City of
Corpus
Christi

Board, Commission and Committee Annual Reports 2017

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MEMORANDUM

To: Margie Rose, City Manager

Thru: Lawrence Mikolajczyk, Director of Solid Waste

From: Celina Y. Pulcher, Program Outreach Coordinator, Solid Waste Operations

Date: January 15, 2018

Subject: 2017 Annual Report for the Advisory Committee on Community PRIDE

For the calendar year 2017, the Advisory Committee on Community PRIDE and the Clean City Advisory continued to work at consolidating the two committees. In order to have the committees work together and become accustom to becoming one, the committees continued to conduct meetings simultaneously. Together the committees held 4 meetings although they were unable to reach quorum for both committees at the same time.

RePRIDEalization – The committee discussed the continuation of the program and made considerations towards collaborating with Beautify Corpus Christi. This discussion has been tabled until further notice.

Picky Pete – The Picky Pete Program continued throughout the year. A collaboration with Whataburger was continued for the new school year with the company providing bracelets and coupons for Justaburgers. More schools were equipped with the Picky Pete kits but there still poses a communication problem with the schools and the committee is unable to receive any feedback on the program. Committee will work on a new design for the pelican to offer more interaction with the mascot.

Community Outreach - The committee wants to continue with planning a large city clean-up event and wishes to continue efforts towards glass recycling and recycling education.

Members – In an effort to shrink the membership, no new members were sworn in. From the start of the year, combined, the committees had a total of 15 members. Once the consolidation goes through Council, in order to begin fresh, committee members will be re-sworn into the committee.

AIRPORT BOARD
ANNUAL REPORT FOR 2017

The City of Corpus Christi Airport Board convened a total of nine (9) times during 2017. The Board did not meet March, 2017, due to Spring Break. The Board did not meet in September, 2017, due to lack of quorum; and, due to the holidays, the Board voted not to hold the December, 2017, meeting but was prepared to meet in December should the need arise.

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Airport Staff reports monthly to the Board on the following:

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

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:

- Airport Property Appraisals
- Service Animal Relief Area (SARA)
- Proposed Expansion & Development Programs
- Southwest Airlines 40th Anniversary Event
- U.S. Coast Guard Letter of Intent
- Terminal Assessment
- Nueces County Airport
- Amending Vehicle Parking Regulations
- Airline Lease Agreement Negotiations negotiated by Trillion Aviation
- Transportation Network Companies
- U.S. Coast Guard

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:

- Runway 18-35 Contract
- Airport In-Terminal Advertising Agreement
- Taxiway Kilo Construction Contract
- Airport Appraisal Master Service Agreement
- Changes to the Airport's Minimum Standards
- Appropriating FAA Grant No. 3-48-0051-055-2017 for the Airport Rescue and Fire-fighting Truck

- Creation of the Airport Zoning Commission
- Transportation Network Company (TNC) Temporary Operating Agreement
- Horton Automatics' Construction and Donation of Secure Exit Lane (SEL) at CCIA
- Authorize East General Aviation (GA) and Terminal Apron Reconstruction
- Lease Agreement with Sterling Air Service for Operation of a Flight School Facility
- Small Community Air Service Development Program Grant

Formal presentations were made to the Board on the following:

- CCIA's 2017 Triennial Exercise
- United Ground Express Team Safety Award Recognition
- NextGen Air Transportation System
- Air Traffic Control at CCIA
- CCIA's Economic Impact on the Community
- Airport Marketing and Social Media

Tours taken by the Board to the following locations:

- U.S. Coast Guard Facility
- Air Traffic Control Tower

Jay Wise, Chairman
Corpus Christi International Airport Board

Date 1/16/18

DECEMBER 1, 2017

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ANNUAL ANIMAL ADVISORY REPORT

REVIEW OF 2017

PREPARED BY: CAPTAIN WILLIAM BROYLES

CORPUS CHRISTI POLICE DEPARTMANT
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 200 throughout the United States. The restructure 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. The live release rate in 2017 ended the year with 81% of our animals (dogs and cats) leaving the shelter alive compared to 79% in 2016.

An issue that has haunted Animal Care Services are owners wanting to surrender their animals. Most owners who do this do want to keep their pet however, can't do so due to financial reasons or don't possess the necessary tools required to take care of their pet. In partnership with PAAC, Animal Care Services now refers these owners to PAAC who turns around and assists them with dog houses, trolley systems, vet care, etc. This has dramatically reduced the amount of Owner Surrenders in our facility.

A city ordinance suggesting mandatory microchipping of pets was also brought before the board this year. Currently, plans are under way to conduct door to door conversations with citizens and "sweeps" in areas of Corpus Christi that are over populated with strays in an effort to gather data. This data will then be giving to the Police Department command staff to assist them in making a more informed decision.

Updating the current city ordinance regarding tethering was also brought before the board. An expert in the field was brought in to speak with members of command staff and ordinances from other jurisdictions have been looked at. This is still in progress.

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.

The kennels went through a small upgrade with signage and painted paws on the sidewalks (courtesy of PAAC employees) to help make the space more inviting.

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 2018.

Respectfully,
Captain William Broyles
Program Manager

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Memorandum

TO: Margie Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: Jay Ellington, Director, Parks and Recreation Department

DATE: January 15, 2018

SUBJECT: Arts and Cultural Commission (ACC)
2017 ANNUAL REPORT

January 2017

Jan 10th - The Commission met with artists Bill Wilhelmi and Greg Reuter about restoration of their art piece *"Return"*. After discussing restoration options suggested by Dykema Architects, Inc, the Commission decided to preserve the original artwork. By general consensus, the Commissioners requested City staff look into having the artwork appraised to determine the value of the restored art.

The Arts Grant Subcommittee was created to update the Arts Grant Guidelines. Commissioners Shelly Rios and Sarah Cole volunteered to serve on the subcommittee.

February 2017

Feb. 14th - The RFQ for artists interested in the Fire Station No. 18 project was sent out. The Art Selection Panel selected 4 semi-finalists to submit a sketch proposal.

The Big Check ceremony for recipients of the 2017 Arts Grants took place during the February 21st City Council meeting. Commissioner Brad Kisner was there to present the check to the recipients.

March 2017

March 17th (special called meeting) – The original artist for the Collier Pool project pulled out of her commitment to provide a shade structure/ art work for the site. The Commission recommend that the City enter into an agreement with Monument Fine Art & Sculpture Conservation, the runner up applicant, to fabricate and install their Public Art Project for Collier Pool contingent upon Monument agreeing to add an additional 20% more birds/shade to their revised proposal.

The Parks and Recreation Department won an Arts & Humanities award through TRAPS for the Public Art Book and the ISpy Public Art Tour. Tess attended the TRAPS conference and received the Arts & Humanities award on behalf of the Parks and Recreation Department.

April 2017

April 11th – City Council approved the Commission's recommendation to enter into an agreement to commission Monument Fine Art & Sculpture Restoration for the fabrication and installation of a new piece of Public Art at their March 28th meeting. The Agreement has been signed and Monument will begin working to have their plans certified.

City Council approved the donation of the Urban Visions Public Art Donation for La Retama Park at their March 28th meeting. The Donation Agreement has been signed, Jack Gron has begun fabricating the sculpture and Chip Urban/Urban Visions will be hiring a construction company to install the artwork once it's done.

Agreements for relocating both Untitled History and The Flame were signed.

Tess took inventory of maintenance issues for the Selena Memorial and Ullberg Park reported by citizens.

Artist Jeremiah Heye was selected to create a mural that will be installed on the outside wall of the fire station 18 in December.

May 2017

May 9th - The Untitled History sculpture was moved to its new location on the other side of the American Bank Center and the landscape border was placed around The Flame.

The Commissioners agreed to submit their support for the application for the proposed Cultural District application with the Texas Commission on the Arts. The proposed district would run from Morgan to North Beach. The Downtown Management District is asking for letters of support for the application which is due June 15, 2017.

The Commission unanimously approved to restore the original *Return* mural on the floor in the City Hall building, with a spending cap of no more than $50,000 for the project. If a bid exceeds $50,000, staff will bring it back to the Commission for consideration.

Journey's End, which is lit at night, and Windborne, which is not, are two sculptures at Ullberg Park. The neighbors in the surrounding area have adopted the park and help with landscaping and cleaning the artwork. They are interested in paying to have Windborne lit which the commissioners approved by general consensus. Brad suggested a press release about the adopt a park/sculpture success. Tess suggested the ACC nominate them for a Star Volunteer at the next Arts Forum.

June 2017

June 26th – (Special Called Meeting)

Tess made changes to the grant guidelines dates to reflect this year's dates. She mentioned that the due date for the formal appeal deadline was the day before Thanksgiving. Also, the size of the grants on page 3. Consider increasing the size of the grant.

Tess met with Facility Maintenance and Engineering about conserving the original *Return* mural. Purchasing and Legal suggested that it should divided it into 3 separate jobs. The first stage would determine if the damage was beyond repair and would give the option to continue or decide to go with a different option. Tess wrote the RFQ. Facility Maintenance will pay for the repair of the sub-floor. ACC will pay for the reinstallation with Permanent Art Trust Fund money. Council will need to approve.

Collier Pool project experienced delays because of some misinformation from Risk. There was confusion about a foundation for the art work. The original proposal assumed there was one already installed, but there was not. The cost of installation is $2480. Windstorm was $4500 and the insurance policy is

$5000. The committee can approve up to $3000 of reimbursement without going to council. If the committee will need an expense report if they decide to reimburse. The reimbursement could be paid through the Public Art Trust Fund or the PALS fund. Council would have to approve funds from Public Art Trust Fund.

July 2017
No meeting. Did not make quorum.

August 2017
No meeting. Did not make quorum.

September 2017
September 19th – (special called meeting)
The commission decided to reschedule the Arts Forum for December 7

2018 Arts Grants – Due to recent events, the Arts Grant deadlines needs to be moved since the deadline is currently October 13 and at this time, the Arts Grant information has not been sent out. Shelly Rios moved to change the dates of the 2018 Arts Grant by three weeks and cancel the grant workshops.

Stephen Ryback will write a letter to Jay Ellington, Director of Parks and Recreation, in regards to the Aviator and other replica art approved in the future.

Sarah Coles asked if there should be a ribbon cutting for the Collier Pool Public Art Project. The pool is currently open but there has not been a ribbon cutting scheduled.

Stephen Ryback announced that he would be resigning from the Committee to give someone else an opportunity to serve on the committee.

October 2017
October 10th- Save the dates were sent out for Arts Forum with the rescheduled date of Dec. 7. Laura's staff sent the formal invitation in November. Brad Kisner, ACC chair, will speak that evening.

2018 Arts Grants Guidelines deadline is December 1. Applicants will have about two months to turn in the grants application. City Staff will review applications the first week of December and then pass them on to the Commission for review.

Laura Jasso read an email from Kathleen in regards to the Collier Pool project and the lack of the concrete pad. Commission discussed that originally it was due to the Wind Storm insurance and the city staff that didn't submit it in a timely manner. Part of the delay was due to the fact that Collier Pool construction was buried under ground and that caused some problems with the drilling. Sharon asked for the letter and invoices be sent to the Commission to review. Laura Jasso will send the email and the invoices so the Commission can review and be prepared to vote at the next meeting. Also, discussed having a ribbon cutting in-conjunction with the ribbon cutting for the pool.

Fire Station 18 artist Jeremiah Heye sent an email to Chief Rocha with some questions in regards to some blank areas on the mosaics and what Chief Rocha would like to see. The insurance was approved and the artist is working with the Chief for the last minutes additions. The artwork will be completed and driven down from San Antonio and installed once it is finished.

City staff will contact Collette Rye from the DMD and find out more information about the dedication that is supposed to take place for the Urban Visions at La Retama Park. Since this is a piece of the permanent art collection and the ACC should be involved in the dedication

Commission discussed the fact that KEDT doesn't fit any of the criteria in the Arts Grants application. They would like to have a discussion in regards to KEDT and find a way to better fit them into the grant process but not necessarily have them be a grantee.

Sarah Coles was elected Interim Chairperson for the Arts and Culture Commission

November 2017

November 14th - The ACC is scheduled to have a regular meeting as well as Arts Forum in December. Heidi Hovda will speak about the new calendar option through the CVB at the Forum. Emily Howard, the artist who designed the Arts Forum award will be giving a short presentation on her work that night. Sharon Sedwick will help upload the presentation.

ACC is expected to receive and grade Arts Grants application by Dec 12.

Sharon researched the minutes from ACC meetings about Collier Pool and found that the Commission agreed on paying Momentum $2480. Sharon motioned to pay them the $2480, Shelly Rios seconded. Motion passed.

December 2017

December 12th – (special called meeting) the dedication for Fire Station 18 has already happened, but it did not include the art dedication because it was not complete. Laura will check on the progress and report at next meeting.

Collier Pool dedication will be in March.

Progress on the return restoration was hampered by hurricane issues. Laura is planning a meeting with Grace from city facilities and will invite am ACC member to the meeting.

!2 applications have been submitted for the Arts Grants. Lisa has gone though all grants as of the meeting. The commission agreed to accept an incomplete application submitted by the Art museum of South Texas. AMST will be required to submit remaining documents ASAP. The Cathedral Concert Series did not submit their application on time, and has yet to submit it. The Commission is aware that this is an ongoing issue with tis organization and feels that they, like all other applicants need to abide by the grant rules to be eligible for funding. This had led to the language of the grant being changed to address such issues in the future. The Greater CCHA was invited to review grant applications. Laura will send them to the ACC as soon as they have passed through the GCCHA reviewing committee.

The commission discussed whether a second call for grant applications should be sent out and agreed that they would come back to the issue after all grants had been reviewed.

Three ACC vacancy applicants will be appointed at Decembers City Coucil meeting. New Commissioners will attend January's meeting.

Shelly Rios was hired as the new city staff to the Commission. She will resign her Commission appointment this month.

The candidacy of KEDT for the grant application remains in question. Sarah Coles found that each advertising spot KEDT offers is worth $50. With each grantee receiving two spots, this only accounts for $1200 and is far from matching the worth of the $15,000 grant award. Sharon Sedwick was concerned that KEDT's grant application also does not meet Hot Fund grant requirements. It was discussed that if the application makes it through the city and GCCHA review committees, that the ACC can deny it, and ask them to come to come speak directly to the ACC at a regularly scheduled meeting about their application.

Laura sent Monument Fine Art & Sculpture Restoration a letter of agreement about the reimbursement payment for their reported loss on the Collier Pool project. She will draw up an acceptance letter for them to sign and return if they agree to the $2480 the ACC is willing to pay them.

Audit Committee Annual Report

2017

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 2017.

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 2017, the committee was comprised of the following City Council members:

- Greg Smith, District 4, Chairman
- Debbie Lindsey-Opel, At Large
- Carolyn Vaughn, District 1
- Michael Hunter, At Large

Councilwoman Debbie Lindsey-Opel was appointed to replace Mayor Joe McComb in June 2017 after he was elected the Mayor of Corpus Christi in a special election that took place in May 2017.

The Year in Review

The Audit Committee met 8 times during the calendar year.

During these meetings the following audit reports were reviewed, and action plans for improvement were discussed with City management:

- AU15-004 Department of Aviation, Rental Car Agency
- AU16-F05 Parks and Recreation Beach Operations Follow Up Report
- CA17-001 Corpus Christi Natatorium Cash Count
- AU16-001 Municipal Court Administration, Fee and Billing Collections
- AU17-002 Fleet Maintenance Department Fuel Expenses
- CA 17-002 City Secretary's Office Cash Count

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- AU16-F02 Health District Grant Accounting Follow Up Report

Other action taken by the Committee:

- Received presentation from RSM US LLP related to the FY2016 comprehensive financial statement audit and related management letter.
- Approved revisions to the 2017 Annual Audit Plan.
- Reviewed the City Auditor's budget for FY2018.
- Reviewed the City Auditor's 2018 Annual Audit Plan.

Looking Forward

A peer review is required every three years to be in compliance with government audit standards and City ordinance. The City Auditor's Office began work on its first audit in 2012, and received its first peer review in 2015. The Audit Committee will ensure that the next required peer review of the City Auditor's Office is scheduled for 2018.

In 2018, the Audit Committee will continue to provide guidance and oversight to the City Auditor's Office. The Audit Committee will continue to monitor the internal controls established throughout the City to enable the City of Corpus Christi to achieve its vision of "becoming the benchmark for all other Texas cities."

REZONING PER AREA DEVELOPMENT PLAN

	2017	
ADP	**Cases**	**Acres**
Flour Bluff	1	7.95
London	0	0
Northwest	2	44.158
Mustang/Padre Island	2	6
North Beach	0	0
Port/Airport/Violet	3	26.37
Central Business	2	1.454
Southeast	8	15.625
Southside	15	87.553
Westside	7	92.529
TOTAL		**281.6385**

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2017 - ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is comprised of seven (7) members: Five (5) regular members and (2) alternate members. During 2017, the Zoning Board of Adjustment reviewed fourteen (14) applications for appeal of which eleven (11) were approved, one (1) was denied and two (2) applications were withdrawn.

2017 - 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 four (4) regular meetings in 2017 and the following activities were accomplished for the year:

- Commission contributed continued assistance to researching the installation of State Historical Markers and assistance with potential improvements to Old Bayview Cemetery.

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

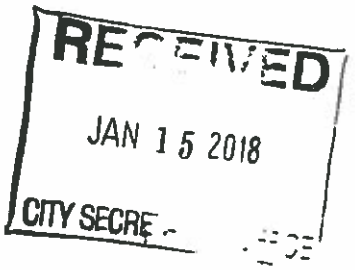
3. **Update regarding Commercial/Residential Delinquent Backflow Assemblies - 3rd Party Database Management of Backflow Assemblies, Industrial District Affidavit Agreements, and Water Well Owners.**

   The Board discussed some delays that 3rd party contractors have encountered. A 3rd party agency will receive and maintain the records related to the Backflow Assemblies and report back to the City on a pre-determined basis. The City will review the reports and make final decision whether to approve submittals. The agency will manage all administrative work including noticing customers regarding their devices. No additional fees will be charged to the customer for this service. Discussion only, no action required.

4. **FY 17-18 Budget – Approved Backflow Inspector.**

   Discussion only, no action required.

Building Board Code of Appeals, Quarterly Meetings



- **January 11th, Special Called Meeting (1st Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:

    1. **Discussion and possible action regarding a Draft Ordinance amending the Code of Ordinances by revising Chapter 14 Development Services Article II City of Corpus Christi Technical Construction Codes and Chapter 55, Utilities, providing for annual backflow prevention assembly testing and authorizing City to inspect, install and repair with charges to be assessed to property owner.**

       Gene Delauro gave Staff's presentation regarding this item. Stated this Ordinance will bring the City up to State compliance and resolve current residential delinquencies; however, this would not have prevented recent City's water issues. The proposed phases are: Phase 1-Residential, Phase 2-Industrial, and Phase 3-Wells. Legal advisor stated Phase 1 Ordinance has already been drafted, unrelated to the City's recent water issues. The advisory Board discussed 3rd party testing, testing frequency, and air gap on all industrial facilities. They debated whether testing should be a 1 year or 2-year cycle. Also discussed was the possibility of adding 3rd party testing to customer's bill as a deferred payment option as opposed to collecting charges in one lump sum.

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

- **February 15th, Regular Meeting (1st Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Building Code Board of Appeals.**
       Since all active Board members are not present, the decision was made to table this item until the next quarterly meeting on May 18, 2017. Motion was made by R. Farrar and S. McClure.
    2. **TDI/TWIA Windstorm Inspection Program Update - Doug Klopfenstein-TDI.**
       This item was tabled for the next quarterly meeting on May 18, 2017.
    3. **Discussion on Revised 2015 IECC Commercial Energy Provisions.**
       Gene Delauro gave staff's presentation regarding the "2015 International Energy Code Compliance Memorandum," issued by Gene Delauro on January 31st, 2017. A Commercial Architect or Engineer can act as the commissioning authority or Energy Compliance Inspector of their project. Discussion only, no action taken.
    4. **Discussion on Revised Backflow Assembly Testing Ordinance.**
       Update on the Ordinance regarding Backflow Assembly Testing. City Council has approved the Ordinance to contract companies to perform Backflow Assembly Testing on delinquent accounts. No action taken, discussion only.
- **May 18th, Regular Meeting (2nd Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Building Code Board of Appeals.**
       The Advisory Board elected Chuck Anastos as the 2017 Chairman and Ramiro Munoz III as the 2017 Vice Chairman.
    2. **Update on State's involvement with Antarctic Aire & TX Superior Construction & Foundation Repair Company.**
       This complaint is still under investigation with TDLR. Gene will update the board with the outcome in a future meeting. Discussion only.
    3. **Discussion on city's current Certificate of Occupancy Policy.**
       Gene gave staff's presentation and quoted the 2015 IBC - Section 111, Certificate of Occupancy. "...a change in the existing use or occupancy classification of a building or structure or portion thereof shall not be made, until the building official has issued a certificate of occupancy." Our department performed a recent study of the top 10 Texas cities and their Certificate of Occupancy Policy. The City currently does not have any oversite regarding the

changes of existing use or occupancy. Gene suggested implementing a process that requires a Certificate of Occupancy Policy for all businesses. The Board expressed their concerns regarding assessing reasonable fees for this type of City inspection, City inspector's knowledge of current and previous building code requirements, and agreed that public safety is the goal and would like to see community outreach to convey the potential safety concerns. Discussion only, no action required.

