

City of Shoreacres



NOTICE OF MEETING

Notice is hereby given that a Regular Meeting of the
City Council
of the City of Shoreacres, Texas, will be held on
Monday, February 25, 2013 at 7:00 p.m.
in the City Council Chambers on the first floor at City Hall, 601 Shore Acres Blvd.,
Shoreacres, Texas, at which time the following subjects will be discussed, to wit:

1.0 CALL TO ORDER / ROLL CALL: Members Present and Absent

2.0 PLEDGES OF ALLEGIANCE

Texas Pledge:

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3.0 SPECIAL PRESENTATIONS

4.0 APPROVAL OF MINUTES

- 4.1 Regular Council Meeting: January 14, 2013.
- 4.2 Regular Council Meeting: January 28, 2013.
- 4.3 Council Workshop Meeting: February 11, 2013.
- 4.4 Regular Council Meeting: February 11, 2013.

5.0 COUNCIL REPORTS & REQUESTS

- 5.1 Mayor Arons – Report on meetings attended.
- 5.2 Mayor pro tem Adams – Report on SEACAP and other meetings attended.

6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

6.1 Citizen's Comments

This is the opportunity for citizens to comment on items which do not appear on the agenda. Time is limited to five minutes per speaker. Members of Council are prohibited by law from participating in the discussion or deliberation of items that are not specifically identified on this agenda.

7.0 ADMINISTRATIVE REPORTS

- 7.1 City Administrator
 - 7.1.1 General activity report.
- 7.2 Monthly Financial Report.

8.0 BUSINESS

- 8.1 Consideration and approval of invoices. ^{Stall}

- 8.2 Consideration and approval of Resolution No. 2013-105 approving an Investment Policy pursuant to the Public Funds Investment Act; and, other related provisions. ^{Stall}
- 8.3 Consideration and recommendation of the use of palm fronds as a roofing material for primary and accessory structures. ^{Arons}
- 8.4 Discussion and action relating to First Monday Heavy Pickup program. ^{Stall}
- 8.5 Discussion and action regarding dead trees on private property, public hazard they present, and enforcement of City Code related thereto. ^{Adams}
- 8.6 Discussion and consideration of participating in the Panhandle Regional Planning Commission's Texas Revenue Recovery Association system. ^{Arons}
- 8.7 Consideration and action to excuse absences of Alderman Woodruff. ^{Arons}

9.0 ADJOURNMENT

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Shoreacres, Texas is a true and correct copy of said Notice and that I posted a copy of said Notice on the bulletin board at City Hall on February 20, 2013 at or before 8:00 p.m., at a place convenient and readily accessible to the general public at all times; to remain so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

DATED THIS 20TH DAY OF FEBRUARY 2013.

BY: _____

David K. Stall, CFM, City Administrator / City Secretary



SHOREACRES, TEXAS

The City Council of the City of Shoreacres reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development).

The City Council Chamber is wheelchair accessible and accessible parking spaces are available.

Requests for accommodations or interpretive services must be made at least two (2) working days prior to the meeting. Please contact City Office at 281.471.2244 or fax 281.471.8955 for additional information.

I, the undersigned, do hereby certify that this Notice of Meeting was removed from the City Hall bulletin board at _____ AM/PM on _____, 2013.

BY: _____

City of Shoreacres



MEETING MINUTES

The City Council of the City of Shoreacres, Texas, met in Regular Session on
Monday, January 14, 2013 at 7:00 p.m.
in the City Council Chambers of City Hall, 601 Shore Acres Blvd., Shoreacres, Texas
with the following present constituting a quorum:

Mayor	Dolly Arons
Mayor pro tem	Richard Adams
Alderswoman	Dana Woodruff (absent)
Alderswoman	Connie Ramirez
Alderman	Matt Webber
Alderman	Steven Jones
City Administrator / City Secretary	David K. Stall

1.0 CALL TO ORDER / ROLL CALL:

The meeting was called to order by Mayor Arons at 7:00 p.m.

2.0 PLEDGE OF ALLEGIANCE

3.0 SPECIAL PRESENTATIONS

4.0 APPROVAL OF MINUTES

- 4.1 Regular Council Meeting November 26, 2012 – There was a motion to approve the regular November 26, 2012 Council Meeting minutes. (Richard Adams / Second: Matt Webber). Motion carried unanimously.
- 4.2 Regular Council Meeting December 10, 2012 – There was a motion to approve the regular December 10, 2012 Council Meeting minutes. (Matt Webber / Second: Connie Ramirez). Motion carried unanimously.

5.0 COUNCIL REPORTS & REQUESTS

- 5.1 Mayor Arons and City Administrator, David Stall, attended a Mayor's meeting hosted by the Economic Alliance Port Region. The main topic was retaining local control over the appointment of commissioners to the Port of Houston Authority in light of state legislation.
- 5.2 Mayor pro tem Adams attended the La Porte Plant Manager's meeting at the Monument Inn. Mr. Adams also attended Commissioner Mormon's lecture at UHCL where he gave a brief overall presentation of major future projects such as:

- Construction of a new Beltway 8 bridge to accommodate the Port's increased truck traffic.
- Expansion of the Highway 146 South project - widening of Red Bluff road to 8 lanes and the construction of a new Kemah bridge. The projects are estimated to cost around \$400 million.

Mayor Arons closed the regular Council meeting at 7:05 p.m.

6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

6.1 Public Hearing – Planning and Zoning Commission recommendation to City Council and proposed Ordinance No. 2013-135 amending residential garage requirements for houses elevated on piers.

Mayor Arons opened the Public Hearing at 7:06 p.m.

The proposed Ordinance No. 2013-135, is posted on the City website at www.cityofshoreacres.us. A summary of the proposed Planning & Zoning Commission recommendation is as follows.

The area under an elevated single-family dwelling may satisfy the "fully enclosed" requirement for garages in this section, provided:

1. The area used as a garage is enclosed on all four sides by walls and doors, two of which shall have no door openings;
2. Each side of the enclosure is at least 80% opaque.
3. The entire floor of the garage area is paved with concrete.
4. A minimum unobstructed height of 7 feet is provided throughout, and,
5. The garage area under a single-family dwelling shall be excluded in the determination of "aggregate area" under Section 74-160(a)(3) - Accessory Buildings.

Mayor Arons opened the floor to Public Comments. No comments were provided.

Mayor Arons closed the Public Hearing at 7:09 p.m.

Mayor Arons re-convened the City Council meeting at 7:09 p.m.

6.2 Citizen's Comments:

511 Baywood - Mr. Howard Dahl attended the SEACAP meeting and reported the following:

- A TxDOT representative reported on the status of the Bayou Forest sound wall project. It is currently on hold due to the newly discovered wetlands in the area requiring a new permit.
- The POHA is proceeding ahead with the "widening and deepening" channel project.
- Ship and vessel traffic is expected to increase by 5%.
- The POHA does not anticipate ordering any new cranes for Bayport in the near future.

- There are many personnel changes at POH headquarters and Roger Gunther is our current contact for any POHA issues.

6.3 Darlene Bays – Dead trees: Ms. Bays stressed her concern regarding the large number of dead trees on vacant lots inside our City. The dead trees are not only unsightly, but they can cause casualty to human lives and property damage if they fall. Ms. Bays requested that the City take action toward property owners with dead trees and dilapidated houses.

