We will utilize only full time members of our staff, who have a combined 120+ years of conducting and implementing classification and compensation studies.

Thank you for your interest in our firm's services. If we can provide any additional information, or if you would like to visit further about the City's project needs, please contact me at any time.

Sincerely,

Matthew Weatherly, President
(888) 522-7772
matt@pspc.us

CC: Sam Heinz, **PSPC** – Austin/Dallas Office

Regional Offices in Austin and Dallas
National Office: 1215 W. Rio Salado Parkway #109 Tempe, AZ 85281
888.522.7772 • FAX (480)970-6019 • www.pspc.us

HISTORY AND FACTS ABOUT OUR FIRM

- **HISTORY OF OUR FIRM**

Public Sector Personnel Consultants (PSPC) originated in 1972 with the Public Sector Group of the international human resources consulting firm of Hay Associates. *PSPC* was established as an independent firm in 1982. We are a single-owner, debt-free subchapter-S corporation.

- **REGIONAL STAFF**

We have regional offices or affiliates in Austin, TX, Dallas, TX, Santa Fe, NM, Columbus, OH, Chicago, IL, Denver, CO, Kansas City, MO, Los Angeles, CA, Sacramento, CA, St. Paul, MN, San Diego, CA, Seattle, WA, and Tempe, AZ.

- **SPECIALIZED IN COMPENSATION SERVICES**

We are "super-specialists" in compensation, providing services in job analysis, position classification, job content evaluation, compensation, and directly related services. **Over 98% of our classification and compensation studies have been successfully implemented by our clients.**

- **SPECIALIZED IN PUBLIC SECTOR CLIENTS**

We provide services exclusively to public sector employers including municipalities, counties, utility districts, library districts, special districts, state governments, housing and redevelopment agencies, airport authorities, school districts, higher education, and tribal governments.

- **SPECIALIZED COMPENSATION STAFF**

Our staff is comprised of eight (8) full time and an additional five (5) part time senior human resources professionals with very extensive experience as compensation managers and consultants for public employers. Our staff has more than 100 years of combined experience working for and consulting to public sector employers.

- **OVER 1,100 PUBLIC EMPLOYERS SERVED**

Our staff members have provided compensation, human resources, training and related consulting services to more than 1,100 public and 200 private employers throughout the U.S.

- **AMERICAN COMPENSATION ASSOCIATION PARTICIPATION (ACA) (NOW WORLDATEWORK)**

Our consultants are active members of ACA, including serving as instructors for the ACA certification courses.

- **SPECIALIZED COMPENSATION AND RELATED RESOURCES**

We utilize our **EZ COMP™** salary survey and plan program, modified **FES** point-factor job evaluation system, **AEP™** performance evaluation plan, and **SNAP™** staffing needs analysis program.

- **FIRST YEAR IMPLEMENTATION WARRANTY**

We provide our clients with extensive implementation support during the first year, and we will analyze, evaluate, classify, and provide a salary range recommendation for any new or changed position or entire job class, at no additional cost.

PUBLIC SECTOR PERSONNEL CONSULTANTS

TEXAS EMPLOYERS SERVED BY MEMBERS OF OUR STAFF

Abilene, City of	Houston Housing Authority *
Addison, Town of *	Jefferson County *
Allen, City of	Jefferson County Appraisal District
Austin Housing Authority	Kerrville, City of
Balcones Heights, City of	Killeen, City of
Baylor University	Lakeway, City of *
Bedford, City of	League City, City of *
Bee Cave, Village of	Longview, City of *
Benbrook, City of	Midland, City of
Carrizo Springs, City of	Nederland, City of
Carrollton, City of	New Braunfels, City of
Cedar Park, City of	Odessa, City of
Colleyville, City of	Palestine, City of
Community Assoc. of the Woodlands	Pearland, City of *
Corinth, City of	Plano, City of
Dallas, City of	Port Neches, City of
Dallas Housing Authority	Prosper, Town of *
Eagle Pass, City of *	Rockwall, City of
El Paso County	San Angelo, City of *
El Paso, City of *	San Jacinto College District
Fairview, Town of	San Marcos, City of
Fort Worth, City of	Schertz, City of
Frisco, City of *	Seabrook, City of
Georgetown, City of	South Padre Island, Town of
Grayson, County of	State Bar of Texas
Grapevine, City of *	Tomball, City of *
Grand Prairie, City of	Waco, City of *
Haltom City, City of	Victoria, City of
Highland Park, Town of *	