- **August 17th, Regular Meeting (3rd Quarter):**
  - Appeals:
    1. **Appeal of Floodplain Management Requirements for the Texas State Aquarium.**
       This item has been pulled from the Agenda.
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion on revised carport requirements.**
       The Board and Staff discussed public safety hazards unpermitted carports (detached from the main structure) pose to the Public. The Board stated they are not in agreement with City Council's recommendation to approve such structures. The Board's concerns are as follows: Non-mandatory nature of recommendation, lack of requirement for TDI certification, also not in agreement with front and side setback violations. A suggestion was made to mail notices to the estimated 9500 unregistered carport owners, encouraging them to visit our office if they are in possession of the carport drawing from the manufacture. A building permit will be issued, and their carport can be inspected to bring their structure up to compliance. Vote 4 in favor and 1 opposed to this Board's recommendation.
    2. **Discussion regarding change in warranty for public and private improvements from 1 year to 2 years.**
       Motion was made by Robert Knowles and seconded by Randy Farrar, in support of revising Warranty Period to 2 years and including a maintenance Bond of 10% or $25,000 whichever is greater. Discussion only, no action required.

November 16th, Regular Meeting (4th Quarter):

- Appeals: None
- Variances: None
- Amendments: None
- Code Review:
  1. **Staff Presentation regarding the impact of Hurricane Harvey.**
     A PowerPoint presentation was distributed to the Board members outlining the recovery efforts and damage assessments. Discussion only, no action required.

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

2. **Department Administrative Policy on Residential Carports.**
   Gene Delauro discussed the department's decision to implement an administrative policy addressing carports. If a homeowner wishes to install a carport within their property setbacks, their case can be reviewed by the Board of Adjustments for a fee of $100.00 – on a trial basis. Text Amendments can be drafted if needed to reduce the number of cases going to the Board of Adjustments for review. Discussion only, no action required.
3. **Discussion regarding Municipal Solid Waste Fee Collection.**
   Development Services is now responsible for the collection of the MSW Fees. The Board discussed the pros and cons of this transition. Discussion only, no action required.
4. **FY 17-18 Budget – Approved Zoning Inspector.**
   Discussion only, no action required.

Electrical Advisory Board, Quarterly Meetings

- **February 9th, Regular Meeting (1st Quarter) – No Quorum**

- **May 11th, Regular Meeting (2nd Quarter)**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Electrical Advisory Board.**
    2. Motion was made by D. Carranco and seconded by J. McMullan to elect Robert Sandate as Chairperson and Kevin Martinez as Vice Chairperson for 2017. All in favor, none opposed.
    3. **Discussion on Arc Fault GFI Combinations: Regarding the use of a receptacle in lieu of a circuit breaker.** Discussion only, no action required.
    4. **Discussion with AEP Representative regarding access to meter cans.** Discussion only, no action required.
    5. **Discussion regarding the adoption of the 2017 NEC.** Mr. Norm Walters gave a presentation regarding this item. Discussion only, no action required.

- **July 13th, Regular Meeting (3rd Quarter) – No Quorum**

- **November 9th, Regular Meeting (4th Quarter) – No Quorum**

Building Standards Board
2017 Annual Report
January 15, 2017

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

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 2017 are indicated in the table below: All terms for 3 years.

Member	Profession	Term Expiration Date	Attendance
Gary K. Adams	At Large	3/3/2019	100%
Joel De La Garza	Lawyer	3/3/2020	100%
Matthew Ezell	General Contractor	3/3/2017 (Resigned)	100%
Lee R. Hassman	At Large	3/3/2020	80%
Tim Honea	Home Builder	3/3/2018	80%
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 2017 calendar year, the Board conducted (4) meetings and had (42) forty two structures presented to them. (25) twenty five of these structures required demolition, (1) one appealed to City Council, (3) three to be Repair by owner, (2) two demo by owner and (2) two are pending appeals. The BSB tabled (9) cases to return at a later date.

Date of Building Standards Board Hearing:	Address of Property:	Board Order:
January 26, 2017	1102 S. Brownlee (Residence)	Demolition
	2040 N. Clarkwood (Residence)	Demolition/OCL
	2006 Crestmont (Residence)	Demolition

	1009 Duncan (Residence)	Demolition
	3337 Half Penny (Residence)	Tabled
	4625 Helen (Residence)	Pending Appeal
	1702 Hemlock (Residence)	Demolition
	5210 Honeysuckle (Residence	Pending Appeal
	2303 Laredo (Commercial)	Demolition
	426 Pennington (Residence)	Demolition
	1421 Sam Rankin	Demolition
	2206 Soledad (Residence)	Repairs
	2613 Tarlton (Residence)	Repairs
March 23, 2017	4918 Bonner (Residence)	Tabled/Demolition – Appealed/Demolition Order upheld by City Council
	5522 Burton (Residence)	Demolition
	2818 Elgin (Residence)	Demolition
	1556 Daytona (Residence)	Demolition/Owner Demo
	1013 Dona (Residence)	Tabled
	838 Erwin (Residence)	Tabled
	1606 Lipan (Residence)	Demolition
	2618 Riggan (Residence)	Demolition
	910 Rosedale (Residence)	Demolition
	217 Spruce (Residence)	Tabled
	2917 Sunrise (Residence)	Tabled
May 18, 2017	CANCELLED	
July 27, 2017	1013 Dona (Residence)	Demolition
	838 Erwin (Residence)	Demolition
	4614 French (Residence)	Repairs/Owner
	3337 Halfpenny (Residence)	Demolition
	217 Spruce (Residence)	Demolition
	2917 Sunrise (Residence)	Demolition
	849 West Point (Residence)	Tabled
September 28, 2017	CANCELLED	
November 30, 2017		
	210 Aberdeen (Residence)	Demolition/Owner
	3027 Agnes (Residence)	Tabled
	1622 Blanco (Residence)	Tabled
	1821 Juarez (Residence)	Demolition/Pending
	4825 Larcade (Residence)	Demolition
	5437 Nelson (Residence)	Tabled
	2633 Nimitz (Residence)	Demolition/Pending
	924 Waldron (Residence)	Demolition/Owner
	842 West Point (Residence)	Demolition/Pending
	849 West Point (Residence)	Tabled
	2613 Tarlton (Residence)	Demolition

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.

Respectfully Submitted,

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

Corpus Christi – Nueces County
Public Health District
Support Services Division-Administration
1702 Horne Rd., Corpus Christi, TX 78416
Phone: 361-826-7205 Fax: 361-826-1343

CITIZENS ADVISORY HEALTH BOARD

Annual Report for Calendar Year 2017

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 our 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. There are 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. The Board held seven (7) meetings in 2017.

During the year, the Board tackled issues such as complaint of bed bugs at the Salvation Army, how to increase public relation for the Health Department, the quantity of fluoride in the City's water, the overall health of the community, opioid addiction, the Zika Virus and other reportable diseases, the mobile food vendor ordinance, public health for the displaced victims of hurricane Harvey and pedestrian safety on shoreline. One of the major concerns the Board addressed though letter and presentation to the City Council, was the adverse effects the tremendous premium increase in the employee health benefits plan would have on not only the employees of the Health District but also the entire City. The Board also received and reviewed reports and updates provided by the Public Health District Director, Annette Rodriguez and other Health Department staff.

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 2018 are effectively and successfully achieved.

Respectfully,

Elizabeth Sefcik

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

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

MEMORANDUM

RECEIVED
JAN 24 2018
CITY SECRETARY'S OFFICE

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director of Parks and Recreation

DATE: January 23, 2018

SUBJECT: City Council Youth Advisory Committee (YAC) Report

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

Members: Hannah Mayo, Hector Piris, Jailene Robledo, Noah Early, Marina Langford, Amille Bottom, Ashley Montgomey, Christian McAllister, Christina Okoniewski, Akash Maheshwari, Mark Infante, Justine Wade, Felipe Alvarez, Monique Martinez, Kim Cornejo, Katie Gasiorowski, Tyler Johnson, Jaime Castillo, Jaclyn Cavazos Creighton Avery, Myranda Flores.

4 meetings were conducted in 2017. Highlights are as follows:

March 29, 2017

- The committee held Election of Officers for 2017. Akash Maheshwari, Chair and Noah Earley, Vice-Chair, Katie Gasiorowaski as Secretary, Hannah Mayo as Historian were appointed by acclamation.
- Discussion of past projects.
- Discussion of new project.
- New business.
  Identifying items to be placed on next agenda
  Set date for next meeting

April 19, 2017

- Discussion of the following:
  1. T-shirt designs
  2. Budget
  3. Committee Project
  4. Social Media
- New business.
- Identifying items to be placed on next agenda
- Set date for next meeting

May 17, 2017

- The committee decides to update West Guth Park.
- Pressure wash and paint pavilion along with the play structures.
- Discussion on items needed:
  Paint
  Brushes, Rollers
  Ladders
  Power washer
- Estimated costed needed 500.00 dollars

- Creating a flayer with planned activities and date of event.
- Post flyers to facebook and at schools
- Get sponsorships.

<u>June 13, 2017</u>

- **Committee decided to**
  Power wash
  Fill in gaps in wood
  Paint
- **Committee decides to push back the event**

City of Corpus Christi

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

Memo

TO: MARGIE C. ROSE, CITY MANAGER

FROM: STEVE VIERA, DIRECTOR OF HUMAN RESOURCES SV

DATE: January 15, 2018

RE: 2017 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 2016.

CIVIL SERVICE BOARD:

Meeting #	Date	Item Number	Agenda Item	Disposition
None				

CIVIL SERVICE COMMISSION:

Meeting #	Date	Item Number	Agenda Item	Disposition
1	7-April-17	1	507th CSC Appeal Hearing Review and approve the minutes of the 506th Civil Service Commission hearing held on December 16, 2016.	*Minutes approved*
		2	Review and consider the appeal submitted by Firefighter II Michael Salinas, question #60 from the Fire Captain examination administered on March 14, 2017.	*Appeal Denied*

		3	Review and consider the appeal submitted by Firefighter II Michael Salinas, question #60 from the Fire Captain examination administered on March 14, 2017.	***Appeal Denied***
		4	Review and consider the appeal submitted by Firefighter II Thomas Cruz, question #64 from the Fire Captain examination administered on March 14, 2017.	***Withdrawn***
2	7-Apr-17	1	**<u>508nd CSC Appeal Hearing</u>** Review and consider the appeal submitted by Firefighter I Conrad Krueger, question #9 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		2	Review and consider the appeal submitted by Firefighter I Eric Willm, Firefighter I Conrad Krueger, Firefighter I Leanna Ricter, Firefighter I Eric Pokladnik, Firefighter I Angel Perez, Firefighter I Christopher Hawkins, Firefighter I David Dominguez Jr, Firefighter I Brittany Fowler, Firefighter I Jose Gonzalez, and Firefighter I Vito Palmieri, question #19 from the Firefighter II-EMS examination administered on March 22, 2017.	***Approve Appeal to correct answer B.***
		3	Review and consider the appeal submitted by Firefighter I Conrad Krueger, question #25 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		4	Review and consider the appeal submitted by Firefighter I Brittany Fowler, question #26 from the Firefighter II-EMS examination administered on March 22, 2017.	***Withdrawn***
		5	Review and consider the appeal submitted by Firefighter I Conrad Krueger, question #27 from the Firefighter II-EMS examination administered on March 22, 2017.	***Withdrawn***

		6	Review and consider the appeal submitted by Firefighter I Conrad Krueger and Firefighter I Brittany Fowler, question #29 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		7	Review and consider the appeal submitted by Firefighter I Brittany Fowler, question #32 from the Firefighter II-EMS examination administered on March 22, 2017.	***Withdrawn***
		8	Review and consider the appeal submitted by Firefighter I Christopher Hawkins and Firefighter I Aaron Hernandez, question #39 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		9	Review and consider the appeal submitted by Firefighter I Conrad Krueger, question #50 from the Firefighter II-EMS examination administered on March 22, 2017.	***Approve Appeal to allow all choices***
		10	Review and consider the appeal submitted by Firefighter I David Franco, question #56 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		11	Review and consider the appeal submitted by Firefighter I Conrad Krueger and Firefighter I Brittany Fowler, question #60 from the Firefighter II-EMS examination administered on March 22, 2017.	***Appeal Denied***
		12	Review and consider the appeal submitted by Firefighter I Brittany Fowler, question #78 from the Firefighter II-EMS examination administered on March 22, 2017.	***Withdrawn***

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

MEMORANDUM

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: January 15, 2018

SUBJECT: Commission on Children and Youth (CCY) Report

The Commission on Children and Youth Committee meets monthly on the third Monday of the month at City Hall in the First Floor Staff Conference Room at 5:30 pm.

7 meetings were conducted in 2017. Highlights are as follows:

January 16, 2017

- Meeting canceled due to conflict with MLK Day.

February 27, 2017

- The committee held a regular meeting.
- There was a motion to support that we join the Westside Business Association.
- Melissa Hofstetter was elected Chairwoman, Gilbert Trevino was elected Vice-chairman.
- Committee discussed setting a date for the Community Coalition Forum to include a grant writing workshop.

March 22, 2017

- Meeting canceled due to lack of quorum

April 17, 2017

- Meeting canceled due to lack of quorum

May 15, 2017

- The committee held a regular meeting.
- Committee reviewed the meeting schedule.
- Committee continued to discuss what they would like to include in the forum. They also discussed where they would like to host it. Options discussed were Garcia Arts Center, Rec Center and Ben Garza.
- There were no motions to be moved.

June 19, 2017

- Developed a starting point for a Community Resource List.
- Discussed Forum details:
    - Date: November
    - Theme: Connections and Collaborate
    - Venue: Lindale Rec Center
    - Food: Jonathan

- Invitations: Melissa
- Sponsors: Levels
- Info Table with handouts

July 17, 2017

- The committee held a regular meeting.
- A presentation was given by Andrea Elizondo, previously with Antonio E. Garcia Arts and Education Center Youth Oriented Non-Profit Agencies in the Westside Area and Sherri Davis, with Special Hearts in the Arts.
- There were no motions to be moved.
- The committee set possible date for the Community Coalition Forum as November 2nd or December 7th at Lindale Recreation Center.

August 21, 2017

- Meeting canceled due to lack of quorum.

September 18, 2017

- The committee held a regular meeting.
- There were no motions to be moved.
- Alfonso Ramirez, Parks & Recreation, gave a presentation of Latchkey Afterschool and Summer Camp programs.
- Kirk Wood, Parks & Recreation, gave a presentation on Recreation Centers.
- The committee continued discussions on planning the forum. Theme was chosen as "Bridging the Gap."

October 16, 2017

- Meeting canceled due to lack of quorum.

November 20, 2017

- The committee held a regular meeting.
- Community Coalition Forum Planning – Grant writing speaker, Dr. Charles Etheredge of TAMU-CC, has committed to the event. Niko's restaurant will donate food and new target date for the event was chosen as January 18th or 25th.

December 18, 2017

- The committee continued discussions on planning the forum.
- Matthew Delgado gave an update on the 78415 Community Youth Development Program.

COMMITTEE FOR PERSONS WITH DISABILITIES
2017
Annual Report

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JAN 22 2018
CITY SECRETARY'S OF

Submitted by Sylvia Wilson, Human Relations Administrator

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

- Providing programs to encourage, assist, and enable persons with disabilities 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.
- Serve as an advisory body to the Mayor, City Council, and City Manager regarding issues affecting persons with disabilities within our community.
- Through city ordinance, annually evaluate the 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.
- Serve in an advisory and consultation capacity to the Human Relations Division 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 functioning within the committee's area who are interested in the provision of services to persons with disabilities and others who are interested in the abilities and 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 2017 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 Maintenance Facilities, Engineering staff and the Engineering subcommittee from 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 grant funds. City funds to address city-wide accessibility concerns is made available through Engineering services. An 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. Other items addressed are accessible paths of travel to entities that would enable a person with a disability 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 Human Relations Administrator 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 continued 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; Behavioral Health Center of Nueces County; South Texas Lighthouse for the Blind (STLHB); Coastal Bend Adaptive Sports Foundation, Texas Diversity Council Coastal Bend chapter; Texas Department of Transportation; 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; the Education Service Center "Life After Graduation, Who's Got Your Back" event for High School seniors with special needs or disabilities; and the local Texas Department of Assistive and Rehabilitative Services and the Area Agency on Aging of the Coastal Bend.

  In partnership with the city's Solid Waste Services and Utility Business Office, Human Relation staff coordinates the Accommodation for Trash/Recycle Pick-up Service for local citizens. This free "back-door trash pickup service" is provided to over 300 citizens who have requested accommodations due to a permanent or temporary disability, or aging concerns which prevent them from pushing city trash or recycle carts to the curb. An average of five new requests per month are made. An annual audit process is in place to confirm if service continues to be applicable.

- Community Events - Some of the noteworthy community events that the CFPWD members supported in 2017 with assistance from the Human Relations staff and Human Relations Commission were: the Emergency Management Team exercise "Emergency Evacuations for Person with Cross Disabilities; the annual Walk & Roll Celebration; DARS Employer Symposium; annual Rubber Duck Round Up event supporting South Texas Light House for the Blind; Federation for the Blind Community Resources event; Parks and Recreation CAST event fishing event for children with disabilities; review of project plans for RTA's revitalized bus stop projects; 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 area and downtown are accessible to the public for people of all abilities; the annual South Texas Special Olympics Spring Games; Safe Return to School with CCPD

- Project Planning –the CFPWD was represented in project review and planning meetings with Engineering Services, Development Services, RTA, to address any construction/planning projects that may affect accessibility barrier issues. The Chairman of the CFPWD was instrumental in working to bring the Play for All Park a reality for families of children with disabilities. Through the diligent work of these entities, projects are discussed to address ADA concerns and are also presented to the CFPWD for their review and discussion. The Committee 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 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.

A 2018 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

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: January 15, 2018

SUBJECT: 78415 Community Youth Development Steering Committee Report

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The 78415 Community Youth Development Steering Committee meets on the third Thursday of every other month at the Juveniles Assessment Center or a predetermined site within the 78415 community at 5:30 pm.

Meetings were conducted in 2017. Highlights are as follows:

Meeting Dates	Quorum	Topics
January 16, 2017	No	Only four members in attendance
February 16, 2017	No	Possible site visits of subcontractors
April 20, 2017	No	Community strengths and needs assessment
June 15, 2017	No	Postponed due to training
August 17, 2017	No	Including other organizations in steering committee
October 19, 2017	No	Only four members in attendance
December 21, 2017	Yes	Postponed due to holiday season

**The 78415 Community Youth Development Steering Committee is considering updating bylaws, requesting meetings be held quarterly rather than once a month. They are considering a monthly newsletter or social media update monthly to increase knowledge of community happenings and involvement in community events is still occurring.

The 78415 Community Youth Development Steering Committee had two meetings postponed this year. The first was due to CYD program was away for mandatory training. The second was due to holiday season and possibility of members not being able to attend.

INFORMAL STAFF REPORT

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

MEMORANDUM

To: **Margie C. Rose, City Manager**

Thru: **Constance P. Sanchez, Director of Finance**

From: **Alyssa M. Barrera, Business Liaison**

Date: **January 9, 2018**

Subject: **2017 Annual Report – Corpus Christi Business and Job Development Corporation (Type A Board)**

Attached you will find a list of the 2017 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

If you should have any questions, feel free to contact me.

AmericanBank CENTER
arena | convention center | selena auditorium

MEMORANDUM

TO: Margie Rose, City Manager

THRU: Alyssa M. Barrera, Business Liaison - City Manager's Office

FROM: Eric Jaramillo, General Manager

DATE: January 9, 2017

RE: Type A Annual Report – 2017

The following is a listing of the awards made by the Type A Board during the calendar year 2016. The Board provided funding through both the Marketing/Co-Promotion Fund and the Arena Capital Improvements Fund.

ARENA MARKETING/CO-PROMOTION FUND:
Subsidies against Arena rent expenses; necessary to secure the following events for the Arena and City of Corpus Christi.

Corpus Christi IceRays 2017-2018 Hockey Season	$100,000
Rodeo Corpus Christi Concert Series – April 2018	$45,000
ABG Promotions Back to the 90's – February 4, 2017	$30,000
American Spirit Championship Cheer Competition – March 25, 2017	$10,000
Eric Ryan Promotions Alice Cooper – May 10, 2017	$30,000
Texas Future Farmers of America (FFA) FFA Presentations / Aaron Watson – July 12-14, 2017	$25,000
SMG Wingapalooza – July 29, 2017	$15,000

SMG Kidz Bop – October 11, 2017	$20,000
Texas Youth Football Association (TYFA) Cheer Competition – November 4, 2017	$15,000
Cheer America Holiday Championship Cheer Competition – December 10, 2017	$10,000
Total Funds Awarded:	**$300,000**

ARENA CAPITAL IMPROVEMENTS FUND:
For the fiscal year 2016, the Type A Board approved annual amount of $200,000 for Arena Capital Improvement Projects. During the calendar year 2017, the following items were purchased or are being purchased in conjunction with those projects:

- Firetrol panel updates and repairs, cooling tower dehumidifier inspection and repairs, loading dock guard shack, ADA door compliances, stair treads, hockey dasher board repairs, variable frequency drive tower inspections and replacements of cooling towers.

Total Funds for Capital Improvements: $200,000

Additional Type A Funds were ratified:

- Ice Skid Rental $182,084.50
  - Ratify the funds to begin Oct. 1, 2016
- Zamboni Ice Resurfacer $ 95,000

Total approved Type A Funds $697,247.93.

Corpus Christi
REGIONAL ECONOMIC DEVELOPMENT CORPORATION

Memorandum

To: Margie Rose, City Manager
From: Mike Culbertson, Chief Operating Officer
Date: January 4, 2018
Subject: Type A Annual Report from the City Manager

The following is a listing of the actions for the Type A Board for fiscal year 2017.

There was a minor amendment to the Type A guidelines to allow internships under the job training portion of the guidelines. This will allow larger companies to participate that will use only those job skills that have been supported by Type A grant funds such as aviation and process technology. The Board can expand this in the future.

Projects approved and executed this year:

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 29 companies over $507,000 and created 37 new jobs.

SCORE Small Business Counseling $ 52,600
SCORE is entering into their fourth year of providing counseling services to small businesses by one-on-one counseling, seminars, and email. They handled over 2,000 cases in 2017.