7.0 ADMINISTRATIVE REPORTS

7.1 City Administrator – Mr. David Stall reported on the following:

7.1.1 General Activity:

Mr. Stall responded to Ms. Bays' concerns regarding dead trees:

- Dead trees are a continual issue in the City. The City process pertaining to dead trees is outlined below:
 - (1) The Public Works Department handles dead trees in the City's right-of-way.
 - (2) CenterPoint is responsible for dead trees in utility easements on private property. CenterPoint is the sole decision maker on whether or not to cut down a dead tree.
 - (3) Property owners are responsible for removing dead trees on their property. The City notifies the owner by mail when a tree needs to be removed. If the property owner does not take corrective action, a municipal citation will be issued.
- Mr. Stall attended the meeting of the Economic Alliance. Exxon Mobil gave a very impressive presentation on future energy production and the cost of energy and natural gas.
- The Contractor is modifying the electrical system at Water Plant #1 to comply with CenterPoint's requirements.
- Last week there was a house fire on Fairfield that was attributed to a lightning strike. The La Porte Fire Department responded and was assisted by Officer Thompson, Sergeant Cantu and Chief Newman. Thanks to their quick actions, the damage was kept to a minimum. Our Officers should be commended.
- Mr. Stall attended the TxDOT pre-construction meeting of the sound wall. TxDOT indicated that 90% of the environmental assessment is complete. However, they ran into a glitch with AT&T's phone lines which will need to be relocated. This is delaying construction of the sound wall.

7.1.2 First Monday Heavy Pick-up report:

In December and January, our contractor spent eight hours completing the heavy haul pick up. The City is in the process of looking at offering a one-time tire collection. Additional information will be provided as more information becomes available.

7.2 Police Department Report: Chief Newman reported on the following:

- Several reports were filed regarding credit card fraud. We are asking residents to carefully monitor their credit card statements for any unusual transactions.
- It was a very quiet New Year's Eve, probably due to the poor weather.
- Traffic citations were down in December.
- Chief Newman introduced our newest Officer, Wayne Thompson. Officer Thompson joined the department on December 29, 2012. He is a Master Peace Officer, a Certified Firearms Instructor and a Police Trainer. Officer Thompson will be assigned to the day shift when his field training is complete.

7.3 Public Works Report:

- The number of water line breaks are down.
- Crews are working on fire hydrant preventive maintenance and locating water meters on vacant lots.
- The mowing schedule is back on track.

7.4 Monthly Financial Report:

General Fund balance	\$167,369.01
Utility Fund balance	\$ 22,757.29
Service Deposit balance	\$130,056.67
TxCDBG Fund balance	\$104,706.38
TexPool Interest	\$ 90.03
Property Tax collected as of December 2012	\$497,194.84
General Sales Tax collected from Oct. to Jan. 2013	\$ 20,400.62
Road Maintenance Sales Tax collected from Oct. to Jan. 2013	\$ 5,100.15

8.0 BUSINESS

8.1 Consideration and approval of invoices.

There was a motion to pay our bills (Matt Webber / Second: Richard Adams). Motion carried unanimously.

8.2 Discussion and possible action regarding the expiration of Hurricane Ike temporary housing permits issued under Ordinance No. 2010-58 that were to be removed on December 31, 2012.

8.2.1 Permit #06 – 1009 West Forest:

There was a motion to extend temporary housing Permit #06 - 1009 West Forest to February 11, 2013 (Matt Webber / Second: Steven Jones). Motion carried unanimously.

8.2.2 Permit #10 – 126 Oakdale:

There was a motion to extend temporary housing Permit #10 - 126 Oakdale to April 8, 2013 (Matt Webber / Second: Connie Ramirez). Motion carried unanimously.

8.2.3 Permit #13 – 518 Meadowlawn:

There was a motion to extend temporary housing Permit #13 - 518 Meadowlawn to April 8, 2013 (Richard Adams / Second: Matt Webber). Motion carried unanimously.

8.3 Consideration and approval of Ordinance No. 2013-135 amending residential garage requirements for houses elevated on piers.

Information was presented, however Mayor Arons requested that any action be postponed until the next Council meeting.

8.4 Consideration and approval of Resolution No. 2013-102 authorizing the City Administrator to purchase one (1) police vehicle through the cooperative purchase program of the Houston-Galveston Area Council.

Mayor Arons requested that this item be postponed to the next Council meeting to allow for review of the budget.

8.5 Consideration and approval of Ordinance No. 2013-132 ordering the City of Shoreacres 2013 City Officers' Election; designating election precincts and polling places; providing for the use of voting machines; appointing election officials; providing for method and dates of early voting; providing for an early voting ballot board; providing for return and canvass of votes of said election; providing for notice; and, providing for filing deadline.

There was a motion to approve Ordinance No. 2013-132. (Richard Adams / Second: Matt Webber). Motion carried unanimously.

8.6 Consideration and approval of Ordinance No. 2013-133 placing a proposition on the 2013 Regular Annual Election ballot to vote for or against the reauthorization of a local sales and use tax in the City of Shoreacres at the rate of one-fourth of one percent to provide revenue for the maintenance and repair of municipal streets.

There was a motion to approve Ordinance No. 2013-133. (Matt Webber / Second: Connie Ramirez). Motion carried unanimously.

8.7 Consideration and approval of Ordinance No. 2013-134 designating the official City newspaper.

There was a motion to approve Ordinance No. 2013-134, to designate the Houston Chronicles as the official City newspaper. (Matt Webber / Second: Connie Ramirez). Motion carried unanimously.

8.8 Consideration and approval of Resolution No. 2013-103 urging the State Legislature to continue local control and appointment of commissioners to the Port of Houston Authority.

After discussion, there was a motion to approve Resolution No. 2013-103. (Matt Webber / Second: Connie Ramirez). Motion carried 3 to 1 with Councilman Jones opposing.

9.0 ADJOURNMENT

The meeting was adjourned at 9:02 pm.

PASSED AND APPROVED ON THIS 11th DAY OF FEBRUARY, 2013.

Dolly Arons, Mayor

ATTEST

David K. Stall, CFM
City Administrator / City Secretary

City of Shoreacres



MEETING MINUTES

The City Council of the City of Shoreacres, Texas, met in Regular Session on
Monday, January 28, 2013 at 7:04 p.m.
in the City Council Chambers of City Hall, 601 Shore Acres Blvd., Shoreacres, Texas
with the following present constituting a quorum:

Mayor	Dolly Arons
Mayor pro tem	Richard Adams
Alderswoman	Dana Woodruff (absent)
Alderswoman	Connie Ramirez
Alderman	Matt Webber
Alderman	Steven Jones
City Administrator / City Secretary	David K. Stall

1.0 CALL TO ORDER / ROLL CALL:

The meeting was called to order by Mayor Arons at 7:04 p.m.

2.0 PLEDGE OF ALLEGIANCE

3.0 SPECIAL PRESENTATIONS

There were no special presentations.

4.0 APPROVAL OF MINUTES

- 4.1 Approval of the minutes of the January 14, 2013, regular council meeting were postponed to the next meeting.

5.0 COUNCIL REPORTS & REQUESTS

- 5.1 Mayor Arons attended the following meetings:

- Along with other mayors in the region, Mayor Arons attended the Port of Houston Authority meeting where newly elect Chairwoman Janice Longoria presided over her first meeting.
- Ms. Arons is still trying to schedule a meeting with Roger Guenther, Port of Houston Authority, to discuss mitigation options for Bayport. Mr. Guenther has been out of the country.
- Mayor Arons met with the Army Corps of Engineers regarding maintenance dredging of the ship channel.

- 5.2 Mayor pro tem Adams had no new items to report.

6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

- 6.1 Citizen's Comments:

1009 West Forest - Ms. Anita Willis commented on the following:

- The City installed a new fire hydrant on the corner of Centre and Forest, but the City did not install the blue identifying marker on the street for emergency vehicles.
- There is no city limit sign on Highway 146 southbound, as you enter Shoreacres.
- When there is a Federal holiday approaching, Ms. Willis would like to have the City staff send out an automated call message notifying citizens of any change in the trash pick-up schedule.
- Ms. Willis was awakened at 5:00 AM yesterday morning by very loud noises coming from three idling barges. Not only the noises are annoying, but idling engines also contribute to the pollution of our atmosphere.