* "repeat" clients – multiple projects performed

Currently active 2020: Dallas, Humble, Taylor, Victoria, Plano, Richland Hills

PUBLIC SECTOR PERSONNEL CONSULTANTS

SHORT LIST - REPRESENTATIVE PROJECT REFERENCES

Following is a listing of agencies which are representative of more than 1,100 employers for whom members of our firm have services similar to those requested by the City.

FRISCO, CITY OF, TX

Ms. Lauren Safranek, HR Director
6101 Frisco Square Boulevard
Frisco, TX 75034
(972) 292-5210
lsafranek@friscotexas.gov

FY 2017 Salary and Benefits Survey and Pay Plan
2014 Surveys; Annual Salary Survey Update Support;
Position Classification and FY 2002 Salary Plan

GRAPEVINE, CITY OF, TX

Mr. Bruno Rumbelow, City Manager
200 S. Main Street
Grapevine, TX 76051
(817) 410-3104
Brumbelow@grapevintexas.gov

FY 2017 Pay Plan Support
FY 2015 Compensation Study
FY 2012 Compensation Study

GALVESTON, CITY OF, TX

Mr. Kent Etienne, HR Director
P.O. Box 779
Galveston, TX 77553
(409) 797-3655
EtienneKen@cityofgalveston.org

FY 2018 Survey and Plan Updates
Position Classification and FY 2016 Salary Plan

WACO, CITY OF, TX

Missie Pustejovsky, HR Director
300 Austin Avenue
Waco, TX 76702
(254) 750-5791
missiep@wacotx.gov

Survey and FY 2018 Pay Plan Update
Position Classification and FY 2016 Salary Plan

KILLEEN, CITY OF, TX

Ms. Eva Bark, Executive HR Director
101 N. College Street
Killeen, TX 76541
(254) 501-7834
EBark@killeentexas.gov

FY 2018 Pay Plan Re-Design Support
FY 2017 Survey Sampling and Planning
FY 2015 Survey and Compensation Plan

CARROLLTON, CITY OF, TX

Ms. Samantha Dean, WF Services Director
1945 E. Jackson Rd.
Carrollton, TX 75006
(972) 466-3091
Samantha.Dean@cityofcarrollton.com

Annual Survey Sampling and Pay Plan Support
FY 2018 Salary Survey and Compensation Plan
FY 2016 Salary Survey and Compensation Plan

STATE BAR OF TEXAS

Ms. Amy Turner, Director of HR
1414 Colorado Street
Austin, TX 78701
(512) 427-1463
Amy.Turner@TEXASBAR.COM

FY 2018 Compensation Study and Plan Update
Position Classification and FY 2013 Salary Plan

TOMBALL, CITY OF, TX

Ms. Lisa Coe, HR Director
401 Market Street
Tomball, TX 77375
(281) 351-5484
lcoe@tomballtx.gov

FY 2019 Salary Survey and Compensation Plan
FY 2004, 2009, 2014 Studies +

MATTHEW E. WEATHERLY, PRESIDENT

Mr. Weatherly has over 15 years of experience as a human resources management professional and consultant, specializing in position classification, compensation, recruitment and selection. He has served as a Human Resources Manager with Employee Solutions, Inc. and Staffing Consultant with Initial Staffing Services.