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 276 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 2017 to correspond to the end of a semester. They placed 93 interns in 40 small businesses and created 26 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 2017 to correspond to the end of a semester. They placed 75 interns in 22 companies.

In force:

Corpus Christi Cold Storage, LLC $ 265,000
Cold Storage will invest in 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 2017.

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 2017.

M&G Resins $3,000,000
M&G Resins is an Italian chemical manufacturing plant has filed bankruptcy. They have not received any incentives to date.

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 still have to go through compliance in March 2018. If they do not perform there will be a claw back of all or part of the incentive.

HEB Grocery $1,100,000
HEB bakery will retain 388 jobs. The grant will reimbursement them to repair McCampbell Street outside of 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 in compliance and have received $660,000 of their grant. They completed the road improvements and will complete their compliance review in February 2018.

Completed Projects:

MotorGlobe $ 125,000
MotorGlobe is a company that is web based and selects the best in class auto dealership in the area. They will have their national headquarters in Corpus Christi. They expect to create 50 new jobs with an average salary of $50,000/year. They have not performed and this project is closed. They did not receive any incentives.

Majek Boats $ 360,000
A local boat manufacturing company, Majek will receive a grant of up to $150,000 for new investment and the creation of jobs. They were also awarded $210,000 for the improvement of Saluki Drive, the road that runs in front of their property. The final cost of the road was $180,379.43. Upon completion of the road improvement the City took possession of Saluki Drive. Majek was in compliance and the agreement is complete.

Kanon Services $ 120,000
Kanon is an oil field service company. They had agreed to invest $1,750,000 and retain 4 jobs and create 8 jobs. Through 2014 they invested $2,1941,553 million and had created 47 jobs. They have received their first three payments for a total of $72,000 but were not eligible for payment in 2016 or 2017. This project is closed.

MEMORANDUM

To: Margie C. Rose, City Manager

Thru: Alyssa M. Barrera, Business Liaison

From: Rudy Bentancourt, Housing and Community Development Director

Date: January 2, 2018

Subject: 2017 Affordable Housing Annual Report/ Homebuyer Assistance Program

In 2017, 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 $166,000.

During fiscal year 16-17, the program funded and assisted 40 households with deferred forgivable loans totaling $399,000 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	34,800	39,800	44,750	49,700	53,700	37,700	61,650	65,650

Revised 6/6/2017* Income limits are established by HUD and subject to change without notice

At the beginning of the corporation of the fiscal year, 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. $200,000 was allocated in the agreement to assist eligible households in fiscal year 16-17 and $20,000 to reimburse the City for staff time. At the end of November, funding was exhausted, and staff are preparing to request an amendment to the agreement for an additional $100,000 in funding prior to the agreement expiring in March 2018.

DATE: January 5, 2018

TO: Margie C. Rose, City Manager

FROM: J.H. Edmonds, P.E., Director of Engineering Services
JeffreyE@cctexas.com
(361) 826-3500

UPDATE
Engineering Services Annual Project Updates - 2017

COMPLETED PROJECTS:

1. **Bayshore Park**
   - Bayshore Park – A special events venue including restrooms, infrastructure improvements, lighting, and a dog park (funded by the Parks & Rec Bond 2008 project).
   - Parking Lot - Repairs and upgrades to the Old City Hall/Memorial Coliseum parking lot (funded by the Type A Board).
   - Pier – Structural improvements (funded by the Type A Board), and surface upgrades such as shade structures, landscaping and lighting upgrades (funded by the Parks & Rec Bond 2008 project).

2. **Salt Flats Levee Project/ FEMA Mapping**
   - Task Orders 1 – 5 outlined below were completed. Six (6) projects were developed from these task orders and programmed in the CIP.
     - Task Order 1 - Update and Finalize Phase 2A Report – Salt Flat Levee Assessment
     - Task Order 2 - LLPT Participation/Flood Protection System Vulnerabilities Identification
     - Task Order 3 - Salt Flats Levee 2D Hydraulic Model
     - Task Order 4 - Conceptual Design of Improvements for Salt Flat Levee
     - Task Order 5 - Preliminary Design of Floodwall Replacement for Museum of Science and History

2017 PROJECT SUMMARIES:

3. **Salt Flats Levee Project/ FEMA Mapping:**

Task Order No. 1 - Update and Finalize Phase 2A Report – Salt Flat Levee Assessment:

- Completed in previous years.

Task Order No. 2 - LLPT Participation/Flood Protection System Vulnerabilities Identification:

- Original scope of work was completed.
- Additional issues related to the Salt Flats Levee vulnerabilities, such as erosion to the Salt Flats Levee channel that occurred at the location of the Broadway Wastewater Treatment Plant bypass pumping outfall, being addressed through this Task Order.

Task Order No. 3 - Salt Flats Levee 2D Hydraulic Model:

- Completed and sent to FEMA for comments in January 2017.

Task Order No. 4 - Conceptual Design of Improvements for Salt Flat Levee:

- Completed in Spring 2017. See Item 9 below for the design project.
- An amendment was initiated and is underway to verify any impacts from the New Harbor Bridge.

Task Order No. 5 - Preliminary Design of Floodwall Replacement for Museum of Science and History:

- Completed in April 2017.
- See Item 8 below for the design project.

4. **Barge Dock Project:**

- The project was bid twice, and currently pending approval and award by the Type A Board and City Council.
- The first bids were significantly over budget due to ambiguities that were clarified on the second bid.
- Second bid opening held on November 8, 2017; six bids were received.
  - Grace Paving & Construction, Inc., was the lowest responsive and responsible contractor with a base bid of $466,115.01.
  - Including the 2 additive alternates brings the total bid to $553,199.17.

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

- Feasibility Study prepared by HDR was distributed to Type A Board in January 2017.
- Govind Development was the AE Selected through the RFQ process to prepare the McGee Beach re-nourishment plans.
- McGee Beach held up well during Hurricane Harvey.
- Monitoring continues; this project is currently on hold pending renourishment is warranted.

6. **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 McGee Beach Breakwater Safety Improvement plans.
- The design scope and fee negotiations with LAN are nearly complete. Anticipate this contract will be brought to the Type A Board and City Council in February 2018.

7. **Bayshore Park**

Bayshore Park:

- Bayshore Park construction was substantially completed in Fall 2017. Final change order negotiations are underway.

Parking Lot:

- Type A funding was approved for repairs and upgrades to the Old City Hall/Memorial Coliseum parking lot; work complete in September 2017.

Pier:

- Type A Board funding for structural repairs to the pier and walkway leading up to the Marina Breakwater was approved; work substantially complete in November 2017.

8. **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 of the triangular area between the new wall and existing wall location.
   - HDR Engineering was the AE Selected through the RFQ for design.
   - Type A Board approved and recommended the project design contract award by City Council on 9/18/17.
   - City Council approved the contract award on 10/17/17, but rescinded the award on 10/24/17 with the following concerns:
     - Additional coordination with POCCA prior to design.
     - The estimated construction costs are too high.
   - City Staff met with the POCCA in December 2017, and started the coordination process to determine the City's land options (purchase, lease, or easement). POCCA staff in attendance at the meeting did not foresee any issues with the proposed floodwall improvements in front of the museum. POCCA and City staff will collaborate to work out the property use issues.
   - Anticipate bringing back to City Council in February or March 2018.

9. **Salt Flats Levee Improvements**
   - The Salt Flats Levee System is an integral component of the downtown flood protection system. The levee requires improvements and maintenance to ensure that the system will function as originally designed.
   - HDR Engineering was the AE Selected through the RFQ for design.
   - Anticipate this contract will be brought to the Type A board in February 2018.

10. **Seawall Capital Repairs**
    - Munoz Engineering was the AE Selected through the RFQ process to assess the seawall, and develop and prioritize the maintenance repair activities.
    - A small contract with Munoz Engineering was issued in December 2017, with an anticipated report in April 2018.

11. **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.
    - Anticipate this contract will be brought to the Type A Board in February 2018.

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Corpus Christi Community Improvement Corporation

2017 Loan Review Committee Annual Report

(FISCAL YEAR 16-17)

Housing and Community Development (HCD)

As of 2017, 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 January 4, 2017. The following applicant was approved during 2017:

The Loan Review Committee approved a total of $94,825.00 in rehabilitation loan funds to be allocated for the demolition reconstruction of one home.

Francisca Pena-2603 Goliad

TO: Margie C. Rose, City Manager **DATE:** January 15, 2018

SUBJECT: Crime Control and Prevention District 2017 Annual Report

- Graffiti activity. In 2017, there were a total of six graffiti arrests compared to the twelve graffiti arrests made during 2016. Two of the arrests were felonies and the other four were misdemeanors, all the offenders were adults. During 2017, the Graffiti Removal Team of the Solid Waste Department removed graffiti from 1,613 locations for a total of 41,685 square feet. In 2016, the Removal Team eliminated graffiti from 3,607 locations for a total of 76,953 square feet. In 2017, the Graffiti Removal Team was reduced from four members to two members due to Crime Control Budget cuts. The lower number of locations and square feet cleaned in 2017 may not accurately reflect the amount of graffiti in the City of Corpus Christi, but maybe related to the reduction in staff for graffiti removal. The Graffiti Task Force worked closely with Corpus Christi Independent School District Police Officers at King High School to identify multiple graffiti artists that were responsible for graffiti on school property and the surrounding areas.

- In FY 2017, the Juvenile Assessment Center was not operational for the full year due to a lack of funding to continue the program into FY18. The Center closed in August and data is no longer available.

- The Crime Stoppers Board is a group of 13 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 1,824 tips called into Corpus Christi Crime Stoppers in 2017 which resulted in 90 arrests, 110 cases cleared and 1 weapon recovered. Those who provided information that led to the arrest of criminals were paid rewards in the total amount of $41,960 dollars in all of 2017.

- The gang unit has documented 2629 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 741 arrests with 164 involving felony charges. They responded to 3,727 calls for service and investigated 42 drive bys. 27 of which were gang related.

- Continued to staff 63 additional officers.

- Continued operation of the Pawn Shop Detail with $5,461,287.20 in property recovery since the program began in 1999. In 2017, 487 items were recovered with a value of $126,945.82.

- 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.

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The following are a list of her accomplishments for 2017.

- **DRUGS SEIZED:**

Drug	Weight	Street Value
Hydro Marijuana	39,278 grams	$471,336
Crack Cocaine	2	$40.00
Cocaine	219 grams	$6,570
Heroin	396 grams	$50.00
Methamphetamines	539 grams	$19,800
THC Wax	1,951	$97,550
THC Oil	6,627 grams	$331,350
THC Edibles/candy	3,773 grams	$188,650
TOTAL		$ 1,115,346

- **CASH SEIZED:** $94,714
- **VEHICLES SEIZED:** 5
- **ASSISTS TO OTHER AGENCY:** 72 (DEA, US Postal Inspector, HIS, US Customs)
- **ASSISTS TO NARCOTICS AND PATROL DIVISIONS:** 60

Respectfully submitted,

Crime Control and Prevention District

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

2. **Department Administrative Policy on Residential Carports.**
   Gene Delauro discussed the department's decision to implement an administrative policy addressing carports. If a homeowner wishes to install a carport within their property setbacks, their case can be reviewed by the Board of Adjustments for a fee of $100.00 – on a trial basis. Text Amendments can be drafted if needed to reduce the number of cases going to the Board of Adjustments for review. Discussion only, no action required.
3. **Discussion regarding Municipal Solid Waste Fee Collection.**
   Development Services is now responsible for the collection of the MSW Fees. The Board discussed the pros and cons of this transition. Discussion only, no action required.
4. **FY 17-18 Budget – Approved Zoning Inspector.**
   Discussion only, no action required.

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Electrical Advisory Board, Quarterly Meetings

- **February 9th, Regular Meeting (1st Quarter) – No Quorum**

- **May 11th, Regular Meeting (2nd Quarter)**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Electrical Advisory Board.**
    2. Motion was made by D. Carranco and seconded by J. McMullan to elect Robert Sandate as Chairperson and Kevin Martinez as Vice Chairperson for 2017. All in favor, none opposed.
    3. **Discussion on Arc Fault GFI Combinations: Regarding the use of a receptacle in lieu of a circuit breaker.** Discussion only, no action required.
    4. **Discussion with AEP Representative regarding access to meter cans.** Discussion only, no action required.
    5. **Discussion regarding the adoption of the 2017 NEC.** Mr. Norm Walters gave a presentation regarding this item. Discussion only, no action required.

- **July 13th, Regular Meeting (3rd Quarter) – No Quorum**

- **November 9th, Regular Meeting (4th Quarter) – No Quorum**

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MEMORANDUM

To: Margie C. Rose, City Manager
From: Lisa Aguilar, Assistant City Attorney (Staff Support for Ethics Commission) Lisa Aguilar
Date: January 15, 2018
Subject: Ethics Commission 2017 Annual Report

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

During 2017, no complaints were filed. The Ethics Commission discussed and drafted Ethics Code amendments; pursued hiring of independent legal counsel pursuant to City Ordinance; and reviewed Financial Disclosure reports. Listed below is more detailed information from the approved meeting minutes:

Jan 19: Discussion and possible action regarding Ethics Code amendments: The Commission discussed some followup questions raised during the City Council meeting. In particular, the Commission discussed proposed amendment regarding an entity for which the City official or employee serves as an officer or director or in any other policy making position; the proposed amendment prohibiting influence involving a contract or business transaction involving a political contributor; and the proposed amendment prohibiting participation in appointments due to campaign contributions of $2700 or more. The Commission made no changes to their proposed amendments; no action taken.

Feb 23: Discussion and possible action regarding Ethics Code amendments. The Commission discussed action taken by City Council to approve the amendments that the Commission had suggested. No action taken.

Discussion and possible action regarding independent legal counsel. Ms. Connelly presented a proposed letter requesting independent legal counsel from Paul Dodson. The proposed letter would create a relationship with Mr. Dodson for independent legal counsel at a rate of $150 per hour for up to $2,000 in attorney's fees. Motion to approve the recommended letter and present it to the City Attorney and City Manager for approval. All in favor.

Discussion regarding information provided to Planning Commission. The Commission discussed the letter that was previously sent to the Planning Commission and the possibility of sending a follow-

up letter. City Staff informed the Commission that no response has been received to the letter previously sent. No action taken.

Discussion of "legal" versus "ethical" conduct. The Commission discussed the difference between actions that are "legal" and actions that are "ethical." The Commission discussed some charter provisions. There was some discussion of the distinction between a code of ethics and moral action or behavior. The Commission discussed the boundaries of the Code of Ethics as a limitation to the ability of the Commission to take action. No action taken.

March: No meeting.

April 20: Discussion and possible action regarding Independent legal counsel. Asst. City Attorney to followup with request with City Manager and email status to the Ethics Commission.

May 18: Discussion and possible action regarding Independent legal counsel. Discussion that the agreement had not been approved due to funding not being included in budget. Additional discussion that funding in amount of $2,000.00 was to be requested as part of the FY 2018 budget. Motion to amend the agreement by adding a sentence that the agreement is subject to the contract being included in the City FY 2018 budget. All in favor; motion passed. Assistant City Attorney to present the amended agreement to City Manager.

Discussion and possible action regarding Financial Disclosure reports. The Commission reviewed the annual Financial Disclosure reports using the standard checklist.

June: No meeting.

July 20: Discussion and possible action regarding Independent legal counsel.
Discussion that the agreement had not been approved due to funding not being included in budget. Motion to send a letter to the City Council supporting the addition of legal independent counsel fee in the budget. All in favor; motion passed.

Discussion and possible action regarding Financial Disclosure reports. Assistant City Attorney to review the reports to determine if any information is missing.

August 17: Discussion and possible action regarding Independent legal counsel. Discussion that the Chair had sent a letter to the City Council to request approval for funding.

Discussion and possible action regarding Financial Disclosure reports. Asst. City Attorney reported the documents were reviewed for completeness; no issues to report.

Placement of following item on next meeting agenda: In addition, Commissioner Rogers read a prepared statement to request an agenda item for the September meeting: "I request that we place on next month's agenda an item for discussion. That item being my request that we amend the Code of

Ethics to make it an ethical violation for any City employee to belong to the Nazi party, Ku Klux Klan or any other white supremacy group. These groups stand for nothing but hate and are designed to intimidate and strike fear into minority groups. We owe it to City employees to ensure they are not subjected to a hostile work environment. What could be more hostile than making a minority employee work next to an employee who is a Nazi or Klansman."

September 21: Discussion and possible action regarding Ethics Code amendments. Discussion regarding Mr. Rogers' proposal (to amend the Code of Ethics to make it an ethical violation for any City employee to belong to the Nazi party, Ku Klux Klan or any other white supremacy group) as requested at the August Ethics Commission meeting. The EC discussed jurisdiction of the Commission; Section 2-315 regarding freedom of expression; current City policies in place; Section 2-326(b)(2) which provides for EC to prepare reports to advance purpose of the Ethics Code; historic and federal/state laws which addressed similar concerns. Motion that a study and report be made by Mr. Rogers to determine whether amendment to the Code of Ethics needs to be made to protect employees of City of Corpus Christi from other employees who belong to or associated with Nazi Party, Ku Klux Klan, other white supremacy group. Motion passed.

Discussion and possible action regarding independent legal counsel. Commission requested Assistant City Attorney to email with status of the funding request.

Discussion and possible action regarding Financial Disclosure reports. Reviewed the supplemental financial reports filed by Council members and Planning Commission members covering the January 1 through June 30.

October 26: Discussion and possible action regarding Ethics Code amendments including:

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).

The EC discussed Article II Section 1(a) of the City Charter which states: "Five council members shall be elected by majority vote from single member districts, each member begin a resident of his or her respective district and each district having as near as practical the same population,..." Motion by Rick Milby, second by Craig Rogers to study the Charter to determine if there is a rule in the Charter that the Ethics Commission wants to adopt as the Ethics Code. Motion passed. Chairperson Connelly asked for 3 volunteers to study the issue: Craig Rogers, Rick Milby, and Keith Heavilin volunteered.

B. 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.

C. 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.

F. 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).
Motion made and passed to table this item to next month's meeting.

G. Discussion and possible action regarding status of report of whether the Ethics Code should be amended for protection of City employees pursuant to motion made at August meeting.

Discussion and possible action regarding independent legal counsel including:
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.

November 16: Discussion and possible action regarding Ethics Code and amendments including:
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).
B. 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.
C. 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. (Discussed below)
D. Discussion and possible action on the applicability of the City's Ethics Code to the Municipal Judicial System (that is independent from the Texas Code of Judicial Conduct and the Texas Disciplinary Rules of Professional Conduct).
E. Discussion and possible action on broadening the Ethics Commission's jurisdiction.
F. 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).
G. Discussion and possible action regarding status of report of whether the Ethics Code should be amended for protection of City employees pursuant to motion made at August meeting.

H. Discussion and possible action to amend the Ethics Code: "In order to hold ever 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."

Steve Viera, City Director of Human Resources, was present per request of the Ethics Commission to speak on Items B, C and F. Mr. Viera explained that the City's New Employee Orientation includes Code of Ethics discussion for all new City employees. The City Policy is provided with signature line to all new employees. This is Human Resources Policy HR 40. The Commission asked Human Resources Department to come up with some suggestions of how the Ethics Commission could benefit the employees; discussed possibly providing a description about the Ethics Commission to be provided to employees through Human Resources.

Discussion and possible action regarding independent legal counsel including:

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.

Mr. Heavilin discussed approaching Council member regarding independent legal counsel funding. The Commission discussed City Ordinance 2-327 which provides for independent legal counsel. The Commission had previously designated attorney Paul Dodson to serve as independent legal counsel at rate of $150 per hour up to $2,000, but contract not yet funded. Mr. Heavlin will receive a copy of the ordinance and prior minutes to discuss with Council member, and report back to the Commission in January.

December: No meeting.

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MEMORANDUM

TO: Margie Rose, City Manager

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

DATE: January 12, 2018

SUBJECT: Food Service Advisory Committee (FSAC) 2017 Annual Report

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

The FSAC consists of seven (7) members appointed by the City Council for three-year terms to provide advice to the Director of Public Health on application of ordinances regarding food and food establishments.

The 2017 committee is made up of the following members:
Dr. Patricia Polastri – reappointed during 2017
Mr. Manuel Ortega (resigned)
Mr. Robert Boyle (resigned)
Mr. George Brown
Mr. Ted Schroeder
Mr. Carlos Moreno
Mr. Brian Carson (resigned)
Art Garcia – appointed during 2017
Jonathan Villarreal – appointed during 2017

<u>2017 Meetings & Major Topics Discussed</u>
February 21, 2017: Discussed Ordinance 38 Revisions to include Mobile Food Vendors.

May 30, 2017: Mobile Food Vendor Pilot Program was discussed. Provided information that the Pilot Program would be for Mobile Food Vendors only that wanted to sell on Corpus Christi Rights-of-Way.

July 27, 2017: (Did Not Meet Quorum)

October 20, 2017: Provided report on City Business Plan 2016-2017. Also, discussed the Mobile Food Vendor Pilot Program.

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HUMAN RELATIONS COMMISSION
2017 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 City's Human Relations Division. These activities reflect efforts in conducting intakes, in-depth investigations, resolutions pertaining to allegations of discrimination in employment, fair housing, adherence to the Americans with Disabilities Act, and Places of Public Accommodation grievances through the City's Non-Discrimination Ordinance (Chapter 24). A work-sharing agreement with the Equal Employment Opportunity Commission acknowledges the Human Relations Office as a Fair Employment Practice Agency (FEPA). In addition, a contract with HUD's Fair Housing Division acknowledges the Human Relations Office as a Fair Housing Assistance Program (FHAP). 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 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 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 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.

The Human Relations office was changed from a stand-alone department to a division of the City Attorney's office in August 2014. The City Attorney's office provides legal and administrative support to efforts taken to ensure equal opportunities within the community.