7.0 ADMINISTRATIVE REPORTS

7.1 City Administrator – Mr. David Stall reported on the following:

7.1.1 General Activity:

Below are Mr. Stall's responses to Ms. Willis' concerns and his report on the general activity:

- About a year ago, the City began marking the location of fire hydrants with blue reflective markers as an aid for emergency vehicles. Now that most of the street work is complete, Public Works staff will continue placing the blue hydrant markings.
- As for the city limit sign on the Southbound side of Highway 146, there has not been a city limit sign southbound for approximately 10 years. The subject was raised at the pre-construction meeting and the contractor will install a Shoreacres city limit sign once the construction is complete.
- Trash pick-up notices are always printed on the back of the water bill. There are very few holidays when there is no trash pick-up and those holidays are listed on our website.
- Last Thursday, AT&T had a telecom outage in our area for most of the day. This halted the City's telecommunication system and internet service. The outage also caused late e-mail delivery of tonight's agenda to our subscribers. The City's internal server was updated last Thursday but we were unable to upload it to the domain server until this morning. As always, a hard copy of the Council meeting agenda was posted on our bulletin board last Thursday, January 24.
- Mr. Stall had a follow up meeting this morning with the General Land Office representative, in which he confirmed his continued support to assist us with any projects that we might have coming up.
- Tomorrow, Harris County infrastructure division will have a pre-construction meeting for Round 2.2 street projects.
- Wednesday, January 30 is the first day to file for a place on the ballot for the May 11 general election. Friday, March 1 at noon is the deadline for filing for a place on the ballot.

- Mr. Stall received a phone call today from the Texas Water Development Board representative in the Floodplain Administrative Division. They are working together with the ISO representative to schedule a CAFV review in mid-February. Our main goal is to complete and submit the CAFV report by the end of February, so we can get in on the current cycle of the CRS flood insurance discount.
- Mr. Stall informed Council that he will be absent at the next Council meeting. He will be on vacation from February 9th to the 17th

7.2 Monthly Financial Report is as follow:

General Fund balance	\$167,369.01
Utility Fund balance	\$ 22,757.29
Service Deposit balance	\$130,056.67
TxCDBG Fund balance	\$104,706.38
TexPool Interest	\$ 90.03
Property Tax collected as of December 2012	\$497,194.84
General Sales Tax collected from Oct. to Jan. 2013	\$ 20,400.62
Road Maintenance Sales Tax collected from Oct. to Jan. 2013	\$ 5,100.15

8.0 BUSINESS

8.1 Consideration and approval of invoices.

There was a motion to pay our bills (Matt Webber / Second: Steven Jones). Motion carried unanimously.

8.2 Consideration and action to excuse absences of Alderman Woodruff.

There was a motion to excuse Alderman Woodruff's absences for January 14th and 28th. (Matt Webber / Second: Connie Ramirez). Motion carried unanimously.

8.3 Consideration and approval of Ordinance No. 2013-135 amending residential garage requirements for houses elevated on piers.

There was a motion to approve Ordinance No. 2013-135 as proposed by the Planning and Zoning Commission (Connie Ramirez / Second: Richard Adams). Motion carried 3 to 1 with Alderman Jones's opposing.

8.4 Consideration and approval of Resolution No. 2013-102 authorizing the City Administrator to purchase one (1) police vehicle through the cooperative purchase program of the Houston-Galveston Area Council.

There was a motion to approve Resolution No. 2013-102. (Richard Adams / Second: Steven Jones). Motion carried unanimously.

8.5 Consideration and approval to surplus and sell (2) police vehicles, a 2005 Ford Expedition and 2010 Dodge Charger.

There was a motion to approve the sale of (2) police vehicles. (Connie Ramirez / Second: Steven Jones.) Motion carried unanimously.

8.6 Consideration and action to approve Resolution No. 2013-104 authorizing the execution of a rerate agreement renewing and extending an Interlocal Agreement

with TML Intergovernmental Employee Benefits Pool for the purpose of providing certain employee benefits.

There was a motion to approve Resolution No. 2013-104. (Matt Webber / Second: Connie Ramirez.) Motion carried unanimously.

9.0 ADJOURNMENT

The meeting was adjourned at 8:05 pm.

PASSED AND APPROVED ON THIS 25th DAY OF FEBRUARY, 2013.

Dolly Arons, Mayor

ATTEST

David K. Stall, CFM
City Administrator / City Secretary

City of Shoreacres



WORKSHOP MINUTES

The City Council of the City of Shoreacres, Texas, conducted a workshop on **Monday, February 11, 2013 at 6:00 p.m.** in the City Council Chambers of City Hall, 601 Shore Acres Blvd., Shoreacres, Texas with the following present constituting a quorum:

Mayor	Dolly Arons
Mayor pro tem	Richard Adams
Alderswoman	Dana Woodruff (absent)
Alderswoman	Connie Ramirez (absent)
Alderman	Matt Webber
Alderman	Steven Jones
City Administrator / City Secretary	David K. Stall (absent)
Administrative Clerk	Annie Linthicum

1.0 CALL TO ORDER / ROLL CALL: The meeting was called to order at 6:03 pm.

2.0 WORKSHOP

2.1 Discussion of the budget development process and availability of council members to participate in budget workshops.

Council members worked on a time table for development of the 2013-2014 fiscal year budget.

2.1 Discussion of the Harris County Precinct 2 BetterStreets2Neighborhoods program and streets proposed for asphalt resurfacing.

Council members discussed the possibility of Harris County resurfacing a few of our city streets with asphalt. Council members suggested that staff develop a comprehensive plan to prioritize street repair.

2.3 Discussion of the community outreach and the Blackboard Connect system.

The City has the ability through the Blackboard Connect system to send text messages to residents as well as conduct emergency phone calls. There was discussion regarding whether these texts would appear in a format similar to the amber alert texts. The texts will be sent to inform residents of city emergencies, utility issues and emergency events. It was suggested that these texts also be sent when there are emergency situations called into the CAER line.

2.4 Discussion of the city's continuity plan and the collection of critical records.

Steven Jones outlined the initial steps to be taken to prepare the city's continuity plan and the collection of critical records.

3.0 ADJOURNMENT

The meeting was adjourned at 6:50 pm.

PASSED AND APPROVED THIS 25TH DAY OF FEBRUARY, 2013.

(CITY SEAL)

Dolly Arons, Mayor

ATTEST:

David K. Stall, City Secretary



MEETING MINUTES

The City Council of the City of Shoreacres, Texas, met in Regular Session on
Monday, February 11, 2013 at 7:03 p.m.
in the City Council Chambers of City Hall, 601 Shore Acres Blvd., Shoreacres, Texas
with the following present constituting a quorum:

Mayor	Dolly Arons
Mayor pro tem	Richard Adams
Alderwoman	Dana Woodruff (absent)
Alderwoman	Connie Ramirez
Alderman	Matt Webber
Alderman	Steven Jones
City Administrator / City Secretary	David K. Stall (absent)
Administrative Clerk	Annie Linthicum

1.0 CALL TO ORDER / ROLL CALL:

The meeting was called to order by Mayor Arons at 7:03 p.m.

2.0 PLEDGE OF ALLEGIANCE

3.0 SPECIAL PRESENTATIONS

There were no special presentations.

4.0 APPROVAL OF MINUTES

- 4.1 Minutes of the January 14, 2013 regular council meeting were postponed to the next Council meeting.
- 4.2 Minutes of the January 28, 2013 regular council meeting were postponed to the next Council meeting.
- 4.3 Special Council Meeting January 30, 2013 - (Motion to approve the minutes: Richard Adams/Second: Connie Ramirez). Motion carried unanimously.

5.0 COUNCIL REPORTS & REQUESTS

- 5.1 Mayor Arons had an informational meeting with the Army Corps of Engineers, City of La Porte and Port of Houston. Listed below is a brief outline of the meeting:

The Army Corp of Engineers is conducting maintenance of the turning basin and channel. This is maintenance dredging only and is separate from the Port of Houston dredging project. The Army Corp of Engineers presented a noise abatement plan. The area will be dredging around the clock. However, refueling will be conducted during the daytime hours to minimize noise. No barges will be running at night.

- 5.2 Mayor pro tem Adams will be attending SEACAP meeting on Wednesday.

