



CITY COUNCIL AGENDA

NOTICE OF REGULAR MEETING

Tuesday, June 2, 2020
7:00 p.m.
City Hall - Council Chamber
Daniel P. Moore Community Center Complex
1900 Billy G. Webb Drive
Portland, Texas

Due to COVID-19 restrictions, this meeting will be conducted electronically. Citizens may watch the meeting live on Spectrum Cable Channel 1300 or online at <http://www.portlandtx.com/418/Media-Center>. Citizens may also comment on items appearing on the agenda online at <http://www.portlandtx.com/418/Media-Center> and/or submit comments or questions for the City Council to Annette.hall@portlandtx.com. To be considered by the City Council, all comments must be received prior to 6:00 p.m. on June 2, 2020.

A. PROCEDURAL MATTERS, HONORS AND RELATED NON-ACTION ITEMS:

1. **CALL TO ORDER:** MAYOR SKUROW
2. **ROLL CALL:** CITY SECRETARY
3. **FORMAL ANNOUNCEMENTS, RECOGNITION, PRESENTATIONS AND REPORTS THAT MAY BE DISCUSSED:**
 - PRESENTATION BY REPUBLIC SERVICES: THE CITY COUNCIL WILL HEAR A REPORT FROM REPRESENTATIVES OF REPUBLIC SERVICES ON RECENT DELAYS IN BRUSH AND BULKY PICKUPS – CITY MANAGER
 - 2020 CENSUS UPDATE – US CENSUS BUREAU REPRESENTATIVE
 - PRESENTATION ON HURRICANE PREPAREDNESS – FIRE CHIEF
 - PRESENTATION ON COVID-19 UPDATES – FIRE CHIEF
 - REOPENING CITY FACILITIES AND OPERATIONS: THE CITY COUNCIL WILL HEAR A DETAILED REPORT ON PLANS TO REOPEN CITY FACILITIES AND RESTART CITY PROGRAMS AND OPERATIONS – CITY MANAGER
4. **CITY COUNCIL COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:**

Members of the City Council may present reports regarding items of community interest,

provided no action is taken or discussed. Items of community interest include the following:

- Expressions of thanks, congratulations, or condolence
- Information regarding holiday schedules
- Honorary recognition of city officials, employees, or other citizens
- Reminders about upcoming events sponsored by the city or another entity that is scheduled to be attended by a city official or city employee
- Announcements of imminent threats to the public health and safety of the city

5. CITY MANAGER'S REPORT:

The City Manager may present announcements, comments and updates on City operations and projects.

6. PUBLIC COMMENTS: THE CITY COUNCIL WILL RECEIVE PUBLIC COMMENTS — CITY SECRETARY

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

7. MINUTES OF PREVIOUS MEETINGS: THE CITY COUNCIL WILL CONSIDER APPROVAL OF THE MINUTES OF ITS MAY 19, 2020 REGULAR MEETING — MAYOR SKUROW AND CITY SECRETARY

8. EXECUTIVE SESSION: THE CITY COUNCIL MAY CONDUCT AN EXECUTIVE SESSION ACCORDING TO GOVERNMENT CODE AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTIONS 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATION REGARDING REAL PROPERTY), 551.073 (DELIBERATION REGARDING PROSPECTIVE GIFT), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATION REGARDING SECURITY DEVICES) AND 551.087 (DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATION).

EXECUTIVE SESSION ACTION: THE CITY COUNCIL MAY TAKE ACTION AS A RESULT OF ITEMS DISCUSSED IN EXECUTIVE SESSION

C. ADJOURNMENT: MAYOR SKUROW

Posted: May 29, 2020 by 5:00 p.m.
Portland City Hall
Electronically at www.portlandtx.com

By: 
Annette Hall
City Secretary

**CITY OF PORTLAND
CITY COUNCIL
REGULAR MEETING
MINUTES
MAY 19, 2020 – 7:00 P.M.**

Due to COVID-19 restrictions, this meeting was conducted electronically. Citizens were able to watch the meeting live on Spectrum Cable Channel 1300 or online at <http://www.portlandtx.com/418/Media-Center>. Citizens were given the opportunity to comment on items appearing on the agenda online at <http://www.portlandtx.com/418/Media-Center> and/or submit comments or questions for the City Council to Annette.hall@portlandtx.com. To be considered by the City Council, all comments must have been received prior to 6:00 p.m. on May 19, 2020.