Highlights on behalf of the Human Relations Commission (CCHRC) for 2017:

- The city's Fair Housing Assistance Program contract with HUD is attributed to the city's Ordinance, section III-Discrimination in Housing. For 2017, twelve Fair Housing investigations were conducted with 228 fair housing inquires. The top three basis of discrimination in housing complaints pertained to disability, and race and were in the low income status. Allegations of discrimination in housing are investigated and enforced through HUD's Fair Housing Assistance Program and city ordinance.

- On behalf of the Human Relations Commission, the Human Relations office participated in community events to improve or 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 Commission continues to develop strong 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. Activities to promote Fair Housing Awareness, Violence Against Women Act (VAWA), and ADA related Requests for Reasonable Accommodations (ie: Service Animals and Emotional Support Animals) included outreach educational presentations at: Del Mar East and West campuses, annual Walk-n-Roll

event, and presentations at the Corpus Christi Apartment Association and various property management companies.

- The Human Relations Office conducted 29 outreach presentations and/or events which included a day-long training session on *Understanding and Complying With the Fair Housing Law* was conducted to 100 Apartment Association participants. Fair Housing outreach presentations were also made at a local Veterans Summit, Walk and Roll event, the annual CCPD Safe Return to School, George Evan's annual Halloween event at City Hall, and the annual Homeless Resource Connect Fair at Mother Theresa shelter.

- Community Relations – the CCHRC continues to develop and maintain 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. 2017 brought the challenge of community relations and family relocations of residents in the Coles and Hillcrest neighborhoods due to the new bridge project. The HRC had designated reps attending the neighborhood meetings and speakers of the neighborhood associations keep the Commission apprised of the activities taking place.

- The Human Relations Commission continues to partner up with the CCPD Family Violence and Crime Prevention Division and actively participates at the Operation Safe Return/Back to School Safety Programs. The events provide informative literature on youth violence and bullying issues such as warning signs, what do if you suspect a child is being bullied, how to eliminate bullying, and resources available on the topic.

- Collaborative Efforts – The CCHRC, 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: South Texas Lighthouse for the Blind activities; volunteering at the annual Special Olympics Spring games; and participation at the annual Coastal Bend Walk & Roll Celebration.

- Accessible Transportation –. The Human Relations Administrator is a member of the RTA Committee on Accessible Transportation (RCAT) and serves as a liaison between the CCHRC and RCAT to promote the city's options for alternate transportation for people with disabilities.

- Equal Employment Opportunity – Report to the Commission from the Human Relations staff acknowledged 52 EEOC case investigation resolutions in addition to 75 intakes on cases that were transferred to the San Antonio EEOC office due to non jurisdiction reasons for the EEOC contract period of October 2016 to September 2017. This resulted in revenue of $44,040 to the city's General Fund.

A goal of the CCHRC is to increase its outreach efforts, develop new partnerships, and foster additional ties with local school districts to assist in promoting awareness of respect and school safety pertaining to bullying concerns. Through education, information, and open dialogue, the CCHRC will continue to increase awareness of diversity and inclusion.

The CCHRC 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.

RECEIVED
DEC 29 2017
CITY SECRETARY'S OFFICE

MEMORANDUM

To: **Margie C. Rose, City Manager**

From: **Keith Selman, Assistant City Manager** K.S.

Date: **December 29, 2017**

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

The ***Island Strategic Action Committee*** meets monthly on the first Tuesday of the month. In 2017, ISAC met at Schlitterbahn Waterpark for the first 9 months and at Holiday Inn Express the last 3 months.

2017 Members: Libby Edwards (Chair), William Goldston (Vice-Chair), Alex Harris, Stan Hulse, Kathleen Pratt, Rick Sowash, Jodi Steen, Brud Jones, David Perry, Carter Tate, Cheri Sperling, Charles Knoll, Aaron Huffman, and Kendra Kinnison.

11 meetings were conducted in 2017. Highlights are as follows:

January 11, 2017 – The committee held a regular meeting.

- Interim ACM Jay Ellington reviewed the categorized 6 pack project list created by Watershore and Beach Advisory Committee. Discussed moving new project definitions into engineering's review process and then back to the committee for approval once priced.

- *Motion was made in support of moving the following 6 pack projects to the Engineering Department for pricing: Bathrooms, Showers, Mobile Mats and a Beach Maintenance Building. Motion was seconded and unanimously accepted.*

February 6, 2017 – The committee held a regular meeting.

- Committee discussed the Waterfowl Ordinance as written. Committee member, David Perry, addressed comments by the public for and against the issue, and made arguments for and against recommending changes to the current ordinance. ISAC held a roll call vote to approve a motion to create a subcommittee to discuss this issue. The roll call vote failed to meet quorum in favor of creating a subcommittee.

March 7, 2017 – The committee held a regular meeting.

- Seashore Leaning Center - SLC is conducting their annual "Whoop It Up" fundraising event. They are a Public Charter School and do not receive the same funding as the local ISD's. Seashore Learning Center currently teaches Kindergarten through 8th grade. Children attending Seashore receive college preparatory courses for advanced placement classes in High School.

April 4, 2017 – The committee held a regular meeting.

- Lake Padre Development – Paul Schexnailder, a private developer on the Island who owns the land that is being developed on the East side of Park Road 22, presented illustrations that appeared in the Island Moon newspaper of the proposed development, which has begun on the East side of PR22. The development will include a 220 room Hilton hotel, retail spaces, a marina, Lou Lou's Restaurant, a maintained beach, townhouses, and 90 new residential lots.

April 24, 2017 – The committee held a special meeting.

- Island development concerns were discussed.

May 2, 2017 – The committee held a regular meeting.

- The ISAC subcommittee reviewed the revised numbers for the Packery Channel improvements including restrooms and shower installation. The TIRZ#2 project plan was also reviewed. An updated copy of the plan was requested. The group also discussed the current use and funding for a marina patrol boat operated by Parks and Recreation Department and funded by TIRZ#2. The subcommittee would like to review the patrol boat in greater detail. The City will assist in providing additional information. The subcommittee also reviewed the TIRZ#2 project plan administrative allocation charge that was recently removed.

June 2017 - A meeting was not held.

July 12, 2017 – The committee held a regular meeting.

- The ISAC TIRZ #2 subcommittee met with J.J. Hart to discuss getting TIRZ #2 funds into an interest-bearing account. Mr. Hart has been working with the City's finance department to ensure funds are providing the highest interest available. The group also discussed the marina patrol boat expenditure and the uncompleted six pack engineering projects. The city asked the committee to continue reviewing exiting capital projects and to begin thinking of new capital projects that could be funded by TIRZ #2 in the future.

- The ISAC Packery Channel subcommittee met with Jerry Watkins to see the issues related to the Packery Channel shoaling first hand. The group discussed the history of

the PC and the ongoing concerns from the community. They mentioned previous dredging and areas near the mouth of the channel that didn't appear to have been adequately dredged. The group expressed concern with the depth of PC and the danger large vessels have while navigating the channel. The concern is more legitimate when considering island development and increasing incoming residents with larger boats. The group would like to see the upcoming shoaling reports and will reach out to the Conrad Blucher Institute for future updates. The City has initiated a US Coast Guard investigation of the channel. The US Coast Guard will issue a formal notice to mariners if their investigation deems it necessary.

August 7, 2017 – The committee held a regular meeting.

- TIRZ #2 FY 2017-2018 budget was presented by Director of Mgmt. & Budget, Eddie Houlihan.

- Recommendation was made to discontinue the marina patrol boat. Discussion ensued and decision was made to present the recommendation at the TIRZ #2 meeting scheduled for August 22, 2017, and then address the issue if TIRZ #2 agrees with the members' decision to discontinue. If so, agreed to follow liquidation procedure.

- *Motion to approve the budget subject to the confirmation of the funds being transferred to the CIP and subject to the removal of the Packery Channel patrol boat. Motion was seconded and unanimously accepted.*

September 5, 2017 – The committee held a regular meeting.

- Assistant City Manager, Keith Selman, revisited the Mustang-Padre Island Area Development Plan with ISAC to remind them that the purpose of that plan was to create projects for the Island, and the best way to approach that goal was through the subcommittees. So, the subcommittees were encouraged to start meeting and discussing capital projects to be presented at the ISAC meetings.

- Coastal Research Scientist, Deidre D. Williams, shared a slide presentation regarding the Packery Channel dredge/nourishment planning and the post-Harvey assessment planning. The slide presentation included visual slides of the level of subaerial damage to the North and South side of the channel. Ms. Williams informed the committee of the condition of the Packery Channel Monitoring Station. She also discussed the observations made during and post-Harvey of the water velocity, level and speed measurements and compared them to observations during a Winter storm.

- Director of Parks & Recreation, Jay Ellington, provided a post-Harvey update of the beaches. They are back in full operation, however, the Beach Operations Headquarters sustained damages. Mr. Ellington stated that the goal was to be in full operation by

Spring Break. The committee was also updated on the damages to the Packery Channel and the beginning of engineer pre-work to assess and repair.

- Assistant City Manager, Keith Selman, shared through a slide presentation the design of Access Road 3A and stated that it was designed that way to discourage fast moving vehicles, and it conformed to minimum design criteria. A change order; however, was made to the construction project to add cement stabilization on and through the radius of the road up to 4-ft. Discussion ensued and suggestion was made to discuss sidewalks at the subcommittee level for presentation to the ISAC.

October 11, 2017 – The committee held a regular meeting.

- Access Road 3A sidewalk discussion and recommendations.

- *Motion by Committee Member Alex Harris that it become a priority of this committee, that it goes back to City Council, if necessary, that the ISAC would like to see some way of getting a 4-ft. sidewalk on either side of Access Road 3A, so that our pedestrians can have safe access.*
  Second by: Committee Member Jodi Steen.
  Motion carried by unanimous vote.

- Access Road 2 update regarding possibility of change order to increase the road width to 10.5 ft.

- Bond 2018 discussion regarding focusing on projects to utilize those fund resources.

November 6, 2017 – The committee held a regular meeting.

- New projects that were discussed by the TIRZ#2 subcommittee were presented to the ISAC for approval.

- ***Aids to Navigation*** *- Motion by Committee Member Carter Tate that ISAC approve recommendation to the TIRZ#2 Board to spend the $65,000 originally allocated for Packery Channel Aids to Navigation/Signage as far down the Packery Channel to the area coastal waters.*
  Second by: Committee Member Kathleen Pratt.

- ***Mobi-Mats*** *- Motion carried by unanimous vote.*
  Motion by Committee Member Carter Tate that ISAC approve recommendation to the TIRZ#2 Board to spend up to $35,000 in total for Packery Channel Ramps to Jetties on Mobi-mats.
  Second by: Committee Member Charles Knoll.
  Motion carried by unanimous vote.

- ***Pavilion*** *- Motion by Committee Member Jodi Steen that ISAC proceed forward with the Pavilion staged somewhere at the boat ramp parking lot where it already exists and subject to ISAC's review of the plan, location, design and cost.*
  Second by: Committee Member Carter Tate.
  Motion carried by unanimous vote.

- ***Pavilion*** *- Motion by Committee Member Jodi Steen that ISAC move forward with the exploration of a pavilion-like structure on the north and south side of the jetty, subject to the GLO's requirements, and subject to ISAC's review of the plan, location, design and cost.*
  Second by: Committee Member Charles Knoll.
  Motion carried by unanimous vote.

- ***Access Rd 3A Sidewalk*** *- Motion by Committee Member Carter Tate that ISAC approve recommendation to the City to finish out Access Road 3A as per plans.*
  Second by: Committee Member Charles Knoll.
  Motion carried by unanimous vote.

December 5, 2017 – The committee held a regular meeting.

- Packery Channel Rehabilitation Project Identification – Project description and cost of repair of the Packery Channel due to damages caused by Hurricane Harvey was discussed at length. Creation of a new project is required due to type of restoration, which is not identified in any projects of the original 6-pack project listing. Fund source would come from TIRZ #2 and reimbursable by FEMA.

- *Motion by Committee Member Rick Sowash that the ISAC authorize its TIRZ #2 subcommittee to make recommendation to the TIRZ #2 Board on behalf of the ISAC, that they meet and discuss the budget that has been presented today including engineering, and make a recommendation directly to the TIRZ #2 Board on December 19, 2017.*
  Second by: Committee Member Carter Tate.
  Motion carried by unanimous vote.

REZONING PER AREA DEVELOPMENT PLAN

	2017	
ADP	**Cases**	**Acres**
Flour Bluff	1	7.95
London	0	0
Northwest	2	44.158
Mustang/Padre Island	2	6
North Beach	0	0
Port/Airport/Violet	3	26.37
Central Business	2	1.454
Southeast	8	15.625
Southside	15	87.553
Westside	7	92.529
TOTAL		**281.6385**

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2017 - ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is comprised of seven (7) members: Five (5) regular members and (2) alternate members. During 2017, the Zoning Board of Adjustment reviewed fourteen (14) applications for appeal of which eleven (11) were approved, one (1) was denied and two (2) applications were withdrawn.

2017 - 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 four (4) regular meetings in 2017 and the following activities were accomplished for the year:

- Commission contributed continued assistance to researching the installation of State Historical Markers and assistance with potential improvements to Old Bayview Cemetery.

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

MEMORANDUM

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: January 12, 2018

SUBJECT: Leadership Committee for Senior Services (LCSS)
ANNUAL REPORT - 2017

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, Joanne Garcia, Sonny Fierro, Peggie Lewis, Monica Hensen, Eva M. Bell, Katherine Heslip, Meng Zhao, George A Berry. Parks and Recreation Representatives are Lisa Oliver and Cathy Rodriguez.

8 regular meetings were conducted in 2016. Highlights are as follows:

January

- Action was taken to host a Member Recruitment mixer on Thursday, February 9, 2017 at the Executive Surf Club at 6:00 pm. The goal is to fill the four vacancies on the committee.
- Action was taken to conduct the Election of Officers after recruitment mixer in February. The consensus was to table the election of officers until February.
- Staff reported the Winter Wonder Ball was postponed due to water crisis in December. A new event is to be hosted on February 17, 2017.

February

- An update was given on the Member Recruitment mixer on Thursday, February 9, 2017 at the Executive Surf Club at 6:00 pm.
- Subcommittee reports were presented: Program Operations, Evaluation and Funding/Special Events.

March

- The Meet and Greet Recruitment Mixer held in February proved to be successful.
- D. Villagran reported 5 vacancies on the advisory board could be filled with the biographical forms received. Endorsements were made for the following K. Heslip, G. Berry, M. Hansen, M. Zhao, and E. Bell, if J. Lawrence denied reappointment. All approved.
- Election of Officers- D. Villagran requested the committee hold off on election until a few vacancies were filled.

- The LCSS Chair recommended the annual retreat will be schedule once a majority of board vacancies have been filled.
- Public Comment was received regarding the posting of a calendar of events on the website to publicize events and to also consider a senior center on the southside of the city.

April

- The Election of Officers was conducted. The following were elected: D. Villagran, reelected Chairperson; T. Garcia, reelected for Secretary; and E. Flores reelected for Vice Chairperson.
- The Dime Bottle Fundraiser was held from January to March at the centers and raised a total of $488.55 to be donated to the Meals on Wheels program.
- Staff explained the proposed joint operation RFP to the new committee members. The initial recommendation from the program operations committee was the Northwest center and based on the recommendation from administrative staff to include Oveal Williams and Ethel Eyerly into consideration for the proposed sites for the RFP.

May

- Special Events Committee Selection Update: G. Berry agreed to be assigned to Chair of the Development/special events sub-committee. P. O'Brien agreed to be assigned to Chair of the Program Operations sub-committee.
- The role of subcommittees was reviewed and discussion of the meeting arrangements of the sub-committees for the summer.
- A proposed By-Law review was scheduled for the next meeting.

June

No business conducted due to lack of a quorum.

July

No meeting.

August

- The LCSS Committee has one member vacancy to fill. The Committee will seek to recruit from community at large.
- Subcommittee Updates: G. Berry now serves on the Program Operations subcommittee. There is a vacancy in Funding/Special Events. The Funding/Special Events subcommittee selected S. Fierro as chairperson.
- G Bryant volunteered to serve on By-Law review ad hoc committee. One other member is needed to assist in this review. This review will be completed by end of the year.

September

No meeting.

October

- LCSS Committee member vacancy update: Only 1 biographical is on file by-laws request at least 3 to be able to vote on the vacancy. All members are notified to seek possible members to apply.

- Proposed By-Law Review – By-Laws are to be reviewed and revised as needed. P. Lewis M. Hansen and G. Bryant will serve on ad hoc committee and present in November.
- Staff conducted a presentation "SCS Emergency Preparedness Response to Hurricane Harvey" –informing all members of the City's responsibilities during the Hurricane Harvey.
- The LCSS Retreat was proposed for November 2nd from 9am-1pm. P. O'Brien has volunteered to schedule the Dr. Regional Conference Room to host the retreat if its available.
- Each subcommittee provided reports on their special projects or ongoing items such as fundraisers, customer comments cards and site selection for public-private RFP.

November

- The Annual Retreat was held on November 9, 2018 at the Doctor's Regional Conference Center.
- Staff conducted presentations on the Recreation Program Master Plan and the 2013 Senior Centers Survey. Discussion held by Committee as to the future plans and goals for Senior Community Services.
- Goals and tasks discussed by Committee included updating promotional materials for Senior Community Services; conduct a senior center survey for 2018; establish a fundraising plan for the Elderly Nutrition Program.

December

- In lieu of a regular meeting, LCSS members opted to visit senior centers during their Holiday celebrations.

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CITY SECRETARY'S OFFICE

Corpus Christi Public Library Advisory Board

2017 Annual Report

Adopted

December 2017

Submitted

January 2018

Function and Membership
of the
Corpus Christi Public Library Advisory Board

2017

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

Zoraida Basaldu

Nicole Carroll

Candace Hart

Tom Krepel

Julie Rogers

Janis Wood

Harris Worchel

- EXECUTIVE SUMMARY -

The Corpus Christi Public Library Advisory Board (CCPLAB) is responsible for providing support, advice, opinion, and guidance on policies, operations, services, and planning for the Corpus Christi Public Libraries (CCPL). In response to that charge, the CCPLAB submits this report for 2017.

During 2017, the CCPLAB met regularly at the La Retama Central Library. In addition, the CCPLAB began meeting at branch facilities of the Corpus Christi Public Libraries, which helped familiarize CCPLAB members with the facilities, collections, programs, and services delivered throughout the system. Most importantly, meeting at the branch libraries allowed CCPLAB members to become familiar with the patron base served by the respective branches. CCPLAB meetings were conducted with previously circulated agendas and with provision for public participation.

After review of CCPL operations in 2017, the Board commends the Director and staff for a successful year. Notable progress was made toward Library mission and goals, namely increased visits, circulation, computer use, child programs, promotion of literacy, art and cultural programs, expansion and development of digital services, and continued accreditation through the Texas State Library and Archives Commission. Many of the CCPL programs in 2017 were done in collaboration with outside organizations, including schools, agencies, and non-profit organizations. A quarterly newsletter in the form of a booklet was initiated to inform citizens of programs and activities available through the CCPL.

As part of the process of developing this Report, the CCPLAB accessed and reviewed data available through the Texas State Library and Archives Commission (TSLAC). TSLAC data tools allow comparison of the CCPL to all other public libraries, regardless of size; all public libraries in cities of comparable size; and to user-selected public libraries in the State of Texas. Regardless of the comparison used, TSLAC data indicate that the Corpus Christi Public Libraries are significantly and chronically underfunded relative to public libraries in similarly-sized cities throughout the state. **The Corpus Christi Public Library Advisory Board concludes that the underfunding of the Corpus Christi Public Libraries needs to be addressed with some urgency so residents of this community may enjoy the same level of public library resources, services, and support available to citizens in other Texas cities of major metropolitan stature. Specifically, the Corpus Christi Public Library Advisory Board recommends the following:**

> **That the City of Corpus Christi provide, by the year 2022, the Corpus Christi Public Libraries operating revenue per capita equivalent to the average operating revenue per capita for Texas public libraries in communities with populations greater than 250,000.**

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- INTRODUCTION -

From the earliest days of independence of the United States, libraries have been a central feature of American society. Indeed, members of the 'Founding Fathers,' particularly John Adams (1), Benjamin Franklin, Thomas Jefferson, and George Washington (2) promoted citizen access to books and other printed material, advocated public support for libraries, and built and maintained large personal libraries. The intellectual depth and foresight reflected in the work of the 'Founding Fathers,' including the Declaration of Independence and the Constitution, are reflective of the philosophy, science, and civic purposes contained in the works of the classical Greco-Roman philosophers and scientists, the Renaissance, and the Enlightenment, many of which were held in their personal collections and with which they were familiar.

Two of the 'Founding Fathers' – Benjamin Franklin and Thomas Jefferson – are of particular note in considering the purpose and function of today's public library. Approximately 40 years before American independence, Benjamin Franklin (3) and his colleagues (nine of whom were signers of the Declaration of Independence) organized the Library Company of Philadelphia (LCP). The LCP was intended, in part, to:

* provide the public access to collections of materials across topics and subjects of interest
* allow access to the collections of the LCP to both subscribers and non-subscribers
* provide access to items that went beyond printed material, including microscopes, telescopes, and geology and natural history specimens

Thomas Jefferson (4) is reputed to have had the largest personal collection of books and materials in the United States. Late in Jefferson's life his collection of approximately 6,500 books was purchased by the United States government and became what is today known as the Library of Congress. Jefferson's collection spanned a wide range of subjects, from agriculture, philosophy, history, and literature, to science, military history, law, and theology. Many of the items in Jefferson's collection were in languages other than English. Scholars of Jefferson attribute the content of his work, particularly the Declaration of Independence, to works of authors in his personal library, including Aristotle, Plutarch, Cato, Swift, Locke, Machiavelli, Montesquieu, and Rousseau. Jefferson was prominent among the 'Founding Fathers' in arguing that an informed and educated citizenry is essential to the functioning and preservation of a democratic government.