6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

6.1 Citizen's Comments:

3511 Bayou Dr. – Mr. Henry Craddock inquired about the City's hiring process.

618 Baywood – Ms. Nancy Schnell asked for the resignation of the Mayor, the City Administrator and the Police Chief and recommended that the Council initiate a vote of no confidence. If no resignations are forthcoming, Ms. Schnell said that she would call the public integrity line and the Texas Rangers. .

1017 W. Forest – Mr. David Jennings commented that the heavy trash collection program is not working the way that it should be. Some of the residents are abusing the program. They clear out their lots and put large piles of tree limbs along the right of way for heavy trash pick-up. The City should not be footing the bill for this kind of activity.

1009 E. Forest – Ms. Anita Willis notified Council that she will be moving out of the City on or around April 1. Ms. Willis indicated that the recycling material does not specify that tin and cardboard are also picked up for recycle. She also discussed city population signs and rust in water that may be generated from all the vibrations occurring at Bayport.

7.0 ADMINISTRATIVE REPORTS

7.1 City Administrator

7.1.1 General activity report – there were no new items to report.

7.2 Monthly Police Department Report – Chief Newman had the following to report:

- There were no thefts or burglaries for the month.
- Credit card frauds and telephone scams are on the rise.
- Traffic citations were up for the month.
- Officer Thompson was appointed as the department's training officer.

7.3 Monthly Public Works Report – The report was included in the council packet.

8.0 BUSINESS

8.1 Consideration and approval of invoices.

There was a motion to pay our bills (Matt Webber /Second: Steven Jones). Motion carried unanimously.

9.0 ADJOURNMENT

The meeting was adjourned at 7:23 pm.

PASSED AND APPROVED ON THIS 25th DAY OF FEBRUARY, 2013.

Dolly Arons, Mayor

ATTEST:

David K. Stall, CFM
City Administrator / City Secretary



General Fund			Utility Fund			Service Deposits		
Credits	Debits	Balance	Credits	Debits	Balance	Credits	Debits	Balance
		\$ 37,754.20			\$ 44,189.07			\$ 126,977.48
OCT \$ 192,349.05	\$ (212,961.13)	\$ 17,142.12	\$ 61,502.26	\$ (57,739.75)	\$ 47,951.58	\$ 1,100.00	\$ (14.74)	\$ 128,062.74
Gain/(Loss)	\$ (20,612.08)		Gain/(Loss)	\$ 3,762.51		Gain/(Loss)	\$ 1,085.26	
NOV \$ 209,871.93	\$ (116,951.68)	\$ 110,062.37	\$ 27,026.81	\$ (51,433.58)	\$ 23,544.81	\$ 500.00	\$ (13.09)	\$ 128,549.65
Gain/(Loss)	\$ 92,920.25		Gain/(Loss)	\$ (24,406.77)		Gain/(Loss)	\$ 486.91	
DEC \$ 148,918.69	\$ (91,612.05)	\$ 167,369.01	\$ 39,264.06	\$ (40,051.58)	\$ 22,757.29	\$ 1,545.35	\$ (38.33)	\$ 130,056.67
Gain/(Loss)	\$ 57,306.64		Gain/(Loss)	\$ (787.52)		Gain/(Loss)	\$ 1,507.02	
JAN \$ 441,236.82	\$ (127,674.37)	\$ 480,931.46	\$ 58,601.69	\$ (33,318.73)	\$ 48,040.25	\$ 1,100.00	\$ (925.70)	\$ 130,230.97
Gain/(Loss)	\$ 313,562.45		Gain/(Loss)	\$ 25,282.96		Gain/(Loss)	\$ 174.30	
FEB		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
MAR		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
APR		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
MAY		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
JUN		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
JUL		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
AUG		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
SEP		\$ 480,931.46			\$ 48,040.25			\$ 130,230.97
Gain/(Loss)	\$ -		Gain/(Loss)	\$ -		Gain/(Loss)	\$ -	
\$ 992,376.49		\$ (549,199.23)	\$ 186,394.82		\$ (182,543.64)	\$ 4,245.35		\$ (991.86)
Gain/(Loss)	\$ 443,177.26		Gain/(Loss)	\$ 3,851.18		Gain/(Loss)	\$ 3,253.49	

FY-2012/2013

TxCDBG Fund

		Credits	Debits	Balance
				\$ 2,492.20
OCT	\$ 115,796.64	\$ (115,956.31)	\$ 2,332.53	
	Gain/(Loss)	\$ (159.67)		
NOV	\$ 206,309.51	\$ (206,415.61)	\$ 2,226.43	
	Gain/(Loss)	\$ (106.10)		
DEC	\$ 541,466.48	\$ (438,986.53)	\$ 104,706.38	
	Gain/(Loss)	\$ 102,479.95		
JAN			\$ 104,706.38	
	Gain/(Loss)	\$ -		
FEB			\$ 104,706.38	
	Gain/(Loss)	\$ -		
MAR			\$ 104,706.38	
	Gain/(Loss)	\$ -		
APR			\$ 104,706.38	
	Gain/(Loss)	\$ -		
MAY			\$ 104,706.38	
	Gain/(Loss)	\$ -		
JUN			\$ 104,706.38	
	Gain/(Loss)	\$ -		
JUL			\$ 104,706.38	
	Gain/(Loss)	\$ -		
AUG			\$ 104,706.38	
	Gain/(Loss)	\$ -		
SEP			\$ 104,706.38	
	Gain/(Loss)	\$ -		
		\$ 863,572.63	\$ (761,358.45)	
	Gain/(Loss)	\$ 102,214.18		

TexPool				
	Deposits	Interest	Withdrawals	Balance
				\$ 953,933.89
OCT	\$ -	\$ 119.66	\$ (150,000.00)	\$ 804,053.55
			Gain/(Loss)	\$ (149,880.34)
NOV	\$ -	\$ 92.42	\$ (100,000.00)	\$ 704,145.97
			Gain/(Loss)	\$ (99,907.58)
DEC	\$ -	\$ 90.03	\$ -	\$ 704,236.00
			Gain/(Loss)	\$ 90.03
JAN	\$ -	\$ 58.96	\$ -	\$ 704,294.96
			Gain/(Loss)	\$ 58.96
FEB	\$ -		\$ -	\$ 704,294.96
			Gain/(Loss)	\$ -
MAR	\$ -		\$ -	\$ 704,294.96
			Gain/(Loss)	\$ -
APR	\$ -		\$ -	\$ 704,294.96
			Gain/(Loss)	\$ -
MAY	\$ -		\$ -	\$ 704,294.96
			Gain/(Loss)	\$ -
JUN	\$ -		\$ (59,895.00)	\$ 644,399.96
			Gain/(Loss)	\$ (59,895.00)
JUL	\$ -		\$ -	\$ 644,399.96
			Gain/(Loss)	\$ -
AUG	\$ -		\$ (72,135.00)	\$ 572,264.96
			Gain/(Loss)	\$ (72,135.00)
SEP	\$ -		\$ -	\$ 572,264.96
			Gain/(Loss)	\$ -
	\$ -	\$ 361.07	\$ (382,030.00)	
	Gain/(Loss)		\$ (381,668.93)	

Certificate	Issue Date	Interest Paid	Value	Interest Rate	Maturity Date
42716758	7/19/2011		\$ 60,131.12	0.0500%	7/19/2012
42716757	7/19/2011		\$ 60,131.12	0.0500%	7/19/2012
42713649	12/19/2011		\$ 63,572.89	0.8500%	2/19/2014
42713648	12/19/2011		\$ 63,572.89	0.8500%	2/19/2014
			\$ 247,408.02		

