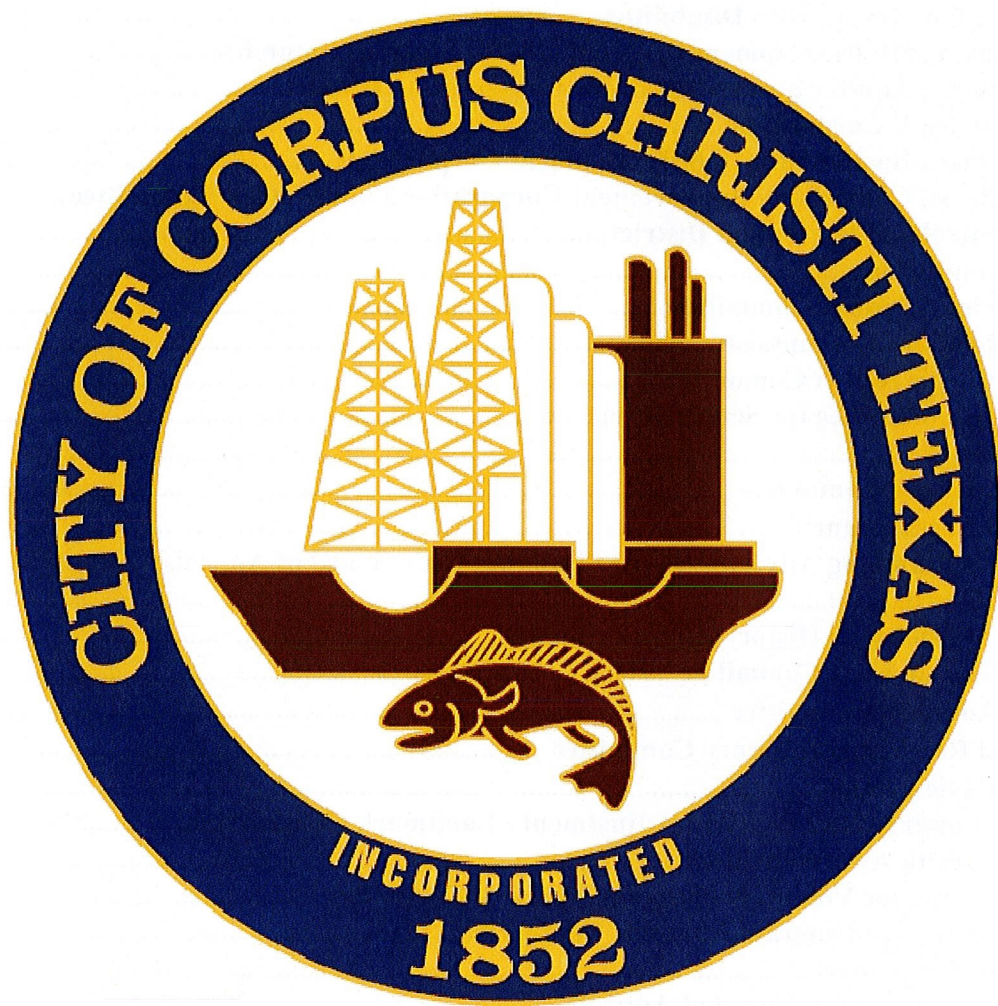


**CITY OF CORPUS CHRISTI**  
**BOARDS, COMMISSIONS, COMMITTEES AND CORPORATIONS**  
**2018 ANNUAL REPORTS**



## **TABLE OF CONTENTS**

Advisory Committee on Community Pride/Clean City Advisory Committee .....	1
Airport Board .....	2
Airport Zoning Commission .....	2
Animal Control Advisory Committee .....	4
Arts & Cultural Commission .....	7
Audit Committee.....	11
Building Standards Board.....	13
Citizens Advisory Health Board .....	16
City Council's Youth Advisory Committee.....	17
Civil Service Board and Commission .....	18
Commission on Children and Youth .....	21
Committee for Persons with Disabilities .....	23
Community Youth Development Program (78415) Steering Committee .....	26
Corpus Christi Aquifer Storage Recovery Conservation District.....	28
Corpus Christi B Corporation .....	29
Corpus Christi Business and Job Development Corporation .....	32
Corpus Christi Community Improvement Corporation/Loan Review Committee .....	43
Crime Control and Prevention District.....	44
Ethics Commission .....	46
Food Service Advisory Committee .....	50
Human Relations Commission .....	51
Island Strategic Action Committee .....	54
Leadership Committee for Senior Services.....	61
Library Board .....	64
Marina Advisory Committee .....	75
Mayor's Fitness Council .....	76
Mechanical/Plumbing Advisory Board / Building Code Board of Appeals / Electrical Advisory Board.....	78
Museum of Science & History Advisory Board.....	86
Oil and Gas Advisory Committee .....	87
Parking Advisory Committee .....	90
Parks and Recreation Advisory Committee .....	93
Pipeline Review Panel.....	96
Planning Commission / Board of Adjustment / Landmark Commission. ....	97
Regional Health Awareness Board .....	105
Retired and Senior Volunteer Program Advisory Committee .....	106
Senior Companion Program Advisory Committee.....	107
Sister City Committee .....	110
Street Maintenance Fee Board of Appeals.....	114
Transportation Advisory Commission .....	115
Tree Advisory Committee.....	128
Water Resources Advisory Committee .....	130
Watershore and Beach Advisory Committee.....	132





## MEMORANDUM

To: Keith Selman, Interim City Manager  
Thru: Lawrence Mikolajczyk, Director of Solid Waste  
From: Celina Y. Pulcher, Program Outreach Coordinator, Solid Waste Services  
Date: January 15, 2019  
Subject: 2018 Annual Report for the Advisory Committee on Community PRIDE and Clean City Advisory Committee

---

For the calendar year 2018, the Advisory Committee on Community PRIDE and the Clean City Advisory did not meet. In an effort to combine the two committees progress on the committees slowed down to include no new memberships. The liasion will move forward with the combination and present the committee consolidation to at the Mayor and City Council.

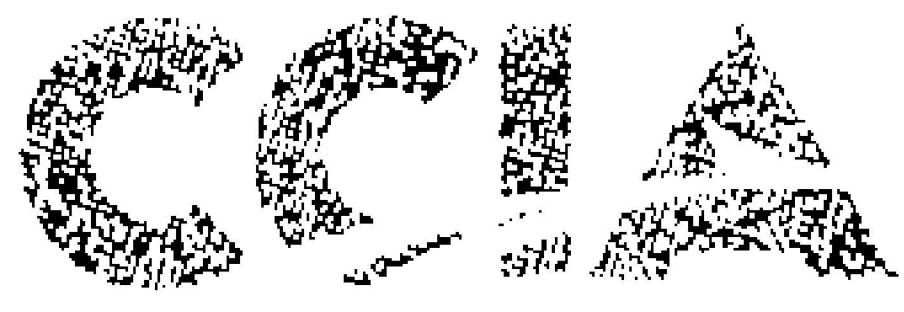
As part of the initiatives, the committee will continue to work on:

**RePRIDEalization** – The committee will continue collaborating with Beautify Corpus Christi and look for new ways for the committees to move forward in the community.

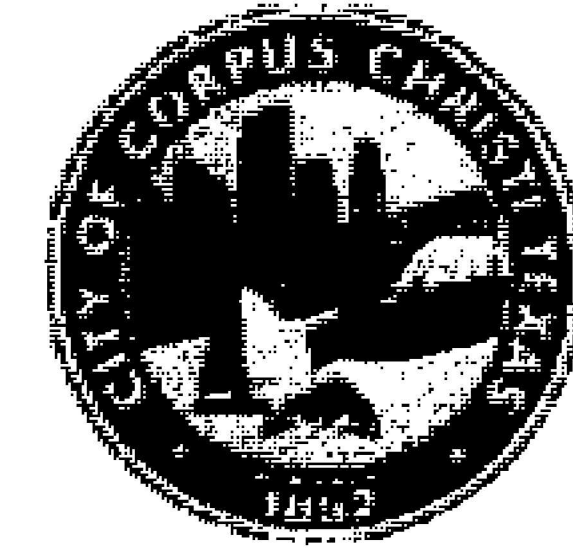
**Picky Pete** – The Picky Pete Program will continue with their collaboration with Whataburger and distributing the program within the schools

**Community Outreach** - Beautify Corpus Christi and the new Clean Corpus Christi will work towards new ways of beautifying the city and working on on engaging the community in cleanups utilizing the new available tools from Solid Waste.

**Members** – In an effort to shrink the membership, no new members were sworn in. Once the consolidation goes through Council, in order to begin fresh, old and new committee members will be sworn into the committee.



# AIRPORT BOARD ANNUAL REPORT FOR 2018



The City of Corpus Christi Airport Board convened a total of eight (8) times during 2018 with one of the meetings being a Special-called meeting held in September. The Board did not meet in November & December due to the holidays.

**Airport Staff reports monthly to the Board on the following:**

- Airport Revenue & Expenditure Financial Report
- General Activity Report (GAR)
- Parking Lot Revenue Report
- Legislative Report
- Airport Construction Projects Report
- Marketing Report
- City Council Action Report

The Board's valued input and discussion with staff regarding various issues impacting Airport operations, as well as Airport Board matters:

**Among the more notable were the following:**

- Stakeholder Meeting Agenda
- Corpus Christi International Airport Strategic Plan
- Fly CCIA Travel Policy
- Corpus Christi Army Depot Display
- Hurricane Preparedness
- Development Projects Adjacent to Airport Property
- CCIA's TSA Inspection
- Airline Lease Agreements

Recommendations were also made to City Council on contracts, ordinances, and policies for the improvement, construction, maintenance and operations of the Corpus Christi International Airport:

**Among the more notable were the following:**

- Approval of the Business Development Services Agreement
- Approval of the Construction Contract Change Order – No. 3 for CCIA Airport Operations Area Perimeter Fence Replacement
- Lease Agreement with US Coast Guard to construct additional parking lot and storage area at CCIA in support of USCG Air Station-Corpus Christi
- Approve a 3-year Service Agreement for Purchase and Installation of Public Address System from Ford Audio Video System LLC
- Approve the Airport Agricultural leases with Matt Danysh Farms, Inc. and S&S Farms Partnership
- Approve the Arts Center of Corpus Christi Proposal to Display Art in Conjunction with the 2018 Youth World Sailing Championships

**Formal presentations were made to the Board on the following:**

- Corpus Christi International Airport's Passenger Leakage
- Status of Current Agreements by Trillion Aviation
- Sister City Committee Presentation
- CCIA's Passenger Facility Charge Application
- Air Traffic Forecast by Trillion Aviation

  
Jay Wise, Chairman

Corpus Christi International Airport Board

Date 1/14/19



JANUARY 17, 2019



## ANNUAL ANIMAL ADVISORY REPORT

REVIEW OF 2018

PREPARED BY: MIKE GILLIS

CORPUS CHRISTI POLICE DEPARTMENT  
ANIMAL CARE AND VECTOR SERVICES

## ANNUAL ANIMAL ADVISORY REPORT

### MISSION STATEMENT

The mission of the Corpus Christi Animal Care Services and Vector Control is to balance the health, safety and welfare needs of the people and animals in our city. Through our mission we will educate the public about responsible companion animal ownership, aggressively investigate animal cruelty cases, provide compassion and humane care for unwanted, stray, abused, abandoned animals in our city and give adoptable animals a second chance at a forever home.

### PURPOSE

The purpose of the Animal Care Services Advisory Committee is to advise the city staff on all aspects of Animal Control in the City of Corpus Christi. One of the committee's specific functions is to provide a public forum for citizens to discuss their concerns.

### OVERVIEW

A partnership with various rescue groups is now well over 150 throughout the United States. The continued evolution of the Urgent Rescue List sent to these rescue groups has helped in increasing the shelters live release by finding adoptable and lovable animals a new home.

Updating the current city ordinance regarding tethering was discussed and researched by the Commission, resulting in recommended revisions throughout Chapter 6 – Animal Care Control. These much-needed changes are anticipated to be approved early 2019.

The Commission reviewed the adoption application procedures and provided valuable feedback which was implemented and will hopefully result in long lasting and appropriate adoptions.

Cruelty investigations is continuing to work closely with the Police Department to not only legally seize animals who have been treated cruelly but, to also prosecute those offenders.

To the Honorable Mayor, City Council, City Manager and Citizens of Corpus Christi:

This briefing was created to inform you about the functions and efforts of your Animal Care Services. In reviewing this report, we hope you discover aspects of the Animal Care Services that you were not previously aware of.

Your Animal Care Services is composed of a committed team of animal care professionals who strive to maintain the health, safety and welfare of the public and pets in the Corpus Christi community. Our field officers enforce animal control laws, educate the public about responsible pet ownership and comfort the abandon and stray pets.

On behalf of the staff and volunteers of the Corpus Christi Animal Care Services, I want to thank you for your continued support. We look forward to serving the citizens of this great community in 2019.

Respectfully,  
Mike Gillis  
Program Director



## Memorandum

TO: Keith Selman, Interim City Manager

THROUGH: Becky Perrin, Interim Director, Parks and Recreation Department

FROM: Shelly Rios, Arts and Cultural Management Assistant, ACC Liaison

DATE: January 4, 2019

SUBJECT: Arts and Cultural Commission (ACC)  
2018 ANNUAL REPORT

---

### January 2018

- No meeting. Cancelled due to bad weather

### February 2018

Regular Meeting, February 13, 2018, 4:00 p.m.  
Galvan House – Heritage Park

- **New Commissioners** Carolyn Mauck (Higher Education), John Boyers (Advertising and Marketing), and Nick Gignac (Architecture) were newly appointed.
- **Fire Station 18 –Installation-** The commission was updated on the progress of the mural and a proposed art dedication date.
- **West Guth Pool** will soon select an art selection committee. Its panel needs to be diligent about over-seeing the process, so installation problems experienced at Collier Pool are not repeated.
- **Water's Edge-** The group discussed at length ideas about public art at Waters Edge. Commissioners felt we needed to arrange a Town Hall to gather community input because of the sensitivity of the public area. The Commission will be emailed schematics to view before next meeting. The group discussed approaching the already-formed downtown stakeholders group about coming together for two to three public art planning meetings.
- **Public Art Inventory-** Schedules were handed out. Sarah talked about how inventory was done in the past and made suggestion on how to report.
- **2018 Arts Grant Second Call-** Commissioners were asked to reach out to small non-profits to apply.
- **KEDT Grant Discussion-** KEDT's application was approved. Because they do not quite fit the mold, admin may have to create a specific completion report for them.
- **Arts Forum-** Initiated the process of speaking with students about creating an award for the ceremony. Can we offer greater compensation to the student artist?

### March 2018

- No meeting. Did not make quorum.

## April 2018

Regular Meeting, April 10, 2018, 4:00 p.m.

Galvan House – Heritage Park

- **Fire Station 18** –The mural was officially signed over to the city for ownership and the last payments had been made to the artist. A date for the dedication will be determined soon.
- **Water's Edge-** The Commission expressed concern about our timing with any public art project at Water's Edge park. The group discussed the history of dissent with other major projects along ocean drive, like Orion's Belt. It was suggested that considerable public input should be considered and documented. The Commission was reminded that most of the public is not aware that HOT Funds pay for the public. They talked about a construction timeline of future planned projects for the park so that public art piece could be erected at the same time.
- **West Guth** – The ACC gave their approval to form an Art Selection Panel. The first Art Selection Panel meeting should take place within the next two weeks.
- **Update on Return Restoration-** The group concluded that Mr. Wilhelmi should be contacted about deaccessioning his piece. The group agreed that the piece could be taken up, cleaned off, and stored until a decision could be made on displaying or reinstalling it elsewhere.
- **Art Inventory-** Most inventory reports were completed and handed in. Commissioners suggested we start to input the collection into a digital database.
- **Selena Memorial** was temporarily repaired. Two broken tiles fell off the base of the statue. A contractor reapplied the broken tiles. We will have to find that specific tile in the same depth measurement.
- **Arts Grants-** Online application was not working. Applicants were asked to turn in a hard copy. IT is working on resolving the issue. ACC members made small changes to the Arts Grant application and Guidelines
- **ACC Chair-** Sarah Coles was voted in as ACC Chair.
- **Arts Forum-** The commission approved the Arts Forum awards payment be changed from \$20 a piece to \$50 a piece. Laura Petican will identify students to design the award.
- **2018 Arts Grants Second Call** deadline April 30.

## May 2018

Special Called Meeting May 21, 2018, 4:00 p.m.

Galvan House – Heritage Park

- **Arts Grants for the 2018 Second Call** were scored. All applicants were approved for a **total second funding of \$83,987**

## June 2018

Yearly Retreat Meeting, June 4, 12- 5 p.m. City Hall Parks and Rec Smart Bboard Conference Room

- Parks and Rec director Jay Ellington and Fire Station 18 artist Jeremiah Heye were in attendance.
- The commission was able to look at the *Return* mural in the atrium of City Hall. Jeremiah Heye discussed his conservation proposal for the mural.
- The Commission discussed uploading the Public Art Collection to the **Pop Walk app** for public interaction, the creation of a new **ACC logo**, and the use of social media. A

Facebook page called Corpus Christi Arts and Culture was created to post Arts Grants Events and the Public Art Collection.

- The Arts Forum agenda was created. Commissioner voted on art work to be given out as awards to Heart of Gold Volunteers.

### July 2018

- No meeting. Did not make quorum.
- Fire Station 18 mural, *Stay Together, Breathe*, was dedicated on July 23, 2018, at 9am. The Mayor, four City Council members, and all news and TV stations attended. This is the 80<sup>th</sup> public art piece to enter the collection.

### August 2018

Regular Meeting August 14, 2018, 4:00 p.m.

Galvan House – Heritage Park

- City Hall Mural- The Commission discussed and approved proposal number 2 from Jeremiah Heye to reinstall the *Return* floor mural at City Hall. The ACC approved a cost of \$6000 for the project. The proposal will now go to Facilities Maintenance and engineering for logistics.
- Public Art at the Marina- City Staff informed the Commission of proposed public art pieces at the Marina by the Marina Superintendent. The ACC will plan to meet at the Marina at a later date to discuss the proposal.

Special Called Meeting, August 28, 2018, 4:00 p.m.

Galvan House – Heritage Park

- The Commission met to revise the 2019 Arts Grant Gridlines before they were made public on September 5.

### September 2018

No Regular Meeting scheduled

- Arts Forum 2018, Sept 6 at the Art Museum of South Texas. Mayor Joe Macomb handed out awards to Heart of Gold Volunteers and the 2019 Arts Grant Guidelines were made available.
- Arts Grant Workshop was held for first time grant applicants on Sept 18.

### October 2018

Regular Meeting October 9, 2018, 4:00 p.m.

Galvan House – Heritage Park

- West Guth Park Public Art- The commission was updated that the West Guth Art Selection Panel was considering a concept from local artists for the fabrication of a large black duck to be placed in the middle of the pond. The black duck represents a type of duck species particular to south Texas that gather at West Guth pond. Another meeting is planned in November with the engineers to discuss feasibility.
- Deaccession- City staff started the deaccession process on the *Ring of Time* public art piece.
- Budget- Discussion on account balances for the new FY and the expenditures on the Arts Forum. All was approved.



- Ideas on creating revenue into PALS were discussed. This would off-set the expense of the Arts Forum. The Commission would like to produce postcards and stickers to sell at public events.

#### November 2018

##### Special Called Meeting, November 20, 2018, 4:00 p.m.

##### Galvan House – Heritage Park

- **2019 Arts Grant applications** were scored and discussed. Some commissioners were unable to view applications through their email, so city staff will resend. The Commission will reconvene in a week or two to score the rest of the applications.
- KEDT's application was again brought into question. A motion was passed that "*KEDT will be exempt from having to apply for the Arts Grant. They will be granted annual \$15,000 towards administration of the Arts Grant. They will still need to submit a completion report.*"
- **Ring of Time deaccession update-** An appraiser was hired to travel to Corpus Christi from San Antonio to assess and value the *Ring of Time* public art piece, per the city ordinance public art deaccession procedure. Texas A&M Corpus Christi University Art department was contacted as a possible donation for the piece. The Commission will be updated as the process continues.
- Changes to a grant funded event, **A South Texas Holiday**, were discussed and approved.
- Sharon Sedwick was voted in as **vice-chair**
- Members discussed two similar **Folklorica** events that receive Arts Grants and asked that our legal dept. look at any issues with them.
- The Commission discussed **free events**, such as the Jazz Festival and Dia de los Muertos. Members agreed the quality of events would improve if these festivals started charging to off-set those costs. This could be encouraged at the grant training in October.

#### December 2018

##### Regular Meeting, December 11, 2018, 4:00 p.m.

##### Galvan House – Heritage Park

- **2019 Arts Grants-** The remaining applications were scored and tallied. **17 applicants totaling \$191,149** will be suggested to City Council for funding. Applicants were awarded a percentage of their asking funds based on the score their application received (i.e. a score of 83 received 83% of their requested funds).
- **West Guth update-** It was reported that the West Guth Art Selection panel will send out an RFQ seeking artists proposals for the public art piece in January.
- **ACC Logo-** Commissioners will send city staff examples of logos they like, so a consensus is taken of the route the Commission wants to go in designing the new ACC logo.



## Audit Committee Annual Report

2018

Per the City of Corpus Christi, Code of Ordinances, Part II, Chapter 2, Article IV, Section 2.64, all committees must provide an annual report to the City Council. This summarizes the Audit Committee's efforts and results for 2018.

### Background

On November 2, 2010 citizens of Corpus Christi approved an amendment to the City Charter establishing the City Auditor's Office. Chapter 12 ½ of the ordinance directs the Audit Committee to:

- Monitor the City's internal controls, audit results, and recommendations.
- Provide guidance to and oversight of the City Auditor's Office.
- Review the City Auditor's Annual Audit Plan prior to submission to the full City Council.
- Hold committee meetings and executive sessions as needed.
- Approve the peer review conducted on the City Auditor's Office.
- Nominate members to the ad hoc search committee for City Auditor candidates.

In 2018, the committee was comprised of the following City Council members:

- Greg Smith, District 4, Chairman
- Debbie Lindsey-Opel, At Large
- Everett Roy, District 1
- Michael Hunter, At Large

Councilman Everett Roy was sworn-in on May 2018 as District 1 Council Member to replace Carolyn Vaughn who resigned as a City Councilmember in February 2018.

### The Year in Review

The Audit Committee met 7 times during the calendar year. During these meetings the following audit reports were reviewed, and action plans for improvement were discussed with City management:

- AU16-002 Development Services, Funding for Developer Agreements
- AU17-002 Parks and Recreation, Tennis Center Revenue Collection
- AU18-F01 Aviation, Airport Leases Follow Up

Other action taken by the Committee:

- Received presentation from RSM US LLP on the FY2017 comprehensive annual financial report audit and entrance conference for the FY2018 CAFR.
- Accepted the 2018 City Auditor's Office Peer Review.



## Audit Committee Annual Report

2018

- Received presentation and accepted Financial Actuarial Audit Report for the Corpus Christi Firefighters' Retirement System for the period ending December 31, 2017.
- Reviewed the City Auditor's budget for FY2019.
- Reviewed the City Auditor's 2019 Annual Audit Plan.

### **Looking Forward**

In January of 2019, the Mayor will appoint members to the Audit Committee.



# **Building Standards Board**

## **2018 Annual Report**

### **January 15, 2019**

#### **General**

The Building Standards Board is composed of (7) seven members, appointed by City Council, whose purpose is to review and make just decisions to repair or demolish substandard structures that are presented to them. The Board also determines the amount of time allotted to complete the repairs or demolition process. If the repairs/demolition is not started and completed as required, then the City is authorized to demolish the structure.

The Board is composed of (4) four members from the following (3) three professions:

- Engineer
- Attorney
- Banker

The other (3) three members of the Building Standards Board are from the community at large.

#### **Membership – MEMBERS, TERMS, AND EXPIRATION DATES:**

The current membership, term dates, and attendance for 2018 are indicated in the table below: All terms for 3 years.

<u>Member</u>	<u>Profession</u>	<u>Term Expiration Date</u>	<u>Attendance</u>
Gary K. Adams	At Large	3/3/2019	100%
Joel De La Garza	Lawyer	3/3/2020	80%
Lillian T Helms	General Contractor	3/3/2020	100%
Lee R. Hassman	At Large	3/3/2020	80%
Tim Honea	Home Builder	3/3/2018	100%
Craig S. Loving	At Large	3/3/2018	80%
Dante C. Miller	Home Builder	3/3/2019	80%

#### **Action Taken**

The Building Standards Board meets the fourth Thursday of every other calendar month. During the 2018 calendar year, the Board conducted (4) meetings and had (26) twenty six structures presented to them. (17) seventeen of these structures required demolition, (0) zero appealed to City Council, (4) four to be Repair by owner, (1) one demo by owner and (1) one is pending appeals. The BSB tabled (3) cases to return at a later date.

#### **Date of**

#### **Building Standards**

Board Hearing:                      Address of Property:                      Board Order:

January 25, 2018

5437 Nelson (Residence)  
3027 Agnes St (Commercial)  
1622 Blanco Rd. (Residence)

Demolition  
Demolition  
Demolition

	4846 Franklin (Residence)	Demolition
	849 West Point Rd. (Residence)	Demolition
March 22, 2018	No Quorum	
May 24, 2018	No Quorum	
July 26, 2018	2442 Bevecrest (Residence)	Tabled
	1927 Comanche (Residence)	Demolition
	1658 18 <sup>th</sup> St (Residence)	Repairs/Owner
	1121 Elgin (Residence)	Demolition
	1434 El Paso (Residence)	Demolition
	2322 John (Residence)	Demolition
	4645 Ramona (Residence)	Tabled
	2110 Riata	Repairs/Owner
	1918 Roslyn	Repairs/Owner
September 27, 2018	918 S Bluntzer (Residence)	Moved to Nov BSB
	2321 David (Residence)	Tabled
	1329 Daytona (Residence)	Moved to Nov BSB
	4238 Dody (Residence)	Demolition
	605 Furman (Commercial)	Demolition
	4425 Leopard (Commercial)	Moved to Nov BSB
	726 McDonald (Mobile Home)	Demo/Owner
	435 Osage (Residence)	Moved to Nov BSB
	4645 Ramona (Residence)	Demolition
	1630 16 <sup>th</sup> St (Residence)	Moved to Nov BSB
	4213 Timon (Commercial)	Moved to Nov BSB
	5029 Williams (Residence)	Pending Appeal
November 29, 2018	918 S Bluntzer (Residence)	Demolition
	3014 Caprice (Mobile Home)	Moved to Jan BSB
	2321 David (Residence)	Moved to Jan BSB
	1329 Daytona (Residence)	Demolition
	4425 Leopard (Commercial)	Demolition
	435 Osage (Residence)	Demolition
	640 Santana (Mobile Home)	Demolition
	3822 Seagull (Residence)	Moved to Jan BSB
	1630 16 <sup>th</sup> St (Residence)	Moved to Jan BSB
	4213 Timon	Repair/Owner

**Summary**

The Building Standards Board looks forward to serving the City of Corpus Christi by raising awareness of substandard building violations to promote clean and safe neighborhoods in the upcoming year.

\*On 2018 we conducted a special event called "Operation Crack Down" with the National Guard. This Operation yielded 23 structures which were demolished by the National Guard with owner consent. Otherwise, these structures would have been brought before the BSB Hearing Board for review.

Respectfully Submitted,

Diana T Garza  
Building Standards Board Liaison -  
Code Enforcement Division,  
Police Department

## **CITIZENS ADVISORY HEALTH BOARD**

### **Annual Report for Calendar Year 2018**

The Citizens Advisory Health Board (CAHB) was created to advise and lend guidance to the City and County in matters of public health. The purpose of the Board is to acquaint itself with details of the operation, services, and programs; to make recommendations, comments, or suggestions via the Health Director to the City Council and the Nueces County Commissioners Court. Also, to develop an annual plan for reviewing the programmatic priorities, budget, patterns, and other critical issues required to make recommendations.

We view our roles as advocates for the citizens that utilize the Public Health District services. Our goal is to ensure that the programs address the current health needs and to maximize the efficiency of these programs.

The Board meets on the first Thursday of each month. The Board is comprised of 11 members, 5 appointed by the City of Corpus Christi, 5 appointed by the Nueces County Commissioners Court, and one appointed jointly by both governing bodies. Currently the Board has 8 sitting members. The Board met nine (9) times in 2018.

During the year, the Board sought ways to improve the services and presence of the Health District in the community through the proposed initiative to establish a "Friends of the Health District". Through its desire to learn more about some of the pressing issues affecting health, the Board invited guests from the Coastal Bend Health Education Center, the CCISD Food Services and BASIC Cognitive Project (Partnered and housed at the Health District). The Board also received and reviewed reports and updates provided by the Public Health District Director, Annette Rodriguez and other Health Department staff, on the Health District Budget, services provided by the Health District, Zika, Influenza and STD's in the Coastal Bend.

The members of the Board are committed to supporting the Health Department and ensuring the health needs of the community are met. We look forward to working in a positive and productive manner to ensure that the goals for 2019 are effectively and successfully achieved.

Respectfully,



Elizabeth Sefcik, Ph.D., RN, GNP-BC (Professor of Nursing and Health Sciences, Texas A&M University-CC, College of Nursing and Health Sciences)

Chair, Citizens Advisory Health Board

## MEMORANDUM

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director of Parks and Recreation  
**DATE:** January 14, 2019  
**SUBJECT:** City Council Youth Advisory Committee (YAC) Report

---

City Council Youth Advisory Committee meets on one Wednesday of the month.

Last year 21 members had graduated therefore their terms had expired.

City liaisons made several attempts to reach out to the surrounding schools for recruitment but were unsuccessful.