In many ways, the contemporary public library continues the structures and processes established in the founding of the Library Company of Philadelphia in 1731, and in the traditions and purposes reflected in Jefferson's personal library collection. Public libraries today provide citizen access to books, non-print materials, technology, training, exhibits, facilities, and programming. The public library today continues to:

* foster democratic self-governance
* promote self-improvement, leisure, and entertainment
* support economic and community development

In light of the long and noble traditions of public libraries in American society, the Corpus Christi Public Library Advisory Board (Board) is proud to submit its 2017 Annual Report. This report will review the activities of the Board and the Library, challenges facing the Corpus Christi Public Libraries, and recommendations to strengthen and improve the public library of the City of Corpus Christi.

(1) http://www.bpl.org/distinction/featured-collections/adams-library/

(2) http://www.mountvernon.org/digital-encyclopedia/article/george-washingtons-library/

(3) http://librarycompany.org/about-lcp/

(4) https://www.loc.gov/exhibits/jefferson/jefflib.html

- ACCOMPLISHMENTS -

A. Corpus Christi Public Library Advisory Board

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."

The Library Advisory Board believes it has successfully served its mission in 2017.

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 2017 except for July because the regularly scheduled meeting date fell on the Fourth of July. 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. There are currently no vacancies on the Board.

A Board member representing the Friends of the Library reports about their activities on a monthly basis and the Board has made suggestions to the Friends regarding at least one of their fundraising campaigns.

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

The Library Board's Annual Report has clearly communicated its opinion regarding the state of the library's operation and has provided recommendations and concerns to City Council. However, the Library Board hasn't received any response from City Council to the recommendations proposed in the 2015 and 2016 Library Board annual reports. As a result, some members of the Library Board haven't been able to determine whether City Council believes the board has successfully fulfilled their duties

B. Corpus Christi Public Libraries

As shown in table 1, the library's FY2016-2017 actual performance numbers exceeded all but one of the targeted service levels established for each goal before the fiscal year began. The only measure which fell below the target, the number of in-house computer users, was less than 1% below target. The variance could be explained by library closures due to Hurricane Harvey.

Impressive gains over targeted service levels include the number of children attending programs (55% over target), number of satellite collections (960% over target), and the number of electronic materials circulated (65% over target).

FY2016-2017 BUSINESS PLAN PERFORMANCE MEASURES

MISSION ELEMENT	GOAL	PERFORMANCE MEASURE	ANNUAL TARGET	FY2016-2017 ACTUAL PERFORMANCE
111 - Lending Materials	Increase utilization of libray resources	# of circulated materials	750,000	756,588
	Continually develop, evaluate, and update collections to meet the evolving needs of the community	# of new acquisitions	24,000	24,145
112 - Promoting Literacy	Develop and build community partnerships	# of partnership events	20	75
	Promote literacy and goodwill	# of satellite collection sites	5	53
113 - Administerig diverse, enjoyable, educational, and literary programs	Provide programs to increase visitors and use of library services	# of adult/YA programs or events	200	372
		# of adults/YA attending programs	5,000	7,111
		# of childrens' programs or events created	1,000	1,472
		# of children attending programs	30,000	46,687
114 - Providing digital services and digital inclusion technology	Increase utilization of libray technology resources	# of electronic materials ciculated	25,000	41,407
		# of in-house PC users	184,000	182,655

TABLE 1

2017 YEAR-END ACCOMPLISHMENTS

1) **Lending materials** (CCPL Mission Element 111)

a. The number of visitors to CCPL decreased 5.9% from 780,206 in year end (YE) 2016 to 734,033 in YE2017 in a community with a legal service area population of 324,074. A major contributing factor to the decrease in visitors as well as to the decreases in other service levels within this mission element was Hurricane Harvey. Many locations were closed for up to a week due to power loss or damage. Patrons who regularly utilize library services were unable to visit the libraries because they had evacuated for extended time periods or were otherwise predisposed cleaning or repairing damaged property.

b. The total number of print materials circulated decreased 22.9% from 901,465 in YE2016 to 694,914 in YE2017. However, 40,183 digital materials were circulated, resulting in an increase of 12.1% compared to YE2016's 35,827. In addition to Harvey, several locations experienced fiber optic cable cuts due to street repairs by city contractors in nearby areas. This caused networked library systems to fail which required library staff to manually check out materials at some locations and limit the number of items that could be checked out at one time which caused reduced circulation. The result was longer wait times at the circulation desk which discouraged patrons from checking out materials. The cut fiber optic lines also made it impossible to use the library's online catalog which made it difficult for patrons to locate materials. The Neyland Branch, which has the highest circulation levels in the system, was closed for a week because of this problem while other branches experienced slower service due to the use of manual systems. Additionally, a delay in the contracting process to procure the services of a book vendor made it difficult for the library to quickly purchase newly published popular books which resulted in lower circulation.

c. Usage of the library's public computers decreased by 5.5% from 195,629 in YE2016 to 184,706 in YE2017 due to a number of prolonged service interruptions during the year.

d. The five children's librarians presented 1,505 programs which were attended by 41,662 children and their families in YE2017. This represents an increase of 2.7% from YE2016 in the total number of programs presented (1,465) and a 2% decrease in attendance (from 42,563 in YE2016 to 41,662 in YE2017). These same librarians provided 114 outreach programs in YE2017 with an attendance of 11,798 at schools and other community locations. This compares to 145 outreach programs with an attendance of 13,908 in YE2016.

2) **Promoting literacy** (CCPL Mission Element 112)

a. CCPL worked with a number of organizations to promote literacy. The "Celebrate Books, Art, and Music" festival was held on April 29 and the Star Wars Reads Day took place on October 14. The festival attracted 1,475 children and their families. Approximately 400 participants attended the Star Wars event. The key attractions at the Star Was Reads event were the special appearance of the 501st Legion and the costume contest. The Friends of the Corpus Christi Public Libraries provided a significant portion of the funding for both events.

b. The CCPL staff partnered with Teen Bookfest by the Bay, an organization consisting of school and public librarians from the Coastal Bend region, to present the 3nd annual Teen Bookfest by the Bay on February 18 at the American Bank Center. The Friends of the Library paid for the cost of renting the American Bank Center. The 750 people who attended the event were able to participate in author panel sessions, writer and illustrator workshops as well as other activities. The City of Corpus Christi was one of the sponsors.

c. CCPL supported the Corpus Christi Literacy Council, which provides adult literacy classes, by housing the council free of charge at the McDonald Library.

d. In partnership with the Coastal Bend Food Bank, the library held its annual Food for Fines drive, benefiting the Food Bank in September, which was National Library Card Sign Up Month as well as Hunger Awareness Month.

e. The *1,000 Books Before Kindergarten* program had 795 children enrolled in the first year of the program designed to introduce preschool children to reading and basic reading skills. A "Mini Fairy Tale" program was held on September 30 to honor those children who logged, in the journals provided to them by the library, the 1,000 books they had read.

f. During September the non-resident semi-annual library card fee of $12.50 was waived for residents in the surrounding areas affected by Hurricane Harvey. Many libraries in coastal area communities were destroyed by Hurricane Harvey.

3) Administering diverse, enjoyable, educational, and literary programs (CCPL Mission Element 113)

a. During the summer, library staff offered 380 free summer programs from June to August for children up to 12 years old. The programs were attended by 12,117 children and their families. 119,244 children's books were checked out during that time period. 3,778 children registered to participate in one program which offered points for every five books read. The accumulated points could be exchanged for prizes as an incentive to read more books. Since introducing services to teens has become a priority, summer programming was provided at five locations.

b. The Sue Stanford Memorial marionette program, *Cinderella*, was held on January 19 at the Neyland Library and sponsored by the Sanford family. The show was attended by 200 people.

c. The Teen Advisory Board (TAB) consisting of students from private, public, and home schools across the city, volunteered or participated in multiple events including providing help to the Friends of the Library with fundraising events, and participating in the Star Wars Reads event and the Old Bayview Cemetery history program event .

d. The 6th annual La *Música del Sur de Tejas/The Music of South Texas* program was held at the McDonald Library on October 16. Inductees into the gallery hall of fame included Barbi Leo, Alberto Peña, Jr, and Dan Peña. Musical inductees were Linda Escobar and Los Nuevos Campeones de Ramiro Gonzalez.

e. In honor of Celebrating Genealogy Family Month, La Retama Central Library held its 3rd annual Virtual Genealogy Lock-In during October. Topics ranged from DNA and genetic genealogy testing to finding ancestors and learning about genealogical reference materials in the Local History Room.

f. The Czech cultural exhibit offered by PolkaWorks began on October 2016 at La Retama Central Library and ended on February 28, 2017. Funding for the exhibit was provided by a Humanities Texas grant and donations from local Czech organizations. The Majek Band and Los Hermanitos Banda presented a polka music program.

g. Author Christina Sendejo and illustrator Carolyn Dee Flores made appearances at the "Celebrate Books, Art, and Music" festival held on April 29 at La Retama Central Library. The festival included children's activities in honor of the Week of the Young Child. Local authors were invited to hold a meet and greet. A mini parade by children dressed in their favorite book character was held. The Festival Celebrating: Books, Art and Music successful with 1,475 people in attendance. The event will become an annual one and will replace the Children's book festival.

h. Several art exhibits and programs were held throughout the year in conjunction with kspace Contemporary, a nonprofit organization dedicated to presenting and promoting contemporary art. The Chicas Bonitas exhibit, displaying works by 75 female artists held its opening reception at La Retama on March 4 with 320 attendees and concluded on April 29. An all male art exhibit, Chicano America began on September 17.

i. Kspace Contemporary and the Friends of the Library applied for a grant to fund outreach programming. One of these programs, "The "Secret Code of Cursive," designed for teens, was held at La Retama Central on April 15. The program helped students who were not generally taught how to write cursive in many schools.

j. The Texas State Library and Archives Commission informed CCPL that it had met the Maintenance of Effort accreditation requirements for another year.

k. The Library participated in the "City Hall at the Mall" outreach program held on May 20, from 11 a.m. – 6 p.m., at La Palmera Mall. Library staff issued library cards, demonstrated and provided information on programs provided by the library.

l. All locations offered weekly programs such as loom knitting, music in motion, arts and crafts, and STREAM (Science, Technology, Reading, Art and Math) programs such as robotics.

m. A STREAM for Homeschoolers program was held at the Hopkins Branch on October 2.

n. A grant from the Texas State Library and Archives Commission made it possible to purchase furnishings for the 1-2-3 Grow Family Place program which was launched at the McDonald Library in January 2017. The program emphasizes child development, early literacy through play, and reinforces the image of the library as a welcoming environment for families. The program also emphasizes the important role parents play in their children's development and connects them to community services and resources.

o. A program celebrating National Picture Book Month was held for children ages 0-12 was held on November 18 at La Retama Library to help young children become comfortable with using books to learn to read.

p. Fusion Quest, a program for young adults, aged 13 and up, helped teens explore different areas of science through hands-on activities and demonstrations was held on the third Thursday of the month at the Neyland Library.

q. A retirement planning program, "Retirement Planning 101" is being offered at the Hopkins Branch Library.

r. A free art camp has been held several times in conjunction with kspace Contemporary at La Retama Library.

s. A quarterly brochure/newsletter, in the form of a booklet, was established and two issues have been distributed. The newsletter advertises programs being held at all libraries for all age groups. This made it easier to inform patrons about activities taking place beyond the branch they generally frequent. The newsletter was also distributed at outreach programs to publicize libraries to people who aren't familiar with library programs.

t. The libraries offered 432 programs to adults and young adults with an attendance of 8,845.

4) **Providing digital services and digital inclusion technology** (CCPL Mission Element 114)

a. CCPL has partnered with several organizations to raise funds to implement RFID (Radio Frequency Identification) technology at a cost of approximately $300,000 for all six locations including the two school partners. Private funding in the amount of $255,000 is being sought. The Corpus Christi Library Foundation pledged $50,000 towards the project and the Friends of Corpus Christi Public Libraries have received donations of over $21,000 for the project. RFID would make it possible to introduce self-checkout and has the potential to automate other processes such as library collection inventory control. Friends of Corpus Christi Public Libraries have been conducting fundraisers to reach the goal.

b. Library users have access to 70 licensed databases, downloadable audio and e-books, and online magazines. These databases, which are valued at over $436,000, are provided free of charge to library patrons by the Texas State Library and Archive Commission to public libraries that meet and maintain accreditation standards.

c. The library provides free internet access, Wi-Fi, computer classes, and one-on-one training on different electronic devices such as iPads. In 2017, online banking classes for senior citizens were introduced in partnership with Capital One and the NAACP. Programs have been held at the McDonald Library.

d. A portion of over $12,000 donated to the Friends of the Library in memory of long time Friends member and library supporter Beverly Wallace will be used to purchase storage units for kits

used by children and young adults for hands-on interactive computer coding, robotics development and other technology projects as a part of the library's Kids Camp STREAM programs.

- RETURN ON INVESTMENT -

The city receives a large return on investment (ROI) on tax dollars spent for the operation of the Corpus Christi Public Libraries (CCPL). The money spent by taxpayers for library services in FY2016-2017 resulted in a 213% return on investment.

The University of Texas' Bureau of Business Research (BBR) periodically performs a comprehensive analysis of public libraries in Texas to determine the value of library services received by the citizens of the state. The BBR determined that in 2017, on average, Texas citizens received an ROI of $4.64 for each tax dollar invested in library services.

Although CCPL provides a significant return of over $2 for every dollar invested, CCPL's ROI is less than the state average because the volume of services performed rank in the lower half of all Texas public libraries.

The complete BBR report, entitled "Texas Public Libraries: Economic Benefits and Return on Investment, 2017" can be viewed or downloaded at
https://repositories.lib.utexas.edu/handle/2152/45600

Based on the market value of services delivered by CCPL, the city realized an ROI of over 213% in 2017. The FY2016-2017 library budget of $4,129,261 provided services to its citizens with an actual market value of $12,929,439. Table 2 lists these services, the market value of the services, the number of times the service was performed, and the cumulative market value for all services performed.

This ROI does not include the economic impact to the city resulting from library employee salaries and other library expenditures. Although the 2017 BBR report did not address this economic impact, the 2012 report indicated the ROI for total library expenditures was 1.91 – for every dollar expended, there was $1.91 in local economic activity.

This ROI also does not include the economic impact that results from higher wages paid to individuals who have improved their education or skills by taking advantage of library services, nor does it include companies that expanded their local business or that relocated their business to Corpus Christi because of a higher skilled or educated workforce.

Based on CCPL's 2016-2017 budgeted expenditures of $4,129,261, the city received an additional $8,800,178 in library services based on the market value of those services.
It would be wise for the city's leaders to take advantage of this investment opportunity by increasing funding to the public library.

CITIZENS' RETURN ON INVESTMENT FOR LIBRARY SRVICES			
SERVICE	VOLUME	BBR DERIVED VALUE	TOTAL VALUE
Circulation - Children's Physical Books	375,196	$7.83	$2,937,784.68
Circulation - Adult & YA Physical Books	395,178	$9.42	$3,722,576.76
Circulation - Digital Formats&	43,410	$5.14	$223,127.40
Computer Access by User	202,656	$17.40	$3,526,214.40
State Library Databases (total value)#			$436,000.00
Programs - Children by Attendance	57,930	$6.50	$376,545.00
Programs - Young Adult by Attendance	4,304	$9.50	$40,888.00
Programs -Adult by Attendance	6,360	$12.50	$79,500.00
Reference Service Transactions	101,643	$1.86	$189,055.98
Volunteer Hours	2,560	$17.87	$45,747.20
Wi-Fi Access per user with personal device*	200,000	$5.00	$1,000,000.00
In-Library Use of Materials*	200,000	$1.76	$352,000.00
TOTAL MARKET VALUE			$12,929,439.42
TOTAL BUDGET FY 2016-2017			$4,129,261.00
RETURN ON 2016-2017 INVESTMENT			213.12%

& Average value for all digital formats

Provided at no charge by Texas State Library to patrons as long as the library meets state accreditation

* Estimated volume

TOTAL MARKET VALUE OF SERVICES RESULTING FROM FY2016-2017 LIBRARY BUDGET (US $)

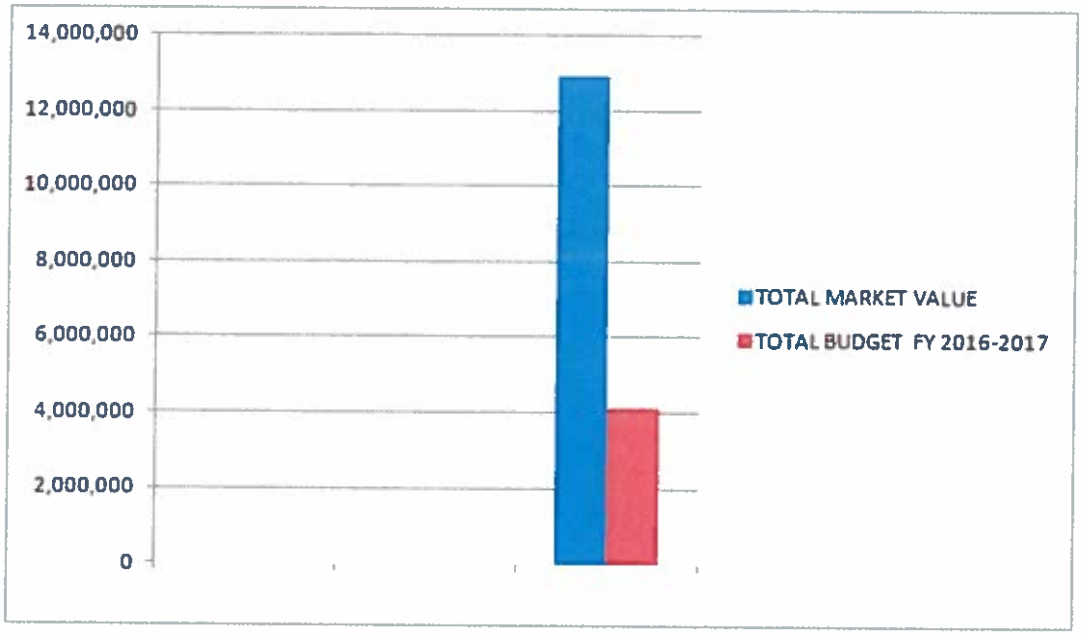

TABLE 2

- CHALLENGES -

In view of its assigned purposes, the Corpus Christi Public Library Advisory Board is of the opinion that a condition of chronic underfunding is the major challenge facing the City's libraries. As a result of this chronic underfunding, the Corpus Christi Public Libraries, on a per capita basis, lag most other public libraries in the state in size of collection, hours of operation, services provided, staffing, and employee compensation.

Using a tool available through the Texas State Library and Archives Commission (TSLAC), the Corpus Christi Public Libraries can be compared to public libraries throughout the State of Texas. The TSLAC comparative tool is available at:
https://www.tsl.texas.gov/ld/pubs/pls/index.html

To document the opinion of the Board, the following comparisons for the Corpus Christi Public Libraries have been derived:

* Comparison to all public libraries in Texas, regardless of city population
* Comparison to public libraries in communities with a population greater than 250,000
* Comparison to four selected cities, two of which are immediately larger in population (i.e., Arlington, El Paso) and two of which are immediately smaller in population (i.e., Plano, Laredo) than Corpus Christi, according to 2015 census estimates.

Using those comparisons, this report presents a graphic representation of the challenges faced by the CCPL.

Although the TSLAC comparison tool produces over two dozen data displays, the Corpus Christi Public Library Advisory Board believes one display best summarizes its concern related to chronic underfunding. That display is presented as Figure 1 on the following page.

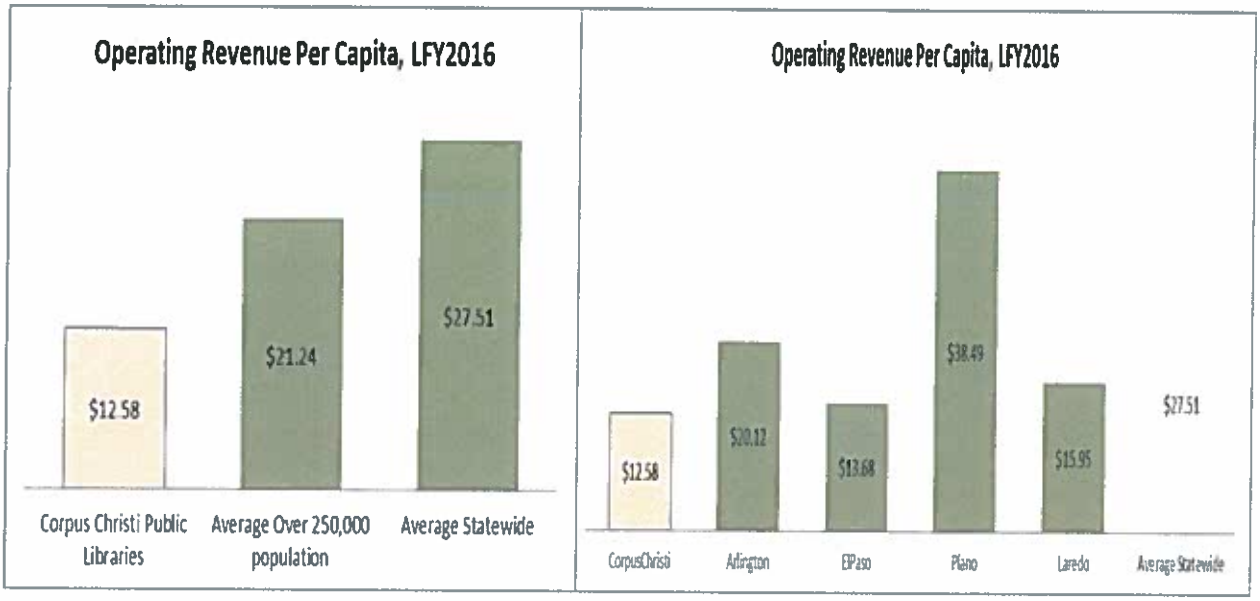

Figure 1
Most recent available data indicate CCPL operating revenues are:

* $14.93 or 54% below the average of operating revenue per capita for all public libraries in Texas

* $8.66 or 41% below the average operating revenue per capita of Texas cities with populations >250,000

* from $1.11 to $25.91 (8% to 67%) below the operating revenue per capita of four similarly-sized Texas cities

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The Appendix of this report contains Figures 2 through 20, additional detailed data derived from the TSLAC comparison tool. Among the comparisons shown in the Appendix are sources of public library funding, collection size and turnover, citizen/patron usage, circulation, hours of operation, employment levels and staff wages, and facilities. The displays in the Appendix, in the interpretation of the Board, show that CCPL lags other public libraries throughout the State of Texas in nearly every category. It is the opinion of the Corpus Christi Public Library Advisory Board that the condition of the Corpus Christi Public Libraries, relative to other public libraries in the state, is the direct result of the chronic underfunding shown in Figure 1 above.