On this the 19th day of May 2020, the Council of the City of Portland conducted a regular meeting session at 7:00 pm electronically. A notice of regular meeting giving the time, place and date and subject having been posted as described by Section 551 of the Government Code.

COUNCIL MEMBERS PRESENT:

Cathy Skurow	Mayor
John Green	Mayor Pro Tem
Bill T. Wilson II	Council Member
John G. Sutton, Jr.	Council Member
Gary W. Moore	Council Member
Tom Yardley	Council Member
Troy Bethel	Council Member

EXECUTIVE STAFF PRESENT:

Randy Wright	City Manager
Brian DeLatte	Deputy City Manager
Kathleen Weisenberger	Assistant City Manager
Annette Hall	City Secretary
Aldilia Martin	Director of Finance
Mark Cory	Chief of Police
Jeff Morris	Fire Chief
Kristin Connor	Director of Parks and Recreation
Ginny Moses	Library Director
Jonathan Besinaiz	Sports Director
Shelby O'Brien	Public Information Officer
Joe Lopez	Utilities Superintendent
Terrell Elliott	IT Manager
Drew Schell	IT Technician
Fred Bussman	IT Technician
Hal George	City Attorney

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

A. PROCEDURAL MATTERS, HONORS AND RELATED NON-ACTION ITEMS:

1. CALL TO ORDER: MAYOR SKUROW

Mayor Skurow called the meeting to order at 7:00 pm.

Mayor Skurow read the following:

As Portland continues to reopen, we will inevitably encounter challenges unlike we have never experienced before. These challenges, which are a result of COVID-19, require us to take new and calculated risks. These new and calculated risks will certainly lead to a vast number of innovations and transformations for our society. And, I suspect, some, if not most, of these innovations and transformations will ultimately have a positive, long-lasting effect. However, some of the calculate risks that we must take now may not always be as successful as we first envisioned. But I know that we will continue to work together with a “glass half full” mindset as we navigate these calculated risks.

As we plan the future, we need to creatively think about what is possible. Unfortunately, it’s sometime hard for governments and its citizens to take risks. We all like to stay in our comfort zone and we tend to base decisions on probabilities for success and not on possibilities that have never been explored.

We have all heard about our “new normal”, however, this is not a normal time. However, we do not have to accept this time as our new normal. So let’s just consider it “the normal for now.

In the coming weeks and as we navigate our normal for now, several City facilities and services will reopen. Many facilities are reopening in phases to ensure the safety of our staff and residents. As each facility reopens, this information will be posted on our website and social media. We encourage our residents and businesses to work with us as we reopen and to share innovative ideas and creative solutions to the challenge we face. We know we are at risk when we try new things and we know that our first try may not be as successful as we originally intended. So, in order to truly be the Land of Possibilities, as our City logo asserts, we must shift our mindset and be open to possibilities. In other words, think about the possibilities and opportunities moving forward and share your ideas.

Thank you all for your understanding and patience as we work through our normal for now.

2. ROLL CALL: CITY SECRETARY

City Secretary, Annette Hall, called the roll and made the following announcements:

- A quorum is present.
- There were no affidavits filed for abstention.

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

- PRESENTATION ON COVID-19 UPDATES – FIRE CHIEF

Fire Chief, Jeff Morris presented a COVID-19 Update that included the following information:

COMMUNITY HEALTH UPDATE

- CURVE STILL ONGOING
- TOTAL CASE TRENDS
- TEXAS: UPDATE
- TRENDS: LOCAL vs STATE
- MOBILE TESTING
- COMMUNITY PREVENTION MEASURES

- CHRIS ANDREWS BOATING CENTER PROJECT UPDATE—REPRESENTATIVES OF HDR ENGINEERING

Philip Blackmar with HDR Engineering gave an update on the Chris Andrews Boat Ramp that included the following information:

- Project Location
- Project Layout
 - Utilize existing footprint/avoid wetlands impacts
 - Wide ramp to allow 2 users
 - Parking focused on increasing # or spaces – re-evaluating for usability
 - Alternates for paving type
 - Alternate for deck type
 - OPCC: \$1.2M to \$1.11M
- Ongoing Works
 - Parking layout
 - Finalize plans and specifications
 - Metes and Bounds Survey/Deed Transfer
 - Coordination with TPWD
- Schedule
 - Metes and Bounds Survey June 2020
 - Final plans and specifications July 2020
 - 60-90 days for TPWD Approval

- PRESENTATION ON TENTATIVE SCHEDULE TO REOPEN CITY FACILITIES AND PROGRAMS – CITY MANAGER

City Manager, Randy Wright, presented the following information:

RE-OPENING PLAN

- Staff is working on procedures for reopening our various facilities and functions.