3 meetings should be conducted in 2018. Highlights are as follows:

**March 29, 2018**

**No meeting conducted, Not enough members**

**April 19, 2018**

**No meeting conducted, Not enough members**

**May 17, 2018**

**No meeting conducted, Not enough members**

# Memo

**TO: KEITH SELMAN, INTERIM CITY MANAGER**

**FROM: STEVEN VIERA, DIRECTOR OF HUMAN RESOURCES**

**DATE: JANUARY 3, 2019**

**RE: 2018 ANNUAL REPORT OF BOARD AND COMMISSION ACTIVITY**

The following is a report of the activities of the Civil Service Board and Civil Service Commission during 2018:

**CIVIL SERVICE BOARD:**

Meeting #	Date	Item Number	Agenda Item	Disposition
<b>1</b>	19-Oct 18	1	<b><u>581<sup>st</sup> Civil Service Board Appeal Hearing</u></b> Review and approve the minutes of the 580 <sup>th</sup> Civil Service Board Hearing held on April 8, 2016.	<i>Approved</i>
		2	Review and consider the appeal filed by Criselda Hinojosa with the Finance Department, for her termination	<i>Appeal Denied - Termination Upheld</i>

**CIVIL SERVICE COMMISSION:**

Meeting #	Date	Item Number	Agenda Item	Disposition
<b>1</b>	18-April 18	1	<b><u>510<sup>th</sup> Civil Service Commission Meeting</u></b> Review and approve the minutes of the 509 <sup>th</sup> Civil Service Commission meeting held July 28, 2017.	<i>Approved</i>



		2	Review and consider the appeal submitted by Firefighter II, Randy Lopez and Firefighter II, Daniel Poncik for question #7 from the Firefighter II Engineer examination administered on March 27, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>
		3	Review and consider the appeal submitted by Firefighter II, Mauricio Quintero Jr. for question #60 from the Firefighter II Engineer examination administered on March 27, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>
		4	Review and consider the appeal submitted by Firefighter II, Randy Lopez and Firefighter II, Jon Dodge for question #69 from the Firefighter II Engineer examination administered on March 27, 2018.	<b><i>Appeal Granted- Accept Answers A, B and D as correct answers</i></b>
		5	Review and consider the appeal submitted by Firefighter II, Randy Lopez, Firefighter II, Jon Dodge, Firefighter II, Daniel Poncik, Firefighter II, Justin Dredla, Firefighter II, Walter Garcia, Firefighter II, Oscar Medina and Firefighter II, Joseph Rocha for question #76 from the Firefighter II Engineer examination administered on March 27, 2018.	<b><i>Appeal Granted, Answers A, B, C and D will be accepted as correct answers</i></b>
<b>2</b>	13-July 18	1	<b><u>511th Civil Service Commission Meeting</u></b> Review and approve the minutes of the 510th Civil Service Commission meeting held April 18, 2018.	<b><i>Approved</i></b>
		2	Review and consider the appeal submitted by Police Lieutenant, William C. Abbott for question #88 from the Police Captain examination administered on June 28, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>
<b>3</b>	27-July 18	1	<b><u>512th Civil Service Commission Meeting</u></b> Review and approve the minutes of the 511th Civil Service Commission meeting held July 13, 2018.	<b><i>Approved</i></b>

		2	Review and consider the appeal submitted by Firefighter I, Matthew Kriegel and Firefighter I, Clay Hagedorn for question #7 from the Firefighter II EMS promotional examination administered on July 10, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>
		3	Review and consider the appeal submitted by Firefighter I, Matthew Kriegel, Firefighter I, Erik Buys, and Firefighter I, Clay Hagedorn for question #70 from the Firefighter II EMS promotional examination administered on July 10, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>
		4	Review and consider the appeal submitted by Firefighter I, Clay Hagedorn for question #97 from the Firefighter II EMS promotional examination administered on July 10, 2018.	<b><i>Appeal Denied- Keep same answer as on answer key</i></b>

## MEMORANDUM

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 8, 2019  
**SUBJECT:** Commission on Children and Youth  
ANNUAL REPORT – 2018

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The Commission on Children and Youth meets monthly on the third Monday of the month at 5:30 p.m. at City Hall, 1201 Leopard.

Members: Gilbert A. Trevino, Joseph N. Miller, Melissa Hofstetter, Jonathan I. Gain, Donine Schwartz, Amanda Oster, Priscila Baldillez, and Captain Laura N. Garcia. There are currently two vacancies on Committee. Staff Liaison: Lisa Oliver, Parks and Recreation representative.

### **January 8, 2018**

- Bridging the Gap workshop will be hosted by Commission on February 22, 2018 at Joe Garza Recreation Center. The event details were discussed. Keynote speaker selected was Dr. Charles Etheredge, Texas A&M University – Corpus Christi.

### **February 12, 2018**

- Bridging the Gap Workshop details were finalized. An update on sponsorships provided.
- Commission received an update on Spring Break program offered by the Parks and Recreation Department.

### **March 19, 2018**

- Meeting cancelled due to lack of quorum

### **April 16, 2018**

- Meeting cancelled due to lack of quorum

### **May 21, 2018**

- Meeting cancelled due to lack of quorum

### **June 18, 2018**

- Election of officers was conducted. Officers elected were Gilbert Trevino, Chair; Priscilla Baldillez, Vice Chair. All approved.
- Denise Pace with CCPD will serve as the new CCPD Liaison.
- Bridging the Gap Workshop update provided. 15 attendees, plus Committee members attended the event. The members will consider smaller more frequent events in the future.

#### **July 15, 2018**

- Meeting cancelled due to lack of quorum

#### **August 2018**

- No meeting scheduled

#### **September 17, 2018**

- One member submitted their resignation notice.
- The Commission reviewed its current goals and discussed revising goals.
- The responsibilities of the Commission were also reviewed.
- A new staff liaison from the Parks and Recreation Department was introduced to the Commission.

#### **October 15, 2018**

- Presentation: 78415 CYD Community Needs Assessment Report presented by Sandra Alvarez, CYD Program Manager.
- Continued discussion by members on revising goals and objectives. A draft will be reviewed at next meeting. A retreat will be scheduled in 2019 to develop initiatives for the Committee.
- Due to holiday, approved a change to regular November meeting date.

#### **November 13, 2018**

- Meeting cancelled due to lack of a quorum.

#### **December 2018**

- No meeting scheduled due to the holiday. The Committee will reconvene on January 21, 2019.

# **COMMITTEE FOR PERSONS WITH DISABILITIES**

## **2018**

### **Annual Report**

Submitted by Sylvia Wilson, Human Relations Administrator

Background: The Committee for Persons with Disabilities (CFPWD) has multiple purposes that include:

- A mission to provide knowledge, insight and guidance to the community, the City Manager, the Mayor, and City Council on the rights and needs of Persons with disabilities and to further opportunities for persons of all abilities to enjoy a life of independence, productivity, and self-determination.
- Providing programs to encourage, assist, and enable persons with disabilities (PWD) to participate in the social and economic life of the city; to achieve maximum personal independence; to become gainfully employed; and to fully enjoy and use all public and private facilities available within the community.
- Serving as an advisory body to the Mayor, City Council, and City Manager regarding issues affecting persons with disabilities within our community.
- Evaluating City's compliance with federal, state, and local laws relative to persons with disabilities and make recommendations to the City Manager and Council as required.
- Serving in an advisory and consultation capacity, to the Human Relations Commission regarding issues for persons with disabilities.

Membership consists of nine individuals appointed by the Mayor with approval from City Council for two-year staggered terms. The membership of the Committee shall be composed of individuals with disabilities and representatives of agencies and organizations that help meet the needs and/or provision of services to persons with disabilities and others who are interested in addressing the specific needs of persons with disabilities. Additional non-voting members of the CFPWD include department representatives from:

- Parks & Recreation to ensure accessibility concerns are addressed in all city sponsored Parks and Rec activities and city parks and sports facilities.
- Engineering Services to address accessibility and removal of barrier concerns, and ADA improvement projects such as requests for curb cuts or CDBG accessibility projects.
- City Building Official from Development Services to address ADA compliance pertaining to new construction within the city.
- And the Parking Control Division of the Police Department to provide reports regarding enforcement of accessible parking issues.

Highlights for 2018 included:

- Accessibility – the CFPWD continues to establish and maintain a cooperative relationship with Facilities Maintenance Department and Engineering Services Department to address citizen accessibility grievances in city facilities, services, and buildings and other non-city property within the city limits. Citizen Accessibility Grievance forms and Places of Public Accommodation grievance reports are maintained and updated by Human Relations staff. Information is shared with Facility Maintenance, Engineering staff and the Engineering subcommittee within the CFPWD. Assistance by the CFPWD Engineering subcommittee is to assist with prioritizing projects, in relation to availability of funds, pertaining to requests for improved accessibility or removal of accessibility barriers. Consideration is made as to whether projects might be funded through Community Development Block Grant (CDBG) or other city funds targeted for city ADA improvement projects. City funds to address city-wide accessibility concerns is made available through Engineering services. A report is maintained pertaining to inventory of accessibility grievances brought forth by the public pertaining to issues such as: curb cut requests/issues; sidewalk conditions; and other pedestrian non-accessible elements is maintained. Out of 107 accessibility concerns brought forth since 2011, there currently remain 48 items that are reviewed semiannually between the CFPWD and Engineering staff. Other items addressed are architectural barrier awareness so that steps and programs are initiated to empower PWD to live independently (ie: bus routes, medical/clinic buildings, designated crosswalks, grocery store, and public buildings to name a few). The inventory report captures projected construction costs to address the identified deficiencies; a proposed schedule for the construction of the pedestrian infrastructure



improvements; and identification of potential funding sources to fund the improvements. The Human Relations Administrator is also the City-Wide ADA Coordinator and works with appropriate city Engineering staff to address citizen complaints on accessibility issues on city and non-city building projects.

A partnership was developed with RTA to engage in promoting fair and accessible transportation for the citizens within the city and its outlying rural neighboring communities. The Chairperson of the CFPWD, Mr. Richard Balli, is a member of the RTA Committee on Accessible Transportation (RCAT) and serves as a liaison between the CFPWD and RCAT. RTA has also partnered with Engineering Services to address accessibility concerns on city right of way sidewalks when making improvements to bus stops.

- Collaborative Relationships – The CFPWD continues to establish and maintain cooperative and collaborative working and support relationships with the: Nueces County ADA Coordinator; Coastal Bend Center for Independent Living; Coastal Bend Area Council of the Blind; Nueces Center Mental Health and Intellectual Disabilities (formerly known as the Behavioral Health Center of Nueces County); Deaf and Hard of Hearing Center; South Texas Lighthouse for the Blind (STLHB); Coastal Bend Adaptive Sports Foundation; Metropolitan Planning Organization (MPO); Regional Transportation Authority (RTA); RTA Committee on Accessible Transportation (RCAT); Texas Lions Camp (free summer camps for children with disabilities and camp for children with diabetes); Functional Needs Support Team in collaboration with the City of Corpus Christi Emergency Management Office; local Texas Department on Aging and Disability Resource Center; and the local Texas Department of Assistive and Rehabilitative Services and the Area Agency on Aging of the Coastal Bend. The CFPWD started addressing the possibility of waiving Development Services permit fees for the construction of ADA ramps for persons with disabilities. The idea was supported by the Building Official from Development Services. A resolution on this subject was drafted and will be presented to Mayor and/or City Council for further consideration in 2019.
- Community Events - Some of the noteworthy community events that the CFPWD members supported in 2018 with assistance from the Human Relations staff and support from the Human Relations Commission were: the Emergency Management Team exercise “Emergency Evacuations for Person with Cross Disabilities; the annual Walk & Roll Celebration promoting October as National Disability Employment Awareness month; DARS Employer Symposium; annual Rubber Duck Round Up event supporting South Texas Light House for the Blind; support the local chapter of the Federation for the Blind; Parks and Recreation CAST fishing event for children with disabilities; the Texas Lions Club/Camp summer program for disabled and disadvantaged local children; ensuring that beach accessible aides (ie: beach wheelchair and mobi mats) are available at local beaches to ensure tourist district areas and downtown are accessible to the general public that include people of all abilities; the annual South Texas Special Olympics Spring Games; Operation Safe Return to School with CCPD; the Education Service Center “Life After Graduation, Who’s Got Your Back” event for High School seniors with special needs or disabilities; Walk for Autism; and the Deaf and Hard of Hearing event to support Better Speech and Hearing Month.
- Community Awareness - In promoting awareness of the CFPWD entity and mission, a special meeting of the CFPWD was conducted at the Greenwood Senior Center. The meeting was greatly appreciated by the attendees (mostly senior citizens) and an encore presentation has been requested for 2019.
- Project Planning – Valuing the input from the CFPWD, presentations by RTA, MPO, Development Services, and Parks and Rec took place to obtain different perspectives from PWD on their community projects. The Chairman of the CFPWD was instrumental in working to bring the Play for All Park a reality for families of children with disabilities and continued to work with Parks and Rec on phases 2 and 3 to ensure additional amenities were put in place to address playground comfort levels for all its users. The CFPWD is taking a more hands on approach with Park and Rec staff to increase our city’s adaptive sports programs such as basketball and baseball games for athletes who are disabled. Upon requests, the Committee will assist with community meeting announcements and on-sight ADA assistance, if necessary.



- ADA Parking – the CFPWD continued its review concerns pertaining to ADA parking violations within the City in cooperation with Parking Control Division of the Police Department. For 2019, the CFPWD, via reports from Parking Control, will start receiving reports pertaining to sidewalk and/or pedestrian right-of-way obstructions associated with Scooters.

A 2019 goal of the CFPWD is to sustain and increase its outreach efforts, continue to develop and support current and new community advocacy partnerships. Through education, information, and open dialogue, the Committee will strive to increase awareness on equal opportunities and build a community culture of diversity in access and inclusion.

The CFPWD would like to thank City Executive staff, City Attorney's staff, the Mayor, and City Council in allowing the Human Relations Division to provide support in the above-mentioned efforts to increase awareness of the city's Committee for Persons with Disabilities and allow the contributions of persons with special and/or different abilities to assist in the success of our community.

End.

## **MEMORANDUM**

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 2, 2019  
**SUBJECT:** 78415 Community Youth Development Steering Committee Report

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The 78415 Community Youth Development Steering Committee meets at 6:00 p.m. on the third Thursday of every other month on the 3<sup>rd</sup> floor of City Hall in the Parks and Recreation Conference room or a predetermined site within the 78415 community.

The Committee is composed of (9) nine Corpus Christi residents appointed by the City Council, at least fifty-one percent (51%) of the Committee membership must reside in the 78415 zip code area.

Four meetings were held in 2018. Highlights are as follows:

### **February 15, 2018**

- Regular meeting canceled due to lack of quorum

### **April 19, 2018**

- Discussion held regarding the Program Manager resignation and Interim Program Manager appointment.
- The Committee discussed an additional funding allocation being provided to subcontractors due to a CYD moving offices and not having to pay for leasing office space.
- Upcoming events and having subcontractor presentations were discussed.
- A Youth Advisory Committee (YAC) report and program fiscal report presented to Committee.

### **June 21, 2018**

- Presentation and discussion held regarding staff changes for the CYD Program, a new Program Manager will be hired in July. A new Superintendent, Lisa Oliver, was introduced to committee and will be overseeing the CYD program.
- CYD Subcontractor presentations: Communities in School, YWCA and Youth Odyssey
- The Community Strength and Needs Assessment was discussed and how Committee members can help to distribute surveys to the community.
- YAC report and program fiscal report presented to Committee

### **August 16, 2018**

- Regular meeting canceled due to lack of quorum

### **August 29, 2019**

- Special meeting canceled due to lack of quorum

### **October 18, 2018**

- Regular meeting canceled due to lack of quorum

### **November 15, 2018**

- The committee held a special meeting to meeting before the end of the 1<sup>st</sup> quarter to meet state regulations for CYD Grant.
- The new Program Manager, Sandra Alvarez, was introduced to committee.
- A discussion on the process for filling vacancies and reappointments by City Council was held regarding CYD Steering Committee reappointments and vacancies.
- The Community Strength and Needs Assessment for FY18 was presented to the committee.
- Discussion was held about the 2018 Leadership Banquet held August 22, 2018 for CYD youth that exemplified leadership in their community.
- The Program fiscal report was presented by Program Manager.

### **December 6, 2018**

- The committee held a special meeting due to the upcoming holidays.
- Program Manager presented the RFP process and advertisements used to select the current subcontractors for the CYD program to the committee.
- The FY17-18 CYD program performance benchmarks indicating the number of unduplicated CYD youth served were presented to Committee members to compare to current fiscal year months.
- CYD subcontractor presentation: Boys and Girls Club of the Coastal Bend
- Discussion of Committee member visits to subcontractor sites: Communities in Schools and YWCA for the month of December.
- Two Community Youth Development YAC youth members presented to the committee about their experience in the YAC and attending the Teen Youth Summit in June.
- Program fiscal report presented to committee by Program Manager.

The 78415 Community Youth Development Steering Committee is considering updating bylaws and ordinance, requesting that the number of Committee members present to make quorum be decreased.



To: Keith Selman, Interim City Manager  
 Thru: Mark Van Vleck, Assistant City Manger *MC*  
 From: Larijai Francis, Water Resources Project Manager *LF*  
 Subject: Corpus Christi Aquifer Storage Recovery Conservation District Annual Report  
 Date: January 15, 2019

The Corpus Christi Aquifer Storage Recovery Conservation District, as chaired by Fred Segundo, held three regular meetings in 2018.

Topics covered throughout the year included the Aquifer Storage Feasibility project, CCASRCD rules and regulations as it relates to fees, Updating the District five-year and management plans and the Board voted to adopt and maintain an Operating budget. At the last District meeting Sharon Bailey Lewis was recommended to replace Jay Ellington as a board member.

Below is a table showing membership, meeting dates, attendance, and changes that occurred during the year. Current members are highlighted.

<u>Member</u>	<u>Category</u>	<u>April 13</u>	<u>July 26</u>	<u>December 6</u>
<b>Fred Segundo</b>	President	Present	Present	Present
<b>Dan McGinn</b>	Vice-president	Present	Present	Present
<b>Tom Tagliabue</b>	Secretary	Present	Present	Present
<b>Mark Van Vleck</b>	Member	Absent	Present	Absent
<b>Jay Ellington<sup>1</sup></b>	Member	Absent	Present	Absent

**1. Resigned from the Position and a replacement will be confirmed in 2019**

**CITY OF CORPUS CHRISTI  
CITY MANAGER'S OFFICE**

**MEMORANDUM**

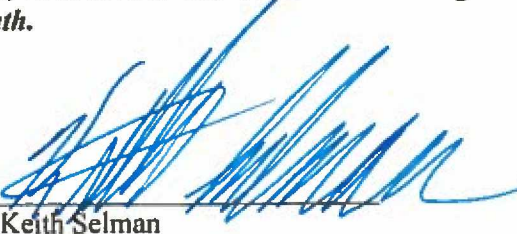
**TO:** All Department and Division Heads  
**FROM:** Keith Selman, Interim City Manager  
**DATE:** December 14, 2018  
**SUBJECT:** Annual Report for Boards, Commissions and Committees

The City's Code of Ordinances requires that all boards, commissions, committees and corporations prepare a report of their respective activities each calendar year. These reports need to be received no later than **Tuesday, January 15, 2019**. Please submit your report for **2018** to my office as soon as possible.

If you would like to view your report from last year, please go to: <http://www.cctexas.com/services/general-government/boards-commissions-committees> and click on Annual Reports.

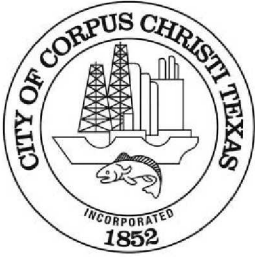
*As a reminder, approved minutes of board, commission and committee meetings should be sent to the City Secretary's Office each month.*

Thank you for your assistance.



Keith Selman  
Interim City Manager

cc: Rebecca Huerta, City Secretary



# INFORMAL STAFF REPORT

## MEMORANDUM

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**To: Keith Selman, Interim City Manager**

**Thru: Constance P. Sanchez, Executive Director of Type B Board**

**From: Arlene Medrano, Business Liaison**

**Date: January 10, 2019**

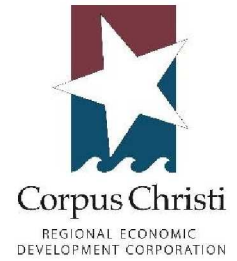
**Subject: 2018 Annual Report – Corpus Christi B Corporation (Type B Board)**

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Attached you will find a list of the 2018 activities for the Corpus Christi B Corporation (Type B Board). Actions taken in 2018 include the following:

- **March 19, 2018-** First meeting held; officers elected; Bart Braselton elected President; bylaws amended
- **April 16, 2018-** Certificate of Formation was amended and Bylaws were approved as amended.
- **May 21, 2018-** Rules of Procedure Approved and Public Hearing on Downtown Holiday Festival (Christmas Tree) approved.
- **June 18, 2018-** FY19 Type B Budget approved; deobligation of funds previously approved for Christmas tree; motion approving agreement for contribution of street funds.
- **July 16, 2018-** Motion approving agreement with City for management of economic development program; discussion on Type B Economic Development Guidelines
- **August 20, 2018-** E-session regarding commercial development in the vicinity of West Causeway Boulevard and Kings Point Harbor Drive; Election of new officers; Mr. Scott Harris appointed President; Mr. Robert Tamez filled Mr. Braselton's vacancy.
- **September 17, 2018- Workshop-** Type B Board Workshop regarding Economic Development Guidelines
- **September 17, 2018- Regular Meeting-** E-session regarding commercial development in the vicinity of West Causeway Boulevard and Kings Point Harbor Drive; public hearing authorizing City Engineering to proceed with use of Type B funds for three street projects; public hearing regarding LaVista Pointe.
- **October 15, 2018- Tri-Party Workshop** between City Council, Type B Board and CCREDC regarding Economic Development Guidelines
- **November 12, 2018-** Economic Development Guidelines Approved.
- **December 2018-** No meeting held.





## Memorandum

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To: Keith Selman, Interim City Manager  
From: Mike Culbertson, Chief Operating Officer  
Date: January 7, 2019  
Subject: Type B Annual Report from the City Manager

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The following is a listing of the actions for the Type B Board for fiscal year 2018.

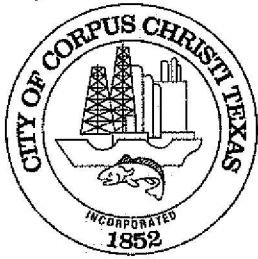
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The Type B Corporation appointed their Board. They passed guidelines that were then approved by the City Council on November 27, 2018

Projects approved and executed this year:

### LaVista Pointe

Type B Corporation awarded a grant of up to \$625,000, for infrastructure construction for LaVista Pointe on North Beach. The City Council approved the grant on November 27, 2018



## INFORMAL STAFF REPORT

### MEMORANDUM

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**To:** Keith Selman, Interim City Manager

**Thru:** Constance P. Sanchez, Executive Director of Type A Board

**From:** Arlene Medrano, Business Liaison

**Date:** January 10, 2019

**Subject:** 2018 Annual Report – Corpus Christi Business and Job Development Corporation (Type A Board)

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Attached you will find a list of the 2018 activities for the Corpus Christi Business and Job Development Corporation (Type A Board). Type A contains the following funds, which each provide an individual report:

- Arena Fund
- Economic Development Fund
- Affordable Housing Fund
- Seawall Fund

MEMORANDUM

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TO: Keith Selman, Interim City Manager  
THRU: Esther Velazquez, Assistant to City Manager  
FROM: Matt Blasy, General Manager  
DATE: December 31, 2018  
RE: Type A Annual Report – 2018

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The following is a listing of the awards by the Type A Board during the calendar year of 2018. The Board provided funding through both the Marketing / Co-Promotion Fund and the Arena Capital Improvement Fund.

***ARENA MARKETING/CO-PROMOTION FUND:***

*Subsidies against Arena rent expenses; necessary to secure the following events taking place in 2018 for the Arena and City of Corpus Christi.*

<u>Corpus Christi Ice Rays</u> 2018-19 season	\$150,000
<u>Top Rank Boxing</u> February 3, 2018	\$20,000
<u>American Spirit Championship</u> March 24, 2018	\$10,000
<u>Texas Skills, USA</u> April 5-7, 2018	\$25,000
<u>Buc Days Rodeo</u> Concert Series – April 26-29, 2018	\$45,000
<u>Wingapalooza</u> July 21, 2018	\$15,000
<u>Top Rank Boxing</u> December 14, 2018	\$20,000
<u>Coastal Christmas</u> December 16 – January 2	\$120,000

**ARENA MARKETING/CO-PROMOTION FUND:**

*Subsidies against Arena rent expenses; necessary to secure the following events taking place in future years for the Arena and City of Corpus Christi.*

<u>KISS</u>	\$20,000
February 19, 2019	
<u>Buc Days Rodeo</u>	\$50,000
Concert Series – April 25-28, 2019	
<u>New Kids on the Block</u>	\$20,000
May 13, 2018	
<u>Buc Days Rodeo</u>	\$60,000
Concert Series – 2020	

**ARENA CAPITAL IMPROVEMENTS FUND:**

*Projects completed in 2018 with 2017-18 Capital Improvement Funds. Cost associated is Actual amount, not Budget amount. All projects completed on time and under budget.*

Replace Retractable seating	\$1,078,658
Wi-Fi enhancement	\$239,296
Procure Enhanced Digital Signage for Concourse	\$49,995
Rebuild Supplemental Chill Water Pump Motor	\$10,814
Replace Actuators and Gear Operators for Chill Water and Condensing Valves	\$48,619
New Hockey boards (dashers) and glass system	\$280,034

**ARENA CAPITAL IMPROVEMENTS FUND:**

*Projects approved for 2018-19 fiscal year that have started in 2018. Cost associated is Budget amount, not actual cost.*

Curtain Enclosure for Upper Bowl	\$170,000
Renovation of Stand 103 and Second Floor Concourse Enhancements	\$810,000
HVAC Water Corrective Measures	\$145,000
LED Sports Lighting Package	\$350,000
Replace Concession Equipment	\$150,000

Replace Production Materials	\$200,000
Replace Kitchen Air Handlers	\$375,000
Arena Loading Dock Expansion	\$2,475,000
Epoxy Roof Coating	\$250,000
Facility Security Enhancements	\$375,000
Audio Video Enhancements	\$450,000
Energy Management Controls Enhancement	\$175,000
Major Building Upgrades	\$250,000
Replace Maintenance Equipment	\$250,000

## Memorandum

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To: Keith Selman, Interim City Manager  
 From: Mike Culbertson, Chief Operating Officer  
 Date: January 7, 2019  
 Subject: Type A Annual Report from the City Manager

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The following is a listing of the actions for the Type A Board for fiscal year 2018.

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Projects approved and executed this year:

Del Mar College Process Technology expansion

Del Mar College Foundation was awarded a grant for \$2,356,000 to expand the Process and Instrumentation Technology Program. The City Council approved this grant on August 21, 2018

ICE

Jimenez Engineering Solutions, LLC, dba International Consulting Engineers, was awarded a grant of up to \$125,000, for the creation of jobs. They are also investing \$1.4 million into a new building. The City Council approved this grant on April 24, 2018

Renewed:

LiftFund Loan Buy-Down \$ 250,000

A loan buy-down program that is highly successful in helping small businesses get funding when they cannot get bank financing. They loaned 24 companies over \$384,000 and created 20 new jobs.

SCORE Small Business Counseling \$ 52,600

SCORE is entering their fourth year of providing counseling services to small businesses by one-on-one counseling, seminars, and email. They handled over 1,600 cases in 2018.

Del Mar College (SBDC) PTAC \$ 48,490

Part of the Small Business Development Center (SBDC), the Procurement Technical Assistance Center (PTAC) will hire a full-time person to help small businesses compete for government supply contracts. They helped 260 small businesses.

Del Mar College Intern \$ 150,000

The intern program helps students find part time jobs in their major area of study. This gives students training and experience and helps small businesses see and hopefully hire these interns. With the change to the City's fiscal year end it became necessary to end the agreement in December 2018 to correspond to the end of a semester. They placed 93 interns in 39 small businesses and created 25 full-time jobs.

Texas A&M University – Corpus Christi Intern \$ 150,000

The intern program helps students find part time jobs in their major area of study. This gives students training and experience and helps small businesses see and hopefully hire these interns. With the change to the City's fiscal year end it became necessary to end the agreement in December 2018 to correspond to the end of a semester. They placed 75 interns in 23 companies.

In force:

Corpus Christi Cold Storage, LLC \$ 265,000  
Cold Storage will invest in improvements and equipment up to \$1,500,000. This will keep the only cold storage facility in the region open. They were in compliance for 2018.

QSROnline.com \$ 129,500  
QSROnline is a software developer in the city. They plan to add jobs for an expansion nationally. They were in compliance for 2018.

Govind Development  
Govind Development was not in compliance for 2018 and did not receive an incentive payment for this year.

Texas A&M University – Corpus Christi Engineering grant  
TAMU-CC asked for and received an extension from the Board that was approved by the City Council. The two-year extension allows the University to solicit the Legislature to fund the Industrial and Civil engineering programs.

Hausman Foods  
Hausman was not in compliance for 2018 and did not receive an incentive payment this year.

Sitel  
A call center that never started. They sent an email to terminate the Type A agreement but we need a letter to take to the Board. Once terminated, the \$500,000 incentive will be de-obligated and goes back into the Type A's general fund.

#### Completed Projects:

Sam Kane Beef Processors \$3,000,000  
Sam Kane is a beef processing plant that was awarded a grant of \$3 million to retain 739 employees and create 70 new jobs. Sam Kane is a city fixture and was in danger of closing its doors. An amendment was signed in 2015 to pay the rest of the incentive payment in 2015 which was completed. They underwent a compliance review this year. They fell short of the new job created number and an invoice of \$175,200 was sent to them to claw back that amount of the incentive. Kane Beef went into receivership in October. They asked the Board to extend the deadline of that payment out to February 12, 2019. On November 12, 2018 the City Council approved this extension.

M&G Resins \$3,000,000  
M&G Resins is an Italian chemical manufacturing plant filed bankruptcy in 2017. They have not received any incentives to date. A letter was sent to them informing them that they have not performed as required and the agreement was terminated. The Board de-obligated the \$3,000,000 incentive.

HEB Grocery \$1,100,000  
HEB bakery will retain 388 jobs. The grant reimbursed them for repairs to McCampbell Street next to their property. The estimate on the street came back higher and the Board increased their grant from



\$850,000 to \$1,100,000. They are completed the road improvements in 2018 and the road has been accepted by the City. They received the grant and this project is closed.