- RECOMMENDATIONS -

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 the City of Corpus Christi provide, by the year 2022, the Corpus Christi Public Libraries operating revenue per capita equivalent to the average operating revenue per capita for Texas public libraries in communities with populations greater than 250,000.**

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

- APPENDIX -

Data displayed in the Appendix are derived from statistical operating information collected annually from all public libraries (N = 549) in the state by the Texas State Library and Archives Commission (TSLAC). TSLAC provides a tool which allows the Corpus Christi Public Libraries (CCPL) to compare its characteristics, on a variety of measures, to public libraries from across the state. The tool is available at: https://www.tsl.texas.gov/ld/pubs/pls/index.html

For this report, the TSLAC tool was used to produce the following comparisons:

* CCPL compared to all public libraries in Texas, regardless of host community population

* CCPL compared to all public libraries in Texas communities with populations greater than 250,000

* CCPL compared to public libraries in two cities with populations immediately larger than Corpus Christi (i.e., Arlington, El Paso), and public libraries in two cities with populations immediately smaller than Corpus Christi (i.e., Plano, Laredo)*
(* City populations based upon 2015 census estimates)

The data displayed in the Appendix provide additional detail on CCPL budget and finance, operating characteristics, usage and circulation, and collections and service.

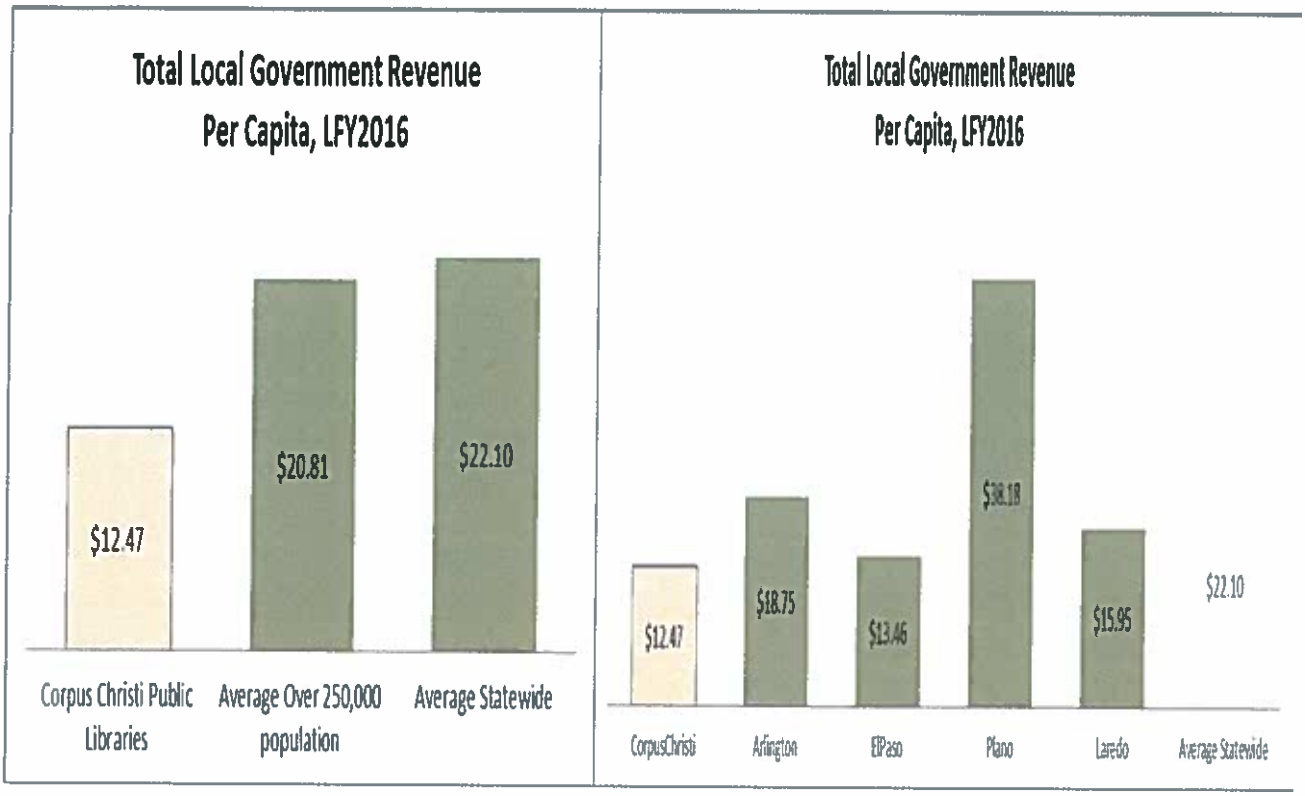

Figure 2

The Corpus Christi Public Library derives 99% of its revenue from local government sources (cf. Fig. 1). This proportion is highly comparable to Texas cities of similar size (i.e., cities with populations over 250,000 and four similarly-sized cities). However, it must be emphasized that the amount of funding available to the CCPL lags substantially behind that provided public libraries in Texas communities of similar size. Given the proportion of revenues deriving from local government, the Advisory Board is of the opinion that the Corpus Christi Public Library should be provided funding comparable to that available to public libraries in similarly-sized Texas communities.

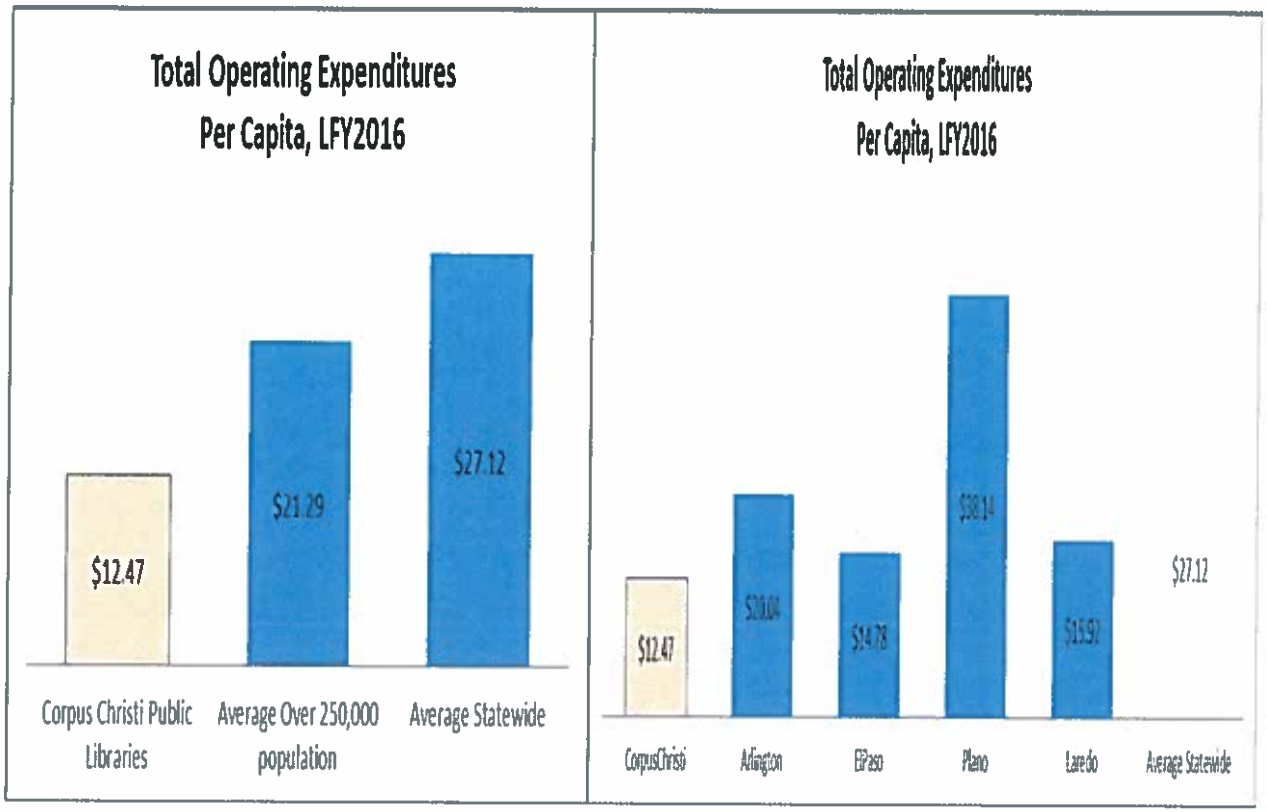

Figure 3
Most recent available data indicate CCPL operating expenditures per capita are:

* $14.65 or 54% below the average operating expenditures of all city libraries in Texas
* $8.82 or 41% below the average operating expenditures of Texas cities with populations >250,000
* $2.31 (16%) to $25.67 (67%) below the average operating expenditures of 4 similarly-sized Texas cities

The relatively low level of financial support for CCPL leads to lower expenditures and, as will be seen, explains lower productivity measures such as collections, circulation, and other library functions.

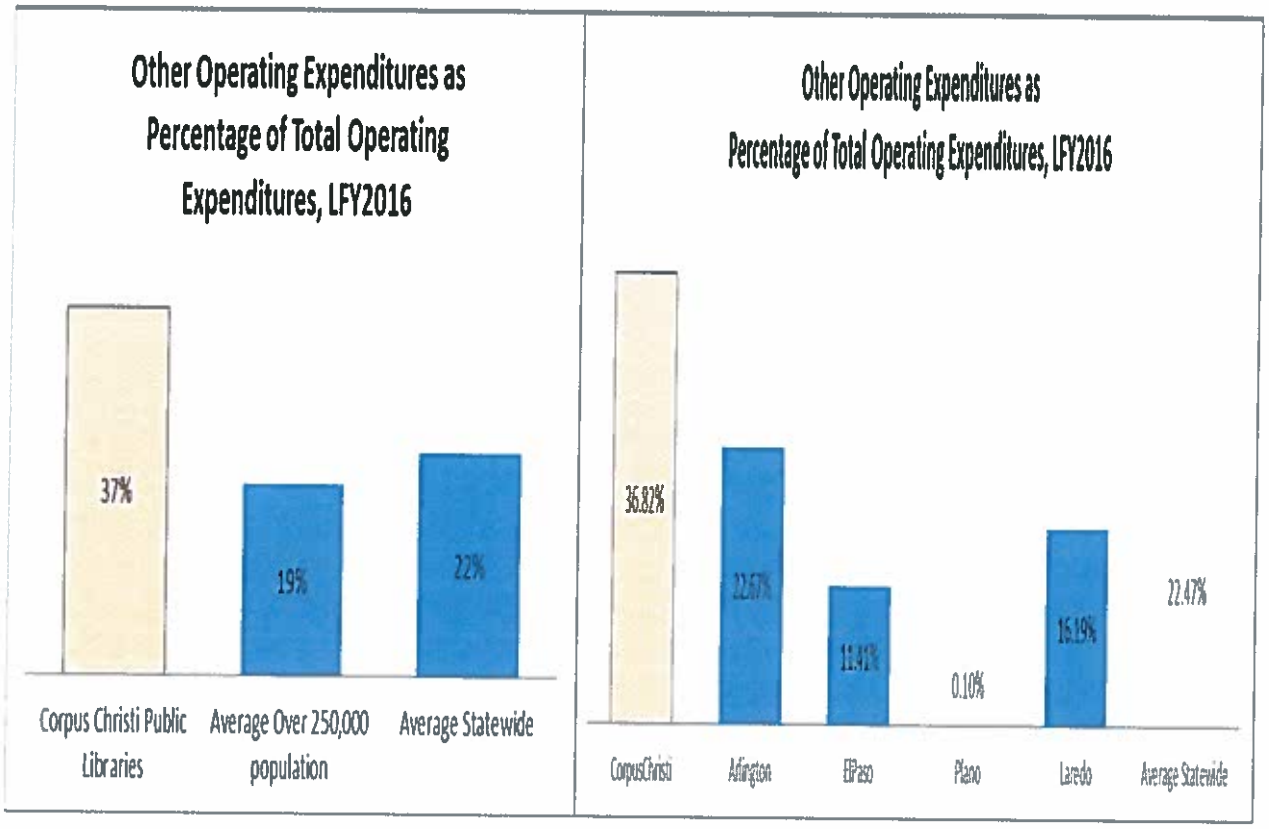

Figure 4

Most recent available data indicate CCPL spends 9% to 36% more than other city libraries in Texas on 'other operating expenses' as a percent of total operating expenditures. Included in the other operating expenses category are such things as binding, supplies, computer hardware and software, and operation and maintenance of facilities.

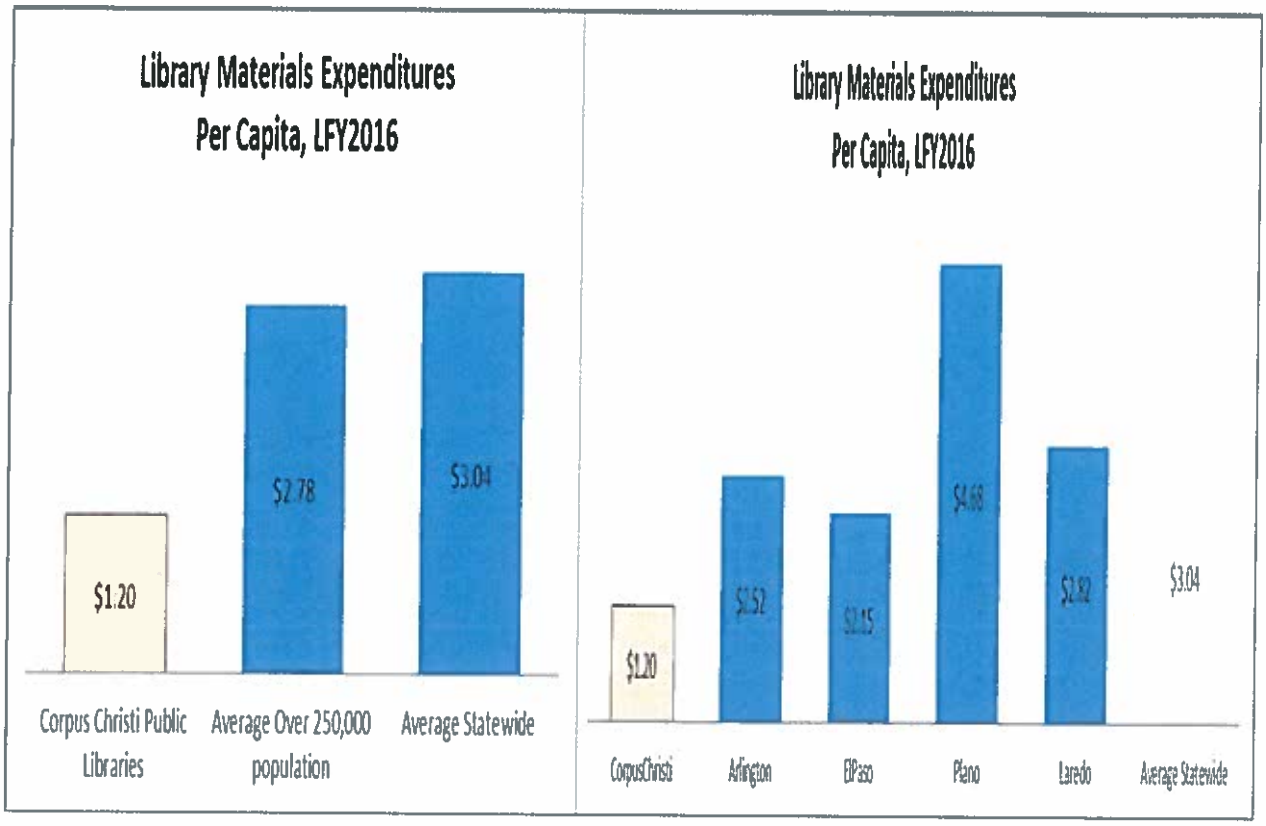

Figure 5

Library material expenditures are made to acquire things like books, subscriptions, government documents, databases, and all manner of electronic items (e.g., video, audiobooks, e-serials). The relatively low level of funding provided to the CCPL results in library material expenditures ranging from $.95 to $3.48 less per capita when compared to Texas public libraries in similarly-sized communities.

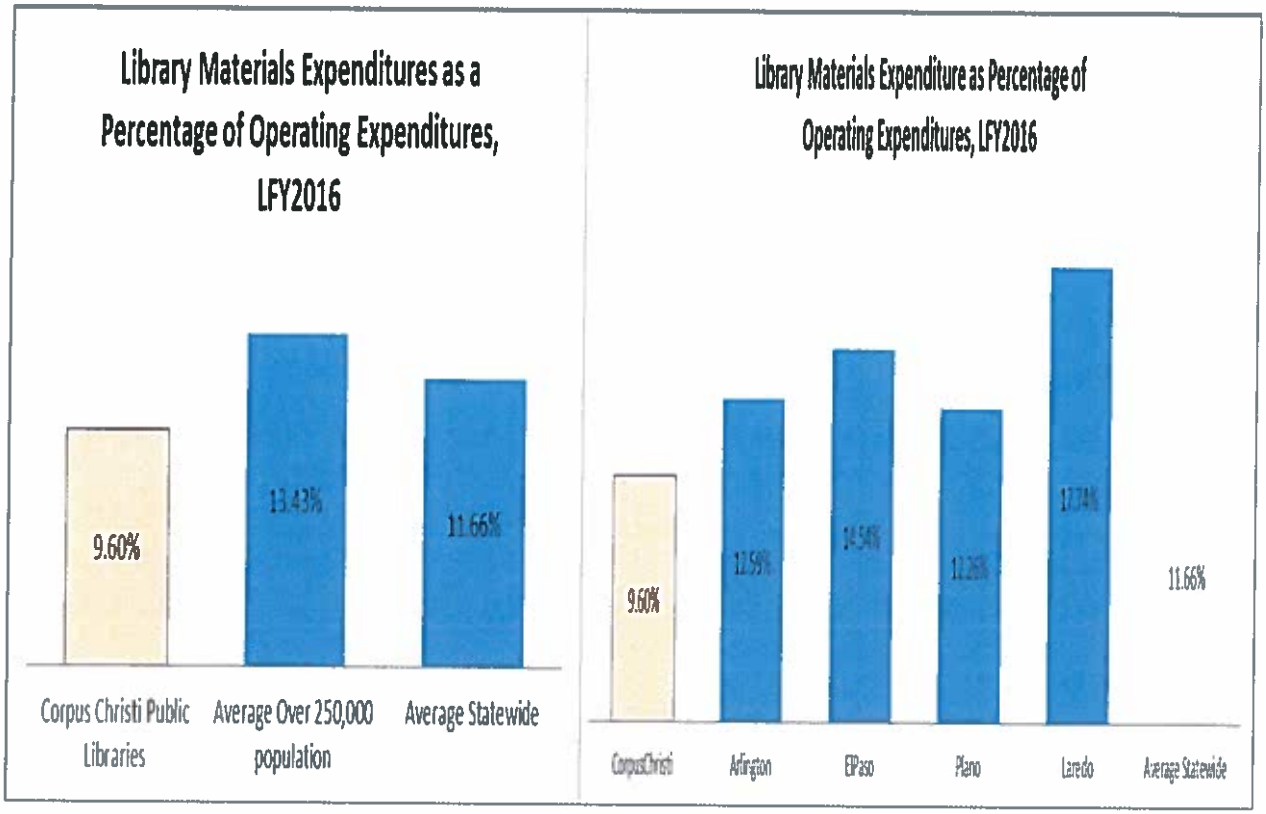

Figure 6

Another way to look at expenditures for library materials is as a percentage of total operating expenditures. When library materials expenditures are examined as a percentage of total operating expenditures, CCPL again lags most other Texas libraries. Whereas other public libraries in Texas devote from nearly 12% to almost 18% of total operating expenditures to library materials, CCPL is able to expend slightly less than 10% in this category.