He has completed projects in staff development, recruitment, selection, job descriptions, salary survey, and salary plan development. Among his current and recently completed consulting projects are those for:

<i>Benbrook, City of, TX</i>	<i>Georgetown, City of, TX</i>	<i>Lakeway, City of, TX</i>
<i>Carrollton, City of, TX</i>	<i>Grapevine, City of, TX</i>	<i>Odessa, City of, TX</i>
<i>Colleyville, City of, TX</i>	<i>Haltom City, City of, TX</i>	<i>Rockwall, City of, TX</i>
<i>Frisco, City of, TX</i>	<i>Horseshoe Bay, City of, TX</i>	<i>San Angelo, City of, TX</i>

Mr. Weatherly holds a BS degree in Human Resources Management from Arizona State University. He has been a featured speaker at TMHRA and regional City Manager and HR Regional meetings in Texas.

ELIZABETH J. LOCURTO, CCP, VICE PRESIDENT

Ms. LoCurto has over 30 years of experience as a compensation manager and consultant for public and private employers, specializing in job analysis, salary surveys, and salary plan development. She has served as Compensation Research Associate for Hayes/Hill, Inc., Senior Compensation Analyst for AON Corporation, Compensation Manager for Loyola University, and Project Manager for the American Compensation Association.

She has conducted projects in job audits, job descriptions, salary surveys, compensation database management, compensation plan development, compensation training course development, and compensation trend research. Among her consulting projects are:

<i>Apache County, AZ</i>	<i>El Segundo, City of, CA</i>	<i>OKC Zoological Park</i>
<i>Austin Community College, TX</i>	<i>Huntington Beach, City of, CA</i>	<i>Sacramento, City of, CA</i>
<i>CA Family Health Council</i>	<i>Los Alamos County, NM</i>	<i>State Bar of Texas</i>
<i>El Paso, City of, TX</i>	<i>Norman, City of, OK</i>	<i>Texas Office of Attorney General</i>

Ms. LoCurto holds a BS degree in Business Administration from Arizona State University. She holds the Certified Compensation Professional (CCP) designation from the American Compensation Association.

KATHERINE TILZER, SPHR

Ms. Tilzer has more than 15 years of experience as a human resources manager and consultant, specializing in employee relations, compensation, and recruitment. She has served as Personnel Manager for Laboratory Corporation of America, Director of Human Resources for Plaza Healthcare, Inc., and Director of Human Resources for American Baptist Homes.

<i>Aleutian Housing Authority, AK</i>	<i>El Paso, City of, TX</i>	<i>Pueblo West Metro Dist, CO</i>
<i>Boone County, MO</i>	<i>Huntington Beach, CA</i>	<i>Rowlett, City of, TX</i>
<i>Cochise College, AZ</i>	<i>Lake Tahoe College, CA</i>	<i>San Marcos, City of, TX</i>
<i>Colleyville, City of, TX</i>	<i>Plano, City of, TX</i>	<i>Tomball, City of, TX</i>

She holds a BS degree in Management from the University of Phoenix, and certification as Senior Professional in Human Resources from the Society for Human Resources Management.

BOB LONGMIRE, PMP

Mr. Longmire has more than 10 years of project management experience and consulting for public employers, specializing in employee development, classification, and compensation. He has served as National Sales Director for Connexion Technologies and Brand Marketing Manager for Plink.

He has completed projects in job analysis, position classification, compensation surveys and plan development. Among her consulting projects are those for:

<i>City of Frisco, TX</i>	<i>City of Plano, TX</i>	<i>Northern AZ Council of Gov'ts</i>
<i>City of Kingsville, TX</i>	<i>City of Salinas, CA</i>	<i>Pitkin County, CO</i>
<i>City of Monterey, CA</i>	<i>Greater Orlando Airport, FL</i>	<i>Sacramento City School District, CA</i>
<i>City of Plainview, TX</i>	<i>King County Library Systems, WA</i>	<i>Tacoma Metro Parks, WA</i>

Mr. Longmire holds a BS degree in Administration from Colorado Christian University and designation as Project Management Professional from the Project Management Institute.