**Corpus Christi Business and Job Development Corporation**

**2018 Affordable Housing Annual Report**

**Housing and Community Development (HCD)**

In 2018, the Corpus Christi Business and Job Development Corporation (TYPE A Board) continued to provide funding for the Homebuyer Assistance Program. The purpose of the program is to provide low to moderate income eligible households with up to \$10,000 in the form of a deferred forgivable loan for down payment assistance towards an existing pre-owned, or new construction home within the city limits of Corpus Christi, with a maximum sales price of \$162,000.

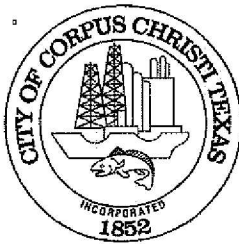
During fiscal year 17-18, the program funded and assisted 23 households with deferred forgivable loans totaling \$230,000 to assist them with the down payment of an affordable home. A homebuyer is eligible for the Homebuyer Assistance Program if they meet the low and moderate income limits for household size as established by the U.S. Department of Housing and Urban Development.

FAMILY SIZE	1	2	3	4	5	6	7	8
ANNUAL INCOME	36,050	41,200	46,350	51,500	55,650	59,750	63,900	68,000

Revised 4/1/18\* Income limits are established by HUD and subject to change without notice

On January, 2018, an amendment to the agreement between the Corpus Christi Business and Job Development Corporation and the City of Corpus Christi was requested and was approved for an additional \$100,000 funding prior to the agreement expiring March, 2018.

At the beginning of the Corporation's fiscal year (March, 2018), an agreement between the Corpus Christi Business and Job Development Corporation and the City of Corpus Christi was executed to continue the implementation and promotion of the Homebuyer Assistance Program. The Corporation approved \$300,000 to assist eligible households in fiscal year 18-19 and \$20,000 to reimburse the City for staff time.



**DATE:** January 21, 2018  
**TO:** Samuel "Keith" Selman, Interim City Manager  
**FROM:** J.H. Edmonds, P.E., Director of Engineering Services  
JeffreyE@cctexas.com  
(361) 826-3500

## **UPDATE**

### **Engineering Services Annual Project Updates - 2018**

#### **COMPLETED PROJECTS:**

##### **1. Barge Dock Project**

- Structural repairs to the concrete structures, mooring cleats, bollards, storm water outfalls, and repaving the parking lot.
- Included speed bumps, concrete car stops, and concrete bollards to prevent unsafe vehicular activities.

#### **2018 PROJECT SUMMARIES:**

##### **1. Barge Dock Project:**

- Project Components:
  - Structural repairs to the concrete structures, mooring cleats, bollards, storm water outfalls, and repaving the parking lot.
  - Included speed bumps, concrete car stops, and concrete bollards to prevent unsafe vehicular activities.
- Selected contractor, Grace Paving & Construction, Inc., started construction in April 2018.
- Project completed in November 2018, and project is currently in the 1-year warranty phase.

##### **2. McGee Beach Re-nourishment/ Boat Basin Dredging Project:**

- Marina staff recommended this project move forward based on dredging needs in the Marina.
- Recommendation made to amend the "Repair on Marina Breakwater at McGee Beach" project with LAN to include dredging in the Marina.
  - Design contract approved by the Type A Board in August 2018.
  - Design contract approved by City Council in September 2018.
- Design underway and construction expected to start in 2019; contingent upon obtaining required permits.

##### **3. Marina Breakwater at McGee Beach Improvements**

- Proposed improvements consist of removal and replacement of the existing elevated concrete cap to help fortify the seawall against wave energy.
- Lockwood, Andrews and Newman (LAN) was the AE Selected through the RFQ process to prepare the construction plans.
  - Design contract approved by the Type A Board in February 2018.
  - Design contract approved by City Council in March 2018
- Design underway and construction expected to start in 2019; contingent upon obtaining required permits.

#### **4. Corpus Christi Museum of Science and History Floodwall**

- Provides a new floodwall (or a coastal structure) that extends from the Promenade under the Harbor Bridge to the USACE Bulkhead, with backfill in the triangular area between the new wall and existing wall location.
- Selected AE consultant (HDR) requested revisions to contractual provisions. Selected consultant could not come to terms with City standard contract language.
- Project has been re-RFQ'd, and a new consultant will be selected.
  - Anticipate consultant selection will be made in February 2019.
- The project scope may be expanded to include the area in front of the USACE building.
- City and POCCA staff continue coordination efforts regarding proposed location of floodwall on POCCA owned property.

#### **5. Salt Flats Levee Improvements**

- Selected AE consultant (HDR) requested revisions to contractual provisions. Selected consultant could not come to terms with City standard contract language.
- Project has been re-RFQ'd, and a new consultant will be selected.
  - Anticipate consultant selection will be made in February 2019.

#### **6. Seawall Capital Repairs**

- Consultant inspected Seawall to determine required repairs.
- Presented inspection findings to the Type A Board at the April 2018 meeting.
- Design contract with Munoz Engineering for required repairs approved by the Type A Board and City Council in October 2018.
- Design of repairs underway and construction expected to start in 2019.

#### **7. Kinney and Power Street Pump Station Improvements**

- This project evaluates the capacity of the existing 2 pump stations to determine the feasibility of interim solutions to maximize the capacity at the Kinney and Power Street Pump Stations before a major investment for a potential third pump station.
- Urban Engineering was the AE Selected through the RFQ process to assess the existing pump stations, determine if any improvements can be made, and prepare cost/benefit analysis for any recommended improvements.
- Professional services contract approved by the Type A Board in August 2018.
- Professional services contract approved by City Council in September 2018.
- System assessment underway.

#### **8. Restoration of SEA District Water Features:**

- This project will restore the SEA District water features (Water Garden Fountain and Bayfront Fountain) by correcting electrical, mechanical and other problems to restore the maintenance and operability of both features.
- Design contract negotiated; approved by the Type A Board in December 2018.
- Design contract scheduled for City Council review and approval in January 2019 (first reading on January 8<sup>th</sup>, and second reading on January 15<sup>th</sup>).

## **Corpus Christi Business and Job Development Corporation**

### **2018 Affordable Housing Annual Report**

#### **Housing and Community Development (HCD)**

In 2018, the Corpus Christi Business and Job Development Corporation (TYPE A Board) continued to provide funding for the Homebuyer Assistance Program. The purpose of the program is to provide low to moderate income eligible households with up to \$10,000 in the form of a deferred forgivable loan for down payment assistance towards an existing pre-owned, or new construction home within the city limits of Corpus Christi, with a maximum sales price of \$162,000.

During fiscal year 17-18, the program funded and assisted 23 households with deferred forgivable loans totaling \$230,000 to assist them with the down payment of an affordable home. A homebuyer is eligible for the Homebuyer Assistance Program if they meet the low and moderate income limits for household size as established by the U.S. Department of Housing and Urban Development.

FAMILY SIZE	1	2	3	4	5	6	7	8
ANNUAL INCOME	36,050	41,200	46,350	51,500	55,650	59,750	63,900	68,000

Revised 4/1/18\* Income limits are established by HUD and subject to change without notice

On January, 2018, an amendment to the agreement between the Corpus Christi Business and Job Development Corporation and the City of Corpus Christi was requested and was approved for an additional \$100,000 funding prior to the agreement expiring March, 2018.

At the beginning of the Corporation's fiscal year (March, 2018), an agreement between the Corpus Christi Business and Job Development Corporation and the City of Corpus Christi was executed to continue the implementation and promotion of the Homebuyer Assistance Program. The Corporation approved \$300,000 to assist eligible households in fiscal year 18-19 and \$20,000 to reimburse the City for staff time.

Corpus Christi Community Improvement Corporation

2018 Loan Review Committee Annual Report

(FISCAL YEAR 17-18)

Housing and Community Development (HCD)

As of 2018, the Loan Review Committee is composed of 7 members that review and approve demolition reconstruction loans for very low to low income individuals that are assisted by the City of Corpus Christi's Housing and Community Development Department.

The Corpus Christi Community Improvement Corporation (Loan Review Committee) held the last meeting of the year on July 25, 2018. The following 4 applicants were approved during 2018:

Esther Morales

Leonor Pineda

Severo Mota

Herminia C. Pena

The Loan Review Committee approved a total of \$354,833.00 in rehabilitation loan funds to be allocated for the demolition reconstruction of 4 homes.



**TO:** Keith Selman, Interim City Manager

**DATE:** January 15, 2019

**SUBJECT:** Crime Control and Prevention District 2018 Annual Report

- Graffiti activity. In 2018, there was a total of six graffiti arrests equal to last year's arrests of 2017. One of the arrests was a misdemeanor, and five were felonies. There were two adults arrested, and three juveniles; one of the adults had two charges. During 2018, the Graffiti Removal Team of the Solid Waste Department removed graffiti from 3,295 locations for a total of 59,618 square feet. In 2017, the Removal Team eliminated graffiti from 1,613 locations for a total of 41,685 square feet. In 2018, the Graffiti Removal Team was fully staffed with four employees and two graffiti removal trucks. Which in turn, reflects in the increase of locations and square footage within the city of Corpus Christi that had graffiti removed.
- The Crime Stoppers Board is a group of 14 volunteers which places a special emphasis on the Campus Crime Stoppers programs in the 43 Middle and Senior High Schools in all of Nueces County. There were 1,221 tips called into Corpus Christi Crime Stoppers in 2018 which resulted in 75 arrests, 87 cases cleared, \$9,960 in seized narcotics and 1 weapon recovered. Those who provided information that led to the arrest of criminals were paid rewards in the total amount of \$45,205 dollars in all of 2018.
- The gang unit has documented 2782 known gang members. In order to disrupt and suppress gang-related criminal activity, the Gang Unit works closely with local, state and federal law enforcement agencies. The agencies included the US Marshal Service, FBI, ATF, HSI, Texas DPS, Adult Probation, and Parole, Robstown PD, Victoria PD, and US Customs and Border Protection. These types of multi-agency partnerships are essential in combating gang-related criminal activity. The Unit made 739 arrests with 232 involving felony charges. They responded to 3,382 calls for service and investigated 109 drive-bys, 24 of which are known to be gang related.
- Continued to staff 63 additional officers.
- Continued operation of the Pawn Shop Detail with \$5,652,271.81 in property recovery since the program began in 1999. In 2018, 609 items were recovered with a value of \$190,984.61.
- Canine program - Police Service Dog "TANJA" was purchased in March 2014 and is assigned to Senior Officer Chris Lynch. Tanja continues to successfully complete drug certification through the National Narcotic Detector Dog Association and attended monthly training sessions with the Corpus Christi Police Departments K9 Trainer. Tanja also provides support to NVI plain clothed investigators and Patrol Division. In addition, Officer Lynch and Tanja teamed up with US Postal Inspection Services in an effort to thwart the shipment of high grade marijuana and TCH infused products via the US Mail. Tanja also assisted the Texas Department of Public Safety Narcotics Division, Drug Enforcement Agency and Home Land Security Investigations on several occasions. Tanja also participated in 13 community based presentations. She assisted with K9 sniffs/searches to 5 area entities.

The following are a list of her accomplishments for 2018.

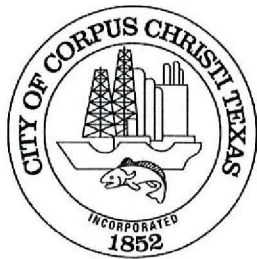
- **DRUGS SEIZED:**

<b>Drug</b>	<b>Weight</b>	<b>Street Value</b>
Hydro Marijuana	54,431 grams	\$600,000
Crack Cocaine	10 grams	\$500.00
Cocaine	71 grams	\$3,575
Heroin	1,154 grams	\$28,442
Methamphetamines	10,395 grams	\$460,000
THC Wax	9,143 grams	\$457,000
THC Oil	7.774 grams	\$388,700
THC Edibles/candy	3,962 grams	\$198,100
<b>TOTAL</b>		<b>\$2,136,317</b>

- **CASH SEIZED:** \$62,414
- **VEHICLES SEIZED:** 7
- **ASSISTS TO OTHER AGENCY:** 65 (DEA, US Postal Inspector, HIS, US Customs)
- **ASSISTS TO NARCOTICS AND PATROL DIVISIONS:** 52

Respectfully submitted,

Crime Control and Prevention District



## MEMORANDUM

**To:** Samuel Keith Selman, Interim City Manager  
**From:** Lisa Aguilar, Assistant City Attorney (Staff Support for Ethics Commission) LA  
**Date:** January 15, 2019  
**Subject:** Ethics Commission 2018 Annual Report

**Duties:** To review Ethics Code changes; to prepare explanatory materials on the Ethics Code; to review all financial statements filed pursuant to the Ethics Code; to hear Ethics complaints; and to adopt rules of procedures for the Ethics Commission.

**2018 Summary:** During 2018, the Ethics Commission discussed and drafted Ethics Code amendments; discussed Human Resources policies related to Ethics Code; discussed hiring of independent legal counsel; and reviewed Financial Disclosure reports. During 2018, one complaint was filed. Listed below is more detailed information from excerpts of the approved meeting minutes:

**Jan 18:** A. Discussion and possible action on a complaint by the Ethics Commission to City Council against a department head for failure, or refusal to procure and manage funding to implement the Commission's designation of legal counsel independent of the City Attorney.

B. Discussion and possible action for the Ethics Commission to obtain alternative funding to hire designated independent legal counsel, including private donations.

The Commission approved motion for Chair to draft letter to the City Manager for approval of a contract for independent legal counsel.

**Feb 15:** A. Discussion and possible action for the Ethics Commission to direct that there be notification to City employees informing them of their right to have qualifying matters reviewed by the Ethics Commission.

B. Discussion and possible action for the Ethics Commission to create, instate, and maintain an educational program to reach out to City department heads and City employees; and the duty of the City to appropriate funding for same and mandate the cooperation of all department heads to make the program available to City employees.

C. Discussion and possible action to increase the Ethics Commission's visibility to City Employees (and on the City's website include the Ethics Commission in the search engine and show contact information for at least one Ethics Commissioner).

The Chair discussed that she will draft suggestions to provide to Human Resources department for employee orientation. It was discussed that the HR policy was being amended to provide link to the Ethics Complaint form webpage which includes link to the Ethics Code in lieu of paper copy. The Commission discussed also building a database of commonly asked questions and advisory opinions similar to San Antonio Ethics website. The Commission approved motion to amend Section 2-326 (a) (2) as follows:

Sec. 2-326 Duties.

“(a) The commission shall, in addition to its other duties:

(2) Prepare and publish pamphlets and other materials explaining the duties of individuals subject to the code of ethics. Such materials shall include instructions to the public about how to obtain information such as financial disclosures, campaign reports, and the like from the city.”

D. Discussion and possible action regarding status of report of whether the Ethics Code should be amended for protection of City employees. The Commission heard report on research regarding freedom of speech and freedom from harassment.

March 29: Discussion and possible action on a residency requirement for City Council members (to address the gap between a candidate's residency requirement set forth in the City Charter as opposed to there being no requirement governing the residency of a sitting City Council member) and other possible amendments to Ethics Code based on provisions from the City Charter.

The Commission discussed pursuing a study regarding residency to look at an amendment to the Code of Ethics; whether the Commission had previously voted to approve the definition of residency in the Election Code Section 1.015; requested Assistant City Attorney gather the following information: standards used by the school board for purposes of residency; reviewing prior minutes regarding adoption of the residency standard; and review Dallas and San Antonio codes regarding residency.

April 19: A. Discussion and possible action on a residency requirement for City Council members (to address the gap between a candidate's residency requirement set forth in the City Charter as opposed to there being no requirement governing the residency of a sitting City Council member) and other possible amendments to Ethics Code based on provisions from the City Charter.

The Commission reviewed the minutes of July 21, 2016 which provided that the Commission adopted Texas Election Code Section 1.015 definition of “resident” for purposes of any future Ethics complaints that come before the Ethics Commission.

B. Discussion and possible action to amend the Ethics Code or development of Ethics Commission Code of Conduct: "In order to hold every Ethics Commissioner to the highest standard, to protect the integrity of the Ethics Board itself, and to prevent any preconceived political ideology, no Commissioner shall preempt future agenda items, whether current or to be announced, with any media or public engagements until after item(s) have been discussed in a regular or special called Ethics Commission meeting."

The Commission created a subcommittee to work on a draft of a Code of Conduct for the Commission.

**April 26: (Special meeting):**

Discussion and possible action regarding pending ethics complaint: The Ethics Commission reviewed and denied the Ethics Complaint due to lack of jurisdiction and also failure to allege facts to identify a violation of the Ethics Code.

**May 17:** A. Discussion and possible action on a residency requirement for City Council members (to address the gap between a candidate's residency requirement set forth in the City Charter as opposed to there being no requirement governing the residency of a sitting City Council member) and other possible amendments to Ethics Code based on provisions from the City Charter.

The Commission reviewed the City of San Antonio, City of Dallas and CCISD information provided by the Assistant City Attorney regarding member residency requirement. The Ethics Commission approved a motion to recommend amending the Ethics Code to read as follow: "Each Council member from a district shall continue to reside within the boundaries of that district during his or her term of office."

B. Discussion and possible action regarding Financial Disclosure reports: The Commission reviewed the Financial Disclosure reports. The Commission approved a motion to recommend amending Section 2-340 to change City Financial Disclosure due date to last Friday in March (from current deadline of last Friday) in April due to conflicting due dates with the State Personal Financial Statements.

**June 21:** A. Discussion and possible action on a residency requirement for City Council members (to address the gap between a candidate's residency requirement set forth in the City Charter as opposed to there being no requirement governing the residency of a sitting City Council member) and other possible amendments to Ethics Code based on provisions from the City Charter.

The Commission reviewed a draft ordinance which included the text that had been discussed and approved at the May 17, 2018 meeting: "Each Council member from a district shall continue to reside within the boundaries of that district during his or her term of office." The Commission discussed inserting the word "continuously" in place of "continue to". The Commission discussed amending the text to include: "All at large Council members shall continuously reside within city limits during his or her

term of office.” The Commission discussed adding definition of “reside” and reviewing a new draft of the ordinance at the July meeting.

July: No meeting due to lack of quorum.

**August 16:** A. Discussion and possible action on a residency requirement for City Council members (to address the gap between a candidate's residency requirement set forth in the City Charter as opposed to there being no requirement governing the residency of a sitting City Council member) and other possible amendments to Ethics Code based on provisions from the City Charter. The Ethics Commission reviewed and approved following proposed language as new item (22) to Section 2-311:

“Each council member from a district shall continuously reside within that district during his or her term of office. Each at-large council member and the Mayor shall continuously reside within the city limits during his or her term of office.”

**B. Deadlines for financial disclosure reports.**

The Commission discussed that the current City Ordinance 2-343 requires City Council candidates to file an annual report of financial information within five days after filing for office. The Commission discussed and approved recommendation for amendment of Section 2-343 to require filing of the financial information concurrently when filing for office.

**C. Approval of handbook for new Commissioners.** The Commission approved the onboarding handbook for new Ethics Commissioners.

**September 20:** No new business was discussed.

**October 18:** The Commission welcomed two new members and gave appreciation to service of two members; the Commission elected Chair and Vice Chair. No new business was discussed.

**November 15:** Discussion and possible action regarding City code of Ordinances Sections 2-340 through 2-349 regarding Financial Disclosure reporting.

The Commission discussed that some cities provide for online filing; whether a notary is required; use of a form to streamline annual report if no changes; reviewed sample disclosure forms from other cities; reviewed list of boards and commission that file the form; and pursuing if form could be filed online.

**December:** No meeting.



## MEMORANDUM

TO: Keith Selman, Interim City Manager

FROM: Lauren Rabe, Division Manager, Environmental & Consumer Health Services Division

DATE: January 7, 2019

SUBJECT: Food Service Advisory Committee (FSAC) 2019 Annual Report

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The Food Service Advisory Committee (FSAC) meets on a quarterly basis at 2:00 pm on the 2<sup>nd</sup> Tuesday of every month in the Frost Bank Building, 2406 Leopard Street, Corpus Christi, Texas 78408.

The FSAC consists of 7 members appointed by the City Council for three-year terms to provide advice to the Corpus Christi – Nueces County Public Health District on the application of ordinances regarding food safety and food service establishment practices.

The 2018 FSAC is made up of the following members:

Dr. Patricia Polastri  
Mr. George Brown  
Mr. Arturo Garcia  
Mr. Jonathan Villarreal  
Mr. Malcolm DeShields  
Ms. Alana Fischer  
Mr. Julio Garza  
Mr. Ted Schroeder

2018 Meetings & Major Topics Discussed

March 20, 2018: Discussed Annual Health Permit process and Mobile Food Vendor Pilot Program

May 18, 2018: Reviewed the process of finding illegal food vendors and how we work with other City Departments to get these issues resolved.

August 21, 2018: Did not meet quorum

September 19, 2018: Did not meet quorum

October 24, 2019: Discussed upcoming temporary events and Annual Health Fair (October)

December 20, 2018: Provide end of calendar year report and discussed proper food safety methods for holiday season.

# **City of Corpus Christi HUMAN RELATIONS COMMISSION 2018 Annual Report**

**Submitted by Sylvia Wilson, Human Relations Administrator**

Background: The Human Relations Commission (HRC) is entrusted to study problems of group relationships within the City and related activities relevant to the operations of the Human Relations office. Authority to address these activities is set forth by city ordinance Chapter 24, Articles I thru V.

The Human Relations Commission has been in existence since October 1963. It was created by former City Manager Ben McDonald who was at the forefront of the Civil Rights movement in Corpus Christi. Through his diligence of promoting equal opportunities to the citizens of this city, it was during his tenure that the five articles in Chapter 24 of the city code of ordinance were initiated: Article I – In General, Establishment of the Human Relations Commission; II – Discrimination in Place of Public Accommodation; III – Discrimination in Housing; IV – Discrimination in Employment; and V – Discrimination Against an Individual with a Disability. These articles allow Human Relations staff to conducting intakes, in-depth investigations, and resolutions pertaining to allegations of discrimination in: employment; fair housing; Places of Public Accommodation; individuals with disabilities; and providing technical assistance pertaining to the Americans with Disabilities Act (ADA). These articles help ensure that our city is a place where all people with different abilities and social economic status have equal opportunities to develop their potential and contribute fully to the community's success.

Procedures for employment investigations are administered by a contract and work-sharing agreement with the federal Equal Employment Opportunity Commission (EEOC) who acknowledges the Human Relations Division as a Fair Employment Practice Agency (FEPA). In addition, pursuant to Texas Labor Code 21.003 and 40 Texas Administrative Code 819.76, the Texas Workforce Commission Civil Rights Division and the Corpus Christi Human Relations Division participate in a Cooperative Agreement to ensure an effective and integrated administrative review procedure and complaint processing system, to share information and to provide technical assistance and training. A contract is also in place with the federal Housing and Urban Development (HUD) office to acknowledge the Human Relation Division as a Fair Housing Assistance Program (FHAP) office. The contract provides investigative guidance on adherence to the Fair Housing Act. The Human Relations Division is a revenue generated office receiving revenue from EEOC and HUD for addressing inquiries and conducting investigations and/or resolutions and community education and outreach pertaining to equal opportunities in employment and housing.

Representation of the Human Relations Commission includes sixteen (16) members, fourteen of whom are appointed by the Mayor with approval of the City Council. Three of the fourteen, shall not be more than twenty years of age at time of appointment and will serve a one-year term; they are referred to as Youth Commissioners and usually represent the Junior or Senior classes of local area high schools. Of the other members: one shall represent the selling of dwellings; another shall represent the rental of dwellings; another member is to represent the Legal Aid Society; and one ex-officio voting member shall be the Chairperson of the Committee for Persons with Disabilities.

The Human Relations office was changed from a stand-alone department to a division of the City Attorney's office in August 2011. The City Attorney's office provides legal and administrative support to efforts taken to ensure equal opportunities within the community.

Below are some highlights undertaken under the purview of the HRC.

- The Fair Housing Assistance Program consists of 1.8 Fair Housing Compliance Officers who conducted 9 Fair Housing investigations and/or resolutions and addressed 173 fair housing inquiries. Seven (78%) of the cases pertained to disability issues and two (22%) pertained to

race. The city General Fund received \$41,400.00 in government revenue for conducting Fair Housing activities.

- The Equal Employment Opportunity program consists of 2 EEOC Compliance Officers who conducted 43 investigations and/or resolutions. In addition, 70 formal charge intakes were deferred to the EEOC San Antonio Field Office due to lack of jurisdiction to this office (i.e. claims that took place outside the Corpus Christi city limits, cases pertaining to age, or cases pertaining to political subdivisions). Each charge can reference 1 or more of the protected classes, known as basis (Race, National Origin, Color, Religion, Sex, Age, Disability, Equal Pay Genetics and Retaliation). Of the 113 formalized charges, the basis rated as follows: 64% Retaliation; 38% pertained to Sex; 32% to Disability; Age and National Origin were each at 26%; 5% Religion; 4% Color; and 3% Sexual Orientation. Of the 43 investigations, 11 cases were mediated for a total monetary relief benefit \$60,493 to the charging parties. The city General Fund received \$35,930 in government revenue for conducting Equal Employment opportunities within the city limits of Corpus Christi.
- On behalf of the Human Relations Commission, the Human Relations office participated in community events to improve and sustain neighborhood relations and has partnered with Code Enforcement to promote positive housing relations between landlords and tenants through training and assisting Code Enforcement with fair housing technical assistance.
- The HRC continued to develop relationships with the Corpus Christi Apartment Association, the Corpus Christi Housing Authority, the Coastal Bend Condominium Association, and various local apartment entities and shelters for the homeless. At the annual Corpus Christi Apartment Association Trade Show, fair housing staff coordinated training (2, 4 hour sessions), *Understanding and Complying With the Fair Housing Law*, to over 100 apartment rental/leasing agents that incorporated presenters from CCPD and an ADA attorney from the ADA Southwest Center to promote awareness on the Fair Housing Act, Violence Against Women Act (VAWA), and ADA related requests for reasonable accommodations (such as Service Animals versus Emotional Support Animals).
- The Human Relations Office conducted training or was represented at 24 outreach events which included: a community wide Fair Housing training conference at the Del Mar Economic Center promoting April as Fair Housing month; City Hall in the Mall, the NAACP/LULAC Health Fair events at Del Mar East and West campuses; local Veteran Summit, the annual CCPD Safe Return to School, Pride Downtown, George Evan's annual Halloween event at City Hall, and the annual Homeless Resource Connect Fair at Mother Theresa shelter.
- A fun and educational program supported by the HRC, is the EEOC Youth@Work program. The Youth Commissioners, in collaboration with Human Relations staff and mentors from the Commission, promote equal employment opportunities to youth at local high schools. Due to lack of high school student applicants to serve as Youth Commissioners, and delay of appointments to city boards/committees/commissions due to November elections, the last 6 months of the year lacked representation of Youth Commissioners. However, Commissioner Linda Cantu and the Human Relations Administrator were able to make a presentation in April to the students at Veteran's Memorial High School. The students seemed very appreciative of the opportunity to learn about employment rights and appropriate versus inappropriate behavior in the work place via the good questions asked by the audience.
- The HRC continues to develop and maintain community relationships with significant diverse groups such as LULAC, NAACP, the Regional Transportation Authority Committee on Accessible Transportation (RCAT), and Coastal Bend Independent Living Center to name a few. 2018 continued to bring housing concerns to the Human Relations Commission by residents and advocates of the Coles and Hillcrest neighborhood. The concerns pertained to the development

of the new bridge and relocation of those residents. Human Relations Commissioner April Basset was assigned to attend meetings of the Citizens Alliance for Fairness and Progress and report back to Commission on updates and concerns of the group.

- The HRC continues to partner up with the CCPD Family Violence and Crime Prevention Division and actively participates at CCPD's Operation Safe Return/Back to School Safety Program. Human Relations Commissioners attend the event and provide school supplies and informative literature on preventing youth violence, how to help eliminate bullying, what do if you suspect a child is being bullied, and resources available on the topic.
- The HRC, in its efforts to build a culture of diversity with equal opportunities and inclusion, supported outreach efforts of the Committee For Persons With Disabilities which included attendance at the South Texas Lighthouse for the Blind event, Who's Got Your Back-Life After Graduation event for High School seniors with special abilities at Mary Grett School, and participation at the annual Coastal Bend Walk & Roll Celebration promoting October as Equal Employment Opportunities Awareness for Persons of all Abilities.
- The Human Relations Commissioner who represents the Committee for Persons with Disabilities is a member of RTA's Committee on Accessible Transportation (RCAT) and serves as a liaison between the HRC and RCAT to promote options for alternate transportation for people with disabilities.

Through education, information, and open dialogue, the HRC will continue to increase awareness of diversity and inclusion. The HRC will strive to sustain and/or increase outreach efforts, develop new partnerships, and foster additional ties with local school districts (to include private and home-schooled programs) to assist in promoting awareness of equal opportunities in housing, employment, and places of public accommodations.

The HRC would like to thank City Executive staff, the City Attorney's office, the Mayor, and City Council for their support to the Human Relations Commission and its staff to enable an increase in awareness of equal opportunities and respect within our diverse community and assist in the community's success.

End.

## MEMORANDUM

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**To: Keith Selman, Interim City Manager**

**From: Rozie Canales, Executive Assistant**

**Date: January 15, 2018**

**Subject: Island Strategic Action Committee Annual Report**

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The ***Island Strategic Action Committee*** meets monthly on the first Tuesday of the month. In 2018, the ISAC met at Holiday Inn Express, 15209 Windward Dr., Corpus Christi, TX 78418.

2018 Members: Brud Jones (Chair) Libby Edwards (Vice-Chair), William Goldston (termed in March), Alex Harris (termed in March), Stan Hulse, Kathleen Pratt (resigned in October), Rick Sowash, Jodi Steen, David Perry, Carter Tate, Cheri Sperling, Charles Knoll, Aaron Huffman, Jay Gardner (appointed in March), Jerry Watkins (appointed in March), and Stephan Noack (appointed in March).

12 meetings were conducted in 2018. Highlights are as follows:

**January 2, 2018 – The committee held a regular meeting.**

- ACM Keith Selman reviewed the Park Road 22-Access Management Study as a preview for the following ISAC meeting which would host the consultants of the Padre Island Mobility and Access Management Study-Maldonado-Burkett. He also discussed the MPO Project list and encouraged the ISAC to begin having dialogue on getting projects structured since TIRZ#2 funds were available and restated that extending the TIRZ#2 was the tool for getting results on turning the Island into a national destination.