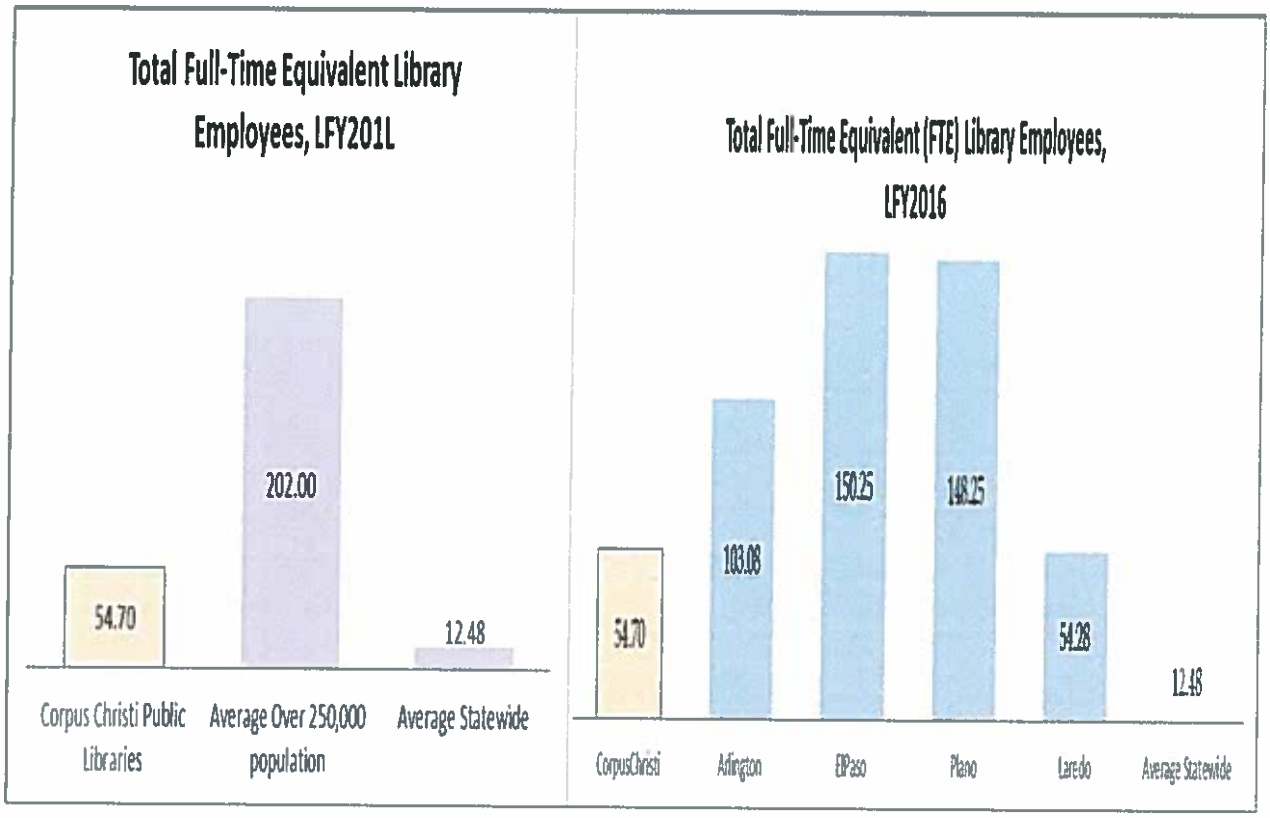

Figure 7

Employees are the major object of expenditure in library operations. Persistently low funding for the CCPL is reflected in the number of full-time equivalent employees on staff. When compared to four similarly-sized cities in Texas, CCPL has a FTE employee base exceeded by three of the four communities anywhere from 48 to 95 FTE employees; one of the four comparator cities (i.e., Laredo) has essentially the same FTE employee base as Corpus Christi. These data and subsequent displays suggest CCPL , to be staffed at levels comparable to like-sized cities, would need to expand FTE employees by 48 to 95 positions. As will be shown in subsequent data displays, low staffing levels affect the delivery of services by the Corpus Christi Public Library.

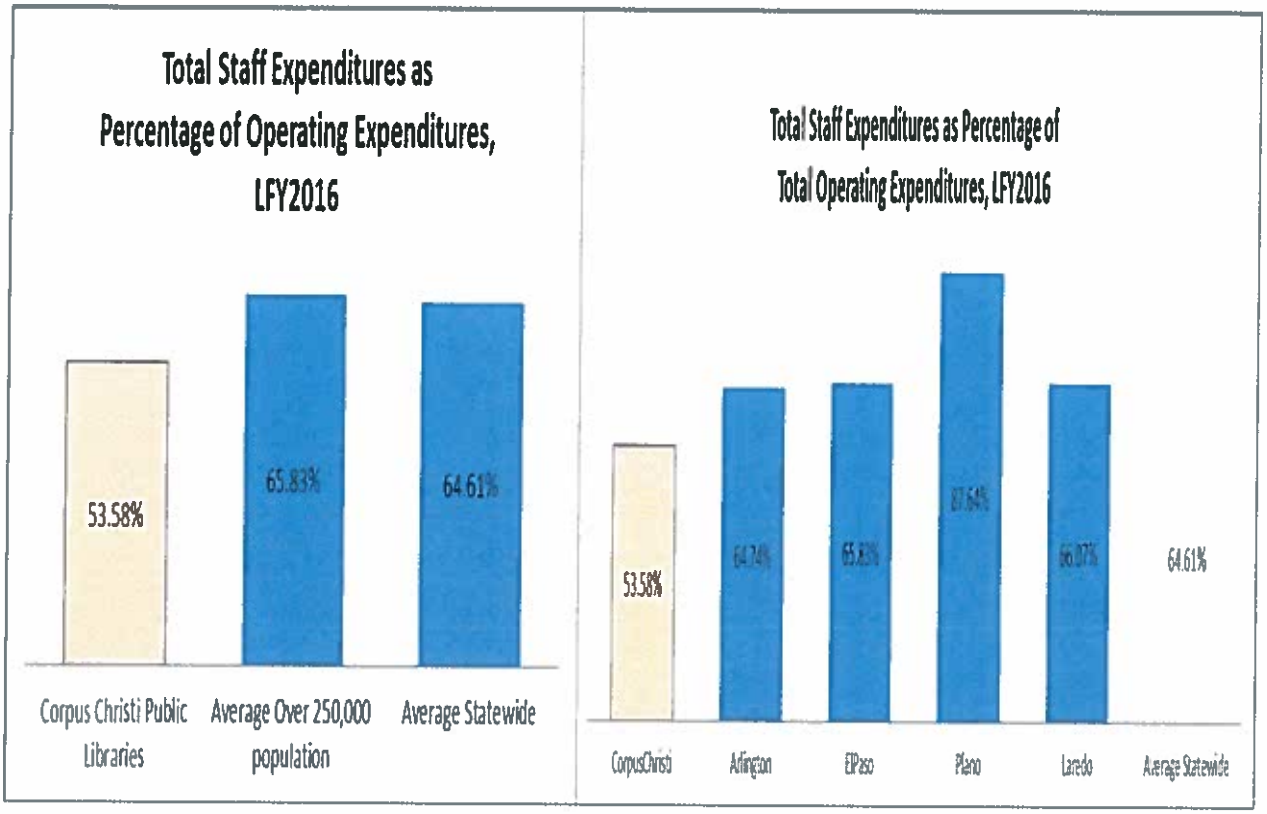

Figure 8

Total staff expenditures as a percent of operating expenditures lag those of all comparison public libraries in Texas. A below average total staff expenditure is reflected in below average number of FTE employees (Fig. 7), a higher population that has to be serviced by staff (Figs. 9, 10), and staff compensation that is below the average of comparison public libraries (Fig. 11).

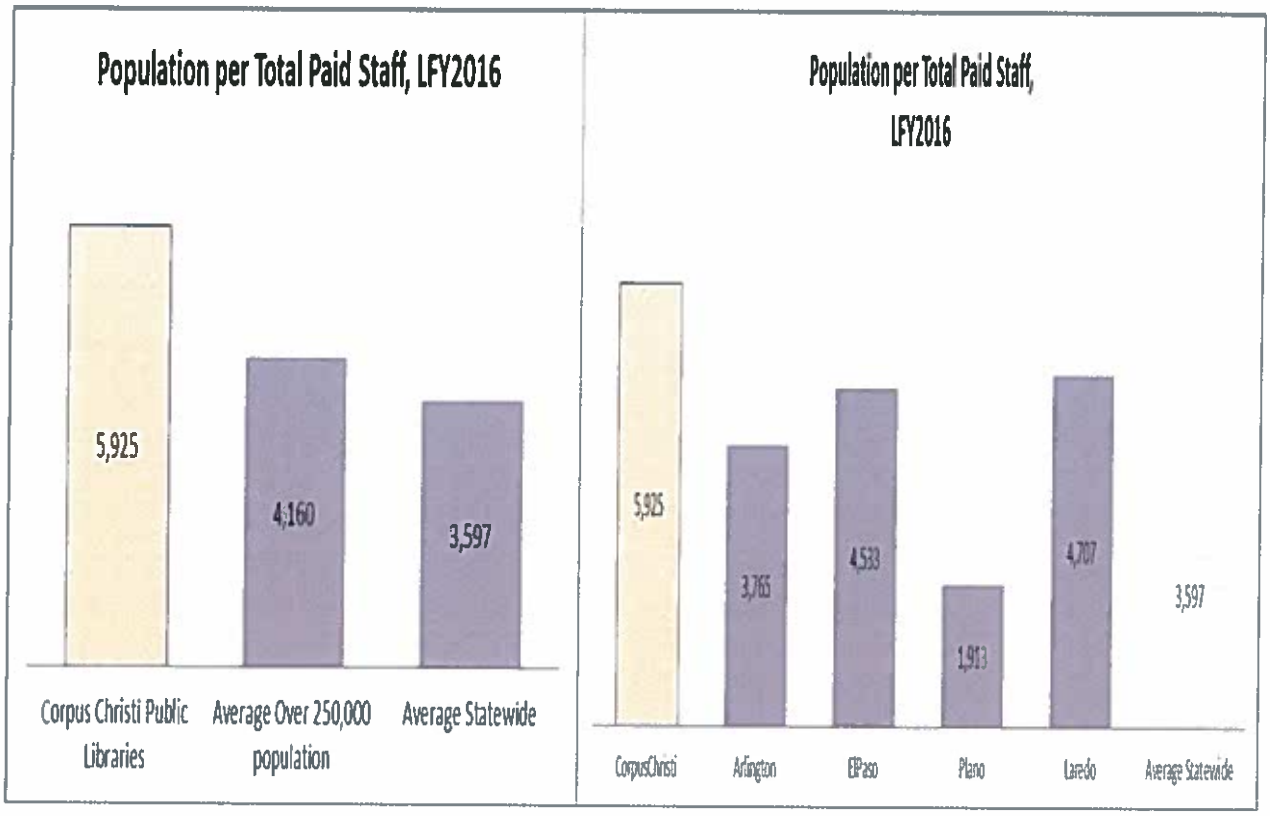

Figure 9

Low operating revenues constrain staffing at all levels (i.e., full-time, part-time, professionally credentialed, non-credentialed). Figure 9 shows that CCPL staff respond to a much larger population load, 65% greater than all public libraries statewide, 42% larger than Texas cities with populations greater than 250,000, and from 26% to 310% larger populations than four Texas cities of comparable size.

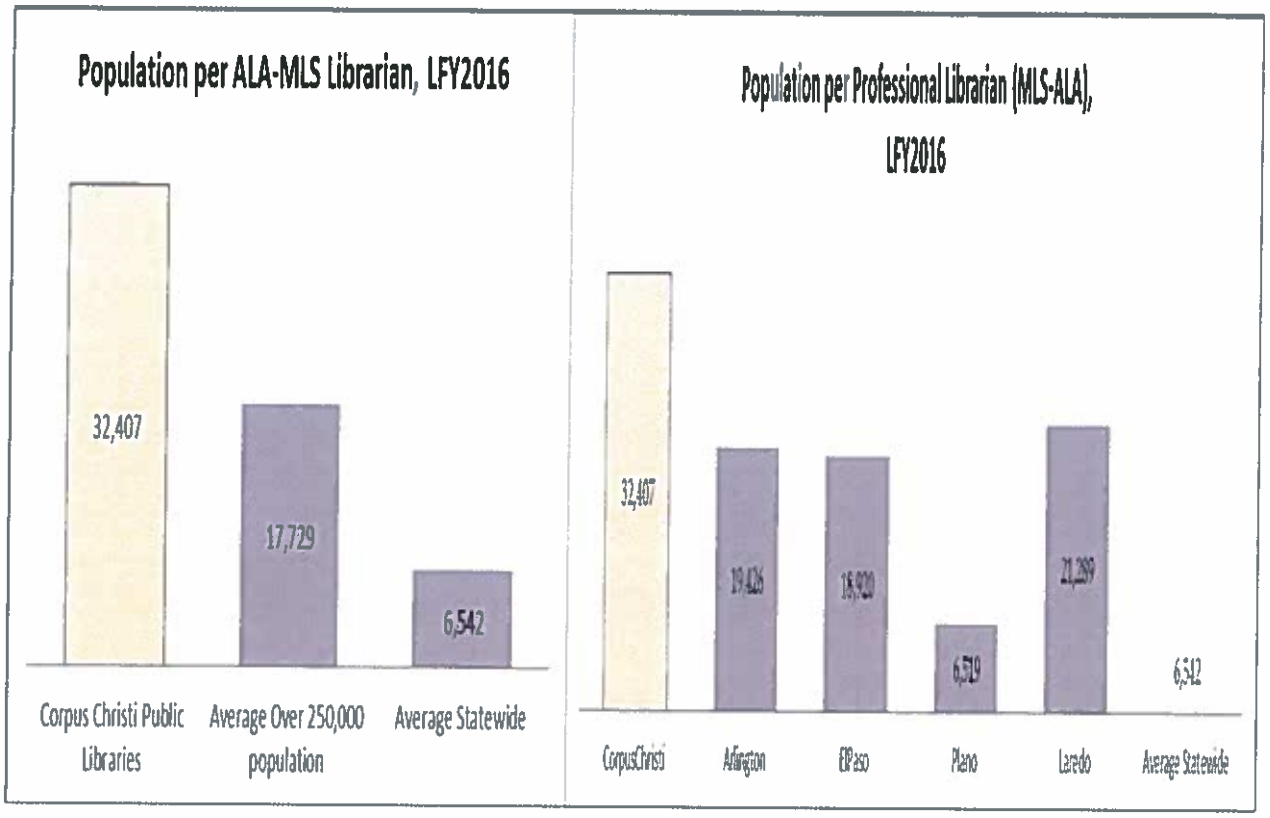

Figure 10

Low operating revenues limit the ability of the CCPL to recruit and retain professionally credentialed staff. As reflected in Figure 10, CCPL professional staff respond to population loads ranging from 52% (Laredo) to 497% (Plano) greater than professional library staff in comparable Texas cities.

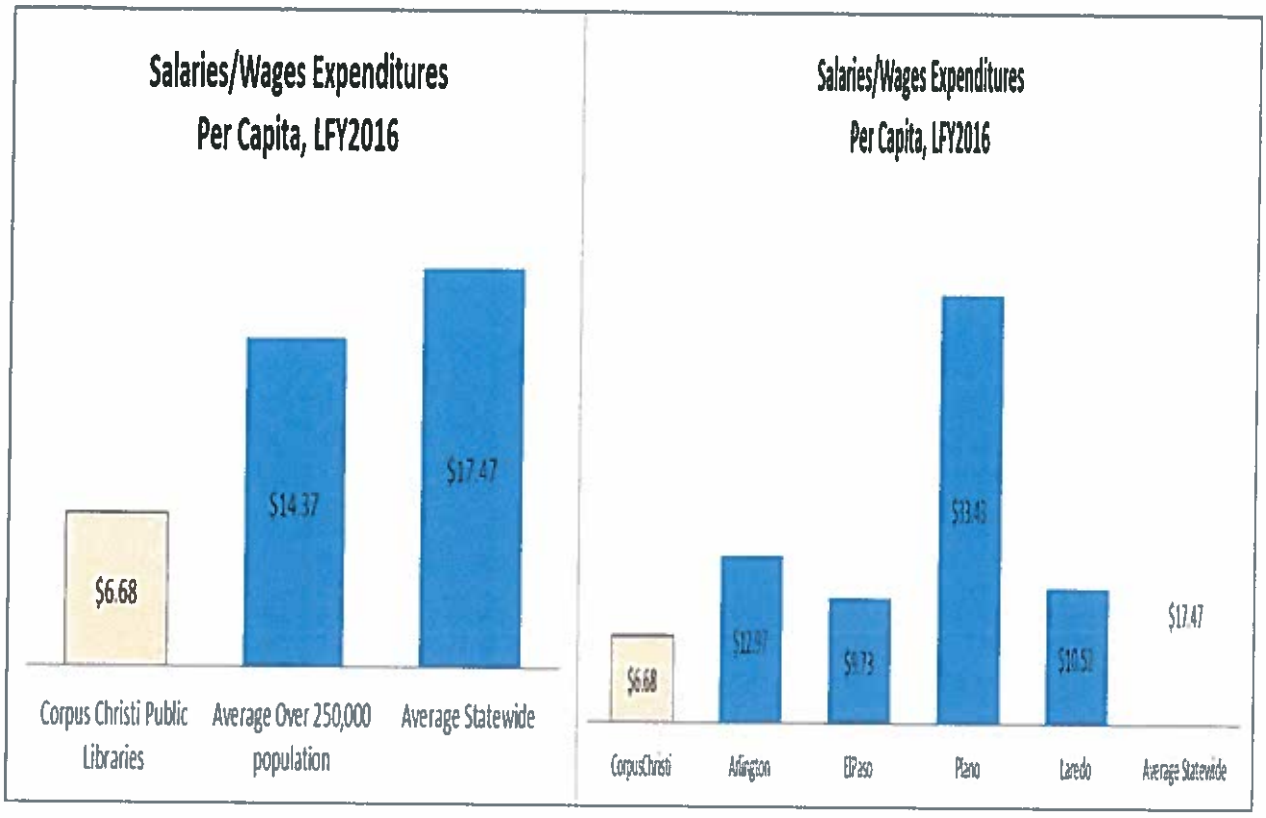

Figure 11

Low operating revenues for CCPL not only has reduced the number of employees (Fig. 7), but also has limited salaries and wages for employees far below that expended at comparable public libraries throughout the State of Texas. As shown in Figure 11, comparable public libraries expend 144% to 500% more on salaries and wages than the Corpus Christi Public Library.

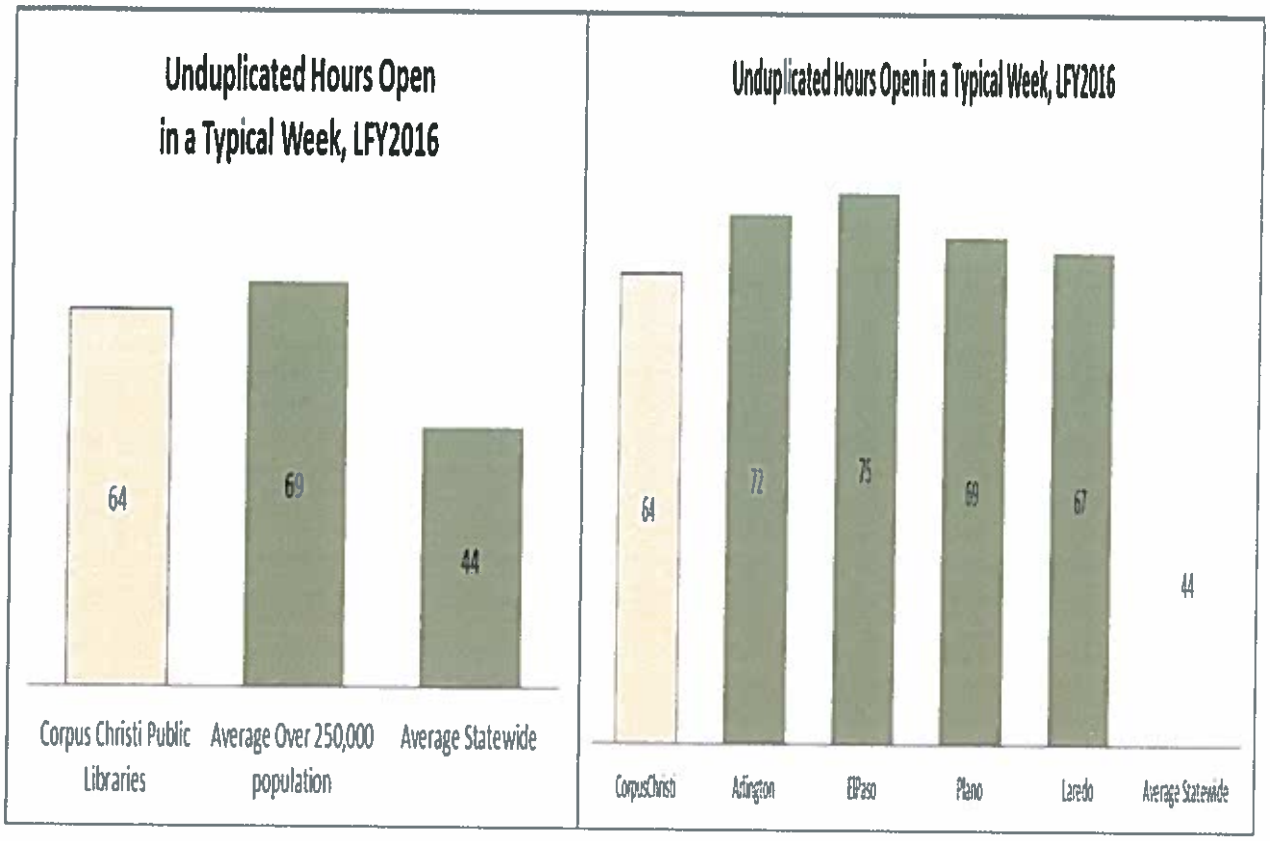

Figure 12
Hours of operation require financial resources to address staffing, maintenance, utilities, and similar costs. The underfunded character of the CCPL is demonstrated in fewer hours of operation of its facilities, which in turn affects other operating factors such as offering of programs, amount of circulation, and patron visits.