FY 2012/2013 PROPERTY TAX COLLECTION

2012 Taxable Value: \$ 89,507,567.00

Budgeted Tax Revenue: \$ 800,228.00

Delinquent Taxes: \$ 36,110.51

	Tax Roll		2012 Taxes		Delinquent Taxes			Disbursed Totals	
	Correction (+/-)	Adjusted Value	Current Levy	Collections	Correction	Current Levy	Collections	Month	YTD
OCT	\$ 3,972,657.00	\$ 93,480,224.00	\$ 789,329.39	\$ 21,233.34	\$ (656.10)	\$ 35,454.41	\$ 1,387.20	\$ 23,021.92	\$ 23,021.92
NOV	\$ 3,409,112.00	\$ 96,889,336.00	\$ 818,115.31	\$ 39,676.01	\$ (328.05)	\$ 35,126.36	\$ 2,506.07	\$ 42,863.11	\$ 65,885.03
DEC	\$ 177,655.00	\$ 97,066,991.00	\$ 819,615.41	\$ 428,873.86	\$ -	\$ 35,126.36	\$ 1,987.35	\$ 431,309.81	\$ 497,194.84
JAN	\$ -	\$ 97,066,991.00	\$ 819,615.41	\$ 235,730.66	\$ -	\$ 35,126.36	\$ 1,927.33	\$ 238,181.18	\$ 735,376.02
FEB									
MAR									
APR									
MAY									
JUN									
JUL									
AUG									
SEP									

\$ 7,559,424.00	Correction	Collection	\$ 725,513.87	\$ (984.15)	Collection	\$ 7,807.95	\$ 735,376.02	Disbursed
						22%	92%	

General Sales Tax (4030)

FY-2011	FY-2012	+ / -
---------	---------	-------

OCT	\$ 4,305.10	\$ 5,314.10	\$ 1,009.00	23%
NOV	\$ 5,230.01	\$ 5,740.59	\$ 510.58	10%
DEC	\$ 4,177.70	\$ 5,091.71	\$ 914.01	22%
JAN	\$ 3,741.54	\$ 4,254.22	\$ 512.68	14%
FEB	\$ 4,495.57			
MAR	\$ 4,305.72			
APR	\$ 3,832.63			
MAY	\$ 4,016.93			
JUN	\$ 4,244.66			
JUL	\$ 4,490.28			
AUG	\$ 5,147.10			
SEP	\$ 4,685.70			

TOTAL	\$ 52,672.94	\$ 20,400.62
BUDGET	\$ 50,000.00	\$ 52,000.00
+ / -	\$ 2,672.94	\$ (31,599.38)
	105%	39%

Road Maintenance Sales Tax (4035)

FY-2011	FY-2012	+ / -
---------	---------	-------

OCT	\$ 1,076.28	\$ 1,328.52	\$ 252.24	23%
NOV	\$ 1,307.50	\$ 1,435.15	\$ 127.65	10%
DEC	\$ 1,044.43	\$ 1,272.93	\$ 228.50	22%
JAN	\$ 935.39	\$ 1,063.55	\$ 128.16	14%
FEB	\$ 1,123.89			
MAR	\$ 1,076.43			
APR	\$ 958.16			
MAY	\$ 1,004.23			
JUN	\$ 1,061.17			
JUL	\$ 1,122.57			
AUG	\$ 1,286.78			
SEP	\$ 1,171.42			

TOTAL	\$ 13,168.25	\$ 5,100.15
BUDGET	\$ 12,500.00	\$ 13,000.00
+ / -	\$ 668.25	\$ (7,899.85)
	105%	39%



**RESOLUTION NO. 2013-105
CITY OF SHOREACRES**

RESOLUTION OF THE CITY OF SHOREACRES APPROVING AN INVESTMENT POLICY PURSUANT TO THE PUBLIC FUNDS INVESTMENT ACT; AND, CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT; AND, FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW.

* * * *

WHEREAS, the City Council adopted an Investment Policy at its February 28, 2005 meeting in order to comply with the Public Funds Investment Act with respect to the duty of local governments and other governmental entities to adopt investment policies and to define the investments which such public entities may purchase, sell or invest in; and,

WHEREAS, the City Council affirmed the investment policy and strategies set forth therein by resolution approved on February 28, 2005; and,

WHEREAS, the City Council desires to review and approve the Investment Policy and strategies set forth therein in accordance with Section 2256.005(e) of the Public Funds Investment Act;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREACRES, TEXAS, THAT:

Section 1. The matters and facts recited in the preamble to this Resolution are found to be true and correct and the same are incorporated herein as a part of this Resolution.

Section 2. The Council has reviewed the City's Investment Policy and the strategies set forth therein in accordance with the requirements of Section 2256.005(e) of the Public Funds Investment Act. Upon review, the Council declares that the Investment Policy and strategies attached hereto as Exhibit "A" is hereby approved and adopted.

Section 3. The Council directs that the Investment Policy be utilized as specified by the Council and by the Public Funds Investment Act, as amended.

Section 4. The City Council officially finds, determines, recites, and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this resolution and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

PASSED AND APPROVED this 20th day of February, 2013.

(CITY SEAL)

Dolly Arons, Mayor

ATTEST:

David K. Stall, CFM
City Secretary

**"EXHIBIT A"****INVESTMENT POLICY
CITY OF SHOREACRES, TEXAS****I. POLICY STATEMENT**

It is the policy of the City that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. It is the intent of the City to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investment will be used in a manner that best serves the interests of the City.

II. SCOPE

This investment policy applies to all the financial assets and funds of the City. The City commingles its funds into one pooled investment fund for investment purposes for efficiency and maximum investment opportunity. These funds are defined in the City's Comprehensive Annual Financial Report (CAFR) and include General Fund, Utility Fund, Water Deposit Fund, and any new funds created by the City unless specifically exempted by the City Council and this policy.

III. OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade, money market instruments are designed to assure the marketability of those investments, should liquidity needs arise. To match anticipated cash flow requirements the maximum weighted average maturity of the overall portfolio may not exceed six months.

Safety of Principal

Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Liquidity

The City's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated.

Diversification

Diversification of the portfolio will include diversification by maturity and market sector.

Yield

The City's investment portfolio shall be designed with the objective of attaining a market rate of return taking into account the City's risk constraints and the cash flow needs of the portfolio. "Market rate of return" may be defined as the average yield of the current six month U.S. Treasury Bill.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program which includes

collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The Act is attached as Exhibit A. The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

V. DELEGATION OF INVESTMENT AUTHORITY

The Mayor, acting on behalf of the City, is designated as the Investment Officer of the City and is responsible for investment management decisions and activities. The Mayor is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established.

The Mayor will also serve as the designated officer for dealing with depository institutions.

VI. PRUDENCE

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

Limitation of Personal Liability

The Investment Officer and those delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accord with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

VII. INTERNAL CONTROLS

The Investment Officer shall establish a system of written internal controls which will be reviewed annually with the independent auditor of the City. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the City.

VIII. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed two years to stated maturity, excluding collateralized mortgage obligations (CMOs);
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of a written depository agreement with that bank, not to exceed two years to stated maturity;
- C. No-load, SEC registered money market funds, each approved specifically before use by the City.
- D. Constant dollar Texas Local Government Investment Pools as defined by Public Funds Investment Act; and,

If additional types of securities are approved for investment by public funds by state statute, they will not be eligible for investment by the City until this policy has been amended and the amended version approved by the City Council.

Competitive Bidding Requirement

All securities, including certificates of deposits, will be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment.

Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by the City, shall be conducted on a delivery versus payment (DVP) basis.

IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

All investments made by the City will be made through either the City's banking services bank or a primary dealer. A list of at least three broker/dealers will be maintained in order to assure competitive bidding.

Securities broker/dealer must meet certain criteria as determined by the Investment Officer. The following criteria must be met by those firms on the list:

- provision of an audited financial statement each year,
- proof of certification by the National Association of Securities Dealers (NASD) and provision of CRD number,
- proof of current registration with the State Securities Commission, and
- completion of a City questionnaire.

Every broker/dealer and bank with which the City transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the City.