**February 6, 2018 – The committee held a regular meeting.**

- Access Management Study Presentation by Raymond Maldonado consisted of the study corridors, which included SH361, PR22, the adjacent arterials, and the future Regional Parkway. The presentation was summarized with short and long-term recommendations based on available funds. The ISAC took no action.
- TIRZ #2 subcommittee reported on the process for extending the TIRZ #2 and the probable presentation of same to City Council in March. It also reported on the Packery Channel rehabilitation funding sources such as TIRZ #2, FEMA & RESTORE.

- Packery Channel rehabilitation sources were further discussed and reaffirmed that the rehabilitation would be paid out of TIRZ #2 funds, was eligible for FEMA reimbursement, and RESTORE was being considered for possible rehabilitation funding as well.
- Island Project Updates were re-introduced to ISAC as part of its meetings.

**March 6, 2018 – The committee held a regular meeting.**

- Bond 2018 projects identified from the Access Management Study were presented and discussed. They consisted of Westbound Snoopy's Pier, Jackfish Ave., Elbow Cay, Encantada Ave., Sea Pines & PR22.

*Motion by Committee Member Carter Tate that the proposed Bond 2018 projects, as discussed, be returned to the engineering department for a cost estimate of each project, then bring back to the ISAC for prioritizing based on the budget.*

*Second by: Committee Member Libby Edwards.*

*Motion carried by unanimous vote.*

**April 3, 2018 – The committee held a regular meeting.**

- Paulette Kluge, CC Convention Bureau & Visitors Center, presented the ISAC with information on Hotel Occupancy Tax to Advertise and Promote Tourism. She stated that the CVB requested approval from City Council for an advance to relaunch the City with a series of new-look ads in magazines, commercial, and mobile advertisement, in cities such as Austin, San Antonio, Houston & the Valley.
- ACM Keith Selman shared with the ISAC, under Packery Channel Rehabilitation Funding-FEMA, RESTORE, the assessment of damages from HDR, reviewing the repair recommendations categorized by channel reach 1-4. He reiterated FEMA's recognition of the project and the importance of the procurement process for reimbursement. He also discussed the summary of appropriations and expenditures on the Packery Channel projects, its fund and reserve balances.

**May 1, 2018 – The committee held a regular meeting.**

- The Opinion of Probable Construction Cost (OPCC) and the Soft Cost (engineering) of each of the Bond 2018 Projects identified from the Access Management Study were presented to the ISAC. The ISAC deferred to the TIRZ #2 subcommittee for further discussion and recommendation.
- ACM Keith Selman informed the ISAC, under Packery Channel Rehabilitation Funding-FEMA, RESTORE, that the consultant for RESTORE was on board with the Packery Channel in the strike zone for one of the RESTORE buckets. He stated that FEMA was advising preventative restoration of the Packery Channel rather than to its previous condition and

added that FEMA has continuously stated that the Packery Channel project is fully reimbursable.

- ACM Keith Selman informed the ISAC that the Renewal/Continuation of the TIRZ #2 presentation was pulled from City Council in order to reach out to other taxing entities for feedback since the City is considering creating a TIRZ on North Beach and wanted to reach out to the taxing entities on both activities at the same time.

#### **June 5, 2018 - The committee held a regular meeting.**

- An updated cost estimates spreadsheet of the Bond 2018 projects identified from the Access Management Study was presented to the ISAC. It was noted that Project No. 1, JFK Causeway Access Improvements, did not include repaving and resurfacing. ACM Keith Selman, also informed the ISAC that the \$1.5 million bond money allocated to the Island could be consumed by Project No. 1 alone. The cost estimates of the remaining projects were also discussed.
- Vice-Chair, Libby Edwards, informed the ISAC that Project No. 1 would be funded by bond money and the remaining projects fell under the TIRZ#2 jurisdiction, but their decision on No. 1 would have to be determined tonight for presenting to City Council.

*Vice-Chair Libby Edwards moved to amend the original motion by Committee Member Carter Tate by substituting that the ISAC prioritizes, and is in favor of spending most of the \$1.5 million bond money on Item No. 1, pertaining to the John F. Kennedy Causeway, in safety, lighting, signage, paving, resurfacing, and any other improvements to the John F. Kennedy Causeway, and then in order of priority, move down to item No. 2, followed by projects 3, 4, 5, & 6. In addition, the document, Padre Island Access Management Initiative (spreadsheet) is a part of the motion.*

*Second by: Committee Member Tate Carter.*

*Motion carried by unanimous vote.*

#### **July 2, 2018 – The committee held a regular meeting.**

- Jane Sarosdy, RESTORE Act Consultant, explained the RESTORE Act to the ISAC. She stated that RESTORE funding was from money BP was required to pay as a civil penalty for the Deepwater Horizon oil spill, and 80% of that money was set aside for all the states affected by the oil spill, to be used for restoration of both the environment and the economy. Ms. Sarosdy stated that the amount allocated to Texas under Bucket 3 at this time is about \$31 million, which would be distributed for damages caused by Hurricane Harvey. She then explained the process in place for selecting projects, which would be administered by the State, primarily by TCEQ and the Governor's office and when asked about the timeline, stated the process has been very slow.



- ACM Keith Selman shared the *draft* Proposition B. Bond language with the ISAC as requested to make sure it included pavement rehab, widening, illumination/lighting, new markings, signage, and additional safety improvements within the available funding. The ISAC was satisfied with the language and request was made by a committee member for the City to reach out to TXDOT to share in the expense.
- ACM Keith Selman informed the ISAC that the beach crosswalk project at St. Augustine and Windward Dr., was TIRZ#2 eligible and asked ISAC to make recommendation. The project was discussed, and decision was made to go forward with the project.

*Motion by Committee Member Carter Tate to approve \$23,000 for crossing improvements and \$9,000 to add solar powered flashing LEC crossing signs for the beach crosswalk project at Windward Dr.; to incorporate said project into the TIRZ #2 project plan and get approval from the TIRZ #2 board.*

*Second by: Committee Member Jodi Steen.*

*Committee Member Jay Gardner abstained.*

*Motion passed.*

- Jay Ellington, Director of Parks & Rec introduced to the ISAC the Parks Master Plan update for 2018. He explained the process, which involves public outreach meetings, surveys, focus groups and public events. He added that PARD is working with a consultant to develop and launch an online mail and phone survey that will be random but covering all City Council Districts, both in English and Spanish. Once the surveys and input are completed and the data analyzed, Mr. Ellington said the next step would be an action plan adopted by the PRAC and presented to City Council for moving forward with the implementation phase.

#### **August 7, 2018 – The committee held a regular meeting.**

- ACM Keith Selman updated the ISAC on RESTORE Bucket 3 informing them that the draft SEP (State Expenditure Plan) was on the Texas RESTORE Website and open for public comments through August 27, 2018. He reminded the ISAC that the SEP was to outline the structure for selection and not the selection process; therefore, no actual projects were identified.
- Budget Analyst, Kamil Taras, reviewed with the ISAC the Reinvestment Zone No. 2 Fund 1111, Revenue and Expenditure Reports for Proposed Budget 2018-2019.

*Motion by Vice-Chair Libby Edwards that the ISAC approve the Proposed Budget for 2018-2019 in the amount of \$14,117,224.*

*Second by: Committee Member Carter Tate.*

*Motion carried by unanimous vote.*

- Yvette Dodd, Floodplain Manager, presented an update on the Preliminary Flood Insurance Rate Maps, an update on the committee that City Council recently authorized adopting the Preliminary Flood Rate Maps, and Options for higher standards.

**September 4, 2018 – The committee held a regular meeting.**

- Chair Brud Jones updated the ISAC on the meeting with TXDOT regarding the Island's traffic concerns. The meeting included Raymond Chong from the City's Traffic Engineering Dept. and TXDOT's representative. He informed the ISAC that TXDOT agreed to do the repairs in the next fiscal year, and stated he expects the repairs to be done in the next 90 days. As far as the pavement, Mr. Jones stated that the ripple effect is a problem at intersections where TXDOT has used a certain coating over the pavement, so they won't fix the whole intersection, but will scrape and resurface. Mr. Jones stated that TXDOT was very receptive. He also stated that suggestion was made for a street sweep twice a year and he will follow up with TXDOT mid-October.
- Chair Brud Jones updated the ISAC on the TIRZ#2 board meeting. He stated the TIRZ#2 budget was presented and approved. He also stated that the Interim City Manager requested an additional \$50,000 for an economic feasibility study required to renew the TIRZ#2 and the request was approved.

**October 17, 2018 – The committee held a regular meeting.**

- ACM Keith Selman informed the ISAC that the City was using the same company used in 2009, CDS Spillette, to do the feasibility study, which was required to show it was economically feasible to extend the TIRZ #2 beyond 2022. Mr. Selman added that the study was scheduled to begin next month with a completion date of February 2019. The Vice-Chair suggested a premeeting with CDS Spillette, possibly with the TIRZ#2 subcommittee, to provide local insight of the Island and it's needs.
- ACM Keith Selman updated the ISAC on the Packery Channel stating that a small contract (below \$50K) for the preliminary design had gone through the procurement and selection process to ensure reimbursement by FEMA. He reiterated that this project is a target project and will remain eligible for reimbursement by FEMA.
- Director of Parks & Rec, Jay Ellington, explained that the park by the Fire Station was the best location for the Maintenance Building due to certain requirements. After much discussion regarding the location, the outward appearance, and design requirements, Mr. Ellington assured the ISAC that Mr. Gurley would bring back to ISAC the architect's preliminary design for discussion and recommendations.
- Assistant City Attorney, Aimee Alcorn-Reed clarified language within the TIRZ#2 City of Corpus Christi Financing Plans that the ISAC had questioned. She informed the ISAC that after the feasibility study of 2009, the Project & Financing Plans were completely changed, revamped, and became the TIRZ#2 City of Corpus Christi Project and Financing Plans that

exist today with amendments as the ISAC added new projects. Ms. Alcorn-Reed assured the ISAC that after the current feasibility study is completed, City staff would work on getting the document updated. She emphasized to the ISAC that when amendments are made to the Project and Financing Plans, those amendments are presented within the document underlined, in bold print, or given a distinct color. She added that the amendments always go through the ISAC, the TIRZ#2 board, then the Council. She ended with informing the ISAC that the last relatively substantial amendment was in 2013 to update the engineering projects. The 2009 update completely replaced the old one and she added that the City is hoping to do that again.

**November 14, 2018 – The committee held a regular meeting.**

- HDR representative Philip Blackmar presented to the ISAC HDR's slide presentation on the Packery Channel Repairs-Preliminary Design Update. Mr. Blackmar gave an overview of the repair alternatives and categories, the costs of each, the permitting process and timeline, and closed with their preliminary recommendations. After some discussion, the ISAC took no action.

**December 5, 2018 – The committee held a regular meeting.**

- Deidre Williams presented two of the three presentations on the agenda. The two focused on the things that occurred over the 6 months following Hurricane Harvey and the survey in October that documented Hurricane Harvey. Ms. Williams stated that the third was a compilation of information requested by the WBAC, basically addressing their questions about how the monitoring program supports the City in meeting their obligation and their directive under the DOA Agreement, and the management of the Packery Channel in the adjacent beaches. Ms. Williams suggested that she could come back to share that presentation along with a presentation on new data she anticipated obtaining in January from her most recent channel survey. Her presentation to the ISAC concentrated on the beach that is within the Packery Channel original footprint and encompasses the area from the South of New Port Pass all the way down to the Viento del Mar. Ms. Williams' topics of discussion included Beach Erosion and Accretion, Sand loss/deficit, and recommended solution involving interim lateral redistribution of sand. Channel Shoaling, Channel Scour at HWY 361, Nourishment Planning, which included potential Channel sand deficit, and Interruption in Monitoring Support. Ms. Williams' discussion compared locations of shoaling and scour pre and post Harvey, and over the course of the last 6 months, areas to keep an eye on, and interim nourishment alternatives. Discussion ensued at different points of interest during the presentation. The ISAC took no action.
- ICM Keith Selman discussed with the ISAC HDR's recommendations for the restoration of the Packery Channel. He discussed both the riprap and the bulkhead and its respective costs. Much discussion was had on the funding sources for the repairs, when to start, whether to proceed with or without FEMA assistance, and how crucial to move forward as quickly as possible. Mr. Selman reminded the ISAC of FEMA's requirements and the City's adherence to those requirements for reimbursement. Mr. Selman requested action on a preferred design. As none was taken, he informed the ISAC that the design for the riprap alternative will proceed. The application deadline (end of January) was discussed and

determined that the next step was Council approval, which would be presented the following week. After some discussion, action was taken, and the ISAC motioned as follows:

*Motion by Committee Member Jay Gardner that the City of Corpus Christi submit an application to the FEMA Public Assistance Program for the Packery Channel Repairs.*

*Second by: Vice-Chair Libby Edwards*

*Motion carried by unanimous vote.*

- Chair Brud Jones opened the floor for nominations. Vice-Chair Libby Edwards nominated Jay Gardner as Chair and Brud Jones as Vice-Chair. After hearing no other nominations, the Chair called for a motion to close nominations.

*Motion by Vice-Chair Libby Edwards to close the nominations for Chair and Vice-Chair for 2019.*

*Second by: Committee Member Jodi Steen*

*Motion carried by unanimous vote.*

*Motion by Committee Member Charles Knoll to accept both nominations.*

*Second by: Committee Member Aaron Huffman*

*Motion carried by unanimous vote.*

## **MEMORANDUM**

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 14, 2019  
**SUBJECT:** Leadership Committee for Senior Services (LCSS)  
ANNUAL REPORT - 2018

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The Leadership Committee for Senior Services meets monthly on the first Thursday of the month at designated senior centers, at 3:30 p.m.

Members are Ginger Bryant, Elena Flores, Willie Hardeman Sr., Theresa Garcia, Denise Villagran, Patricia O'Brien, Kelly Diggs, Peggie Lewis, Monica Hensen, Eva M. Bell, Katherine Heslip, Meng Zhao and John Meehleib. Parks and Recreation Representatives are Lisa Oliver and Cathy Rodriguez.

10 regular meetings were conducted in 2018. Highlights are as follows:

### **January 4, 2018**

- Officer Elections were held, and the Committee reelected the following: Denise Villagran, Chair; Elena Flores, Vice-Chair and Theresa Garcia, Secretary.
- The Committee endorsed G. Wicks and I. Garcia as alternate to fill vacancies. The following members were endorsed for reappointment: Peggy Lewis, George Berry, Patricia O'Brien, and Katherine Heslip.
- Subcommittee reports were given by Development and Special Events, Program Evaluation and Program Operations.
- A Burger Sale and Chili Cook Off fundraiser is planned for March 24 to raise funds towards the Meals on Wheels Program.
- Staff reported on the Texans Feeding Texans Grant renewal approved for \$41,500.

### **February 1, 2018**

- The Committee approved the proposed by-law revisions presented by the By-Laws Ad Hoc committee.
- Staff reported on the funding cuts to the meal program from the federal level over the past couple of years and presented options to increase funding for the meal program.

### **March 1, 2018**

- Staff reported on the status in filling committee vacancies. One reappointment was declined by City Council.
- The Committee members endorsed participating in the March for Meals activities scheduled for the month. The activities include inviting elected officials to deliver meals

in addition to inviting community partners and High School Mascots for Community Champion Week.

- Committee members reported on final plans for the Hamburger Sale and Chili CookOff scheduled for March 24<sup>th</sup>.

#### **April 5, 2018**

- The Committee reviewed biographical forms received and endorsed J. Meehilb for appointment.
- Staff provided FY19 City Budget Update and reviewed the impact of decreases to operations.
- Subcommittee assignments were reviewed with clarification on the roles of the Special Events and Fund Development subcommittees.

#### **May 3, 2018**

- An update on the committee vacancy was provided to members.
- Staff provided an update on the proposed 6% budget decrease to senior center operations and the proposed transition to community centers.
- Monthly subcommittee reports were provided by members.
- Staff reported on a grant submittal to the WellMed Charitable Foundation for the Meals on Wheels Program and grant funds received from Meals on Wheels Association for the Subaru Share the Love event in the amount of \$6,013.

#### **June**

No business conducted due to lack of a quorum.

#### **July**

No meeting.

#### **August 2, 2018**

- Staff informed the Committee of a department reorganization and the transitioning of senior center operations to Program Services Division. A new division would be created, Community Relations and Engagement, would include Grants, Marketing and Communications. The Elderly Nutrition Program would be a part of the new division; there would no longer be a Senior Community Services Division.
- Staff also provided an City budget update which would no longer involve the proposed reduction of sites or staff.
- The Evaluation Subcommittee reported they will contact a member as requested on the comment card submitted.

#### **September 6, 2018**

- The Committee received an update on CDBG funding received for facility improvements to the Nutrition Education Service Center.
- The Special Events Subcommittee reported on upcoming events at the senior centers and with community partners.

### **October 4, 2018**

- Staff provided an update on the Division reorganization and introduced the new Community Centers Program Manager.
- CCPD Liaison informed members of how to report vandalism or graffiti at senior centers. The Parks and Recreation Department also works to inform CCPD if there are any issues at a park or facility.
- Staff informed the Committee that filling committee vacancies by City Council is suspended until after the City election as per City ordinance.
- Program Operations reported that the Broadmoor Senior Center has new hours of operation effective this month.
- The Committee endorsed the proposal by the Nueces County Master Gardeners of a request to lease the park land by the Garden Senior Center for a community garden.
- One citizen made a statement during public comment.

### **November 1, 2018**

- The Committee reviewed the member roster and possible upcoming vacancies. They recommended a mixer be scheduled in early 2019 to recruit potential committee members.
- Staff reported the Elderly Nutrition Program received an increase of \$58,198 for FY18. The funds were received in last quarter of the fiscal year. The additional funds were used to reduce some of the clients on the home delivered meal program waiting list.
- Staff introduced the Meals for Vet's Program which funds meals for disabled veterans meeting income eligibility. This is a fee for service agreement and the City delivers the meals to clients identified by the Meals for Vet's Program staff.
- The Program Evaluation Committee will research other methods to solicit feedback from members other than comment cards.

### **December 6, 2018**

- Staff reviewed the two committee vacancies with another possible four vacancies in 2019 due to reappointments or term limits. There are two committee members that would both be completing their third term in February.
- A report was presented on the Parks and Recreation Department Volunteer Recognition held on November 14, 2018. The Community Volunteer of the Year was presented to J. Paserdermy, a senior center volunteer and Community Sponsor of the Year was presented to the St. Nicholas Greek Orthodox Ladies Auxiliary for supporting the Meals on Wheels program for the past 7 years.
- The Fund Development Subcommittee will assist in providing support to the Subaru Share the Love community events.



# **Corpus Christi Public Library Advisory Board**

## **2018 Annual Report**

**Adopted**

**December 2018**

**Submitted**

**January 2019**

**- TABLE OF CONTENTS -**

<b>Authority, Function, Membership</b>	.....	<b>3</b>
<b>Executive Summary</b>	.....	<b>4</b>
<b>Accomplishments &amp; Analysis</b>	.....	<b>5</b>
<b>Recommendation</b>	.....	<b>10</b>
<b>Footnotes</b>	.....	<b>11</b>

**Authority, Function, Membership**  
**Corpus Christi Public Library Advisory Board**  
**2018**

Authority

The Library Board is established via Ordinances of the City of Corpus Christi. Members are appointed by majority vote of the City Council. The Library Board shall be advisory to the City Council and its duties shall be to investigate and recommend to the Council matters relating to library services.(1)

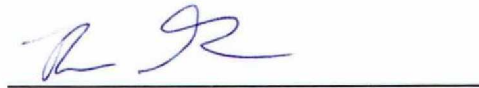
Function

The Corpus Christi Public Library Advisory Board (Board) By-Laws articulate the purposes of the Board as:

- \* Provide opinion, support, and expertise
- \* Review existing policy and recommend new policy
- \* Assist strategic planning
- \* Provide opinion and guidance for new services or changes to existing services

Membership

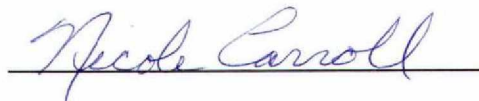
Brian Solarek, Chair



Alice Nixon, Vice Chair



Nicole Carroll



Candace Hart



Tom Krepel




Vickie Natale



Julie Rogers



Janis Wood



## - EXECUTIVE SUMMARY -

This report is submitted in compliance with City requirements for boards, commissions, and committees to provide annual reports of their activities. This report covers the activities of the Board for calendar year 2018.(2) The report is intended to, “expand citizen participation...obtain input from citizens...bring together viewpoints...gain input...involve qualified persons...serve as a creative source of ideas...collect and respond to the needs of the community...provide a feedback link...(and) take information to the citizens...”(3)

The Board met on the first Tuesday of every month during 2018. All meetings were held at the La Retama Central Library, with the exception of the April meeting which was held at the Garcia Library. All Board members were in attendance or properly excused for each monthly meeting.

The Corpus Christi Public Library exists to improve literacy, enhance knowledge, and create a sense of community by making information easily accessible to the public. The Library is a quality of life department. The library system is accredited by the Texas State Library and Archives Commission (TSLAC). The library system provides a broad range of services delivered through the main library, La Retama Central Library, and five branch locations.

As noted by the Board in its annual report for 2017(4), the gross underfunding of the library continued as a grave concern throughout 2018. Data available through TSLAC indicate funding of our library system lags far behind that of community library systems throughout the State of Texas. **In fact, operating revenue per capita declined from FY2016 (\$12.58) to FY2017 (\$12.43). Corpus Christi Library operating revenue is forty three percent (43%) of the statewide average operating revenue for city libraries, and fifty-six percent (56%) of operating revenue for city libraries in communities of more than 250,000 population.** Such underfunding affects almost every aspect of library operations, whether that be recruiting and retaining staff; hours of operation; size and currency of collections; range of programming and community outreach; maintenance of facilities; acquiring, maintaining, and upgrading technology; or maintaining accreditation. Despite significant and chronic underfunding, the library system provides a very positive return-on-investment to the citizens of Corpus Christi(5). The Board, therefore, reiterates its recommendation to the City Council:

**That, by the year 2023, the City of Corpus Christi provide the Corpus Christi Public Library operating revenue per capita equivalent to the average operating revenue per capita for Texas public libraries in communities with populations greater than 250,000.**

## **- ACCOMPLISHMENTS & ANALYSIS -**

The Corpus Christi city code states that the “library board shall act as an advisor to the city council on the policies and operations of the library. The library board shall make recommendations to the city council on comprehensive policies on library services related to the following matters:

- (1) It shall make recommendations regarding policies for the administration of library programs, use of facilities, and selection of library resources.
- (2) It shall seek citizen input about community needs and shall make appropriate recommendations for planning capital improvements and library services.
- (3) It may solicit for the libraries either directly or in cooperation with the Friends of the Corpus Christi Public Libraries or other private organizations gifts, revenues, bequests or endowments of money or property as donations or grants from persons, firms, foundations or corporations. If the city is required to meet certain conditions, acceptance shall be subject to city council approval.”(6)

The Library Advisory Board believes it has successfully served its mission in 2018.

The Board meets on the first Tuesday of each month, and its members have held meetings attended by at least a quorum every month in 2018. The meetings have been productive and the board’s members have been able to respectfully discuss issues. Board meetings are conducted in adherence with the requirements of the Texas Open Meetings Act.

While there has been some turnover in its membership, citizens have volunteered to fill vacancies. Currently, one vacancy exists on Board membership and that position is to be nominated by the Friends of the Library.

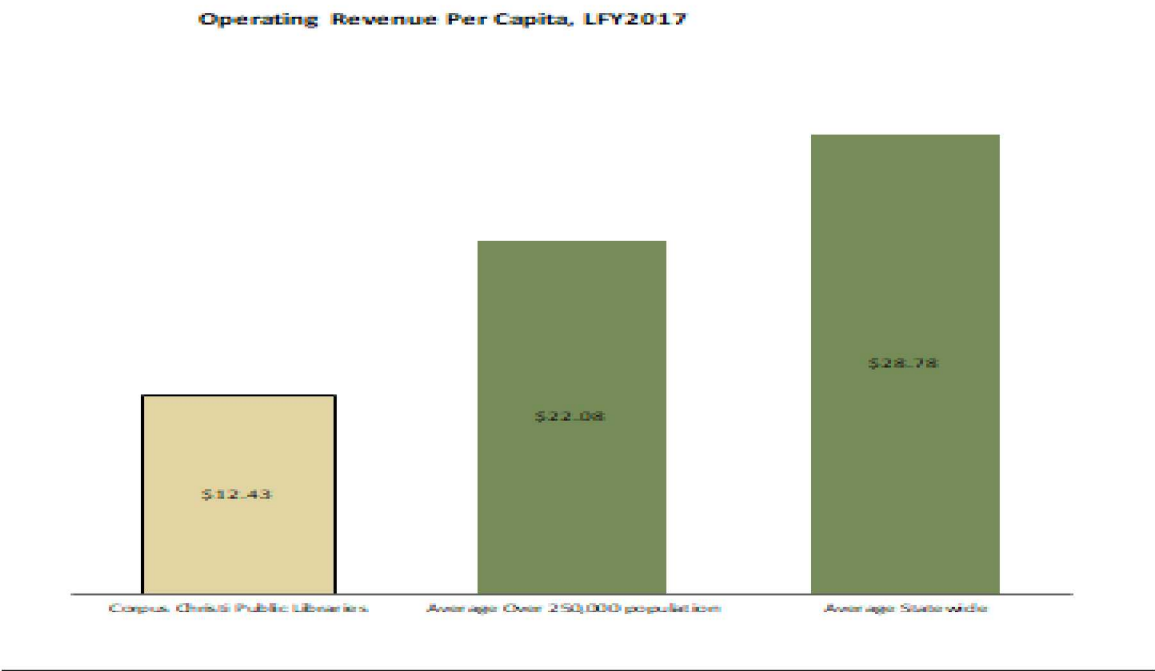
A Board member representing the Friends of the Library reports about that organization’s activities on a monthly basis and the Board has made suggestions to the Friends regarding their fundraising campaigns.

Members of the public are always welcomed at the Board’s meetings and their concerns are addressed.