WAYNE BREDE

Mr. Brede has over 30 years of experience working for the Minnesota Department of Transportation as a Workforce Planning Manager and Staffing Services Manager, and has served as a succession planning and career ladder consultant for nearly 50 public and private employers.

He has conducted projects in workforce development, succession planning, job analysis, position classification, job evaluation, compensation surveys, compensation plan development, employee relations, and recruitment. Among his recent client projects are those for:

<i>El Paso County, TX</i>	<i>Hamilton County, TN</i>	<i>Red Lake Indian Reserv., MN</i>
<i>Fresno, City of, CA</i>	<i>Las Cruces, City of, NM</i>	<i>Rialto, City of, CA</i>
<i>Grand Forks, City of, ND</i>	<i>Minot, City of, ND</i>	<i>San Angelo, City of, TX</i>
<i>Great Falls, City of, MT</i>	<i>Northwest Tech College, MN</i>	<i>San Jose, City of, CA</i>

Mr. Brede holds a BA degree in Mass Communications from the University of Minnesota and holds certificates in Public Sector Personnel Management and Industrial Relations.

SAMUEL HEINZ, MPA, PHR

Mr. Heinz has conducted projects in job analysis, position classification, job evaluation, compensation surveys, and compensation plan development. Among his recent client projects are those for:

<i>Addison, Town of, TX</i>	<i>DeSoto, City of, TX</i>	<i>Prosper, Town of, TX</i>
<i>Apache Junction, City of, AZ</i>	<i>Galveston, City of, TX</i>	<i>Teton County, WY</i>
<i>Bismarck, City of, ND</i>	<i>Midland, City of, TX</i>	<i>The Colony, City of, TX</i>
<i>Carrollton, City of, TX</i>	<i>Odessa, City of, TX</i>	<i>Williston, City of, ND</i>

Mr. Heinz holds a MA degree in Public Administration from Texas Tech.

PUBLIC SECTOR PERSONNEL CONSULTANTS proposes to utilize only full time members of our firm to complete all of the project tasks and objectives. In order to maintain complete control of the project tasks and deadlines, we will not utilize subcontractors for the completion of any projects.

SUMMARY OF SERVICES FOR THE CITY OF PORT LAVACA

PUBLIC SECTOR PERSONNEL CONSULTANTS (PSPC) proposes the following program of consulting services and implementation support to conduct a compensation survey.

Project Planning and Communication

1. Telephone planning meeting with the City's Human Resources Staff and project designee(s)
2. As-needed policy input and project direction meeting with Council, HR and designee(s)

Compensation Survey and Analysis

3. Occupational familiarization by review of City's current job descriptions and compensation plans
4. Organizational familiarization by review of City organization charts, budgets, and annual reports
5. Assistance with internally collected job questionnaire / job documentation confirmation with employees
6. Identification of survey comparator agencies for use in external data collection and job comparison
7. Identification of survey benchmark job classifications to develop custom survey database (target ~30+)
8. Solicitation and collection of public sector pay plan data, organization charts, budget documents for survey
9. Application of published private sector data and weighting of public and private market data as desired
10. Consolidation of data from all sources and calculation of prevailing rates for benchmark jobs
11. Computation of extent City's compensation offerings vary from external prevailing rates and practices
12. Review of competitiveness analysis with Human Resources, City Officials and City's project designees

Application of Data: Compensation Plan Updating

13. Assignment of job classes to updated salary ranges by internal equity and external competitiveness
14. Linkage of survey data to non-benchmark jobs for "whole plan" updating of pay range placements
15. Assessment of payroll including compression, range penetration, and modeling of alternatives
16. Fiscal impact estimates at various levels of external prevailing rates competitiveness policies
17. Review and critique of draft salary and implementation plans with Human Resources, project leaders

Communication of Results and Implementation Strategies

18. Preparation and presentation of a final project report for the City Council, staff, and City Officials
19. Development of a plan for the implementation of City's updated compensation plan
20. Uploading of **EZ COMP™** program files on a City computer, staff training
21. Development and provision of process for ongoing plan maintenance and subsequent plan updates
22. Assistance with communicating the City's updated plans for all City officials and employees
23. One year compensation plan maintenance assistance **at no cost to the City**

PROJECT APPROACH AND METHODOLOGY

Following is our overall work plan and approach to achieving the City's objectives for the conduct of a compensation study.