X. DIVERSIFICATION AND MATURITY LIMITATIONS

It is the policy of the City to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss resulting from over-concentration of assets in a specific maturity, specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

Security Type	Max % of Portfolio
U.S. Treasury obligations	100%
U.S. Government agencies and instrumentalities	not to exceed 50%
Fully insured or collateralized CDs	not to exceed 50%
Money market funds	100%
Bond funds	80%
Local Government Investment Pools or Liquidity Pools	100%
Maximum percent ownership of pool	not to exceed 20%
For Bond Funds	not authorized

The Investment Officer shall be required to diversify maturities. The Investment Officer, to the extent possible, will attempt to match investment with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to specific requirements, the Investment Officer may not invest more than 20% of the portfolio for a period greater than one (1) year. Unless matched to specific requirements, the Investment Officer may not invest any portion of the portfolio for a period greater than two (2) years.

XI. SAFEKEEPING AND COLLATERALIZATION

The laws of the state and prudent treasury management require that all purchased securities be bought on a delivery versus payment basis and be held in safekeeping by either the City, and independent third party financial institution, or the City's designated Banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City for certificates of deposit or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

Collateralization on time and demand deposits over the FDIC insurance coverage of \$100,000 is required. In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level required will be 102% of the market value of the principal and accrued interest. Collateral will be held by an independent third party safekeeping agent.

XII. PERFORMANCE EVALUATION AND REPORTING

The Investment Officer shall submit quarterly reports to the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program and consistent with statutory requirements. All reports shall be in compliance with the Act. Market prices for market evaluations will be obtained from an independent source.

XIII. DEPOSITORIES

The City will designate one banking institution through competitive process as its central banking service provider at least every five years. This institution will be used for normal banking services including disbursements, collections, and safekeeping of securities. Other banking institutions from which the City may purchase certificates of deposit will also be designated as a depository after they provide their latest audited financial statements to the City. The City may select a banking institution outside the City of Shoreacres.

XIV. INVESTMENT POLICY ADOPTION BY CITY COUNCIL

The City's Investment Policy shall be reviewed and adopted annually by City Council. A written resolution approving that review and changes to the policy will be passed and recorded by the City Council.

ADOPTED AND APPROVED THIS 20TH DAY OF FEBRUARY, 2013.

(CITY SEAL)

Dolly Arons, Mayor

ATTEST:

David K. Stall, CFM
City Administrator / City Secretary



Date: February 28, 2013

To: Mayor and City Council

From: Wayne E. Neumann, AICP, Municipal Planning Services

Subject: Consideration of the Use of Palm Fronds as a Roofing Material for Primary and Accessory Structures.

General:

Shoreacres, Texas is a coastal community located on Galveston Bay. Because of its proximity to the water many citizens would like their homes and property to have a tropical or island look. One way to achieve a location-appropriate look is by wholly or partially covering structures with palm fronds. Palapas are hut-like structures with roofs consisting of, or covered with, palm fronds commonly seen on the beaches of Mexico or the Caribbean and which are often open on more than one side.

The use of palm fronds as a roofing material is currently prohibited by our ordinance. The prohibition was incorporated into the municipal code in 1980. The prohibition is most likely due to the potential fire hazard that dried palm leaves may present. Another issue is whether palm fronds on houses conflict with adopted wind speeds/loads for the city and create a problem with windstorm insurance.

Paul Bove, an engineer with the Texas Department of Insurance, said that palm fronds are not specifically excluded from use under the Texas Windstorm Program, however to be covered by insurance, they would need to pass an inspection or be certified by an engineer hired by the owner. If not adequately secured, palm fronds can become flying objects in high wind events. Shoreacres is in the 120 mph (3 seconds gusts) wind zone.

A survey of surrounding communities revealed that some nearby communities have had experience with the use of this material.

La Porte, Texas. Chief Building Official Debbie Wilmore states that the city does not allow palm fronds on the roofs of primary structures but will allow fronds on accessory structures. The reason given is a conflict with the adopted wind speed.

Taylor Lake Village, Texas. Taylor Lake Village does not allow palm roofing on primary structures because of wind speed and fire issues but will allow them in yards.

Baytown, Texas. Baytown does allow palm fronds as roofing material on primary structures, if approved by an engineer for compliance with wind speed requirements.

Seabrook, Texas. Seabrook does allow palm fronds on primary structures provided a certification of fire retardation is provided and recertified every four years.

Webster, Texas. Eric Pen, the CBO for the City of Webster said he would not allow palm fronds on a primary structure but would allow them on an accessory building.

Galveston, Texas. The city allows synthetic thatch/palm leaves, which by design are fire resistant and certifiable under the wind speed rules.

The following prohibition is contained in the Shoreacres Municipal Code.

Section 10-117 – Wooden roof coverings.

- (a) *Prohibited.* Wooden roof coverings, including but not limited to wooden shingles and wooden shakes, and roof coverings of thatch and straw are prohibited and shall not be installed or used.
- (b) *Use, alteration, repair.* Any roof prohibited by subsection (a) of this section but in use on December 9, 1980, may continue to be used. Any roof of materials prohibited in subsection (a) that is in existence on December 9, 1980, may be repaired or altered with such materials, provided such alteration or repair does not exceed 50 percent of the roof area. Alteration or repair of more than 50 percent of the roof area shall require replacement of the entire roof with acceptable materials, which may be used over wood shingles.

Discussion:

Currently, several homeowners have free standing palapas in their yards. One or two homeowners have these roofing materials on patio covers attached to their homes. The mayor has requested that this code be reexamined in light of technology developed since adoption of the ordinance in 1980.

The primary question is:

Should palm frond material be allowed for free standing palapas?
Should palm frond material be allowed for roofing attached to or abutting the primary structure?

The primary issues relevant to any decision are as follows:

The potential for a fire hazard, and
Compliance with wind storm requirements.

If Council chooses to re-evaluate the existing prohibition, several options are available:

Primary Structures -

The City could continue to prohibit natural palm fronds as roofing material on primary structures,

Free standing structures –

At present, there are free standing structures covered with palm fronds, however it appears to be inconsistent with City code.

The City could allow natural palm fronds as roofing material on free standing structures if located a sufficient distance (for example, 10 feet or more) from the primary structure.

- - -

Primary Structures –

Natural fronds could be used as a roofing material on structures attached to the main house provided a fire retardant is applied and reapplied regularly as per instructions recommended by the fire retardant manufacturer, and provided that the roofing material receives an inspection and is certified by an engineer to comply with the wind speed requirements.

Free standing structures -

The City could allow natural palm frond roofing on free standing structures if located a sufficient distance (for example, 10 feet or more) from the primary structure without requiring a fire retardant.

- - -

Both freestanding and primary structures –

The City could allow natural fronds as a roofing material on all structures (attached and detached) provided a fire retardant is applied and reapplied regularly as per instructions recommended by the fire retardant manufacturer, and provided that the roofing material receives an inspection and is certified by an engineer to comply with the wind speed requirements.

- - -

Primary structures – Only synthetic palm fronds would be allowed for roofing on primary structures.

Free standing structures - The City could allow natural palm frond roofing on free standing structures if located a sufficient distance (for example, 10 feet or more) from the primary structure without requiring a fire retardant.

- - -

Both freestanding and primary structures –

Only synthetic palm fronds would be allowed on any free standing or primary structure.

Chris Harrison of Sunset Palapas stated that synthetic materials cost three times what natural fronds cost. The differential may be justified because he said that the synthetic fronds last a life time and are fire retardant by design.