The Board is unanimous in its opinion that Corpus Christi residents could and should enjoy a library system at least equivalent to that in similarly sized cities in Texas. To achieve that objective, increased and sustained funding must be provided by the City Council to the library system. Data available through the Texas State Archives and Library Commission (TSLAC) were used for analysis in 2017 and served as the basis for the Board’s recommendation in that year’s annual report. Updating the TSLAC data for this year’s report indicates no change in the chronic underfunding of the Corpus Christi library. **In fact, operating revenue per capita declined from FY2016 (\$12.58) to FY2017 (\$12.43). Corpus Christi Library operating revenue is forty-three (43%) of the statewide average operating revenue for city libraries, and fifty-six percent (56%) of operating revenue for city libraries in communities of more than 250,000 population.** (see Figure 1)

Figure 1

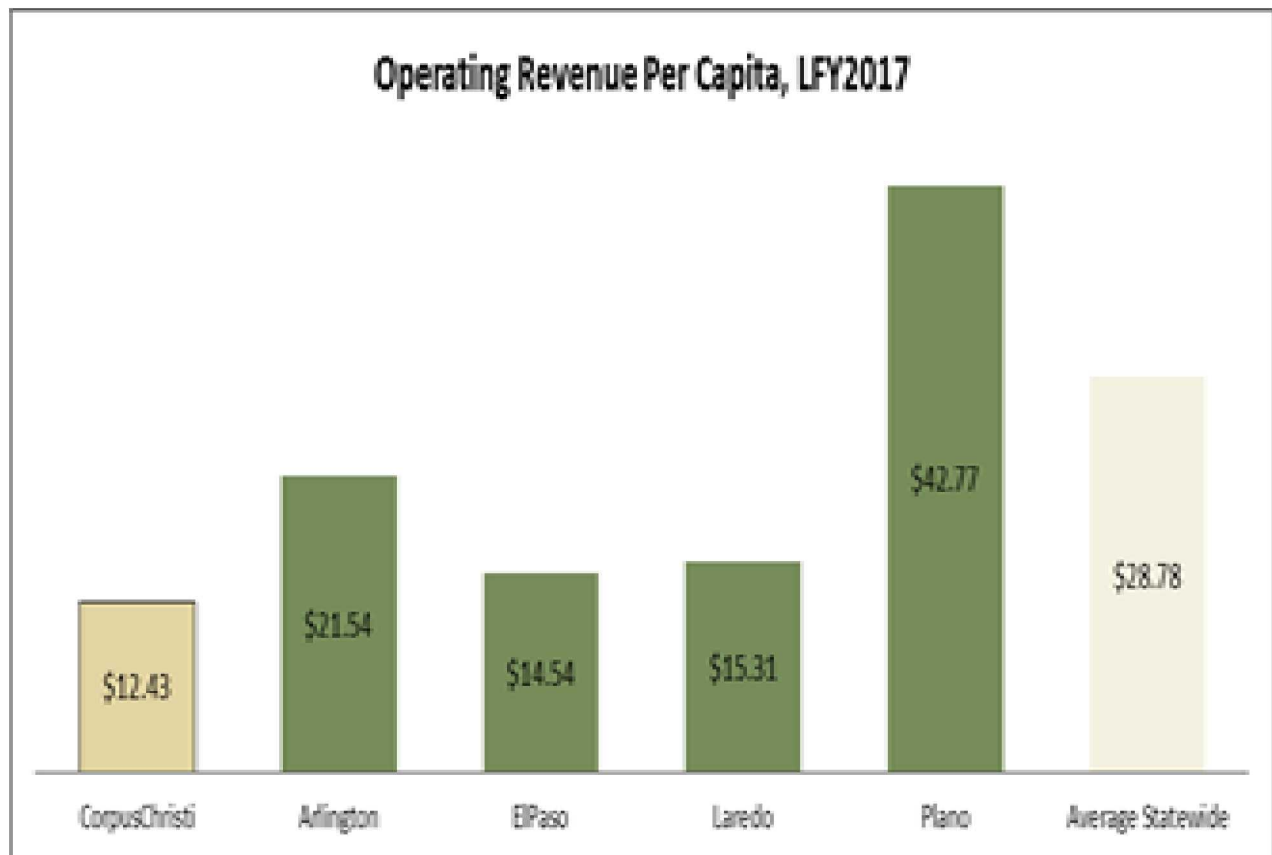
**Corpus Christi Library Funding  
Compared To  
Library Funding In Similarly Sized Cities**



When compared to the two Texas cities immediately smaller in population and the two Texas cities immediately larger in population, Corpus Christi Library operating revenue ranges from twenty-nine percent (29%) to eighty-five percent (85%) of funding provided to library systems in those cities. (see Figure 2)

Figure 2

**Corpus Christi Library Funding  
Compared To  
Library Funding In Similarly Sized Cities  
FY2017**



The phenomenon of underfunding for the Corpus Christi Library is not recent, but persistent and chronic. Again, using TSLAC data to compare Corpus Christi Library funding to that provided to other municipal library systems throughout the State over the last five fiscal years shows:

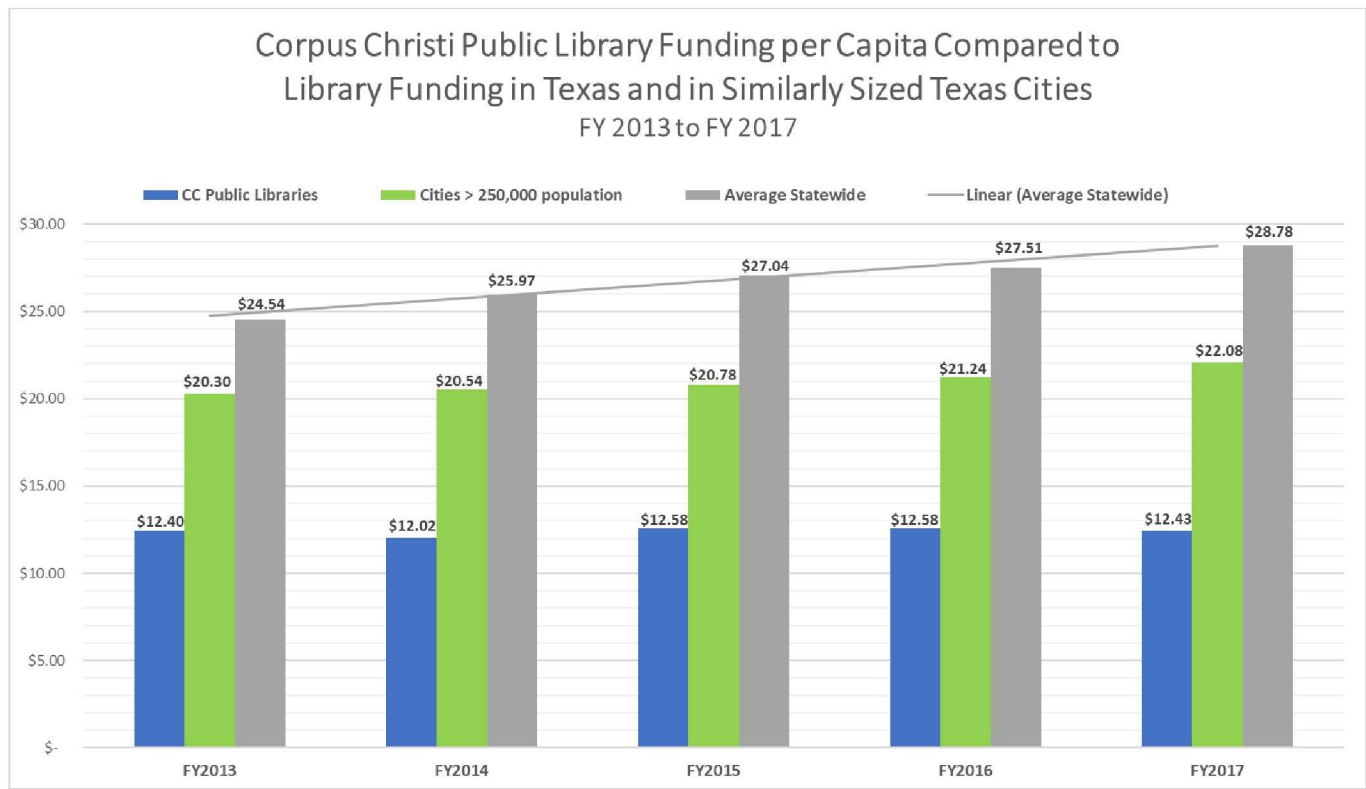
\* From FY2013 to FY 2017, the average funding for municipal libraries statewide increased seventeen percent (17%)



\* From FY2013 to FY2017, funding for libraries in Texas cities with a population greater than 250,000 increased nearly nine percent (8.8%)

\* From FY2013 to FY 2017, funding for the Corpus Christi Library increased less than one-half of one percent (.2%) (see Figure 3)

**Figure 3**



The reader will readily recognize that a **.2% increase in funding over a five year period** does not allow the Corpus Christi Library to stay apace of inflation let alone address the other things a library operation is expected to do, such as recruiting and retaining personnel, maintaining and growing collections, providing reference services, keeping technology current, making electronic services available, expanding hours of operation, partnering with community organizations, growing general and special interest programming, and maintaining facilities.

All the data and comparisons used in Figures 1 through 3 of this report are available at the Texas State Archives and Library Commission: <https://www.tsl.texas.gov/ld/pubs/pls/index.html>

The record of underfunding of the Corpus Christi library requires the community and its leadership to address the fundamental question of what kind of community we wish to have. Continuing the level of steady-state funding of the last five years suggests a library system that will continue to struggle to recruit and retain personnel, expand services, maintain hardware and software, grow the collection of print and electronic resources, operate on an expanded schedule, maintain facilities, and continue the benefits of being accredited.

On the other hand, the Library Board reminds the leaders and citizens of Corpus Christi of the benefits of additional funding for its library. As a quality of life department within city government, the Corpus Christi Library serves as a community center providing information, education, and literacy for all citizens. Among the benefits that will be realized through additional funding for the Library are:

- a knowledgeable staff available to help locate and access resources
- convenient and expanded hours of operation
- a collection of print and electronic materials that is current and growing
- programs and presentations in partnership with community organizations
- current technology, whether hardware, software, or telecommunications services
- access and support for local history archives
- books, music, periodicals, and movies available through home electronic devices
- full and secure accreditation
- reference services that help citizens formulate questions and access resources
- security for personnel and resources
- well maintained facilities and equipment

The 2017 report of the Corpus Christi Library Board clearly documented the remarkable financial return-on-investment provided by library. That return-on-investment remains true in 2018. However, the Library Board reminds policy makers and citizens that there are numerous non-financial benefits derived from a strong, vibrant, and well-funded library system. Corpus Christi should, at minimum, strive to achieve the average level of support provided to library systems in Texas communities of similar size.

## **- RECOMMENDATION -**

The Corpus Christi Public Libraries are a vital part of community life and development. The Library operates in the tradition of public libraries whose roots trace back to the earliest days of this nation. Despite a very constrained financial base, the Library performs its functions in a commendable manner. Children, youth, adults, business, government, and all manner of users find a ready and able resource in the Corpus Christi Public Libraries.

However, it is the opinion of the Corpus Christi Public Library Advisory Board that the Library is constrained as a result of chronic and substantial underfunding. **That underfunding, which ranges anywhere from 8% to 67% below that available to public libraries in communities of comparable size throughout Texas, has resulted in comparatively smaller collections, lower collection turnover, fewer hours of operation, lower circulation, limited reference capability, smaller staffing and lower compensation, and more limited facilities.** Therefore, the Corpus Christi Public Library Advisory Board recommends:

**That, by the year 2023, the City of Corpus Christi provide the Corpus Christi Public Library operating revenue per capita equivalent to the average operating revenue per capita for Texas public libraries in communities with populations greater than 250,000.**

In conclusion, the Corpus Christi Library Advisory Board stresses that we do not seek to have the best- or top-funded public library system in Texas. Rather, we ask that our community library system be supported at the average level of similarly sized cities in the State. Such support will enhance financial return-on-investment, help make our community more attractive to residents and business, and improve the overall quality of life of Corpus Christi.

The Corpus Christi Public Library Advisory Board looks forward to the opportunity to review and discuss its recommendation with the City Council.

**- FOOTNOTES -**

- (1) <https://corpuschristi.granicus.com/boards/w/3a2a87ddc4a5090c/boards>
- (2) <http://cms.cctexas.com/sites/default/files/CTYSEC-orientation-manual.pdf>, p. 10.
- (3) Ibid., p. 15
- (4) [http://cms.cctexas.com/sites/default/files/2017%20Annual%20Report%20Boards%252c%20Commissions%252c%20Committees%20and%20Corporations\\_0.pdf](http://cms.cctexas.com/sites/default/files/2017%20Annual%20Report%20Boards%252c%20Commissions%252c%20Committees%20and%20Corporations_0.pdf), pp. 68-108.
- (5) Ibid., pp. 83-4.
- (6) [https://library.municode.com/tx/corpus\\_christi/codes/code\\_of\\_ordinances?nodeId=PTIIITHCOOR\\_CH2AD\\_ARTIVMIBOCOCO\\_DIV3LIBO](https://library.municode.com/tx/corpus_christi/codes/code_of_ordinances?nodeId=PTIIITHCOOR_CH2AD_ARTIVMIBOCOCO_DIV3LIBO)

## **MARINA DEPARTMENT MEMORANDUM**

**TO:** Keith Selman, Interim City Manager  
**THRU:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Gina Sanchez, Marina Superintendent  
**DATE:** January 15, 2019  
**SUBJECT:** MARINA ADVISORY COMMITTEE ANNUAL REPORT FOR 2018

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Listed below are the Marina Advisory Committee's efforts and accomplishments for 2018.

The Committee's 501c3 'Corpus Christi Marina District Foundation' is ready to begin accepting donations.

The Committee provided input on what they wanted to see in the new Superintendent position.

## MEMORANDUM

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 14, 2019  
**SUBJECT:** Mayors Fitness Council  
ANNUAL REPORT – 2018

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The Mayors Fitness Council (MFC) meets monthly on the third Thursday of the month at 12:00 p.m. at City Hall, 1201 Leopard.

Members: Victor Betancourt, Kimberly Cook, Misty Kesterson, Stephen McMains, Tiffany Montemayor, Dr. Ana Paez, Richard Torres, Rhonda Carlisle-Castillo and Jennifer Rock. Staff Liaison: Lisa Oliver, Parks and Recreation representative.

### **January 18, 2018**

- The MFC approved the Kites and Bikes Festival date and budget.

### **February 15, 2018**

- Discussion held regarding 2018 Budget and Goals for Mayors Fitness Council.
- MFC submitted letter of interest on grant application for new bike lane.

### **March 15, 2018**

- The Committee discussed possible big project locations which included Bill Witt Trail Head, Bear Creek Trail Head, Yorktown Trail Head and Schannen Ditch Trail.
- New staff liaison introduced to Committee.

### **April 19, 2018**

- The Committee discussed sponsoring a big project such as water fountains at Yorktown and Bill Witt Trail heads and possible park improvements for Lincoln, Dilworth and Breckenridge Parks.
- The Committee discussed social media platforms to share information with community.

### **May 17, 2018**

- Committee shared research findings from 2017 Bikes and Kite Festival questionnaire.

- Committee provided an update on People for Bikes Grant and deadline submission deadline for next cycle.

#### **June 21, 2018**

- Meeting cancelled due to lack of a quorum.

#### **July 19, 2018**

- Meeting cancelled due to lack of a quorum.

#### **August 16, 2018**

- New Committee member introduced.
- The Committee reviewed prior Goals and Objectives and table further action until next meeting.
- Staff reviewed the City Social Media policy with Committee.
- A new staff liaison was introduced to Committee.

#### **September 20, 2018**

- Meeting cancelled due to lack of a quorum.

#### **October 18, 2018**

- No meeting held in October.

#### **November 15, 2018**

- The MFC endorsed co-hosting the It's Your Life Foundation Glow Run on March 30, 2019.
- Discussion held on a proposed new meeting time for new year to the 1<sup>st</sup> Wednesday of month at 12:30 pm.
- A Kite Festival update was provided with highlights of event. The event had over 500 in attendance at The Water's Edge on November 3, 2018.

#### **December 20, 2018**

- No meeting scheduled due to the holiday.



# **2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES**

## **Mechanical/Plumbing Advisory Board, Quarterly Meetings**

### **➤ February 15th, Regular Meeting (1<sup>st</sup> Quarter):**

- Appeals: None
- Variances: None
- Amendments: None
- Code Review:

#### **(1) Discussion and possible action regarding the Annual Election of Chairman and Vice Chairman per Section 14-206-3.4.2 Organization.**

- (a) Motion was made to Elect Mike Wanzer as Chairman and Jared Merdes as Vice Chairman for 2018 by Ronald Klepac and seconded by Mike Dildy. 0 Opposed. Motion Passed.

#### **(2) Update regarding owners turned over to Utilities for not allowing 3rd party work.**

- (a) Gene gave update stating that approximately 931 Backflow Commercial devices have not been tested. 50 of those were not done due to property owners refusing access. This was a better number than was expected. There was discussion on what possible follow up would or could be in the future for those who refused. Discussion only, no action required.

#### **(3) Discussion on Inspection Requirements for A/C & Water Heaters**

- (a) Discussion on if it was truly needed to have an inspection done after a water heater install by a licensed installer. James Pendleton explained why he felt it was very important because the smallest adjustments not being made can be life threatening. It was discussed that if an installation was done by a home owner then an inspection should of course always be done and if it was done by a licensed installer than possibly a different standard could be set. Possibly maybe every fifth installation. This discussion was brought about due to a time factor and maybe by not having to have an inspection done every time, then some time could be saved. Gene was concerned that if an inspection was not done at the time of install and a later date was scheduled, maybe with every fifth one, it would be harder to arrange with the home owner. Discussion only, no action required.

#### **(4) Discussion regarding issues with design, language and forms for Energy Code requirements & approval of plans.**

#### **(5) Discussion on the constant, ongoing process of keeping City forms relevant, code compliant and user friendly, utilizing both industry and staff input. Discussion only, no action required.**

### **➤ May 18th, Regular Meeting (2<sup>nd</sup> Quarter):**

- Appeals: None
- Variances: None

# **2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES**

- **Amendments:**

- (1) Discussion and possible Action on amending City Backflow inspections & testing requirements to align with Texas commission on Environmental Quality Chapter 290 standards.**

- (a) Gene presented amended testing guidelines for Residential Backflow Prevention devices. Currently the City standards are different than the State standards. The amendment would bring the City Standards in line with the current State standards. Stating that a residential backflow preventer would only need to be tested upon installation. If a residential irrigation system has a chemical additive, the backflow prevention device would have to be routinely tested once a year. Gene explained the change is recommended to align the City standards with the State standards. The Corpus Christi water treatment is in much better shape than it was in the past. The type of chemicals the City is currently using can better treat the water and handle the water flow. Stacy Gallagher made a motion to approve the amendments to the backflow testing standards. William Boeker seconded the motion. A vote was taken all were in favor. 0 opposed. Motion Passed.

- **Code Review:**

- (2) Discussion on Approved Backflow Assembly locations**

- (a) Gene discussed where the backflow prevention device should be located. Stating no more than 100ft from the Tee of the service line of the facility. The actual backflow can be located anywhere if it is within the 100ft. Discussion only, no action required.

- (3) Discussion on City Utilities Department policy relating to CCTV inspection of waste water lines.**

- (a) Gene presented a letter from Dan Grimsbo, Executive Director of Water Utilities. The letter states that beginning October 1, 2018, the City of Corpus Christi will no longer provide televising services for the inspection of wastewater collection system infrastructure. That after that date the developer will be responsible for getting lines tested by Pipeline Assessment Certification Program licensed personnel.

- **August 16th, Regular Meeting (3<sup>rd</sup> Quarter):**

- Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review: None

- (1) Discussion on Transfer of Contract Management for Delinquent Backflow Assemblies to Utilities Department.**

## **2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES**

- (a) Gene Delauro explained the transfer, stating Utilities will put out a RFQ for contracts with local backflow testing companies to test/repair delinquent devices. Development Services will continue to issue permits and conduct inspection for backflow devices.
- (b) A question was raised about irrigation systems with a permit, but no inspections. Gene indicated that there are several contractors who habitually pull permits then do not schedule inspections, and those contractors may be called into a future board meeting for a hearing.

### **(2) Public Comments**

- (a) Gene Delauro asked that Public Comment be opened earlier in the meeting than indicated on the agenda to accommodate a citizen who wished to address the board. The Chairman agreed and opened public comment.
- (b) Ms. Victoria Reyes presented issues she was experiencing due to damage done to the shower pan in her master bathroom during construction of her home, and subsequent repairs to the shower performed by the home's builder. The repeated damage caused leaks and mold growth. Several of her neighbors said they experienced similar issues. Ms. Reyes expressed concern with accountability for obeying relevant codes. She stated she wanted to bring awareness of the common issues with shower pans to the board and requested increased public education on City codes.
- (c) Moses Mostaghani, the builder of Ms. Reyes's home, rebutted many of her claims of negligence on his or his subcontractors' part as false.

### **(3) Discussion on Section 106.1.1 Annual Permit of the 2015 International Plumbing Code and International Mechanical Code.**

- (a) Gene Delauro explained Development Services' plans to issue annual permits for large organizations that have licensed tradespeople on staff to perform basic maintenance work without pulling a permit each time. The department reserves the right to spot check sites covered by the permit, and the annual permit holder is required to keep track of all work done that would require a permit for the year they are covered.
- (b) Jared Merdes recommended individual permits be required for all life-safety projects, such as natural gas work. Maverick Volesky concurred.

### **➤ November 15th, Regular Meeting (4<sup>th</sup> Quarter) – No Quorum**

### **Building Board Code of Appeals, Quarterly Meetings**

#### **➤ February 15<sup>th</sup>, Regular Meeting (1<sup>st</sup> Quarter):**

- Appeals: One

- (4) **Appeal of the Flood Hazard Prevention Code by Fulton Construction to allow construction to remain without design elements to allow for entry and exit of flood waters in accordance with section 14-532(3) of the City Municipal Code.**

## 2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

- (a) Gene Delauro presented the reason for the appeal. – Applicant has brought to our attention that there are construction issues with trying to flood proof the building, based on the issues they have decide to appeal to the board.
- (b) Ray Jones stepped out due to company involvement.
- (c) Applicant stated they would just like to be available to answer any questions from the board and had no statement to make at the time.
- (d) Motion was made to open Appeal by Fulton Construction for Discussion by Randy Farrar Seconded by Ramiro Munoz, III. 0 Opposed. Motion passed
- (e) Gene presented photographs of the area in question.
- (f) Yvette Dodd presented the staff position – which is to bring the building into compliance using the best practices available being that the building is already constructed and the area in question is part of a structurally supporting wall. Flood proofing is something we discussed but is not possible due to the fire egress in this situation. We are looking at it like if a flood event is going to happen, we are going to be aware ahead of time as to if a fire event is going to happen with no warning. Keeping public safety as the most important factor. Staff is in support.
- (g) Robert Knowles took a vote now.0 Opposed. Board Approved Application.

- Variances: None
- Amendments: None
- Code Review:

### **(5) Discussion and possible action regarding the Annual Election of Chairman and Vice-Chairman per Section 14-206-1.5.2 Organization**

- (a) Motion to Elect Ramiro Munoz, III as Chairman for 2018 was made by Randy Farrar and seconded by Garry Camp. 0 Opposed. Motion passed.
- (b) Motion to Elect Robert Knowles a Vice Chairman for 2018 was made by Ramiro Munoz, III and seconded by Ray Jones. 0 Opposed. Motion passed.

### **(6) Discussion regarding Infill Housing and Tiny Housing**

- (a) Discussed the different thoughts on Infill and Tiny Housing. There was discussion on fees, platting, the need to allow creativity while remaining code compliant and keeping public safety as the focus, maybe creating Tiny homes as an alternative to apartments and a more affordable home option to subdivision home life. Infill housing goal is to make unproductive lots within the City productive.

➤

### ➤ **May 17<sup>th</sup>, Regular Meeting (2<sup>nd</sup> Quarter):**

- Appeals: One

- (1) Appeal of Building Official determination that a building permit and engineered plans are required for the construction of a fence in excess of seven feet in height.**

## 2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

- (a) Gene presented the appeal case and staff position that the applicant had contacted the department and was given misinformation. Staff feels the applicant acted in good faith based upon the information she was given.
  - (b) Appeal was to have the requirement for the engineering design waived.
  - (c) Teresa and Chris Carr who are neighbors of the applicant presented their side stating that they felt the fence should have to be code compliant as they were concerned it could fall and damage their property.
  - (d) Cathy Taylor, the applicant stated that she felt that she was compliant based on what she was told by both the Development Services staff and the Code Enforcement officer who came out to her property.
  - (e) Board members discussed their concerns on the way the fence was built. Chairman Munoz stated that the top portion of the fence would be breakaway based on the way it was built. The initial fence was not breaking any codes. The main concern was with the top portion that was added. Board members agreed that they were not impressed with the way the fence was built, however the problem remained that she was incorrectly advised by City staff. Board asked if the staff that was involved have been instructed on the proper terms for fence building. Gene advised that yes, all staff involved had been spoken to and fence terms have been clarified to them.
  - (f) Motion was made to grant the variance for Mrs. Taylors fence not need an engineer's design but will require a permit fee. Vote was taken. All in favor, 0 opposed. Motion passed.
- Variances: None
  - Amendments: None
  - Code Review:

### **(2) Discussion on proposed Vacant Building Ordinance**

- (a) Gene presented the Ordinance, to get feedback from board members.
- (b) Board members did have a few concerns about some of the terms in the ordinance. City Attorney Aimee Alcon-Reed was present, the drafter of the ordinance. She took down notes and concerns of the board and said they would be included in future discussion of the ordinance.
- (c) Gene also offered Board members to email him their concerns and he would be sure provide the Ms. Alcorn-Reed.

### **(3) Discussion on Building Code Determinations**

- (a) Fire Sprinkler Requirements for Townhomes
- (b) Two Family Duplexes – Plat Subdivision
- (c) Wind Load Certification – Storm Damaged Commercial Buildings
  - (i) Gene briefly went over these three code determinations and clarified some questions for different board members.

# 2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

## ➤ **August 16th, Regular Meeting (3<sup>rd</sup> Quarter):**

### ▪ **Appeals:**

#### **(1) Section 14-551-6 of the city's Flood Hazard Reduction Code by Red Dot Pier- 11801 South Padre Island Drive.**

- (a) Gene Delauro gave background on the activity that led Red Dot Pier to seek an appeal. Development Services received a roofing permit request, including plans prepared by an engineer, with an intake date of July 20, 2018. Upon review, staff determined that the scope of work did not match the work performed on the site; staff took photos of the work being performed on the building. During the Flood Review, it was determined the cost of repairs exceeded the appraised value of the building, per the Nueces County Appraisal District, and determined the building must be brought up to current FEMA standards per Flood Hazard Reduction Code Section 14-551-6.
- (b) Board and staff members discussed how much damage was due to Hurricane Harvey and how much due to lack of maintenance, which staff could not assess without further information from FEMA. Board members inquired how far below base-level elevation the structure is and staff did not offer a guess in the absence of an elevation certificate. It was determined when the building was built the land fell under Nueces County authority and may not have had flood standards for structures at that time. Board members raised concerns that requiring the structure to be brought to code might impose such financial hardship on the owner that may lead to abandonment of the property. Concerns were raised that granting a variance might create a dangerous precedent, but those concerns were dismissed due to the age of the building, the fact it was not built under City jurisdiction, and the lack of floodplain enforcement for structures at the time. Concerns were raised about dangers to the public created by the building if it failed during a storm, but it was determined due to the size and location of the structure, it was unlikely. Staff clarified that the Texas GLO is not responsible for bringing the building up to code if the current tenant vacates the property, and it would be the responsibility of the next tenant. Board members asked if annexed properties were grandfathered in with building standards at the time they were built, and staff answered in the affirmative.
- (c) Motion to approve: Chuck Anastos, Second: Ramiro Munoz
  - (i) Motion passed unanimously
- (d) Ramiro Muniz made a motion to amend the previous motion to specify the only variance approved is for the 50% requirement to bring the building to FEMA standards, all other permit requirements must be followed, including providing an elevation certificate as a condition of permitting. Chuck Anastos agreed to the amendments.
  - (i) Amended motion passed unanimously.

# 2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

- Variances: None
- Amendments: None
- Code Review: None

## ➤ November 16th, Regular Meeting (4th Quarter) – No Quorum

### **Electrical Advisory Board, Quarterly Meetings**

#### ➤ February 8th, Regular Meeting (1<sup>st</sup> Quarter)

- Appeals: None
- Variances: None
- Amendments: None
- Code Review: None

#### **(1) Discussion and possible action regarding the election of the 2018 Chairperson and Vice Chairperson of the Electrical Advisory Board.**

- (a) Motion was made by W. Ashcraft to elect Robert Sandate as Chairperson for 2018 and seconded by J. McMullen. 0 Opposed, Motion Passed. Motion was made by D. Carranco to elect David Carranco as Vice Chairperson for 2018 and seconded by W. Ashcraft. 0 Opposed, Motion Passed.

#### **(2) Discussion and possible action regarding the transition from the 2014 NEC to the 2017 NEC.**

- (a) Gene Delauro explained that since the board had not been able to meet, due to a lack of quorum, since May 2017, that the City was already operating under the 2017 NEC and went into effect on all permits issued after September 1, 2017. Discussion only, no action required.

#### **(3) Discussion regarding revision to Chapter 14 – Section 14-241 (24) 408.24 Spare Circuits.**

- (a) Norman Walters explained that this was planned to be brought before the board before adoption, however since the board was unable to meet since May 2017, due to a lack of quorum. This revision has already been brought before City Council and has been adopted at this time. Norman explained that by making the modification made it more suitable than the way it was previously written. Discussion only, no action required.

#### **(4) Discussion of House Bill No. 3329 relating to regulation of electricians by local governments effective September 1, 2017.**

- (a) Gene Delauro explained that House Bill No.3329 was signed by the Governor and put into place on September 1, 2017. In response to this change we will modify the language of our permit. Discussion Only, no action required



# **2018 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES**

➤ **May 10th, Regular Meeting (2<sup>nd</sup> Quarter) - No Quorum.**

➤ **August 9th, Regular Meeting (3<sup>rd</sup> Quarter)**

- Appeals: None
- Variances: None
- Amendments: None
- Code Review: None

**(1) Discuss the removal of the GFI and Arc-Fault receptacle protection on refrigerators and freezers, due to consistent tripping.**

- (a) Due to numerous complaints from citizens whose refrigerators and freezers shut down when the receptacle trips after power surges, the board is asked to discuss allowing single grounded receptacles for refrigerators and freezers. The issues tend to occur only in residential settings, not commercial. Safety issues were discussed, and it was determined, provided the refrigerator or freezer is grounded and on a dedicated circuit, the change presents no safety hazards.
- (b) Motion to request staff to create an ordinance was made by Lyndon Smiling and seconded by Robert Aguilar. Six in favor, 0 Opposed, Motion passed.

**(2) Power Line Safety presentation by William Ashcraft, AEP**

**(3) General Comparison of Corpus Christi's construction growth to other Texas Cities in the first quarter of 2018.**

- (a) Gene Delauro presented a report listing of benchmark cities' new residential and commercial construction for the first quarter of 2018. Corpus Christi has some of the slowest growth in the top ten largest cities in Texas. The price of land was cited as a hinderance to new construction. Gene explained the City's proposed Affordable Housing Program, which attempts to address the lack of affordable housing in the city. He described the current trend in housing needs for recent college graduates and young professional for mixed housing as opposed to single-family homes.

➤ **November 8th, Regular Meeting (4<sup>th</sup> Quarter) – No Quorum**

The purpose of the Corpus Christi Museum of Science and History Advisory Board is to serve as an advisor to the Museum and to the City Council in matters of support and development of the Museum. The Board may adopt comprehensive policies relating to (1) management of collections (2) acquisitions for the collections (3) disposition and de-acquisition of objects in and for the collection and (4) use of Museum facilities. The following summarizes 2018 action and discussion items.

### **2018 Meeting Dates**

January 18 – Regular

May 3 – Regular

August 30 – Regular

October 11 – Regular

December 6 – Regular

### **Approved Action Items**

- Expanded responsibilities and change in categories; and
- Appointed Cary Perales as Chair and Claudia Huerta as Vice-Chair

### **Approved Deaccession Items**

- Peruvian Child Mummy and grave goods;
- Storage Box for Jade Carving; and
- Framed Photograph of Lyndon Johnson and Texas Congressional Delegation

### **Museum Director's Updates**

- Facility Water Damage Remediation and Repairs;
- Inventory of Natural History Collections;
- Relocation of Archives from Library to second floor;
- Removal of Chemical Cabinets;
- Mummy Repatriation Project;
- Transition of Management, Ribbon Cutting and Reception; and
- McGregor Collection Digitization Project

**City of Corpus Christi**

**OIL AND GAS ADVISORY COMMITTEE**

**Year 2018 Annual Report**

**2018 Oil and Gas Advisory Committee Members**

**January, 2018 - December, 2018**

**William P. Moffit, Industry Member, Chairperson**  
**John W. Newman, Industry Member, Vice Chairperson**

**Mr. Randy Schnettler, Public Member**  
**Armando Mendez, Alternate Industry Member**  
**Eucharía Igwe, Alternate Public Member**

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**Bill Mahaffey**  
**Director of Gas Operations**

**Jesse Cantu**  
**Assistant Director of Gas Operations**

**Randy Brock**  
**Superintendent, Oil and Gas Well Division**

**Staff Support**  
**Lisa Aguilar, Legal Department**

**January 14, 2019**  
**Oil and Gas Well Division - Department of Gas Operations**

## **FUNCTION OF THE OIL AND GAS ADVISORY COMMITTEE**

The Oil and Gas Advisory Committee is established under Article VI - 'Boards and Commissions' of the City Charter. This Committee consists of six (6) members, three (3) of whom are selected from the general public and not connected with the business of exploring or drilling for, or producing oil, gas and other hydrocarbons, and three (3) of whom shall be selected from the oil and gas industry. In addition, two (2) additional persons serve as alternates. One person from the general public shall serve when a public member is absent and one from the industry shall serve whenever any industry member is absent. The members are appointed by the Mayor with the approval of the City Council for three year terms. The Oil and Gas Advisory Committee is designated as an advisory agency of the council for all purposes stated or reasonably implied in City Code of Ordinances, Chapter 35 Oil and Gas Wells. This committee shall make a continuing study of operations for the exploration, drilling, and production of oil, gas and minerals, and the possible effect of same upon the environment, public health, safety and general welfare of the city. It shall make recommendations as it deems advisable to the council pertaining to said activities.