- With the exception of our first responders and public works employees, every department has closed buildings and/or stopped various services.
- A tentative time frame is being developed for the reopening of buildings and restoring services.
- Much of that has now changed given the Governor's latest orders. Many business types were allowed to reopen beginning yesterday and continuing through May 31st.
- On May 31st, youth sports camps and programs can open
 - Summer school can open on June 1st – but we have not heard from the school district how many of their campuses will reopen.
 - We use school facilities for your Kidz Klub and Kidz Kamp programs
 - Area Parks and Rec directors are meeting tomorrow to share notes and, hopefully, create some consistency in how P&R programs are restarted.
 - People are anxious to have our various kids activities reopened. We are carefully following state guidance as its provided.
- Yesterday, the Governor issued 25, multipage guidance documents for a variety of businesses.
- Bottom line is while it was is our hope to have those plans for you tonight, we are now having to revise those plans and will have them available later this week.
- We have developed operational protocols and created employee training for each facility. We have also ordered signs and vinyl floor distance markers. We are having plexiglass shields constructed in those areas where we have employee-to-customer contact.

4. CITY COUNCIL COMMENTS CONCERNING ITEMS OF COMMUNITY INTEREST THAT MAY NOT BE DISCUSSED:

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- Expressions of thanks, congratulations, or condolence
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Council Member Wilson made the following comments:

- Congratulated Portland Chamber of Commerce President and CEO Shelly Stuart for her selection as a Board Member of Texas Chamber of Commerce Executives.
- Gave an update on the San Patricio County Appraisal District Board meeting he attended that included issues concerning the results of the state performed property value study on appraisals in San Patricio County and COVID-19 related issues and concerns.

Council Member Bethel made the following comments:

- Gave an update on GPISD’s plans for an outdoor graduation on June 12th at 7 pm as well as plans for a virtual graduation.

Council Member Yardley made the following comments:

- Thanked Fire Chief Morris for the update on COVID-19.
- Thanked the City Manager for the updates on COVID-19 and Public Works Department for continuing to mow the grass and pretreating for mosquitos.

Mayor Skurow read the following announcement:

- Reminded everyone to submit their Census Survey and added that it is essential that everyone be counted.
- Reminded everyone that each Council Member are going out in to the community to represent the city through various entities and committees.
- Wished everyone a safe and happy Memorial Day Weekend.

5. CITY MANAGER’S REPORT:

The City Manager may present announcements, comments and updates on City operations and projects.

- Commented that Republic Services is behind on bulky trash pickup. Staff is working with them to get back on schedule. The contract terms do include penalties.

6. PUBLIC COMMENTS: THE CITY COUNCIL WILL RECEIVE PUBLIC COMMENTS — CITY SECRETARY

There were none.

B. ACTION ITEMS, RESOLUTIONS AND ORDINANCES:

7. MINUTES OF PREVIOUS MEETINGS: THE CITY COUNCIL WILL CONSIDER APPROVAL OF THE MINUTES OF ITS MAY 5, 2020 REGULAR MEETING — MAYOR SKUROW AND CITY SECRETARY

Council Member Wilson made the motion to approve the minutes of the May 5, 2020 regular meeting as presented, seconded by Mayor Pro Tem Green.

The motion passed with the following vote:

For:	7	Mayor Skurow, Mayor Pro Tem Green, Council Member Wilson, Council Member Sutton, Council Member Moore, Council Member Yardley and Council Member Bethel
Against:	0	
Absent:	0	

Abstained: 0

8. RESOLUTION NO. 797 - EXTENDING THE DECLARATION OF LOCAL DISASTER AND PUBLIC HEALTH EMERGENCY DUE TO THE NOVEL CORONAVIRUS COVID-19: THE CITY COUNCIL WILL CONSIDER EXTENDING THE DECLARATION OF EMERGENCY ISSUED ON MARCH 17, 2020 – MAYOR SKUROW

City Manager, Randy Wright, presented the following information:

On March 17, 2020, the City Council adopted Resolution No. 795 on March 17, 2020 ratifying Mayor Skurow’s original declaration of a public health emergency. The current declaration expires on May 19, 2020. Resolution No. 797 continues the emergency declaration through July 19, 2020.