MEMORANDUM

City of Shoreacres

601 Shore Acres Blvd., Shoreacres, TX 77571-7262 / 281.471.2244 / 281.471.8955 Fax



DATE: February 20, 2013

TO: Mayor & Council

FROM: David K. Stall, City Administrator

REF: February First Monday Heavy Pick-Up

FILE REFERENCE: M13022001 CC Heavy Pick-Up.docx

FEBRUARY 2013 – 2 Days

Monday (02/04)	Brush Truck & Crew	8 Hours	3 Loads (19 tons)
Tuesday (02/05)	Brush Truck & Crew	4 Hours	2 Loads (7 tons)
TOTAL		8 Hours	5 Loads (26 tons)
		<u>\$1500.00</u>	<u>\$ 786.00</u>
			\$2,286.00

JANUARY 2013 – 1 Day

Monday (01/07)	Brush Truck & Crew	8 Hours	3 Loads (17 tons)
TOTAL		8 Hours	3 Loads (17 tons)
		<u>\$1000.00</u>	<u>\$ 510.00</u>
			\$1,510.00

DECEMBER 2012 – 1 Day

Monday (12/03)	Brush Truck & Crew	8 Hours	3 Loads (18 tons)
TOTAL		8 Hours	3 Loads (18 tons)
		<u>\$ 960.00</u>	<u>\$ 540.00</u>
			\$1,500.00

NOVEMBER 2012 – 6 Days

Monday (11/05)	Brush Truck & Crew	4 Hours	1 Load (4 tons)
Tuesday (11/06)	Brush Truck & Crew	8 Hours	3 Loads (12 tons)
Wednesday (11/07)	Rear Load Truck & Crew	8 Hours	1.5 Loads (6 tons)
Thursday (11/08)	Brush Truck & Crew	7 Hours	2 Loads (8 tons)
Tuesday (11/13)	Brush Truck & Crew	7 Hours	2 Loads (8 tons)
Thursday (11/15)	Brush Truck & Crew	2 Hours	1 Load (4 tons)
TOTAL		36 Hours	10.5 Loads (42 tons)
		<u>\$4,500.00</u>	<u>\$1,260.00</u>
			\$5,760.00

Rates: Truck & Crew \$125/hour – plus –\$30/ton Disposal

FY-2012/2013 Budget: \$22,500.00 (average \$1,875/month)

<u>MONTH</u>	<u>ACTUAL</u>	<u>BUDGET BALANCE</u>
November	\$5,760.00	\$16,740.00
December	\$1,500.00	\$15,240.00
January	\$1,510.00	\$13,730.00
February	\$2,286.00	\$11,444.00

<u>MONTH</u>	<u>ESTIMATE</u>	<u>BUDGET BALANCE</u>
March	\$2,000.00	\$9,444.00
April	\$2,000.00	\$7,444.00
May	\$1,500.00	\$5,944.00
June	\$1,500.00	\$4,444.00
July	\$1,500.00	\$2,944.00
August	\$1,500.00	\$1,444.00
September	\$1,500.00	(\$56.00)

Sec. 70-31. - Removal of dead trees.

Notification by letter will be given to all city property owners of dead trees existing on their property. Such dead trees must be removed at the property owner's expense within 30 days from the date of receipt of such letter of notification. All fallen trees must be removed from owner's premises within 60 days after date of such notification letter. Failure to comply with this section shall be unlawful. Any property owner who is notified regarding dead trees on his property and who fails to remove such dead trees within the time limits specified in this section is subject to a fine as provided in section 1-14.

Sec. 1-14. - General penalty; continuing violations.

Whenever in this Code or in any ordinance of the city, or in any rule, regulation or order promulgated by any officer or agency of the city under authority duly vested in him or it, any act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever the doing of any act is required or the failure to do any act is declared to be unlawful or an offense or a misdemeanor, where no specific penalty is provided, the violation of any provision of this Code or any ordinance, rule, regulation or order that governs or regulates fire, safety, zoning or public health or sanitation, including dumping of refuse, shall be punished by a fine not exceeding \$2,000.00. The violation of any other provision of this Code or any other ordinance, rule, regulation or order shall be punished by a fine not exceeding \$500.00 unless specifically stated otherwise in the Code. If the maximum penalty provided by this Code for any offense is greater than the maximum penalty provided for the same or a similar offense under the laws of the state, the maximum penalty for such violation provided by the state statute shall be the maximum penalty under this Code. Except where otherwise provided, each day any violation of this Code or of any such ordinance, rule, regulation or order shall continue shall constitute a separate offense.

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Regional Services

Texas Revenue Recovery Association

Since 2003, the PRPC has administered the Texas Revenue Recovery Association (TRRA) system. Originally the system focused only on the Texas Panhandle, but as communities outside of the region have requested admission to the program it has expanded statewide. TRR was originally started by a small group of cities in the Texas Panhandle looking for a way to collect the unpaid bills from the residents as they move to a new town. Residents were moving from town to town leaving large utilities bills behind each time.

The TRRA provides member communities the opportunity to track and recover these bills from other cities as people move from city to city. Currently, over 60 Cities participate in TRRA with more added each year.

Texas Revenue Recovery
Association

Contact

Board of Directors

Don Jennings – City of Perryton – Chairman
Chris Sharp – City of Canyon – Vice-Chairman
Tina Rex – City of Spearman – Secretary
Annette Melius – City of Dalhart, Dottie Crockett – City of Dumas,
BJ Potts – City of Dimmitt, Kristi DeBerry – City of Olton,
Chris Coffman – City of Sealy

Panhandle Cities

City of Amarillo	City of Booker	City of Borger
City of Bovina	City of Cactus	City of Canyon
City of Childress	City of Clarendon	City of Claude
City of Dalhart	City of Darrouzett	City of Dimmitt
City of Dumas	City of Farwell	City of Follett
City of Friona	City of Fritch	City of Groom
City of Gruver	City of Happy	City of Hart
City of Hereford	City of McLean	City of Muleshoe
City of Olney	City of Pampa	City of Panhandle
City of Perryton	City of Skellytown	City of Spearman
City of Stinnett	City of Stratford	City of Sunray
City of Texline	City of Tulia	City of Wellington
City of White Deer		

South Plains Cities

City of Floydada	City of Hale Center	City of Lamesa
City of Levelland	City of Littlefield	City of Matador
City of Morton	City of Plainview	City of Plains
City of Slaton	City of Snyder	City of Olton
City of Whiteface	City of Abernathy	City of Idalou

North Texas Cities

City of Bryson	City of Byers	City of Denison
City of Howe	City of Little Elm	City of Melissa
City of Nocona	City of Olney	City of Pottsboro
City of Savoy	City of Tom Bean	City of Whitesboro
City of Crandall		

Other

City of Brazoria	City of Danbury	City of Mt. Pleasant
City of Richwood	City of Rockport	City of Seabrook
City of Sealy	City of Surfside	City of West Columbia

LOCAL GOVERNMENT CODE

TITLE 13. WATER AND UTILITIES

SUBTITLE A. MUNICIPAL WATER AND UTILITIES

CHAPTER 552. MUNICIPAL UTILITIES

SUBCHAPTER Z. MISCELLANEOUS PROVISIONS

Sec. 552.910. AGREEMENTS WITH OTHER POLITICAL SUBDIVISIONS FOR COLLECTION OF PAST DUE UTILITY OR SOLID WASTE DISPOSAL SERVICE FEES. (a) A municipality that operates a utility system, as defined by Section 552.001, or provides solid waste disposal services may enter an agreement for the collection of unpaid utility charges or solid waste disposal services fees with:

- (1) another municipality that operates a utility system;
- (2) a county or public agency that provides solid waste disposal services; or
- (3) another political subdivision acting on behalf of a municipality, county, or public agency to assist in the collection of unpaid utility charges or solid waste disposal fees.

(b) The agreement may provide that a municipality:

- (1) may refuse to provide utility service to a person if the person is past due on utility charges or solid waste disposal services fees owed to another party to the agreement; or
- (2) may collect an amount equal to the past due utility charges or solid waste disposal services fees owed to another party to the agreement plus a service charge and provide the utility service the person requests.

(c) The agreement shall provide for:

- (1) the confidentiality of a person's utility or solid waste disposal account information and the prevention of disclosure to a person or other entity that is not a party to the agreement; and
- (2) the apportionment of any past due charges, fees, and service charges authorized by Subsection (b)(2) between the collecting entity and the entity to which the fees are owed.

Added by Acts 2003, 78th Leg., ch. 271, Sec. 1, eff. June 18, 2003.

Renumbered from Local Government Code, Section 402.910 by Acts 2007, 80th Leg., R.S., Ch. [885](#), Sec. 3.76(a)(2), eff. April 1, 2009.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. [885](#), Sec. 3.77(13), eff. April 1, 2009.