The Oil and Gas Advisory Committee meets about three (3) to four (4) times annually (usually held on Tuesday mornings) and are called by the Chairperson. The City Petroleum Superintendent serves as the secretary to the Committee, and is a non-voting, ex-officio member. He also performs other duties of assistance to the Committee and individual Committee members, consistent with the primary obligations of the City Petroleum Superintendent to City management.

## **SUMMARY OF OIL AND GAS ADVISORY COMMITTEE 2018 YEAR ACTIVITIES**

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The Oil and Gas Advisory Committee did not hold any hearings or meetings during the 2018 calendar year. No motions were made by the Committee to hold any hearings.

There were 2 (two) drilling permit applications submitted to the Oil and Gas Well Inspection Division. Both of the well and structure applications were for a regular location and met all of the requirements in Sec. 35-84 for routine processing. The Advisory Committee was notified and the applications were duly published. There being no written protest the permits were issued.

**TO: Keith Selman, Interim City Manager  
Via Mike Markle, Chief of Police**

**FROM: Captain Russell Sherman, Police Department**

**DATE: January 17, 2018**

**SUBJECT: 2018 Parking Advisory Committee Report**

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The Parking Advisory Committee meetings are held the first Wednesday of the month at noon. This board is here to advise on the best solutions for projects and can only make recommendations to the Police Chief, City Manager or City Council for allocations of Parking Improvement Funds. The following are the highlights of meetings held in 2018:

**January 8, 2018**

Darlene advised we have approximately \$163,000 in the Parking Advisory fund. \$70,000 is reserved for phase two of Chaparral Street so there will be funds left for future revitalization projects.

Darlene reached out to several people to see who was in charge of enforcing the signs posted on North Beach and about excess trash in the North Beach area but she still does not have an answer to these questions. She will continue to work on these issues. These topics fall under the Safety and Beautification part of the ordinance.

Darlene asked if fixing the curbs in certain areas would fall under Safety and Beautification. She has seen people tripping over the double curbs which are very high. Alyssa stated she would help Mr. Allen get around the red tape to allow him to work on the curbs around the Best Western Hotel area. Alyssa recommended assessing the condition of the curbs before we allocate any funds towards this as a future project. Berardo will look at the curbs in five different locations and get back with committee members. The future Revitalization Projects are tabled.

Berardo will invite a company called IPS Group to our next meeting so we can have a visual of the different parking meters they offer for our next Chaparral Street project.

**April 4, 2018**

Carrie Meyers with the North Beach Community Association gave a presentation entitled “North Beach Parking Improvement Plan” and gave handouts. She presented a parking plan pointing out the lack of parking and showed pictures of the empty privately owned lots that are being utilized as parking lots. Mrs. Meyers also pointed out that the meters in North Beach were not being serviced but Mr. Cantu with Parking Control assured her that they had been issuing citations and that they were being serviced.

A motion was made by Ms. Gregory and second by Mr. Virts in support of the North Beach Association in their quest for a site plan for parking improvements on city park land due to the imminent construction of the bridge which should be completed by 2021.

Captain Sherman advised the balance of the fund for future projects is \$168,570.20.

The Light Up CC Press Release will be scheduled soon due to completed repairs from Hurricane Harvey. AEP handled the repairs and we were not billed for the cost.

Darlene will get more information on the curb repair and liability issue.

The Parking Study Execution Plan (Walker Parking Study) will be presented to City Council with amendments sometime in April or May. Amendments were made due to recommendations from this committee for section #53-257. Darlene will get a copy of the proposal amendments to review for our next meeting.

**May 9, 2018**

No meeting held—We didn’t have a quorum

**July 25, 2018**

Darlene wanted to know the process of how term limits are handled since hers, Richard Durham’s and Lawrence Virt’s terms are expiring at the end of July. William Hoover does not want to be on the board anymore. Buck Brice advised the City Secretary’s office addresses these issues. Arlene added that the process of filling these vacancies is handled by the City Secretary’s office by advertising online through different websites. If there are not enough applications to fill the number of vacancies, the seats will remain vacant until people apply and are appointed by City Council.



Bob Catalano brought up a revitalization project he is interested in for North Beach. There is a section of land in front of his beach homes where there is standing water after it rains and sits stagnant for a long time and trash collects there also due to there not being any grass in that area. He wants to know if that can be a project for the future. Captain Sherman advised it would benefit the city more to spend the funds on parking meters that need to be purchased first which in turn would generate revenue to be able to work on future projects.

Parking meters was the other item under future revitalization projects and Captain Sherman gave an update advising they will decide on a vendor and bring it to this board for a recommendation to take it to the City Council members. Arlene advised once the RFP was complete they would put it out to the masses. Darlene wanted to see the RFP before it was posted but Arlene had a concern about prior conversations with IPS and urged all conversations with IPS to stop due to it possibly interfering with the legal process of competitive bidding. Continued conversations with IPS may even disqualify IPS from being able to bid.

## **MEMORANDUM**

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 8, 2019  
**SUBJECT:** Parks and Recreation Advisory Committee (PRAC) Annual Report

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The Parks and Recreation Advisory Committee meets monthly on the second Wednesday of the month.

Members: Donnie Contreras, Mandy Cox, Flo East, Dotson Lewis, Alissa Mejia, Jerry Plemons, Amy McCoy, Casandra Lorentson, Twila Stevens and Hanna Husby. Parks and Recreation Representatives: Becky Perrin, Sarah Munoz and Lisa Oliver.

11 meetings were conducted in 2018. Highlights are as follows:

### **January 10, 2018**

- The committee held Election of Officers for 2018. Dotson Lewis, Chair and Jerry Plemons, Vice-Chair were unanimously elected.

### **February 14, 2018**

- The Committee received a presentation on the North Beach Development Plan.

### **March 14, 2018**

- Three citizens addressed the committee during public comment.
- The committee reviewed the proposed Bond 2018 list presented by staff.
- Staff reported the helicopter agreement was in final negotiations.

### **April 11, 2018**

- Three citizens addressed the committee during public comment.
- The committee received a presentation on USS City of Corpus Christi Memorial. The project is supported by the committee.
- SQH Sports Complex the committee endorsed the new agreement to cancel the previous agreement to include additional acreage.
- The committee made motion to support acceptance of the Fulton Construction donation to TAMU-CC for the added amenities for The Water's Edge and licensing agreement.
- The Tree Advisory Committee had a booth at Earth Day Bay Day.
- The Committee approved a motion to raise the annual Beach Parking Permit fee from \$12 to no more than \$15.

### **May 9, 2018**

- No meeting held due to lack of quorum.

### **June 27, 2018**

- One citizen spoke during public comment.
- Tennis Center presentation conducted by Corpus Christi Tennis Association to Committee in support of a proposed tennis facility at Bill Witt Regional Park. No action taken. A Tennis Forum was conducted for public input.
- Staff reported on Cole Park and Dimmit Piers. Those are listed at Capital Improvement Projects and are not funded at this point. Funding options to be researched.
- A committee member requested staff visit plans to have a skate park at Wranosky Park.
- Committee members toured Parks and Recreation facilities and parks.

### **July 10, 2018**

- The Committee approved a motion to dismiss a committee member based on missing 3 consecutive meetings.
- The Committee unanimously approved a motion to support a resolution to recommend the 2018 Proposed Bond Issue for Parks and Recreation be increased to \$16.3 million.
- The Committee was invited to the Fire Station 18's Artwork dedication.
- Staff reviewed the proposed Tennis Operations Action Plan which included a new Request for Proposal (RFP) as well as an award of the previous RFP until the end of 2018.

### **August 8, 2018**

- Staff presented the updated Proposed Bond Improvements, \$5.6 million proposed, for the Parks and Recreation Department.
- The Miracle League is interested in using the Oso Recreation Center as a facility for their programming.

### **September 12, 2018**

- Staff presented the updated Proposed Bond Improvements and reported the Council removed the recommendations that PRAC added and reallocated funds to fix the Cole Park and Dimmit piers.
- Staff provided an update on the Parks Master Plan and survey progress.
- The Master Gardeners presented a verbal proposal to create a public garden area at the Garden Center.
- The Miracle League presented a preliminary proposal for the Miracle League to lease the Oso Recreation Center and make upgrades. The Committee approved supporting the negotiations between PARD and the Miracle League for the lease request.

### **October 10, 2018**

- Staff reviewed the recommendations on use of the Community Enrichment Funds. Members expressed concern that City Council may want to eliminate the "5-mile rule" for expenditure of community enrichment funds.
- The Committee approved supporting moving forward with the lease negotiations with the Nueces Master Gardeners at park land adjacent to the Garden Senior Center.
- The Committee endorsed to accept county beach operations cleanup of Gulf Beaches by the City.
- The Committee approved accepting the transfer of Park Pool operations to Nueces County.

- A motion was made to support an interlocal agreement with CCISD for Cullen Middle School Gymnasium, tennis courts and lockers; with the City mowing school grounds.
- Staff reported PARD has been working with the Utilities Department in drafting a lease between Utilities and the Dog Park group.

#### **November 14, 2018**

- One citizen spoke during public comment.
- Staff conducted a presentation on the Community Enrichment Fund and Splash pad selection.
- A draft list of 18 parks considered to be repurposed were presented to the Committee for their information.
- Staff provided updates on Parker Pool Interlocal Agreement, Miracle League Agreement and Island Dog Park.

#### **December 12, 2018**

- Two citizens spoke during public comment.
- Staff presented additional information regarding the Community Enrichment Fund, shade structures, splash pads and site selection. Action will be taken by Committee in January 2019.
- Staff reported that criteria for Special Purpose Designation Park(s) was being developed in partnership with Legal and CCPD and an update would be provided later.
- Additional information was provided to Committee on previous repurposed park sales from 2012 Park Master Plan.
- The Committee approved Oleander Park as the location request for the Crime Victims Memorial with consideration to the height of monument and that it not be placed in the kiteboard launch area.
- The Committee called on a volunteer from PRAC to serve on the London and Southside Area Advisory Committee. Casandra Lorentson volunteered to serve as representative.

**From:** [Rosie G Rodriguez](#)  
**To:** [Paul Pierce](#)  
**Subject:** Annual Board Report  
**Date:** Monday, January 21, 2019 2:34:22 PM

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Mr. Peirce,

Regarding the Corpus Christi Pipeline Review Board, no meetings were conducted for the year 2018. No report will be submitted for this board. Please let me know if this email will suffice the annual board report. Thank you and please let me know if I may be of more assistance.

*Rosie Rodriguez*

Corpus Christi Fire Department  
2406 Leopard St., 3 Floor  
W- (361) 826-3938  
[rosiero@cctexas.com](mailto:rosiero@cctexas.com)

**CITY OF CORPUS CHRISTI  
DEPARTMENT OF DEVELOPMENT SERVICES  
2018 BOARD AND COMMISSION ANNUAL REPORT**

**PLANNING COMMISSION**

**PURPOSE AND INTENT:**

The City Council shall establish Comprehensive Planning as a continuous governmental function to guide, regulate and manage future development and redevelopment within the corporate city limits and extraterritorial jurisdiction of the city. This activity assures the most appropriate and beneficial use of land, water and other natural resources consistent with the public interest.

By City Charter, the Planning Commission is required to make recommendations to City Council on adoption of Comprehensive Plan, also known as Plan CC, elements including, but not limited to, the Future Land Use and Urban Transportation Plans, the City's annual capital budget and any capital improvement bond programs. The Commission also provides recommendations on the Unified Development Code (UDC) changes and UDC text changes to implement Plan CC. In addition, the Planning Commission is the City's authority to approve or deny subdivision plats inside the City limits and in the City's Extraterritorial Jurisdiction in a manner that is consistent with Plan CC. The Planning Commission also serves as the Airport Zoning Commission and the City's Concurrent Beach/Dune Committee. The Airport Zoning Commission is charged with preserving, protecting and maintaining the importance of operations of the Corpus Christi International Airport and shall take into consideration the Joint Land Use Study pertaining to the military flight training mission and operations of Naval Air Station Corpus Christi. The City's Concurrent Beach/Dune Committee is charged with protection of public access along and to Gulf of Mexico beaches and for protection of the dune system (Kleberg County only) abutting Gulf of Mexico beaches.

**2018 MEMBERSHIP:**

Commissioners Mathew Ezell and Sheldon Schroeder were reappointed in August. New Commissioner, Kamran Zarghouni was appointed to the Commission in August to fulfill the vacancy left by Mike Lippincott due to meeting his six-year term limit. In August, Eric Villarreal was appointed Chairman and Carl Crull was appointed as Vice Chairman. Other Commission members include Marsha Williams, Jeremy Baugh, Heidi Hovda, and Dan Dibble; a non-voting Ex-Officio member, Navy representative, Ben Polack.

**2018 PLANNING COMMISSION MEETINGS:**

Regular Planning Commission meetings begin at 5:30 p.m. and typically last for two hours. In 2018, there were 25 regular meetings scheduled. The meeting of December 26<sup>th</sup> was cancelled due to the holiday.

**2018 AIRPORT ZONING COMMISSION (AZC) MEETINGS:**

In December 2017, the inactive Joint Airport Zoning Board was abolished, the AZC was established and the City's existing Planning Commission was designated by ordinance as the AZC. They held their first meeting on May 16, 2018 (Bylaws adopted). In August, Eric Villarreal was appointed Chairman and Carl Crull was appointed as Vice Chairman. Regular AZC meetings are held once a month to comply with the AZC Bylaws and convene immediately after a regularly scheduled Planning Commission Meeting within that month. For 2018, AZC meetings were held in May, June, August, September, November and December. The following presentations took place:

- September 19, 2018: Presentation on the Airport Master Plan and Construction Status Report.
- November 28, 2018: Presentation on the Joint Land Use Study/Air Installation Compatibility Use Zones.

### **TEXT AMENDMENTS TO THE UNIFIED DEVELOPMENT CODE (UDC)**

The following proposed amendments were recommended for **approval** by the Planning Commission in 2018:

- Ordinance amending Article 8 “Subdivision Design and Improvements, Section 8.5 Trust Fund Policy, Subsection 8.5.1 Water Trust Fund, Subsection 8.5.1.D Main Not Within One Mile of Property, and Subsection 8.5.1.D.2, by eliminating the 5.5 percent interest rate paid to recipients of Water and Wastewater Lot/Acreage fee refunds.
- Ordinance amending Article 1 “General Provisions”, section 1.11 “Definitions”, Subsection 1.11.3 “Defined Terms” by adding “Smoking Lounge”.
- Ordinance amending Article 5 “Use Regulations”, Section 5.2 Specific Standards, Subsection 5.2.7 Bar, Tavern or Pub, by changing certain distance requirements to churches, schools, daycares and public hospitals.
- Ordinance amending Article 4 “Base Zoning Districts”, Section 4.5 “Commercial Districts”, Table 4.5.2 “Permitted Uses (Commercial Zoning Districts)”, by adding “Smoking Lounge” as a new principal use within the Indoor Recreation Use Category, that this use not be allowed in Neighborhood Commercial or Office districts, but rather, that it be allowed in Commercial Resort, Commercial General, Commercial Intensive, Central Business District, and Business Park zoning districts.
- Ordinance amending Article 5 “Use Regulations”, Section 5.1 “Use Categories”, Subsection 5.1.4 “Indoor Recreation”, by adding “Smoking Lounge” as a new principal use.
- Ordinance amending Article 3 “Development Review Procedures”, Section 3.10. Minor, Amending or Vacating Plat Review, Subsection 3.10.1 Applicability, Subsection 3.10.1.A. Minor Plat, to codify a 2015 written interpretation and categorize the consolidation of large volumes of lots as “Minor Plats,” where the resulting number of lots is four (4) or fewer.
- Ordinance amending Article 3 “Development Review Procedures”, Section 3.8 Subdivision Plat Review, Subsection 3.8.2 Exceptions from Platting Requirements, by adding, “J. Land, including submerged lands, owned by the State of Texas and administered by the Texas General Land Office.”
- Ordinance amending UDC Section 7.5 “Signs”: Address identification, eliminating identification of institutional, political, and real estate signage and definitions of a sign and noncommercial messages.
- Ordinance amending the UDC to remove the Floodplain Administration, Beach Construction, and Dune Protection regulations: Removing redundant language that is adopted by ordinances in the Code of Ordinances Chapters 10 and 14.
- **Planning Commission voted to table** an item on Staff recommendation for an ordinance amending UDC Section 8.2.7, requiring wastewater lot/acreage fee exemption recipients to enter into Sanitary Sewer Connection Agreements.
- **Planning Commission voted to table** the item on a Staff recommendation for an ordinance amending UDC Section 3.3.5, adding delinquent taxes as review criteria for zoning map amendments.



## **MASTER PLAN AMENDMENTS**

The following proposed amendments were recommended for **approval** by the Planning Commission in 2018:

- **Action taken amending the London Area Wastewater Master Plan:**  
Increasing the diameters of the gravity lines to support more intense development, adjusting the location of the proposed lift station, correcting the lift station service area, and delineating sub-basins.
- **Action taken amending the 1997 Water Distribution Master Plan South of Oso Creek in the areas surrounding Farm Road (FM) 43, FM 2444 and Highway (HWY) 286:** Update the plan to reflect the existing location of existing 48" and 42" transmission mains from Greenwood Drive to the intersection of Yorktown Boulevard and Rodd Field Road; propose a combination of water grid mains and transmission mains in the surrounding areas of County Road (CR) 33, FM 43, FM 2444 and HWY 286.

## **COMPREHENSIVE PLAN:**

- **Action taken on the Urban Transportation Plan Map, Mobility CC – Calallen Independent School District:** **Recommended approval** of the deletion of two proposed (C1) Collector streets located north of FM 624 between Calallen High School and County Road 69 and the existing River Canyon Drive (C1) Collector.
- **Action taken on the Urban Transportation Plan Map, Mobility CC – Pin Oak Terminals:** **Recommended approval** of the realignment and deletion of a series of streets (Alpine Street, Corn Products Road, Sedwick Road, Diamond Cut Drive, Hopkins Road, and Joe Mireur Road) in the area north of the Corpus Christi International Airport located between Leopard Street and Agnes Street (State Highway 44) and between Bronco Road and Corn Products Road.
- **Action taken on the Urban Transportation Plan Map, Mobility CC - Recommended approval** of the deletion of a proposed C1 Collector street (**Las Tunas Drive**), located approximately 0.2 miles south of Whitecap Boulevard between Palmira Avenue and South Padre Island Drive (Park Road 22).
- **Action taken on the Urban Transportation Plan Map, Mobility CC – EPIC Midstream Holdings:** **Recommended approval** of the deletion of a proposed A2 Arterial segment of CR 52 between IH 69 and Haven Drive; realigning proposed Yellow Oak Avenue, and at the intersection with CR 48, extend southward as an RA1 Minor Rural Arterial to intersect with proposed east/west RA1 Minor Rural Arterial; realigning proposed arterial CR 48 between FM 1694 (Callicoate Rd) and FM 24 (Violet Rd) to the northeast and redesignate as a Local Rural Street; deleting a segment of proposed C1 Collector Oregon Trail; designating a segment of Haven Road from FM 24 to proposed point near north/south Collector west of Warrior Drive as a C1 Collector; deleting a proposed C1 Collector segment from Oregon trail to the intersection near FM 1694; adding an RA1 Minor Rural Arterial between IH 69 and FM 24, redesignating proposed C1 Collector to an RA1 Minor Rural Arterial between IH 69 and FM 24; and, adding a proposed rural street designation of (RS1) Local Rural Street to the UTP. \*The Planning Commission also recommended to add a caveat to redesignate the extension of CR 48 between Callicoatte Road and Yellow Oak Avenue as an RA1 Minor Rural Arterial.

## **PLANNING AND ENVIRONMENTAL/STRATEGIC INITIATIVES:**

- **Action taken recommending approval** of the North Beach Redevelopment Initiative.
- **Action taken recommending approval** of the adoption of the Tax Increment Reinvestment Zone (TIRZ) #3 Traffic and Planning Analysis.

- **Action taken recommending approval** of the adoption of the City of Corpus Christi Small Cell Design Manual.
- Policy Discussion providing wastewater facilities across Oso Creek – No action.
- Commissioner appointments for Stakeholder representatives for the Southside/London Area Development Plan.

#### **OTHER ITEMS PRESENTED/RECOMMENDED BY PLANNING COMMISSION:**

- A briefing on the Flood Hazard Mitigation Committee – No action.
- **Action taken recommending approval** of the proposed Bond 2018 Program.
- **Action taken recommending approval** of the Capital Improvement Program (CIP) Budget.
- **Action taken recommending approval** of the Puerto Los Caballeros Deferment Agreement.

#### **EXCAVATION PERMIT**

The following permit was **approved** by the Planning Commission on October 17, 2018:

- **Case No. 18EX100 - Benchmark Materials:** An Excavation Permit for the property at or near 614, 702 & 718 S Navigation Boulevard, described as Russell Farms Blocks, 34.6220 acres out of Block 10, Lot 1.

#### **BEACH FRONT CONSTRUCTION CERTIFICATE**

The following permit was **approved** by the Planning Commission on February 7, 2018:

- **Case No. BCC1117-01 - Jim Charnquist:** A request for a large-scale Beachfront Construction Certificate to construct walkway and staircase on the property described as Lake Padre South, Block 3, Lot 1, located at the end of Whitecap Boulevard, and to be constructed upon and parallel to the existing seawall.

#### **VARIANCES**

**For a Waiver of the Plat Requirement to Construct Wastewater Infrastructure - UDC Section 8.2.7.A; Exemption from the Wastewater Lot/Acreage Fees - UDC Section 8.5.2.G:**

##### **Waiver Approved & Exemption was Recommended for Approval to City Council**

- STEPS TERMINAL, BLOCK 1, LOT 1 (FINAL - 189.15 ACRES)  
Located west of Manning Road and north of SH 44.
- KENLEY ESTATES (FINAL - 13.636 ACRES)  
Located east of Flour Bluff Drive between Grand Canal Drive and Glenoak Drive.
- TRAIL BLAZER ADDITION, BLOCK 1, LOT 5 (FINAL - 13.150 ACRES)  
Located south of Yorktown and west of Waldron Road.
- PARK SPRINGS IHS, BLOCK 1 LOTS 1 THROUGH 3 (FINAL - 3.87 ACRES)  
Located Hazel Bazemore Road (CR 69) and south of Northwest Boulevard (FM 624).
- PUERTO LOS CABALLEROS TRACT, BLOCK 1, LOT 1 (FINAL - 39.75 ACRES)  
Located east of CR 73 and south of Northwest Boulevard (FM 624).

##### **Waiver Denied and Exemption was Recommended for Denial to City Council**

- C.R. GARCIA SUBDIVISION, BLOCK 1, LOT 4 (FINAL - 1.615 ACRES)  
Located south of Leopard Street and east of Rand Morgan Road.

**For a Waiver of the Plat Requirement to Construct Sidewalk (UDC Section 8.1.4.A & 8.2.2.A), the Planning Commission Approved the Following Requests:**

- TRAIL BLAZER ADDITION, BLOCK 1, LOT 5 (FINAL - 13.150 ACRES)  
Located south of Yorktown and west of Waldron Road.
- ROBLEX INDUSTRIAL SUBDIVISION UNIT 3, BLK 1, LOTS 4, 5 & 6 (FINAL - 11.990 ACRES)  
Located north of Bates Drive between North Padre Island Drive (SH 358) and Flato Road.
- SANDY CREEK TOWNHOMES (REPLAT - 8.335 ACRES)  
Located south of Holly Road and east of Rodd Field Road.
- PARK SPRINGS IHS, BLOCK 1 LOTS 1 THROUGH 3 (FINAL - 3.87 ACRES)  
Located Hazel Bazemore Road (CR 69) and south of Northwest Boulevard (FM 624).
- OAK TERRACE ESTATES BLOCK 1, LOT 7 (FINAL - 1.0 ACRE)  
Located north of Compton Road and east of Flour Bluff Drive.
- PADRE ISLAND-CORPUS CHRISTI POINT TESORO UNIT 1, BLK 9, LOT 17RR & 18R (REPLAT - 0.364 ACRE)  
Located north of Whitecap Boulevard and west of Ducat Court.
- COUNCIL ADDITION, BLOCK 1, LOT 1AR (REPLAT - 30.17 ACRES)  
Located west of Southern Minerals Road and south of Leopard Street.
- PUERTO LOS CABALLEROS TRACT, BLOCK 1, LOT 1 (FINAL - 39.7 ACRES)  
Located east of CR 73 and south of Northwest Boulevard (FM 624).
- SOUTH CLARKWOOD ACRES, BLOCK 1, LOT 2 (FINAL - 15.874 ACRES)  
Located east of Clarkwood Road (FM 2292) and north of Donna Avenue.
- PERRY'S ESTATES, BLOCK 1 LOTS 23 AND 24 (FINAL - 0.396 ACRES)  
Located west of Waldron Road and south of Graham Road.
- BERRY PATCH UNIT 1, LOT 1 (FINAL - 2.41 ACRES)  
Located north of Up River Road and west of Hart Road.

**OTHER VARIANCES APPROVED BY THE PLANNING COMMISSION IN 2018:**

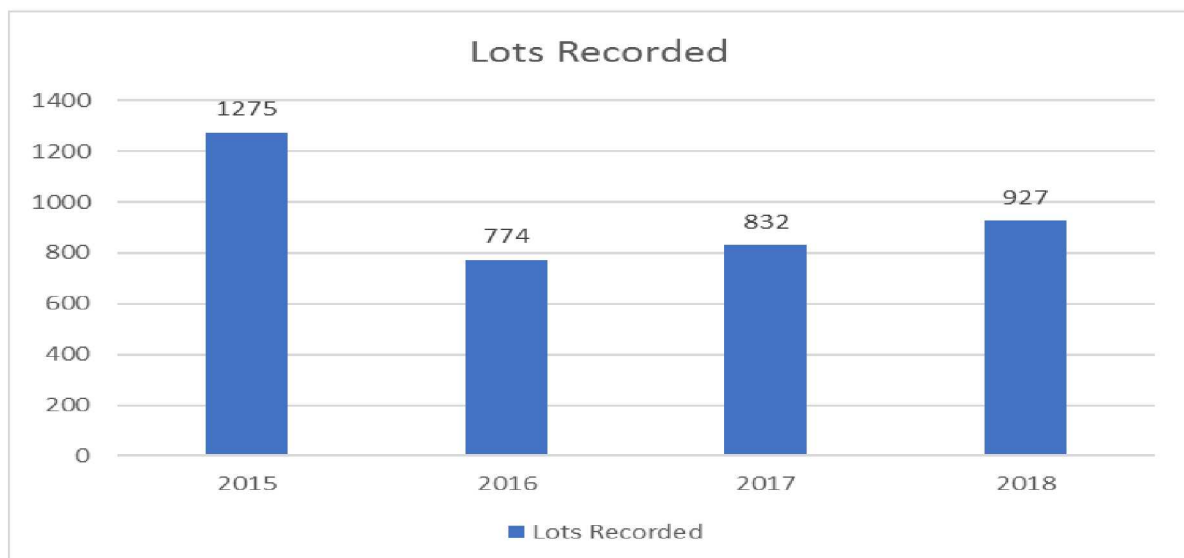
- KENLEY ESTATES (FINAL - 13.636 ACRES): Located east of Flour Bluff Drive between Grand Canal Drive and Glenoak Drive.  
A request for a waiver of the plat requirement in UDC Section 8.2.1.G.3 that limits cul-de-sac length to 1,000 feet, where the cul-de-sac has an island.
- ROBLEX INDUSTRIAL SUBDIVISION UNIT 3, BLK 1, LOTS 4, 5, & 6 (FINAL - 11.990 ACRES): Located north of Bates Drive between North Padre Island Drive (SH 358) and Flato Road.  
Request for a Waiver of Street Standards (Curb, Gutter and Allowing Concrete over Utilities) in Section 8.1.4 of the UDC.

- SANDY CREEK TOWNHOMES (REPLAT - 8.335 ACRES): Located south of Holly Road and east of Rodd Field Road. Request for a Waiver of Street Design Standards for Private Streets, Curb and Gutter in Sections 8.1.4 and 8.2.1.J of the UDC.
- OCEAN VIEW ADDITION, BLK IIA, LOT 4A AND BLOCK X, LOT 1A (REPLAT - 17.78 ACRES): Located south of Morgan Avenue and west of Ocean Drive. Request for a Plat Waiver from the Easement Requirement in Section 8.2.3 of the Unified Development Code.
- GARDENDALE ADDITION NO. 3, BLOCK 11, LOT 15R (REPLAT 1.69 ACRES): Located north of Williams Street and west of South Staples Street. Request for a waiver from the platting requirement in UDC 8.1.11.B.3 to allow recordation of the plat and installation of a fire hydrant at the building permit/site development stage of development.
- STARLIGHT ESTATES UNIT 3 (FINAL PLAT 14.84 ACRES): Located east of Fred's Folly and south of Yorktown Boulevard. Request for a waiver from platting requirement in UDC Section 8.2.1.D.2 and Table 8.2.1.E requiring three external access points to the city's existing or future roadway network for subdivisions of 161 or more buildable lots.