A. OBJECTIVES OF THE PROJECT

The recommended plans, programs, systems and administrative procedures will meet these ten most important criteria.

- Internally equitable
- Externally competitive
- Readily understood
- Easily updated & maintained
- Legally compliant & defensible
- Financially responsible
- Efficiently administered
- Inclusive of employee input
- Reflective of City's values
- Reflective of prevailing "best practices"

B. SCOPE OF THE PROJECT

The project could include: partnership with the Human Resources staff, City Manager, Council, and project designee(s); occupational, organizational, and operational familiarization; **EZ COMP™**; base pay compensation survey and competitiveness analysis; updated salary range recommendations and models; fiscal impact estimates and multiple implementation scenarios; updated compensation plan and one year of compensation plan implementation support for all included job classifications.

C. COMPREHENSIVE AND SUSTAINABLE COMPENSATION PLAN

1. City Involvement in Compensation Plan Development

We will obtain policy direction from the City Council, Human Resources staff, and/or City Officials on the following key components of the salary plan development process:

- Comparator Employer Selection
- Benchmark Job Class Selection
- Compensation Competitiveness Policy
- Salary Structure Selection
- Job Evaluation Method-Salary Plan Linkage
- Draft Compensation Plan Review / Critique
- Compensation Points for Analysis
- Project Implementation Plan

2. Comprehensive Compensation Survey

We will collect the complete pay plans from each of the City's comparators and build a custom survey database to ensure accuracy and completeness, unique to the City's job classifications.

- a. **Data Collection Protocol** will be developed in consultation with the City's project leaders to determine which salary data elements to include, such as:

Salary and (Optional) Benefits Information

- Salary range structure Minimum, Midpoint, and Maximum
- City-supported or provided benefits s/a insurance premiums and pension contribution
- Add pay, certification pay, paid time off, other items identified and confirmed with the City

- b. **Benchmark Job Selection** will be made by identifying City job classes common to its employment-competitive public and private employers in the immediate area and throughout the region or State, clearly identifiable, and representative of standard occupational job groups.
- c. **Comparator Employers Identification** will be made in consultation with the City's Project Manager(s) or City Council. Criteria include their degree of competition to the City in obtaining and retaining high quality staff, their location in the City's traditional recruitment areas, and their organizational size and complexity.
- d. **Compensation Data Collection** will be made by one or more of the following methods.
 - Pre-survey contact with the selected comparator employers to solicit participation in the City's compensation survey(s)
 - Extraction from the pay plans of designated public employers.
 - Customized salary survey requests for local governments and other public employers, distributed by mail, fax, and e-mail.
 - As desired, additional data extraction from established salary surveys and commercial survey sources such as Watson Wyatt, ERI, AWWA, etc.
- e. **Data Quality Control** includes editing data for accuracy and proper matching to the City's survey benchmark jobs, and phone/fax/E-mail follow-ups for data clarification and to obtain comparators' benchmark job descriptions.

3. Prevailing Rates Calculation

We will consolidate the compensation data from all sources, enter the information into the **EZ COMP™** program, and compute the prevailing rates, inclusive of cost of living differentials, as the statistical mean of the survey data for each benchmark job class. Data will be projected forward from the date of collection to a common date relating to the City's salary plan year by the annual Prevailing Rate Increase Factor (PRI) applicable at that time.