The coronavirus pandemic continues to have adverse effects on the citizens of Portland. In addition to the operational guidance that the original declaration provides to citizens and government operations, the emergency conditions contained in the resolution permit the City to recoup certain expenses from state and federal funding sources. To ensure that those reimbursements continue, the resolution of emergency conditions must also continue.

Resolution No. 797 continues the emergency conditions through July 21, 2020. The resolution may be rescinded before expiration or continued beyond the expiration should conditions warrant.

Mayor Pro Tem Green made the motion to approve Resolution No. 797 continuing the declaration of local disaster and public health emergency due to the coronavirus pandemic through July 21, 2020, seconded by Council Member Wilson.

The motion passed with the following vote:

For: 7 Mayor Skurow, Mayor Pro Tem Green, Council Member Wilson, Council Member Sutton, Council Member Moore, Council Member Yardley and Council Member Bethel

Against: 0

Absent: 0

Abstained: 0

9. PROPOSAL FOR ENGINEERING SERVICES: THE CITY COUNCIL WILL CONSIDER A PROPOSAL FOR ENGINEERING SERVICES FROM LJA ENGINEERING FOR THE WATER STORAGE TANK REHABILITATION PROJECT FOR A NOT-TO-EXCEED CONTRACT AMOUNT OF \$115,730.00 – DEPUTY CITY MANAGER

Deputy City Manager, Brian DeLatte, presented the following information:

The City’s water distribution system utilizes two ground storage tanks and two elevated storage tanks that must be rehabilitated and repainted on a regular basis to operate as

intended and extend their lifespan. LJA Engineering has submitted a proposal for engineering services to begin this project.

The City operates two 500,000-gallon elevated tanks at the corner of U.S. 181 / Broadway and at Moore / Akins and two 1,000,000-gallon ground storage tanks at U.S. 181 / Wildcat and at the Sports Complex. Water tanks located in saltwater spray environments should be rehabilitated and repainted every 8-12 years to extend their lifespans. The tanks were last rehabilitated in 2010.

The tanks are regularly inspected and were most recently inspected in March 2020 by McGuire Iron in accordance with EPA and TCEQ requirements. McGuire has generated a report of recommended rehabilitation efforts to keep the tanks in compliance with EPA and TCEQ and to extend their lifespans. As part of the rehabilitation, the interior of the tanks will be refurbished with a zinc/epoxy system. The exterior structural elements, including ladders and catwalks, will also be refurbished. The exterior of all tanks will be repainted, and the elevated tanks will be retrofitted with LED lighting.

The City Council, City Manager and LJA representatives Donnie Rehmet and Jeff Coym discussed the scope and scheduling process of the project.

Council Member Wilson made the motion to approve the Proposal for Engineering Services with LJA Engineering for the Water Storage Tank Rehabilitation Project in the not-to-exceed amount of \$115,730.00 and authorize the City Manager to execute all necessary contract documents, seconded by Council Member Moore.

The motion passed with the following vote:

For: 7 Mayor Skurow, Mayor Pro Tem Green, Council Member Wilson, Council Member Sutton, Council Member Moore, Council Member Yardley and Council Member Bethel

Against: 0

Absent: 0

Abstained: 0

10. EXECUTIVE SESSION: THE CITY COUNCIL MAY CONDUCT AN EXECUTIVE SESSION ACCORDING TO GOVERNMENT CODE AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTIONS 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATION REGARDING REAL PROPERTY), 551.073 (DELIBERATION REGARDING PROSPECTIVE GIFT), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATION REGARDING SECURITY DEVICES) AND 551.087 (DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATION).

EXECUTIVE SESSION ACTION: THE CITY COUNCIL MAY TAKE ACTION AS A RESULT OF ITEMS DISCUSSED IN EXECUTIVE SESSION

Mayor Skurow announced that an Executive Session would not be conducted.

C. ADJOURNMENT: MAYOR SKUROW

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

Approved:

Cathy Skurow, Mayor

Attest:

City Secretary