Texas Health and Safety Code:

Sec. 364.037. AGREEMENTS WITH OTHER POLITICAL SUBDIVISIONS FOR COLLECTION OF PAST DUE UTILITY OR SOLID WASTE DISPOSAL SERVICES FEES. (a) A county or public agency that offers solid waste disposal services under this subchapter may enter an agreement for the collection of unpaid utility or solid waste disposal services fees with:

- (1) another county or public agency that provides solid waste disposal services under this subchapter;
- (2) a municipality that operates a utility system, as defined by Section 552.001, Local Government Code; or
- (3) another political subdivision acting on behalf of a municipality, county, or public agency to assist in the collection of unpaid utility charges or solid waste disposal fees.

(b) The agreement may provide that a county or public agency:

- (1) may refuse to provide solid waste disposal services to a person if the person is past due on utility charges or solid waste disposal services fees owed to another party to the agreement; or
- (2) may collect an amount equal to the past due utility charges or solid waste disposal services fees owed to another party to the agreement plus a service charge and provide the solid waste disposal services the person requests.

(c) The agreement shall provide for:

- (1) the confidentiality of a person's utility or solid waste disposal account information and the prevention of disclosure to a person or other entity that is not a party to the agreement; and
- (2) the apportionment of any past due charges, fees, and service charges authorized by Subsection (b)(2) between the collecting entity and the entity to which the fees are owed.

Added by Acts 2003, 78th Leg., ch. 271, Sec. 3, eff. June 18, 2003.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. [885](#), Sec. 3.77(2), eff. April 1, 2009.

Texas Revenue Recovery Association
Member Practices and Procedures

By virtue of the execution of the Texas Revenue Recovery Association (TRRA) Interlocal Agreement, the undersigned Member agrees to implement the following Practices and Procedures in all respects for matters involving the mission of the TRRA. In order for the TRRA to provide the maximum possible benefit to its Members, it shall be necessary for each member to agree to and implement these common practices and procedures. These practices and procedures are specifically created for the purpose of implementing the mission of the TRRA and shall not be construed or applied to any other areas of a Member's operational practices.

- I. Confidentiality – Member agrees to maintain confidentiality of all information obtained from or through the TRRA website, TRRA Administrative Offices, or other Member Cities according to Texas State Law. Member agrees that only those authorized shall be permitted to access the TRRA website. Any and all personal information shall not be used for purposes other than to aid in the collection of unpaid bills or fees and shall be kept strictly confidential and secure. Specifically, the information obtained from the TRRA website is not subject to the Public Information Act and shall not be distributed for any purpose other than collecting a debt.
- II. Distribution of recovered funds – Any debt collected either directly or indirectly shall be subject to a 25% - 75% distribution. The Member City collecting the debt for City owed shall retain 25% of the collected amount, not including the TRRA fees. The remaining 75% of the collected amount shall be forwarded on to the Member City owed. In the event the customer returns to the original city to pay the entire debt, the 25% shall be forwarded to TRRA to be sent to the Member City responsible for causing the collection. One check for the 75% will be made payable to the member city and mailed to the Member City owed. Additionally, a separate check for the TRRA fee will be made payable to TRRA and mailed to the TRRA.
- III. Participation – Member agrees to fully participate and cooperate in the mission of the TRRA. This participation shall include, but is not limited to, timely and complete filing of Complaints for delinquent accounts and timely and complete collection of Delinquent Amounts using the full authority of the Member when such Delinquent Customers are located.
- IV. Submission of Delinquent Accounts – Member agrees to submit a Complaint for each Delinquent Account once such account has been delinquent for not less than 30 days, is greater than the minimum delinquency amount, and/or

Member has reasonable knowledge that the Delinquent Customer is no longer a resident of the Member's jurisdiction.

- V. Minimum Delinquency – Member agrees that any Delinquent Account of more than twenty (\$20) dollars and less than fifty (\$50) dollars *may* be submitted to the TRRA when the conditions of Item II above have been satisfied. Delinquent Accounts of fifty (\$50) dollars or more *shall* be submitted to the TRRA when the conditions of Item II above have been satisfied.
- VI. Review of Accounts – Member agrees that a designated employee(s) will, at a minimum, access and use the TRRA on-line database to review each new utility or solid-waste account on a schedule to be determined by the member.
- VII. Collection of Delinquent Accounts – Member agrees to implement its local collection policy, including suspension or termination of service, to assist in the collection of an identified Delinquent Account owed to a TRRA member. Member agrees to pursue the collection of such an account as if the Member were collecting a delinquent amount owed to itself.
- VI. Required Information on New Accounts – each Member shall secure the required information as described in the format, or a locally approved format containing generally the same information, as approved by the TRRA Board for each new utility or solid waste customer.
- VII. Use of Forms – each Member shall use the forms, electronic or paper, provided by the Administrative Agency in all activities regarding the implementation of the mission of the TRRA. However, nothing in this shall prevent a Member from using a locally approved form so long as the information necessary for the function of the TRRA is contained in the locally approved form.
- VIII. Reporting – each Member shall report delinquent accounts (complaints) and payments received in the same or similar format as approved by the TRRA Board.
- IX. Impartiality – each Member shall agree to not provide special dispensation, negotiation, or other favorable consideration to a subject of a complaint. The subjects of these complaints have been found to be delinquent in the payment of utility or solid waste disposal services bills to a fellow member and it is necessary to strictly abide by the TRRA's rules and practices to ensure that each member has the best chance possible to recover delinquent amounts.

Texas Revenue Recovery Association

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- X. Other – each Member agrees to adopt such other common practices and procedures as may be adopted and approved by the TRRA Board of Directors when such practices and procedures are necessary for the successful implementation of the TRRA mission.

Schedule 1 (Fees, Dues, and Assessments)

The following fees, dues, and assessments are currently in effect for the implementation of the TRRA Mission.

Fees: Fees shall be defined as a cost assessed against the subject of a complaint that are above and beyond the amount in default as alleged in a complaint. Such amounts are only recoverable from the subject of a complaint and not from any member of the TRRA.

FEES: \$25.00 – a fee of \$25.00 shall be added to the amount of a complaint as an attempt to recover the actual cost of administering and implementing the mission of the TRRA. This fee is automatically added by the system and therefore when entering a record only enter the amount owed to your jurisdiction.

ALTERNATE FEE: a fee of \$7.50 shall be required to remove a complaint from the TRRA database if a member city recovers a delinquent account through means other than the TRRA system such as a collection agency and the \$25 fee cannot be added to the customer's bill.

Dues: Dues shall be defined as a cost assessed to a member of the TRRA. Such amounts are intended to support the continued and future maintenance and operation of the TRRA and are intended to be assessed at the discretion of the Board of Directors.

DUES: – Effective March 6, 2009, there will be an annual due associated with the membership of the TRRA. A fiscal year of October 1 through September 30 will be the period covered by each annual due. Annual membership dues will not be assessed during a city's first year of membership. The annual due will be based on most recent 10 year census data. This annual due is as follows:

Members with a population of less than 1,000	\$ 25.00
Members with a population of 1,000 and less than 10,000	\$ 50.00
Members with a population of 10,000 and less than 70,000	\$100.00
Members with a population of 70,000 and higher	\$250.00

Assessments: Assessments shall be defined as one-time or special purpose charges assessed by the Board to the members of the TRRA. Typical examples of assessments would include: start-up capital, equipment upgrade/purchase, etc.

ASSESSMENT: All members will be assessed an initial amount as a condition of membership. The initial assessment shall be based upon the population of the member jurisdiction from the most recent 10 year census data. This initial assessment is as follows:

Members with a population of less than 1,000	\$150.00
Members with a population of 1,000 and less than 5,000	\$250.00
Members with a population of 5,000 and less than 10,000	\$500.00
Members with a population of 10,000 and less than 20,000	\$750.00
Members with a population of 20,000 and less than 70,000	\$1,000.00
Members with a population of 70,000 and higher	1.5 cents per person

Unless reauthorized by the Board, this will be one-time assessment. Proceeds from this assessment shall be used to help defray the start-up costs of the TRRA, including such software and hardware items as shall be necessary.