4. Compensation Competitiveness Comparison

We will provide the City with charts comparing its current salary structures to those of the selected public and private comparator employers. We will calculate the extent that the City's offerings vary from the prevailing rates and practices of other relevant employers.

5. Compensation Competitiveness Policy

We will assist the City to select a compensation competitiveness policy which best fits its compensation strategy and financial resources, by providing fiscal impact estimates at various percentage relationships to the prevailing rates.

6. Salary Plan Structure Updating

We will **1)** prepare updates to the City's current wage plan structures or **2)** prepare alternative salary range structures and schedules for the City to select the best fit for its competitiveness strategy, with these optional criteria:

- Method of administration, i.e.: measured job performance, longevity, or skill
- Width of the salary ranges, grades, or broad bands, from Minimum to Maximum
- If steps within the salary ranges, number of steps, percentage separation
- Number of salary ranges, grades, or broad bands in the salary schedule

7. Salary Range Assignment Development

We will assign each job classification to a salary range in the City's current or selected new salary structure on the basis of a combination of factors, including:

- the prevailing rates for the benchmark job classes
- its current relationship to similar or occupationally related job classes
- the 15% guideline for salary range separation between sequential job classes
- the 25% guideline for salary separation of a department head job class

8. Implementation Plan Development

We will consult with the Human Resources staff and Project Team on a plan for transition to the recommended plan, including a timetable for the principal activities, employee communication, multi-year strategies as needed, and estimates of required financial resources.

D. FINAL REPORTS AND PRESENTATIONS

1. Draft and Final Report Preparation

We will provide the City's project leader(s) with a draft of our report for review and critique, including market data, salary comparison tables, fiscal estimates, salary range listings, and implementation procedures. We will incorporate their critique into the development of a final report summarizing the project's findings, recommendations, and detailed description of the City's updated compensation plans.

2. Final Report Presentations

We can conduct a workshop or formal presentation of our final report and recommendations to the Human Resources staff, City Officials, and employees.

COST PROPOSAL

A. PROJECT COST ESTIMATE

We estimate that the project's total cost, including all fees for professional services and reimbursement for out-of-pocket expenses, **will not exceed the indicated amounts:**

- Base Pay Compensation Survey (target est. 30+ benchmarks, up to 15 comparators)	\$ 8,000
- Pay Plan Development, Salary Range Placements, Costing Estimates	\$ 3,000
- Final Reports and Presentations of Findings and Recommendations	\$ 4,000
Total:	\$ 15,000

Optional – Add Benefits to Survey \$2,500

B. FLEXIBLE WORK PLAN, NEGOTIABLE TOTAL COST, TERMS

Our work plan is flexible and total project cost negotiable, and we will discuss, modify, add or delete, any work task to increase the project's responsiveness to the City's needs and financial resources. We will provide the City with monthly invoices for the professional services provided and out-of-pocket expenses incurred during the month. We request that the City pay the invoices within thirty (30) days of their receipt.

C. PROJECT TIME ESTIMATE

We estimate a survey could be completed in 90-120 days from authorization to proceed.

D. ADDITIONAL AS-NEEDED SERVICES

- Position Classification Reviews (each)	\$ 50-100
- Updated Job Descriptions (each)	\$ 100
- Desk Audits / Job Information Interviews (per 12)	\$ 1,500

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: ANNOUNCEMENT BY MAYOR THAT CITY COUNCIL WILL RETIRE INTO CLOSED SESSION:

- TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY (DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PARTY), IN ACCORDANCE WITH CHAPTER 551, TITLE 5, SECTION 551.072 OF THE TEXAS GOVERNMENT CODE

INFORMATION:

**AGENDA ITEM
NUMBER 19**

MAYOR AND COUNCIL COMMUNICATION

CITY COUNCIL MEETING: JUNE 08, 2020 - REGULAR

SUBJECT: RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED
NECESSARY WITH REGARD TO MATTERS DISCUSSED IN
CLOSED SESSION

INFORMATION:

**AGENDA ITEM
NUMBER 20**