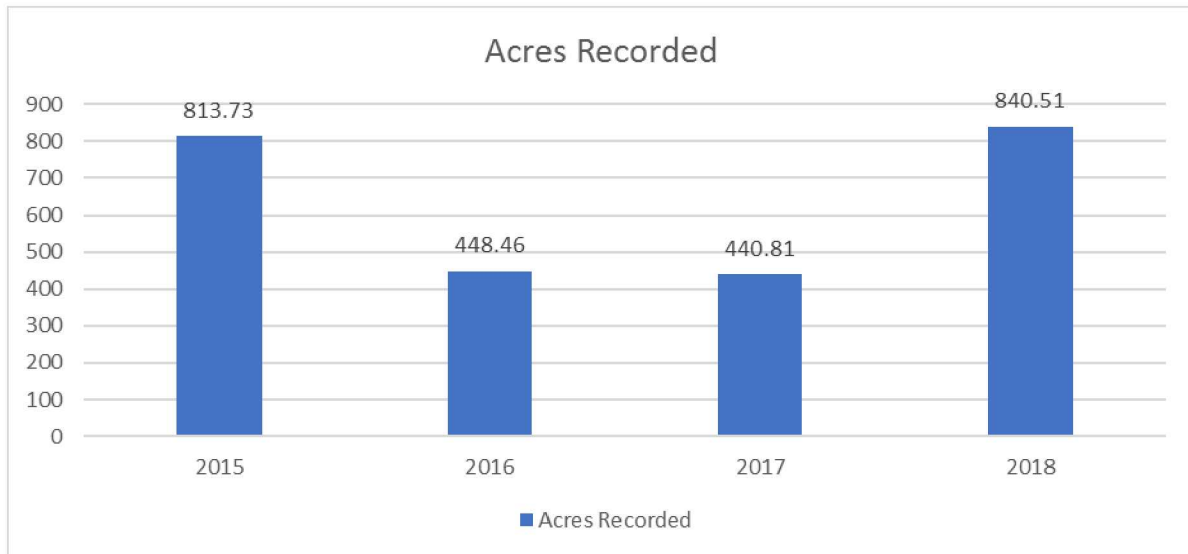
**IN 2018, THE FOLLOWING FEES WERE COLLECTED BY THE DEVELOPMENT SERVICES DEPARTMENT:**

- Water Lot/Acreage - **\$569,288.95**
- Wastewater Lot/Acreage - **\$369,903.30**
- Water Pro-Rata - **\$72,013.18**
- Wastewater Pro-Rata - **\$46,044.48**
- Park/Community Enrichment - **\$491,944.38**
- For a Grand Total of **\$1,549,194.29**
- This is an *increase* of 23 percent from fees collected in 2017, a total of \$1,194,932.64.

**LOTS RECORDED:**



### **ACRES RECORDED:**



### **OFFICIAL ZONING MAP CHANGES**

The Planning Commission reviewed 36 rezoning applications in 2018; generated \$60,380 in fees.

### **REZONING APPLICATION RESULTS**

Planning Commission Action	2012	2013	2014	2015	2016	2017	2018
Approved	25	40	40	39	21	29	17
Approved w/Other District	1	0	0	2	3	2	3
Approved w/Special Permit (SP)	1	0	4	9	12	4	9
Denied	1	1	2	5	1	0	1
Withdrawn	0	1	0	1	4	6	3
Pending	0	3	0	0	2	3	3
<b>Totals</b>	<b>28</b>	<b>45</b>	<b>46</b>	<b>56</b>	<b>43</b>	<b>44</b>	<b>36</b>

### **REZONING PER AREA DEVELOPMENT PLAN**

ADP	2018	
	Cases	Acres
Flour Bluff	5	10.875
London	0	0
Northwest	5	70.783
Mustang/Padre Island	1	0.69
North Beach	0	0
Port/Airport/Violet	1	233.990
Central Business	1	2.41
Southeast	2	7.34
Southside	12	90.831
Westside	6	74.007
<b>TOTAL</b>		<b>490.926</b>

## **2018 - ZONING BOARD OF ADJUSTMENT**

The Zoning Board of Adjustment is comprised of seven (7) members: Five (5) regular members and (2) alternate members. During 2018, the Zoning Board of Adjustment reviewed thirteen (13) applications for appeal consisting of nine (9) variances and four (4) special use exceptions. Of these applications, twelve (12) were approved, one (1) was denied. One (1) application was withdrawn prior to hearing before the Board.

## **2018 - LANDMARK COMMISSION**

The Landmark Commission is comprised of eleven (11) members appointed by City Council. The required competencies established by the Texas Historical Commission (THC) for the City of Corpus Christi to retain its Certified Local Government (CLG) status are: Two (2) historians, one (1) registered architect, one (1) structural or civil engineer, one (1) person knowledgeable in title search and/or property surveyor, one (1) licensed real estate salesperson and five (5) regular members.

The Landmark Commission held six (6) regular meetings in 2018 and the following activities were accomplished for the year:

- Commission has been named a reviewing body for the newly adopted Vacant Building Ordinance regarding certificates of appropriateness for demolition for buildings that are at least 50 years in age or older and located within the Tax Increment Reinvestment Zone #3 (TIRZ).
- Commission has created two sub-committees to identify properties or organizations that should be recognized, identified, or designated as historic landmarks.
- Commission has endorsed the application and installation of State Historical Markers located at Old Bayview Cemetery.
- Commission worked with community partners to expand awareness of historic sites. A small grant from the Pan American Roundtable was awarded with the assistance of a Landmark Commission member and a former Landmark Commission member to Texas A&M University - Kingsville to utilize two college students to review and enter the information from the 1991 Historic Sites Survey into the History Pin app. This will allow the public to search for the historic buildings from the surveys and display them on a map.
- The Texas Historical Commission (THC) audited the City's Certified Local Government (CLG) program and provided recommendations for additional staff training and to attend historic preservation workshops. Mrs. Nina Nixon-Mendez, Director of Development Services was appointed by the Mayor as the Historic Preservation Officer (HPO) for the City of Corpus Christi in response to the audit findings.
- Currently, the Landmark Commission has two vacancies.



DATE: January 21, 2019

TO: Corpus Christi City Manager

SUBJECT: Regional Health Awareness Board 2018 Annual Report

The Regional Health Awareness Board (RHAB) is a joint board established by Nueces County, San Patricio County, and the City of Corpus Christi. Its mission is to address community health issues, to respond to inquiries from elected officials and the public, and to increase awareness of health concerns in the Coastal Bend. RHAB is made up of representatives from the public, local industry, area universities, the Texas Commission on Environmental Quality, the Education Service Center, and the Environmental Protection Agency. The board meets every fourth Thursday, January to October and the first week of December, at 4 pm in City Hall's 6<sup>th</sup> floor conference room. The venue and times remain the same for 2019.

The Board addressed industrial growth in San Patricio County and possible environmental effects. We are working with TCEQ and Texas A&M Kingsville to develop baseline air and water monitoring plans. Other issues we addressed were End of Life Care, continuing effects of Hurricane Harvey including the closure of a hospital, nursing home and medical clinic in Aransas Pass. Also, the Board considered cases of Chagas Disease and Salmonella in the Coastal Bend. Inequalities in health insurance were examined. The availability of both inpatient and outpatient mental health care was reviewed in a presentation by local psychiatrist, Dr. Nestor Praderio. Other subjects included the Texas Operation Naloxone Initiative, opioid overdoses, medical marijuana and prescription pain medications. Water quality and backflow policies, Tiny Homes for homeless veterans, and stroke interventions were reviewed. The effects of a nationwide shortage of Dilaudid, Morphine, and Ringers Lactate were also assessed.

Press releases including coffee consumption and longevity, head lice, sleep issues in school age children, insect repellent, red yeast rice, and intestinal flu and rehydration.

RHAB participated in the TCEQ Portland Air Forum in February. In March, RHAB joined with Coastal Bend Bays and Estuaries to present a program on Saharan Dust and Vibrio infections. In May, Dr. Mobley and Clara Rieder gave a presentation to the Coastal Bend Hurricane Conference. In June, RHAB presented a Birth Defects Seminar with the Texas Birth Defects Registry. Following the seminar, we met with Driscoll Children's Foundation representatives to further understand the issues involved. At least two scholarly articles are currently being edited based on the findings. Also the March of Dimes was contacted with the birth defect information. We also discussed the March of Dimes One Key Question initiative. In July, RHAB partnered with the Texas Medical Association to give away 100 bicycle helmets as part of the Hard Hats for Little Heads initiative. In November, Dr. Mobley presented a talk to environmental engineering students at Texas A&M Kingsville.

Respectfully submitted,

James A. Mobley, MD, MPH, FAAFP  
Chair, Regional Health Awareness Board



## **MEMORANDUM**

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 2, 2019  
**SUBJECT:** Retired and Senior Volunteer Program Advisory Committee Report

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The Retired Senior Volunteer Program's Advisory Committee meets monthly on the first Thursday of the month.

Current Members are Renee Hundley and Sylvia Portales (all terms have expired). RSVP has 5 vacancies: 1 Volunteer Station; 1 RSVP Volunteer and 3 At -Large.

There were no regular meetings held for 2018 due to lack of a quorum. Staff is working with the current members to set a new meeting date and time that will best accommodate their schedules.

RSVP staff has actively worked to fill the vacant positions. Staff has recruited from RSVP volunteer stations, newsletters, and recruit dates. From October 2017 to May 31, 2018 applications came in via the City Secretary's online application portal. Applications have been pending placement on the council agenda from the City Secretary's office.

In coordinating with the City Secretary's office, applications will be submitted for review and action by City Council during a February 2019 council meeting.

## MEMORANDUM

**TO:** Keith Selman, Interim City Manager  
**THROUGH:** Chief Mike Markle, Interim Assistant City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** January 8, 2019  
**SUBJECT:** Senior Companion Program Advisory Committee  
ANNUAL REPORT - 2018

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The Senior Companion Program Advisory Committee meets monthly on the first Wednesday of the month at 11:30 a.m. at designated locations.

The Advisory Members are Isabel Odeh, Chair; Veronica Marsello, Jeannine Leal, Gloria Ortiz, Christine Head. The Parks and Recreation staff liaisons are Dianne Taylor and Linda Ramirez.

### **January 10, 2018**

- Beyond the Call of Duty Senior Companion Recognition letters were sent out to the families, letters are for the year. The event is scheduled for April 26 at Lindale Senior Center.
- The "From Pages to Table" Fundraiser balance for 2016 may be reviewed in Parks and Recreation Department with Kathleen Ramos, Superintendent Finance and Resource Management.
- Committee member ideas for use of the money from the fundraiser suggestions include day trip to San Antonio, Rockport Tours, and movie day at Alamo Drafthouse.

### **February 2018**

- Beyond the Call of Duty letters have been returned. Not as many returned as sent out.
- Staff is looking at the possibility of day trip to San Antonio or movie event to recognize volunteers. An update will be provided after the event selection. Staff will also provide an update after the upcoming Mardi Gras event.
- The Advisory committee decided not to have the From the Pages to the Table event fundraiser event for 2018. Members suggested a garage sale or raffle as a fundraiser instead.

### **March 2018**

- No meeting due to no Quorum

### **April 18, 2018**

- Members were notified of the PALS – SCP balance of \$12,887.52. Staff will report on this account to the Advisory committee twice a year.
- Beyond the Call of Duty letters were provided to the board members to select the quarterly winners and the annual winner.
- Senior Companions treated to the Movie “Coco” by renting one theater at the Alamo Draft house, snack and service charge in the amount of \$978.00. The Committee approved the use of PALS funds for this expense.

### **May 7, 2018**

- Staff updated the committee on Senior Companion Annual Recognition program. The Companion of the year was Susie Gomez.
- Officer Elections were conducted for 2018-2019. Officers elected were Isabel Odeh, Chair; Tami Longino, Vice Chair; and Veronica Marsello, Secretary.
- Discussion held on the lack of nomination letters returned for the Beyond of Call of Duty recognition event.
- Staff requested an additional \$700 from the PALS account to complete the order for the gift for companions, which is fleece jackets with the Senior Companion Logo.
- Staff reported there is a new Volunteer Station Memorandum of Understanding with Selah Hospice.

### **June 2018**

- SCP and RSVP staff attended the Texas Senior Corp conference in San Angelo, TX in May 2018.
- Hurricane Evacuation Drill is set for June 21<sup>st</sup> at the Natatorium. Senior companions will participate as volunteers for the evacuation and will bring their pets.
- 50 senior companions attended the showing of “Coco” and enjoyed it. Snacks were provided for a total of \$978.
- PALS balance \$11,580, pending jackets purchase for Senior companions. Funds to purchase jackets will be from Federal funds and PALS.
- SCP was notified that Senior Corps program was not written into the 2020 Federal budget and the program may be at risk. There is a need to educate our elected officials on the program and impact it has in our community.

### **July 2018**

- Brainstorming ideas for National Day of Service events to include: Sept 10th, mall space to promote SCP; Sept 11th, Delivery of baked goods to first responders; Sept 12th, Veteran Recognition at Veterans Housing Complex.
- Staff will discuss press release with Media Specialist to highlight events. The goal is to include City Council Members in each event to expose them to the program.

## **August 2018**

- Discussion on how to educate elected officials on SCP: to include possibly having Volunteer Station representatives speak during Proclamation/ Council Meeting(s),
- Discussed options for Thanksgiving Volunteer Recognition Event.
- Program Update included a suggestion to send thank you letters to elected officials that voted in favor of funding senior programs.
- Discussion continued how to get more participation in nominations of companions for quarterly and annual recognition. It was decided that Volunteer Stations should be provided a list of their companions, along with each companion's term and schedule, encouraging the volunteer station to submit nominations.
- Public Comment: Maria Haley, suggested that we include National Guard station in our National Day of Service event

## **September 2018**

- National Day of Service events scheduled: September 10<sup>th</sup>: La Palmera Mall exhibit booth; September 11<sup>th</sup> - First responders appreciation, deliver baked goods at select locations.
- The Thanksgiving Volunteer Recognition Event, November 15<sup>th</sup>, was discussed.
- SCP office is moving from Heritage Park Sidbury house to City Hall 3<sup>rd</sup> floor
- New Volunteer Station MOU's for the month are Cima Hospice and The Viera Senior Living.
- Staff suggested that we recognize ALL companions who are nominated with a small gift. This is approximately 60 people (gifts) per year. All approved.

## **October 2018**

- Update on National Day of Service events.
- The Thanksgiving Volunteer Recognition Event, November 15<sup>th</sup>, was discussed and finalized. The Committee voted and approved First United Methodist Church as the venue with Jack's Dinner Bell to cater. Event will cost approximately \$1,400.
- SCP will participate in a Senior Resource Fair with RSVP Program at American Bank Center 12-3 pm on October 10, 2018.
- Staff will check to see if there be a Facebook page for the Senior companion program.
- Discussed gifts for Companion nominees, Gifts of blankets as a good option.

## **November 2018**

- Senior companion nomination letters went out in October and only 10 received.
- Discussion held to make plans for the December's Christmas luncheon and annual volunteer gift.
- The Committee reviewed the attendance of Advisory members. The attendance roster will be submitted to the City Secretary's office.

## **December 2018**

- The Meeting was cancelled due lack of quorum.

## Memorandum

TO: Keith Selman, Interim City Manager

THROUGH: Becky Perrin, Interim Director, Parks and Recreation Department

FROM: Shelly Rios, Arts and Cultural Management Assistant  
Sister Cities Committee Ex Officio Member

DATE: January 4, 2019

SUBJECT: Sister Cities Committee  
2018 ANNUAL REPORT

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### January 2018

MONDAY, JANUARY 8, 2018 @ 5:30 P.M.

#### JALUFKA HOUSE MEETING ROOM

- Student Exchange Program applications were sent to area High School counselors for distribution.
- A timeline for Economic Development Programs through the CC Sister City Committee was discussed. The Committee chair reviewed the committees mission and focus with the group.
- The committee voted to continue to have 12:00 p.m. meetings.

### February 2018

MONDAY, FEBRUARY 5, 2018 @ 12:00 P.M.

#### JALUFKA HOUSE MEETING ROOM

- Chair reported four (4) student exchange applications were received. The committee appointed a Student Exchange Program subcommittee, for review of the applications.
- Cleo Rodriguez resigned from the Sister City Program committee, but will send a replacement.
- The chairman of the Sister City committee in Agen, France provided October 23rd to 25th as possible arrival dates for their visit to Corpus Christi, for which they are requesting a total of three (3) rooms for six days and seven nights for four (4) people. The Mayor may be traveling with this group of teachers.
- The Rotary Club from Agen, France wants to present Corpus Christi Sister City with a donation check in the amount of \$1,500 to the Harvey Recovery fund. Date TBD.
- Trade Conference: Tentative date(s) May or June
- Members discussed possible attendance at the Laredo International Sister City Festival.
- Chair reiterated that the Sister City Program is a city program and all members appointed to this committee are committee members whose responsibility it is to represent the Mayor to its Sister Cities. As such, the Sister City Facebook page is only to be administered and maintained by the Corpus Christi Parks & Recreation Department personnel.
- Assignments were made at this meeting: Almira Flores: Japan Alan: Taiwan Melody: France
- A press conference and announcement of the summer exchange students will be held on Monday, March 5, 2018 at 5:30 p.m. in the Galvan House.

### March 2018

MONDAY, MARCH 5, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- Four students were selected by the student exchange subcommittee for the exchange program; the CC Sister City Committee voted to approve the four student applications.
- CVB staff will continue to work the United Corpus Christi Chamber of Commerce on developing the first International Economic Development Summit in Corpus Christi
- Plans were initiated to prepare for a visit in October by a delegation from Agen, France.

### April 2018

- No meeting. CVB staff working Fiesta de la Flor.

### May 2018

MONDAY, MAY 7, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- Director reported on her Texas Media Mission trip to Nuevo Leon where she met with the Secretary of Tourism, the Director of the Bridge in Columbia and other representatives
- Members discussed a tentative student activities schedule for the exchange students.
- International Trade Summit (June or July) has not yet been finalized. More information to come.
- Chair reported the committee does not have the correspondence between Agen, France delegation and Alan Thornburg, therefore, at this time no action can be taken on this topic. Chair will continue to reach out to Agen, France officials. As soon as contact is made, and details are provided, the committee will make the provisions necessary.
- Teresa Rodriguez will be a presenter at the Airport Board of Directors meeting on May 16, 2018.
- A welcome banner with the word Welcome in three different languages will be ordered to put up at the CCIA.

### June 2018

- No meeting. Did not make quorum.

### July 2018

- No meeting. CVB staff working Sailing Regatta

### August 2018

MONDAY, AUGUST 6, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- Mayor McComb met the Sister City Exchange Students and attended the Sister City Flag Presentation at CCIA.
- Discussion on the possibility of other cities becoming a CC Sister City. The Committee chair advised the group of the importance of maintaining solid relationships with current international sister cities and to carefully consider expanding its reach.
- Changes to the Sister City Ordinance / Bylaws were proposed. It was determined that that any proposed changes to the Sister City Ordinance must be presented in writing to the legal department at the City of Corpus Christi and the City Secretary, then will be forwarded to City Council for approval.
- The Committee currently has two vacancies

- Discussion was held regarding the status of the invitation to a delegation from France. It was determined the Committee chair would draft a letter on behalf of the Mayor and present it to him for his approval. The Committee chair and liaison met with the Mayor to discuss this topic.

### September 2018

- No meeting. Did not make quorum.

### October 2018

MONDAY, OCTOBER 1, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- Introductions of newly appointed committee members were made: Luis Cabrera, Voestalpine Deacon Mark Arnold, Diocese of Corpus Christi and Sherron Hines, GCCH
- CVB staff liaison presented an overview of the Mayor's Sister City Program. She reiterated that the program belongs to the Mayor, under the Parks & Recreation Department, therefore, whatever the Sister City Committee does should always be in tune with the Mayor/Mayor's Office.
- City Council has appointed Ms. Heather Moretzsohn as an Ex-Officio member of the Sister City Committee
- Melody Cooper was voted in as the new Chair and Ms. Almira Flores as Vice Chair.
- Discussion was held regarding the Agen, France delegation that is planning to visit Corpus Christi. There is no financial commitment from the city for this delegation.
- **October 25:** Representatives from Agen, France, a member of the City's Sister City Program, collected funds for those impacted by last year's hurricane and traveled to Corpus Christi to present a check to the Mayor's Harvey Recovery Fund. They will be hosted by the CCSSC until they depart on October 28<sup>th</sup>.

### November 2018

MONDAY, NOVEMBER 5, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- The Committee chair reported that the members of the delegation invited the Sister City Committee to Agen, France. The Mayor's office has already received an official invitation. The Committee will formally respond to the invitation and will send a "Thank You" card to the delegation.
- A motion was passed to renew a relationship with Toledo, Spain and Monterrey, Mexico. CVB staff will travel to Monterrey and attempt to meet with their Mayor.
- Committee was briefed on the Student Exchange program timeline. The applications will be ready soon and will be distributed to area high schools. A subcommittee was formed to deliver presentations about the program at the schools.
- The Committee discussed the SCC bylaws. Members will assist in drafting ratifications to be used internally.

### December 2018

MONDAY, DECEMBER 3, 2018 @ 12:00 P.M.

JALUFKA HOUSE MEETING ROOM

- Fire Chief Rocha addressed the committee about an exchange training program that was initiated with Bomberos de Nuevo Leon, Mexico. Chief will meet with SCC director and chair about going through the committee on this exchange.
- Festival Navideno will take place on December 8. Members were asked to help that night.



- Members were reminded that all requests for Sister City relationships must be approved by the committee and invitations come from the Mayor's office with approval to proceed.
- Chair reported on the Student Exchange Program and will follow up in January 2019.
- A follow up to an invitation from the French delegation to visit France will be finalized after the elections.

# Street Maintenance Fee Board of Appeals

## Case Log

**\*\*No cases to present the entire year of 2018**

### Meetings

Date	Discussion	Quorum	Outcome

**\*\*No meetings held in 2018**

### Members:

Citizen Member-Bill Stein, Chair *term renewal pending	Current & Reappointed through Nov 2017	Citizen Member
Citizen Member-Robert Gutierrez, Co-Chair *term renewal pending	Current & Reappointed through Nov 2017	Citizen Member
Mark Van Vleck, ACM	CM appt for ACM seat	Staff Member
Executive Director of Water Utilities-Dan Grimsbo, P.E.	Current	Staff Member
Director of Street Operations-Andres Leal, Jr., P.E.	Current	Staff Member

**Board meets 3<sup>rd</sup> Thursday of every month as appeal cases are filed for consideration.**

**Report filed by: Jacqueline Elias, Street Maintenance Fee Resolution Supervisor**



# **TRANSPORTATION ADVISORY COMMISSION (TAC) 2018 ANNUAL REPORT**

**JANUARY 2018 – DECEMBER 2018**

# Contents

TRANSPORTATION ADVISORY COMMISSION (TAC)\_\_\_\_\_ 1

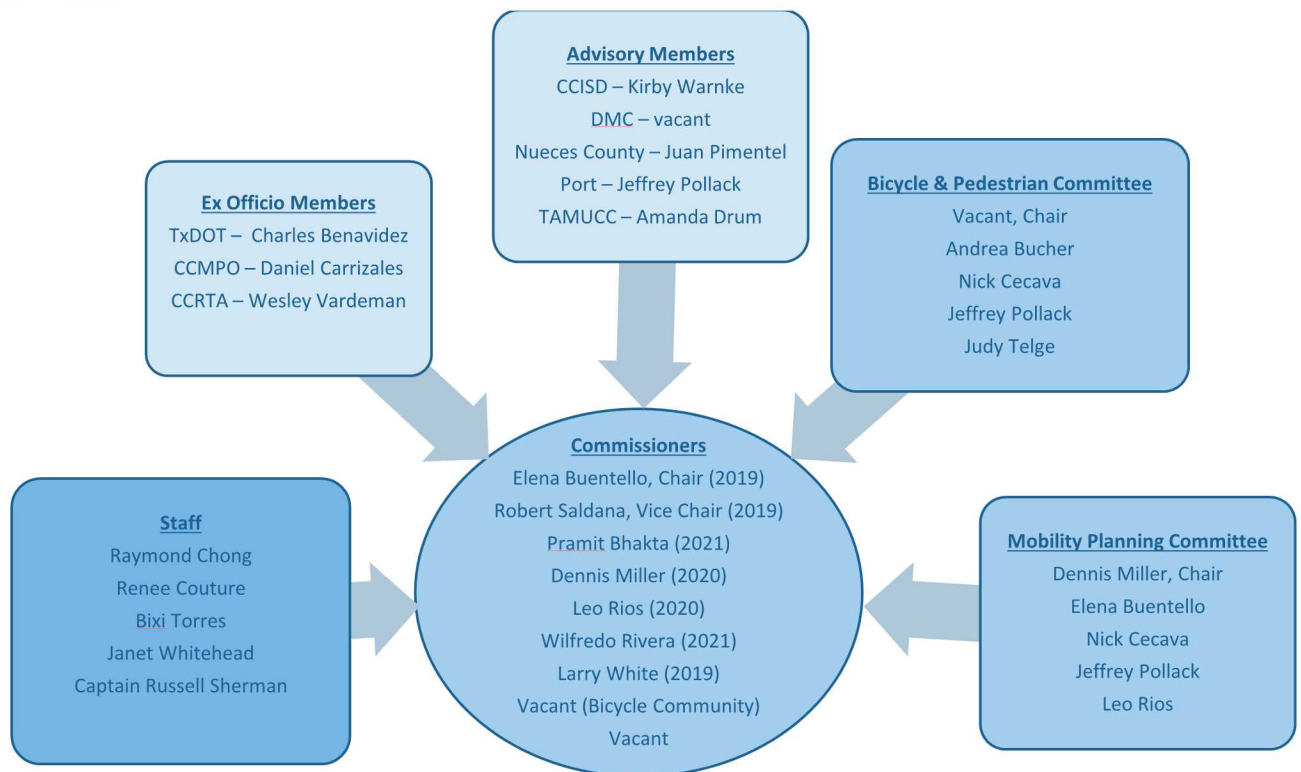
2018 Meeting Summary \_\_\_\_\_ 2

# TRANSPORTATION ADVISORY COMMISSION (TAC)

## PURPOSE

The purpose of the Transportation Advisory Commission (TAC) is to be responsible for public advisory jurisdiction on issues related to mobility, access management, and traffic safety in the City of Corpus Christi; promote a multi-modal transportation system; advise on the most appropriate use of transportation resources consistent with the public interest; and act in an advisory manner to the city council and city manager, or designee, in the coordination of transportation activities of the official agencies and departments of the city.

## MEMBERSHIP



## GENERAL

Transportation Advisory Commission meetings are generally held on the 4<sup>th</sup> Monday of each month and begin at 2:30 PM. There were ten (6) meetings held. There have been seven (7) vacancies during 2018 and four (4) were filled. As of December 2018, three (3) vacancies remained open.

# 2018 Meeting Summary

JANUARY 22, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – None, BPC Chair Vacancy
  - **Mobility Planning Committee (MPC)** – None, they had not met in 2018.
  - **Corpus Christi Police Department (CCPD)** – Capt. Russell Sherman reviewed the monthly statistics for November 2017 and December 2017. A report was also made on the pedestrian fatality in November. There were no charges because the pedestrian was outside of the crosswalk. Other fatalities discussed included a teen fatality on Saratoga Boulevard and alcohol related crash also along Saratoga Boulevard during December. Captain Sherman also discussed the Safe Roads to CC initiative.
  - **Corpus Christi Independent School District Police Department (CCISD)** Chief Kirby Warnke reported there were 17 traffic related violations within school zones. He noted a wrong way violation on Masterson Drive and a disregard for STOP sign violation.
  - **City Traffic Engineer**– Mr. Raymond Chong presented the Corpus Christi MPO TAC Agenda Packet, ranking nominations of the 2018 Transportation Alternatives Set-Aside Program (Rank #1 –Dr. Hector P. Garcia Park Hike & Bike Trail : Ph II; Rank #2 – Schanen Ditch Hike & Bike Trail: Phase IV), TXDOT Open House for SH 286 Improvements (FM 43 to FM 2444), City’s tour of the Bond 2012 Signs & Signals Building & Traffic Management Center in December 2017, traffic safety facts from the National Highway Traffic Safety Administration, Flato Road public meeting held on January 17, 2018 and Lawrence Street two-way conversion (signs & marking plan).
- **Appointment of Bicycle & Pedestrian Committee (BPC) Chair:** Raymond Chong advised TAC that the TAC Chair has to designate the BPC Chair. John Garcia serves as the Bicycle Representative on TAC. Commissioner Elena Buentello, TAC Chair, motioned to designate Commissioner John Garcia as the BPC Chair. Second by Commissioner Dennis Miller. The motion approved unanimously.
- **City Bond (Street) Project Status:** Presentation by Raymond Chong on the current status of street projects. Commissioner Dennis Miller asked about identified projects and Commissioner Elena Buentello asked about the delay on Old Robstown Road, which was caused by utility conflicts.
- **Ordinance Amendment Sec. 53-255. – Schedule VI, decrease of state law maximum speed - Proposed amendment to decrease the speed limit to 15 mph on Beach Access Road 3A, from Saint Bartholomew Avenue to easterly end of beach:** Commissioner Dennis Miller motioned to recommend approval of the ordinance amendment. Second by Commissioner Robert Saldana. Commissioner Wilfredo Rivera recommended inclusion of additional signage to be added to inform drivers coming off of Windward Drive. The motion passed unanimously with the inclusion of the recommended changes.

- **2017 Transportation Advisory Commission (TAC) Annual Report:** Renee Couture presented the report and discussed having a better process for review of bond projects. TAC did not provide any additional comments.
- **Congestions and Safety on City Streets:** Raymond Chong presented a report on congestion on streets within the City. Commissioner Larry White with Highway Safety Improvement Projects (HSIP) would be brought to TAC, city staff stated as early as February or March 2018.

## FEBRUARY 26, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – None.
  - **Mobility Planning Committee (MPC)** – Dennis Miller reported that the Committee has not met for lack of business. As per Raymond Chong, an update to the Traffic Impact Analysis and access management will soon take place.
  - **Corpus Christi Police Department (CCPD)** – Captain Russell Sherman reviewed the monthly statistics for January 2018. He discussed recent fatalities on City streets (Port Avenue, Staples Street & Buccaneer Drive, Weber Road (4600 Block)0 and State Highways (5200 Crosstown, 6100 IH 37). Captain Russell Sherman also informed TAC about the Department’s new stealth car which will be primarily used on highways.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.
  - **City Traffic Engineer** – Raymond Chong reviewed various transportation activities, new documents, the Bond “draft” list and Staples Street & Yorktown Boulevard.
- **Ordinance Amendment Sec. 53-250. – Schedule I—One-way streets and alleys. Proposed ordinance amendment to delete Chaparral Street, from the north right-of-way line of Kinney Street to Interstate Highway 37 (eastbound):** Keren Costanzo, Senior Planner, briefed the Commission about two-way streets in Downtown. Commissioner John Garcia motioned to recommend ordinance amendment to delete Chaparral Street, from the north right-of-way line of Kinney Street to Interstate Highway 37 (eastbound). Second by Commissioner Richard Diaz. The motion approved unanimously.
- **2018 Proposed Highway Safety Improvement Program (HSIP) Project List:** Renee Couture reviewed proposed 11 HSIP projects, which included traffic signals. Commissioner John Garcia motioned to recommend submission of 2018 HSIP projects. Second by Commissioner Richard Diaz. The motion approved unanimously.
- **Americans With Disabilities Act Improvements Grant Application.** Commissioner Wilfredo Rivera motioned to recommend submission of grant application for Americans with Disabilities Act. Second by Commissioner Leo Rios. The motion approved unanimously.



- **North Beach Redevelopment Initiative – Presentation.** Keren Costanzo, Senior Planner, presented North Beach Redevelopment Initiative. She noted that the Planning Commission recommended approval to City Council.
- **Island Mobility and Access Management Study – Presentation:** Raymond Chong presented Island and Access Management Study. Although the study is complete, TAC could send comments to the MPC.
- **Congestion and Safety on City Streets:** Raymond Chong presented a report on congestion on streets within the City, with level of service on key arterials and key intersections. Trend is more traffic congestion due to development growth.

## MARCH 26, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – None.
  - **Mobility Planning Committee (MPC)** – No report by Commissioner Dennis Miller. Only issue to resolve is to follow up on Island Mobility & Access Management Study.
  - **Corpus Christi Police Department (CCPD)** – Lieutenant Tim Frazier reported the monthly statistics for February 2018. He discussed recent fatalities (4 total) on City streets.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.
  - **City Traffic Engineer**– Raymond Chong reported that Corpus Christi Metropolitan Planning Organization will program projects in the community garden. Proposed FY 2019-2022 Transportation Improvement Program (TIP) Update includes the following:
    - Dr. Hector P Garcia Park Hike & Bike Trail: Phase II, FY 2019
    - Schanen Ditch Hike & Bike Brail: Phase IV, FY 2020
    - Region wide Bike Boulevard Wayfinding Initiative, FY 2019
    - SH 358 (SPID) Ramp Reversals Phase II-B, from Nile to Staples, FY 2021
    - SH 286 (Crosstown), extend 4-lane divided freeway, FM 43 (Weber) to south of FM 2444, FY 2021
    - Mr. Chong also introduced Chris Hale, Major Projects Engineer, who gave a briefing on Bond 2012 and 2014 street projects. Mr. Hale noted that Ocean Drive opened last week; Alameda Drive, Staples Street and Ayers Street (Six-Point Area) would wrap up later this year; Tuloso Road, McArdle Drive, Greenwood Drive also were complete; Morgan Avenue, Leopard Street and Twigg Street were deferred; Carroll Lane would be complete in the fall; Corona Drive is anticipated to be complete by Christmas; Both Yorktown projects are still under construction; Old Robstown Road is anticipated to be completed in Spring 2019 and Gollihar Road by Summer 2019. Mr. Hale also stated that for Bond 2018 projects, consultants are developing street feasibility reports with 3 projects at 100% design and 6 projects at 60% design by November 2018.
- **Downtown Traffic + Planning Analysis** - Keren Costanzo, Senior Planner, presented the Analysis to the Commission. She described the two-way street conversions in Downtown. She listed the short-term,

mid-term and long-term projects. Commissioner Richard Diaz motioned to recommend City Council to adopt Downtown Traffic + Planning Analysis. Second by Commissioner John Garcia. The motion approved unanimously.

- **Proposed Urban Transportation Plan Amendment- Deletion of 3 Proposed Collector Streets -** Renee Couture, Assistant Traffic Engineer presented the proposal to amend the Urban Transportation Plan to delete 3 proposed collector streets. Calallen Independent School District proposed to build an elementary school north of the County Road 69 and FM 624 intersection, adjacent to the Callen High School. Mrs. Couture presented staff findings which included that the proposed tract was not annexed until the 1980s and it was unclear when these streets were added to the Urban Transportation (UTP) Map. However, the street alignment network for the proposed master plan for the River Canyon subdivision mirror the street alignments shown on the UTP Map. Mrs. Couture stated that City Staff met and agreed with the request from Calallen ISD to remove to delete two (2) proposed collectors (shown within preliminary plat boundary) and the deletion of the existing River Canyon Drive (C1) designation. Staff did not feel that these street networks would meet the volumes or provide the connectivity to function as a true collector street. Commissioner Richard Diaz motioned to recommend delete two proposed collector streets and existing designation of River Canyon Drive from Urban Transportation Plan. Second by Commissioner Dennis Miller. The motion approved unanimously.

#### APRIL 23, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – Chair Elena Buentello briefed Commission about “Advisory Committees - Recommendations to Mayor and Council, by City Secretary Rebecca Huerta.
  - **Bicycle & Pedestrian Committee (BPC)** – None.
  - **Mobility Planning Committee (MPC)** – None.
  - **Corpus Christi Police Department (CCPD)** – On behalf of Captain Russell Sherman, Renee Couture reported on March 2018 data. She mentioned about effectiveness of focused enforcement under Safe Roads For CC, a CCPD initiative.
  - **Corpus Christi Independent School District Police Department (CCISD)** – On behalf of Chief Kirby Warnke, Renee Couture reported on cooperation between CCISD and City to resolve a malfunctioning pedestrian signal on Kostoryz Road at Norton Street.
  - **City Traffic Engineer** – Raymond Chong briefly reviewed “Making Transit Count – Performance Measures that Move Transit Projects Forward. He also reviewed schedule for Bond 2012, Bond 2014, and Bond 2016 street projects.
- **Proposed Urban Transportation Plan Amendment- Addition of Regional Parkway Mobility Corridor (RPMC) Segment A (Intersection of Park Road 22 (PR 22) to South of the Proposed Rodd Field Road Extension) and Segment B (Western Terminus of Segment A to the Intersection of the Crosstown Expressway (SH 286)** – Commissioner Dennis Miller acted as ad hoc chair. Raymond Chong presented the UTP amendment for Regional Parkway to the Commission. He described route

alignments evaluation from the Regional Parkway Planning & Environmental Linkages Study, a joint effort between City and Corpus Christi Metropolitan Planning Organization. Transportation Planning Director Jeff Pollack described the contexts of the Study and alignments. Commissioner Larry White motioned to recommend to City Council to approve ordinance amendment to add Regional Parkway between Park Road 22 and State Highway 286, RA3 Primary Rural Arterial designation, to the City's UTP map. Second by Commissioner Leo Rios. The motion approved unanimously.

- **Proposed Ordinance Amendment – Sec. 53-250-Schedule I- One Way Streets and Alleys- Designate Carson Street, Between Alameda Street and Ennis Joslin Road, As One-Way Northbound** – Raymond Chong presented the proposal to convert Carson Street from Ennis Joslin Road to Alameda Street, as one-way street in northbound direction. He and Renee Couture described crashes that caused structural and site damages to the house at 502 Carson Street, due to drunk and speeding drivers. Carson Street, a local street, experiences excessive traffic volumes, as a shortcut to avoid the traffic signal on Ennis Joslin Road at Alameda Street. Norma and Nasser Zangebar, owners of house on 502 Carson Street, shared their experiences, including \$350,000 repairs. They are worried about their lives and drivers' lives. Commissioner Dennis Miller motioned to recommend to City Council to amend Section 53-250. Schedule I – One-way Streets and Alleys to add Carson Street between Ennis Joslin Road and Alameda Street, Direction of Traffic - North. Second by Commissioner John Garcia. The motion approved unanimously.

MAY 21, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – Tabled.
  - **Bicycle & Pedestrian Committee (BPC)** – Tabled.
  - **Mobility Planning Committee (MPC)** – Tabled.
  - **Corpus Christi Police Department (CCPD)** – Tabled.
  - **Corpus Christi Independent School District Police Department (CCISD)** – Tabled.
  - **City Traffic Engineer**– Tabled.
- **Proposed Urban Transportation Plan Amendment- Deletion of a proposed C1 Collector street (Las Tunas Drive), located approximately 0.2 miles south of Whitecap Boulevard between Palmira Avenue and South Padre Island Drive (Park Road 22)** – Discussion & Action. David Thornburg, Development Services project manager, presented the Urban Transportation Plan amendment. Commissioner Dennis Miller motioned to recommend to Planning Commission and City Council to approve Urban Transportation Plan amendment: to delete a portion of Las Tunas Drive, a proposed C1 Collector, from Palmira Avenue to Park Road 22, and to remove the need for right of way dedication of platted land to the north and south of the property. Second by Commissioner Leo Rios. The motion approved unanimously.
- **Proposed Urban Transportation Plan Amendment- Realignment of a proposed C1 Collector street (Sedwick Road), deletion of a proposed C2 Collector street (Alpine Street), deletion of two proposed C3 Collector streets (Diamond Cut Drive and Hopkins Road), and deletion of a**



**proposed A2 Arterial Street between Agnes Street (SH 44) and Leopard Street (Joe Mireur Road), and reclassification of three existing streets (Corn Products Road, Diamond Cut Drive, and Hopkins Road).** – Discussion & Action. Isaac Perez, Development Services project manager, presented the Urban Transportation Plan amendment. Commissioner Richard Diaz motioned to recommend to Planning Commission and City Council to approve ordinance amendment : to realign a proposed segment of Sedwick Road, a C1 Collector; to eliminate a proposed segment of Alpine Road, a C2 Collector; to eliminate a proposed segment of Diamond Cut Road, a C3 Collector; to eliminate a proposed segment of Hopkins Road, a C3 Collector; to eliminate a proposed segment of Joe Mireur Road, an A2 Arterial; to reclassify a portion of Hopkins Road from A2 Arterial to C1 Collector; to reclassify a segment of Corn Products Road from A2 Arterial to C1 Collector; and to reclassify Diamond Cut Drive from C3 to C1 Collector.. Second by Commissioner John Garcia. The motion approved unanimously.

- **Proposed Urban Transportation Plan Amendment- Adding one or two proposed Rural Local Streets, Deletion of deletion of two (2) proposed C1 Collector streets, deletion of a portion or all of proposed C1 Collector street, deletion of a proposed A2 Arterial Street (CR 52), realignment of a proposed A2 Arterial (CR 48).** – Discussion & Action. Raymond Chong, City Traffic Engineer, presented the Urban Transportation Amendment. On behalf, Thomas Tiffin, Munoz Engineering project manager, supported staff recommendation. Dan McGinn, Planning Director, explain rationale for the reconfigured streets. Kathleen Holmes, Development Services project manager, added more background. Commissioner Wilfredo Rivera motioned to recommend to City Council to add one or two proposed Rural Local Streets, delete two (2) proposed C1 Collector streets, delete of a portion or all of proposed C1 Collector street, delete a proposed A2 Arterial Street (CR 52), and realign a proposed A2 Arterial (CR 48). Second by Commissioner Richard Diaz. The motion approved unanimously.
- **Proposed Ordinance Amendment – Amending Removing a portion of the one-way designations along Starr Street, Peoples Street, Schatzell Street, William Street, and Laguna Street (John Sartain Street) Between Shoreline Boulevard and Water Street in accordance with Sec. 53-250-Schedule I- One Way Streets and Alleys-Discussion & Action.** Raymond Chong, presented the ordinance amendment. Commissioner Larry White motioned to recommend to City Council to amend Section 53-250(a) of the Code of Ordinances that in accordance with Section 53-104 and when properly signposted, traffic shall move in one direction upon designated sections of Starr Street, Schatzell Street, Peoples Street, William Street and Laguna Street (John Sartain Street). Second by Commissioner John Garcia. The motion approved unanimously.

JUNE 25, 2018 (NO MEETING)

JULY 23, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.

**Bicycle & Pedestrian Committee (BPC)** – Raymond Chong reported that today’s afternoon meeting was not held due to lack of quorum.

- **Mobility Planning Committee (MPC)** – Commissioner Dennis Miller reported no recent meeting. Raymond Chong said that Planning Department is updating provisions of traffic impact analysis in Unified Development Code, that may include access management. A pending traffic impact analysis may be for London Towne Subdivision. Also, necessity for 5-year update to Mobility CC.
  - **Corpus Christi Police Department (CCPD)** – Captain Russell Sherman said that new motorcycles are being deployed for traffic officer. They will apply Data-Driven Approaches to Crime and Traffic Safety (DDACTS) to effectively enforce traffic based on crimes and crashes patterns.
  - **Corpus Christi Independent School District Police Department (CCISD)** – Sergeant Berle Smith reported that CCISD will manage crossing guards program.
  - **City Traffic Engineer** – Raymond Chong talked about Corpus Christi Metropolitan Planning Organization and Port of Corpus Christi.
- 
- **Proposed Urban Transportation Plan Amendment-** Amendments include the deletion of two (2) proposed C1 Collector Streets, deletion of a proposed A2 Arterial Street (CR52), realignment of a proposed A2 Arterial and designating to a proposed Local Rural Street (CR 48), realignment of a proposed C1 Collector (Yellow Oak Avenue), designating a proposed collector to Minor Rural Arterial, designating portions of an arterial to a proposed C1 Collector (Haven Road), and adding 2 Minor Rural Arterials. – Discussion & Action. – Assistant Director Bill Green, with Project Manager Kathleen Holmes, presented background and findings to amend Urban Transportation Plan due to Epic Midstream’s natural gas liquids development. He described the eight changes to the UTP. Construction start is anticipated in 2019 and full operation is anticipated in 2021. Ramiro Munoz of Munoz Engineering commented on behalf of Epic Midstream, his client. Commissioner Dennis Miller motioned to rescind recommendation on prior UTP amendment at their May 21, 2018 meeting. Second by Commissioner Larry White. The Commission unanimously approved. Commissioner Wilfredo Rivera motioned to recommend approval of the UTP amendment in the Northwest. Second by Commissioner Larry White. The Commission unanimously approved.
  - **Amending State Speed Limit in certain zones (Ocean Drive).** – Discussion & Action. – Raymond Chong presented background and findings about speed zone on Ocean Drive between Buford Street and Louisiana Avenue. Due to Cole Park and future pedestrian hybrid beacon along Ocean Drive, he recommended a speed zone of 35 miles per hour. Captain Russell Sherman mentioned about speed enforcement on Ocean Drive, as part of Safe Roads for CC initiative. Commissioner Dennis Miller motioned to approve staff recommendation. Second by Commissioner Larry White. The Commission unanimously approved.
  - **Election of Officers and Committees.** – Discussion & Action. Items related to Officers and Mobility Planning Committee were tabled. Chair Elena Buentello motioned to: 1. Appoint John Garcia as Chair; 2. Approve membership of John Garcia, Andrea Bucher, Gerardo Gomez; and 3. Appoint Jeffrey Pollack to the Committee. Second by Commissioner Dennis Miller. The Commission unanimously approved.

AUGUST 27, 2018 (NO MEETING)

SEPTEMBER 24, 2018 (NO MEETING)

OCTOBER 22, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – Judy Telge mentioned the Safe Routes to School Funding by TxDOT. BPC are looking at potential projects.
  - **Mobility Planning Committee (MPC)** – Commissioner Dennis Miller reported no recent meeting. Forthcoming item is the update of traffic impact analysis provision in the Unified Development Code.
  - **Corpus Christi Police Department (CCPD)** – On behalf of Captain Russell Sherman, Raymond Chong highlighted traffic enforcement thru September 2018.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.
  - **City Traffic Engineer**– Raymond Chong talked about various transportation items. Renee Couture mentioned about new dock-less mobility venture in the City
- **Election of Officers and Committees.** – Discussion & Action.

Commissioner Wilfredo Rivera motioned to: 1. elect Elena Buentello as Chair; and 2. elect Robert Saldana as Vice Chair. Second by Commissioner Dennis Miller. The Commission unanimously approved. Chair Elena Buentello choose Andrea Bucher, Nick Cecava, Jeff Pollack, and Judy Telge to serve on BPC. Motioned by Dennis Miller. Second by Commissioner Leo Rios. The Commission unanimously approved. Chair Elena Buentello delayed choosing Commissioner for BPC until City Council appoints Commissioner for bicycle community. The Commission unanimously approved. Chair Elena Buentello choose Elena Buentello, Nick Cecava, Dennis Miller, Jeff Pollack, and Leo Rios to serve on MPC. Motion by Commissioner Dennis Miller. Second by Commissioner Robert Saldana. The Commission unanimously approved.
- **Proposed changes to City Ordinance Section 53-2.-** Definitions. By Traffic Engineering. - Discussion.
- **Proposed changes to City Ordinance Section 53-55.** – penalties, civil fine, and administrative fees. By Traffic Engineering. – Discussion.
- **Proposed changes to City Ordinance Section 53-160.-** Authority to designate curb loading zones. By Traffic Engineering. – Discussion.
- **Proposed changes to City Ordinance Section 53-161.-**Permits for loading and unloading at an angle to the curb, By Traffic Engineering. – Discussion.
- **Proposed changes to City Ordinance Section 53-162.-** Standing in curb loading zones loading and unloading passengers. By Traffic Engineering. – Discussion.
- **Proposed Changes to City Ordinance Section 53-163.-** Standing or parking in commercial loading zones; restrictions. By Traffic Engineering. – Discussion.

- **Proposed Changes to City Ordinance Section 53-190.** – Use of loading zones in metered areas regulated. By Traffic Engineering. – Discussion. Renee Couture presented proposed many changes related to parking rules and regulations in the Municipal Code of Ordinances, particularly in Downtown. Update to modern parking practices and to guide parking enforcement. A cooperative effort with Police Department, Engineering Services Department, and Downtown Management District.

NOVEMBER 23, 2018 (NO MEETING)

DECEMBER 17, 2018

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – None.
  - **Mobility Planning Committee (MPC)** – Commissioner Larry White reported update of provisions in the Unified Development Code.
  - **Corpus Christi Police Department (CCPD)** – Captain Russell Sherman highlighted traffic enforcement thru November 2018.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.
  - **City Traffic Engineer** – Raymond Chong talked about Transit Assets Management Plan by Corpus Christi Regional Transportation Authority (CCRTA). They have included their transit projects in the Transportation Improvements Program and Metropolitan Transportation Plan of Corpus Christi Metropolitan Planning Organization (CCMPO). As of January 7, 2019, he will serve as Assistant Director in Operations for Transportation Department with the City of Dallas.
- **Amendments to the City's Urban Transportation Plan map in the area of Cabaniss Airfield to eliminate the future extension of Kostoryz Road from Saratoga Boulevard (SH357) to Brezina Road and to eliminate Oso Parkway from Crosstown Expressway (SH 286) to Brezina Road.** Presented by Planning Department. – Discussion and Action. Item was deferred.
- **Amendment to Chapter 53 -Traffic- Article VIII. – Schedules (Presented by Traffic Engineering).** - Discussion and Action. Renee Couture, Assistant City Traffic Engineer, presented the three amendments for speed limits on Williams Drive, Ennis Joslin Road, and Elizabeth Street. Motion by Commissioner Dennis Miller, second by Commissioner Larry White. The motion approved unanimously.
  - **Proposed changes to City Ordinance Section 53-254.-Schedule V, increase of the state speed limit in certain zones.** Increase Speed Limit from 30mph to 35mph at all times on Williams Drive from South Staples Street to Rodd Field Road. Add segment on William Drive for 35 mph at all times.
  - **Proposed changes to City Ordinance Section 53-254.-Schedule V, increase of the state speed limit in certain zones.** Establish a posted speed limit of 35mph at all times on Ennis Joslin Road from South Padre Island Drive to Holly Rd. Add segment on Ennis Joslin Road to 35 mph at all times.



- **Proposed changes to City Ordinance Section 53-255.-Schedule VI, Decrease of the state speed limit in certain zones.** Decrease of speed limit to 20mph at all times on Elizabeth Street from Ocean Drive to Santa Fe Street. Revise speed limit to all times on Elizabeth Street.
- **Application to Appeal Denial of Residential Traffic Management Program (RTMP) Calming Device – Poth Lane.** (Presented by Traffic Engineering) - Discussion and Action. Item was deferred.

#### TASKS ACCOMPLISHED DURING 2018

MOBILITY CC IMPLEMENTATION MATRIX		
PLAN ELEMENT	STRATEGY	RECOMMENDATIONS TO COUNCIL
PLAN	URBAN TRANSPORTATION PLAN AMENDMENTS	29
OPERATE & MAINTAIN	TRAFFIC ORDINANCE AMENDMENTS	12
OPERATE & MAINTAIN	DRIVEWAY APPEALS	0
PLAN	GRANT APPLICATIONS	2
PLAN	TRAFFIC IMPACT ANALYSIS/PLANNING STUDIES	1
DESIGN	MOBILITY CC PROJECT CHECKLIST REVIEW (STREET BOND PROJECTS)	0

## MEMORANDUM

**TO:** Keith Selman, Interim City Manager  
**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
**DATE:** December 17, 2018  
**SUBJECT:** Tree Advisory Committee Report

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The Tree Advisory Committee meets monthly on the second Thursday of the month at the Parks and Recreation Conference room 3<sup>rd</sup> floor City Hall at 4:00 PM.

Members: Sylvia Campos (Resigned from committee), Phillip Christian (Resigned from committee), Donald Fields (appointed 10/2017), Kevin Gibbs (appointed 10/2017) Staff: Josh Wentworth, Jesse Balderaz, Stephen Rhea, Brent Clayton, and Jon Perez.

5 meetings were conducted in 2018 and three were not held due to not meeting quorum. Highlights are as follows:

### **January 11, 2018**

- Regular meeting was held
- Discussion about changing committee make up.

### **February 8, 2018**

- Regular meeting was held
- Discussion about Earth Day celebration.

### **March 8, 2018**

- Regular meeting was held
- Review of committee action plan.

### **April 12, 2018**

- Regular meeting not held due to lack of quorum

### **May 5, 2018**

- Special meeting
- Discussion of committee action plan

### **June 14, 2018**

- Regular meeting was held
- Discussion of tree work permit.

### **July 12, 2018**

- Regular meeting not held due to lack of quorum.

### **August 9, 2018**

- Regular meeting not held due to lack of quorum

**September 13, 2018**

- Regular meeting not held due to lack of quorum

**October 11, 2018**

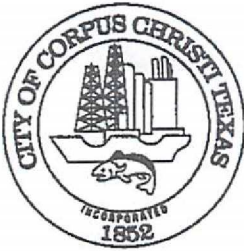
- Regular meeting not held due to lack of quorum

**November 8, 2018**

- Regular meeting not held due to lack of quorum

**December 13, 2018**

- Regular meeting not held due to lack of quorum



## INFORMAL STAFF REPORT

### MEMORANDUM

**To:** Keith Selman, Interim City Manager

**Thru:** Mark Van Vleck, Assistant City Manager *MAC*  
Dan Grimsbo, Executive Director of Water Utilities *DG*  
Kevin Norton, Director of Water Utilities *KN*  
Gabriel Ramirez, Assistant Director of Water Quality and Treatment *GR*

**From:** Esteban (Steve) Ramos, Water Resource Manager Water Utilities *ER*

**Date:** January 15, 2019

**Subject:** 2018 Water Resources Advisory Committee Annual Report

#### Issue

The purpose of the memo is to provide the 2018 Water Resources Advisory Committee Annual Report.

#### Findings

The Water Resources Advisory Committee, as chaired by Sally Gill, held four meetings in 2018.

Topics covered throughout the year included the reservoir system, the water supply, current drought status, water conservation efforts, water supply projects (including the Corpus Christi Seawater Desalination Project, the Aquifer Storage & Recovery study), and Inflow/pass-thru Requirements. One topic that was consistently brought up was the updates needed to the Water Conservation Plan.

Below is a table showing membership, meeting dates, attendance, and changes that occurred during the year. Current members are highlighted.

<b>MEMBER</b>	<b>CATEGORY</b>	<b>Jan. 18</b>	<b>April 19</b>	<b>Aug.16</b>	<b>Dec. 6</b>
Joelle Francois	Residential Customer	present	Absent	Absent	present
Rocky Freund	Nueces River	present	present	present	present
Brian Williams	Wholesale Treated	present	present	present	Excused absence
Roberto Reece	Military Facility	present	Excused absence	present	present
Faren K. Von Duben	Lg. Commercial Cust.	present	present	Absent	present
Phil Hale, Sr.	Apt. Owners	present	present	present	Excused absence
Leah Tiner	Citizen-At-Large	Excused absence	Excused absence	present	Excused absence
Sally Gill, Chair	Landscaping	present	present	present	present
Robert Kunkel <sup>2</sup>	Port	Absent	N/A	N/A	N/A
Barrett Fines <sup>3</sup>	Port (new)	N/A	N/A	N/A	present
Lucia Sosa <sup>1</sup>	School	present	N/A	N/A	N/A
Rudy Garza	Ex-Officio	present	present	present	N/A
Greg Smith	Ex-Officio	N/A	N/A	N/A	N/A

1. Term expired April 1.
2. Term expired April 1.
3. Appointed September.

Reappointed in 2018: Sally Gill, Leah Tiner and Phil Hale – through April 1, 2020

Water Conservation Plan Review main focus of meetings; committee members going through each section to assist in changes for 2019 update.

PARKS AND RECREATION DEPARTMENT  
MEMORANDUM

TO: Keith Selman, Interim City Manager  
THROUGH: Michael Markle, Interim Assistant City Manager  
FROM: Becky Perrin, Interim Director  
DATE: January 2, 2019  
SUBJECT: WATERSHORE AND BEACH ADVISORY COMMITTEE ANNUAL REPORT, 2018

Committee Members: Jennifer Pollack, Carrie Meyer, Cliff Schlabach, Mukesh Subedee, Jyoti Patel, Terry Palmer, Meredith Darden, Philippe Tissot, Daniel Mazoch

City Staff: Jay Ellington, Josh Wentworth, Darren Gurley, Martha Lawhon, Becky Perrin

This committee meets the 1<sup>st</sup> Thursday of every month at 5:30PM in the Staff Conference Room, 1<sup>st</sup> Floor, City Hall.

Listed below are the Watershore and Beach Advisory Committee's efforts and accomplishments for 2018.

January

- A regular meeting was held.
- A person from the public who wanted to know what happened to the HOT funds for North Beach.
- Jay Ellington explained the process of how WBAC's concerns get to City Council.
- There is a new chair, Cliff Schlabach and a new vice chair, Terry Palmer.
- Cliff Schlabach will be the ISAC ex-officio representative.
- The TIRZ2 Project was discussed; WBAC wanted to make sure that the Packery amenities were not forgotten.
- Darren Gurley reported that the new solar restrooms are out on the beach.

February

- A regular meeting was held.

- There were several people in attendance from North Beach and they had some issues that they wanted WBAC to know about: BBQs, dogs, trash, homelessness, and the enforcement presence.
- Dan McGinn, from the City's Planning Department gave the committee a presentation on the North Beach Redevelopment Initiative.
- There was a discussion regarding the lack of money in the Parks and Recreation and that maybe beach parking sticker fees should be increased.
- The new boardwalk at North Beach was completed.

### March

- A regular meeting was held.
- Dr. Jeremy Conkle, a professor at Texas A & M, did a presentation about the plastic in our local waters.
- Darren explained in details the beach parking permit program and how the revenue are used and the entities involved.
- TIRZ approved the ADA mats, these are part of the six pack project.
- Staff updated the committee on the ATONs for the Packery Channel, Spring Break, that the solar restrooms had been damaged and the FEMA tour of the Packery Channel.

### April

- A regular meeting was held.
- There was a discussion about a proposed foot path over Oso Bay that was unfunded on the capital improvement list. This committee passed a motion to support this recommendation.
- WBAC passed a motion to raise the beach parking permits to \$15.00
- The committee passed a motion to allow BBQs on the water side of the beach at North Beach.

### May

- A regular meeting was held.
- WBAC passed a motion to recommendation PRAC's resolution to increase the 2018 bond for Parks and Recreation. They also passed a motion to support PRAC's second resolution which would allow the department that generates revenues, to be able to keep those revenues in their department.

### June

- A regular meeting was held.
- Paulette Kluge from the visitor's center led the committee in a discussion of SHOT funds.



- Jay Ellington spoke to the group regarding the duties of the WBAC committee, and relay the City's responsibilities as far as attendees. There are 2 supervisors and 1 member of PRAC that should be attending the committee's meetings.
- There was a discussion about the homelessness at North Beach but it was decided that this was not a WBAC issue to discuss.

#### July

- A regular meeting was held.
- Deidre Williams gave a presentation on the effects of Hurricane Harvey and an update to the Packery Channel Monitoring Process. WBAC made a motion recommending that the City should renew the Packery Channel Monitoring Program on an annual basis.
- Darren Gurley told that group that he was in the process of rewriting the existing hurricane plan.
- WBAC members decided that they would discuss each absence and vote on whether it would be excused or not.

#### August

- A regular meeting was held.
- Deidre Williams came back to answer questions that arose from her last visit. She told the committee about the history of the monitoring program and how the information helps management make decisions. WBAC passed a motion recommending that the City renew the monitoring program annually with all its current components.
- Carrie Meyers gave the committee a list of proposed SHOT projects from the North Beach Community Association.

#### September

- A regular meeting was held.
- Jay Ellington reported on the progress of the beach parking stickers' price being raised; Port Aransas has not answered.
- Jay also was asked about the monitoring program and his response was that the City was in discussion with Deidre Williams but that the City was looking at having "lesser" task done and the primary one done only once a year. Many committee members voiced concerns about any reductions.
- Jerry Plemons reported that all the bond issues WBAC wanted were shot down by the City.

#### October

- A regular meeting was held.
- There was a presentation done by Roy Heistermann on Packery Channel water safety issues and possible solutions. He is part of a group wanting to promote and educate the growing numbers of people using the Gulf waters. The group is called R & R and they would like to have

pamphlets available for all beach visitor that would give a new visitor or someone new to a water sport, the basic guidelines related to that activity and/or a guide to beach etiquette. WBAC passed a motion to allow this group to install boxes on both side of the Packery Channel with this information.

#### November

- A regular meeting was held.
- Sarah Tominack (a PHD student from A&M Corpus) gave a presentation on Red Tide.

#### December

- A regular meeting was held.
- Keith Selman, Interim City Manager, was in attendance. Keith spoke about the latest information regarding the repairs to the Packery Channel and the monitoring program.
- Steve Berkus gave the group an update on the new construction off of Zahn Road.