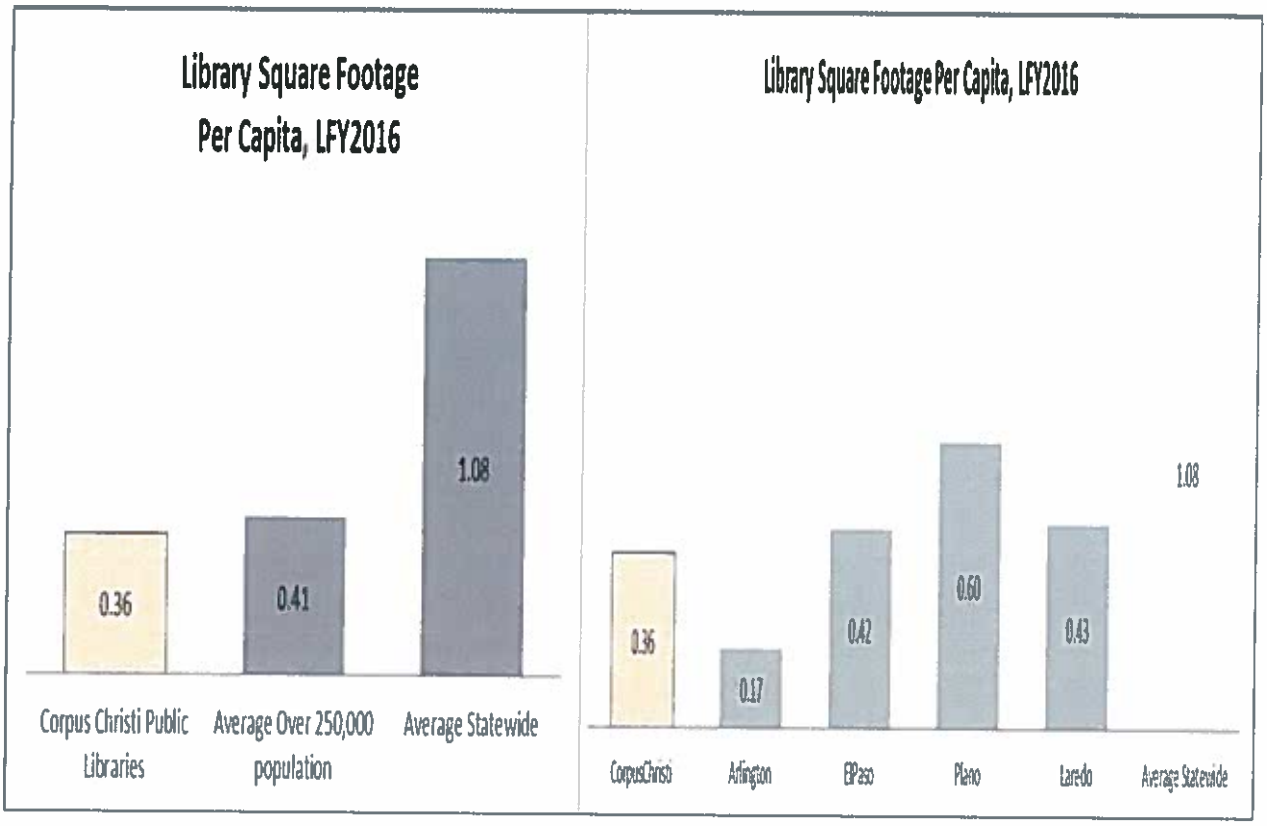

Figure 13

When compared to public libraries in Texas communities with populations greater than 250,000, CCPL has 14% less square footage per capita. When compared to four cities most like Corpus Christi in population, CCPL ranks 4th, with three cities (i.e., Plan, El Paso, Laredo) having 17% to 67% more library square footage per capita and one city (Arlington) having 47% less library square footage per capita.

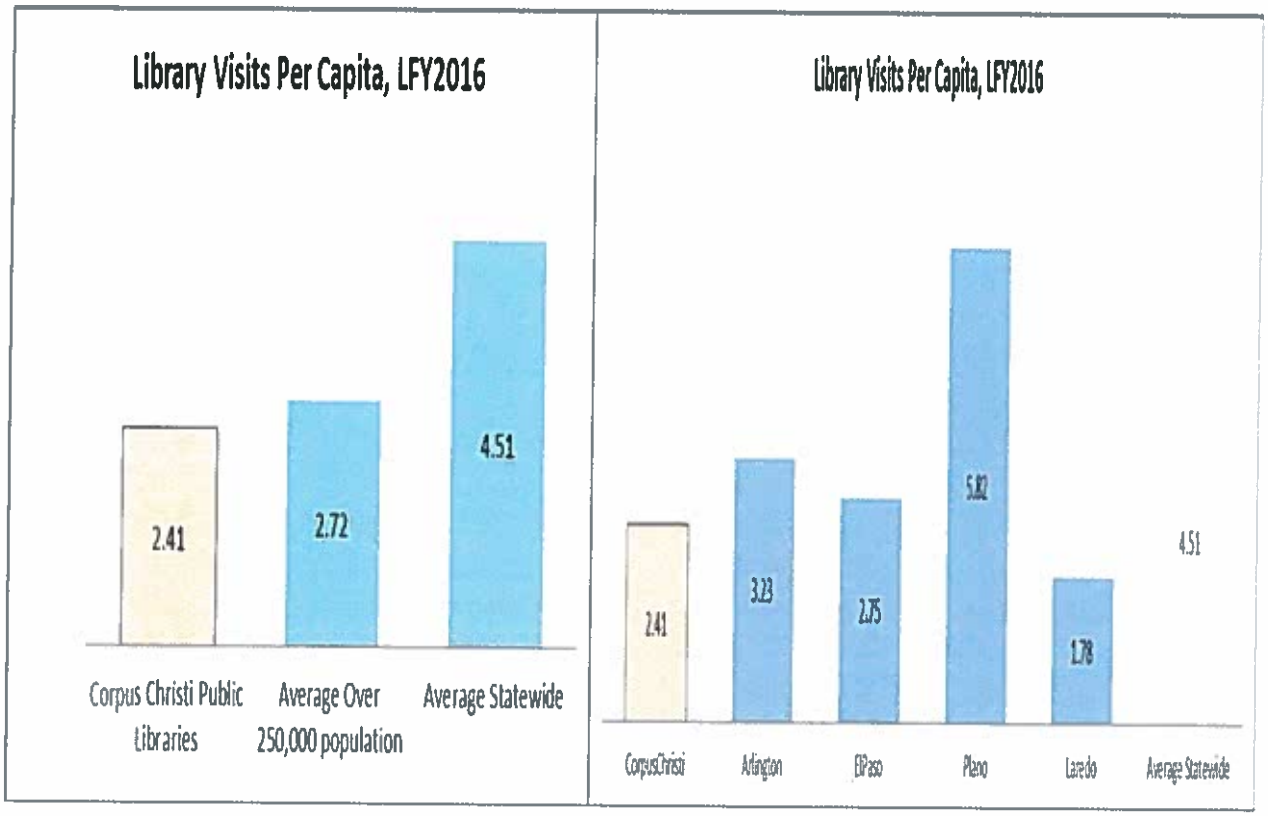

Figure 14

Compared to libraries throughout Texas and to Texas cities with populations >250,000, the Corpus Christi Public Libraries had from 11% to 47% fewer visits per capita. Library visits are a function of hours of operation, staffing, collections, public awareness, and other factors. As shown throughout this Report and Appendix, CCPL is constrained by severe underfunding that limits hours of operation, staffing, collections, and so forth, all of which affect visits per capita.

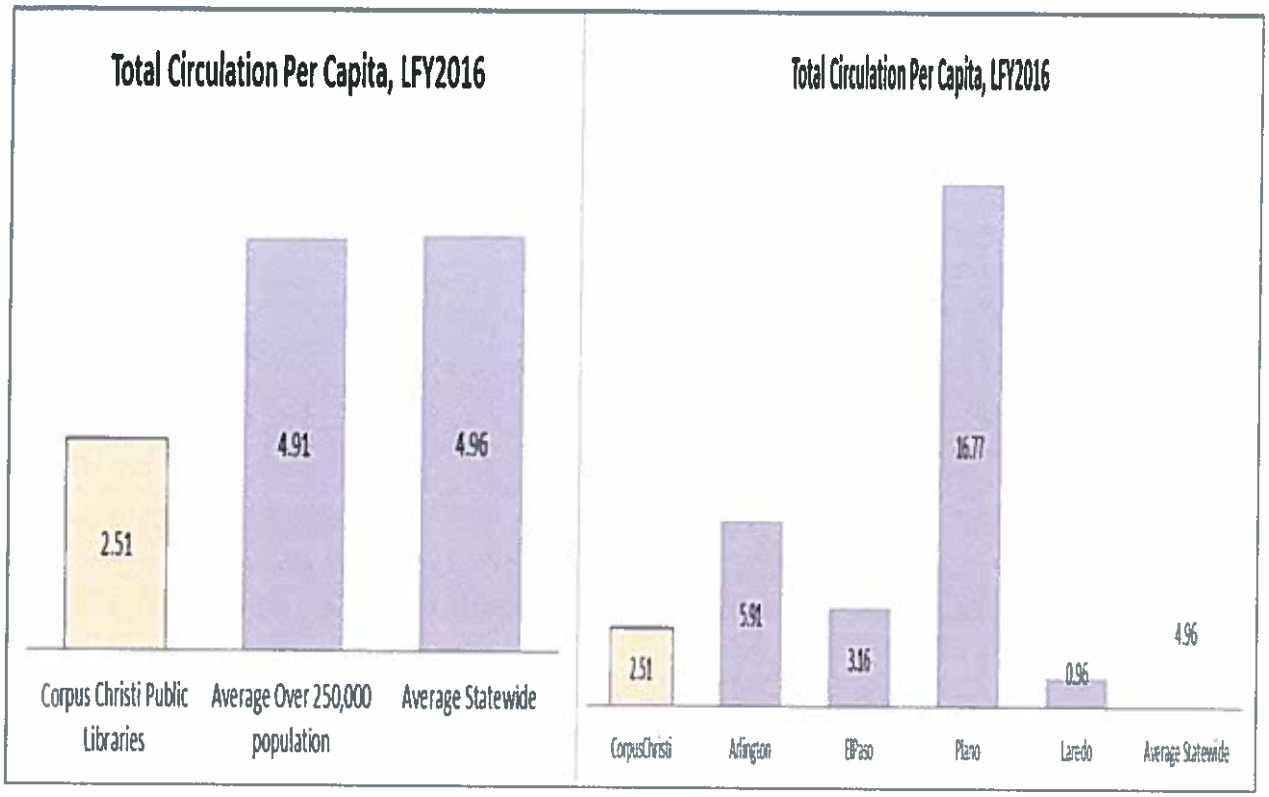

Figure 15

Although circulation of library materials is affected by a wide range of factors (e.g., collection size and type, availability, lending policy), the Board believes that the relatively low circulation per capita of CCPL is in large part due to the chronic underfunding of the library. That belief is based upon the effect low operating revenue has on hours of operation, collection size and type, staff availability to assist patrons, and so forth. CCPL's total circulation per capita lags all comparable libraries except for Laredo. This pattern is consistent in all circulation categories including children's circulation, adult circulation, circulation per library visit, circulation per paid staff, or circulation per hour of operation (see 'Note on excluded data displays' at end of this Appendix) .

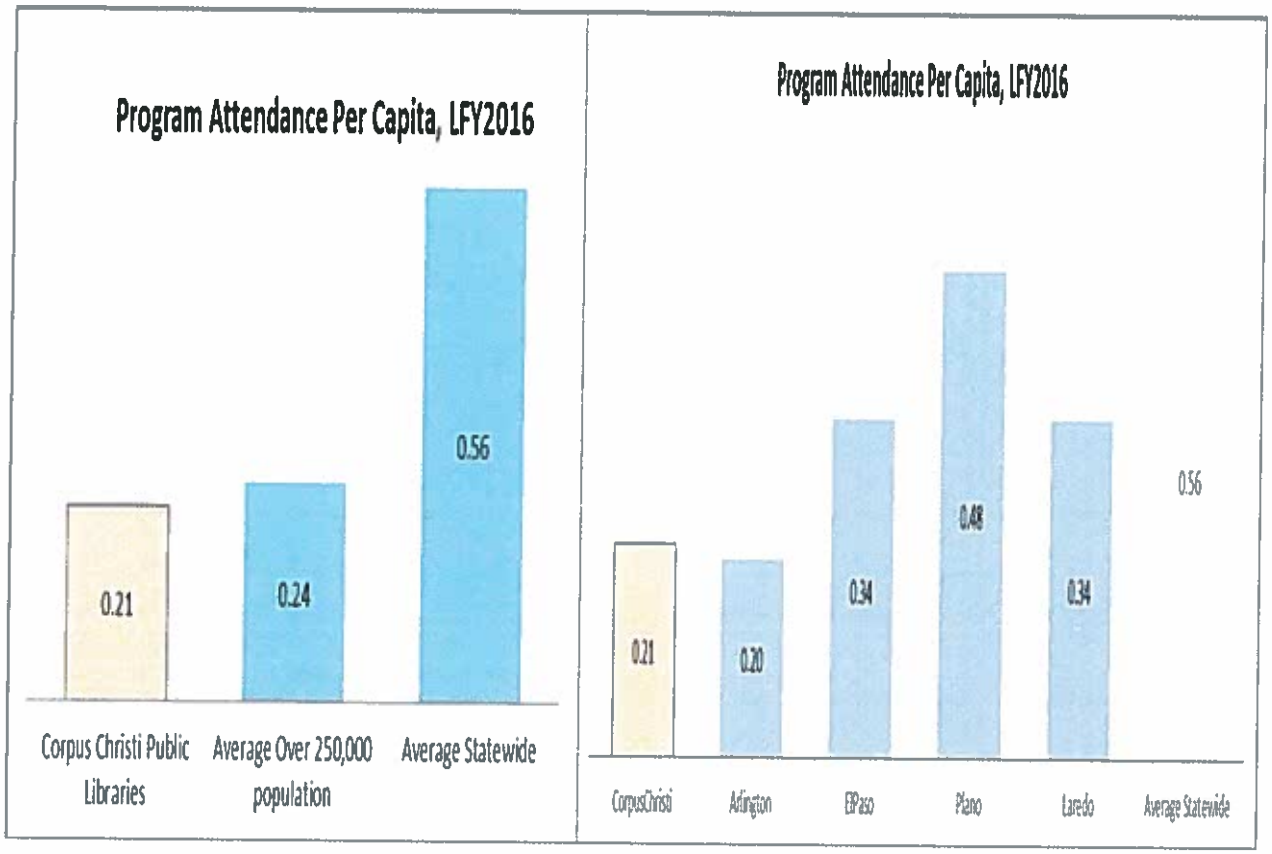

Figure 16

Public libraries sponsor and conduct a wide variety of programs on topics such as early childhood reading, adult literacy, after-school activities, technology training, and cultural and historical seminars. Although CCPL provides similar programming throughout the year, at least two branches have limited programs and outreach activities due to lack of available staff. Again, however, the Corpus Christi Public Library Advisory Board believes that chronic underfunding of the CCPL restricts the volume of programming and related attendance. As shown in Figure 16, CCPL lags behind nearly all libraries in similarly-sized cities in Texas in program attendance. Design and delivery of programming requires staff time and expertise, promotional budgets, production costs, and similar items of expenditure, all of which are constrained when operating revenues are scarce.

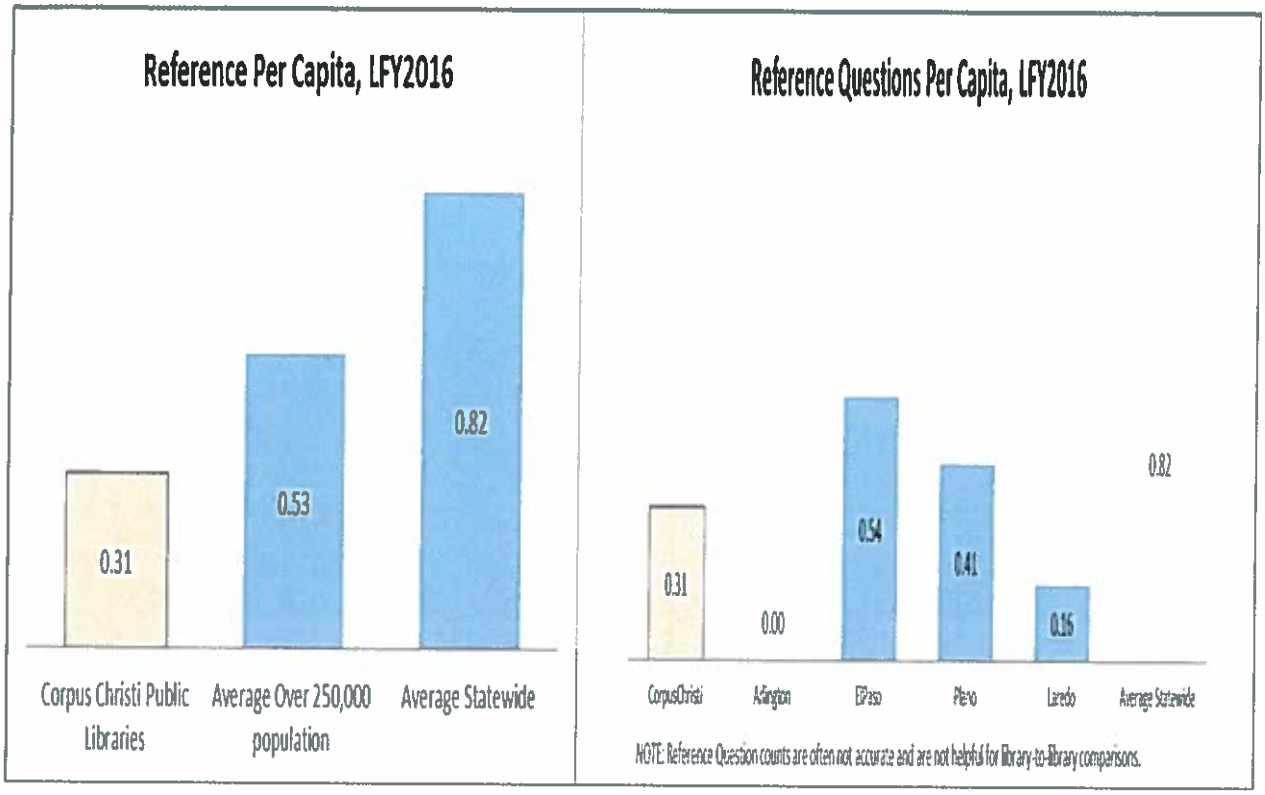

Figure 17

Reference is a critically important function performed by public libraries. The reference function allows citizens to research topics, whether related to business development, school assignments, personal growth and enrichment, civic activities, genealogy, and so on. Although CCPL does, in the opinion of the Advisory Board, a commendable job in reference support, more could and should be done to provide appropriate operating revenue support so reference services can be improved for library patrons.

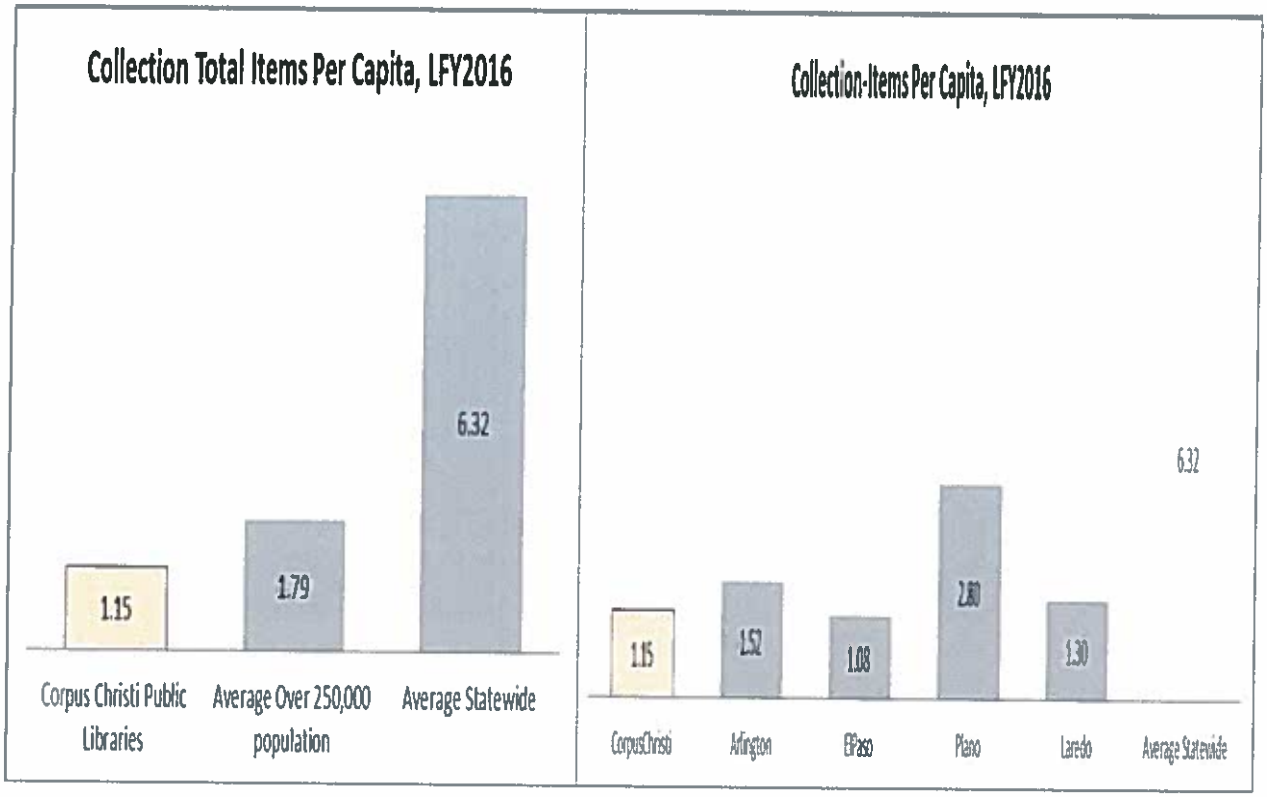

Figure 18

Library collections consist of all materials available for access, whether print, electronic, circulating, non-circulating, books, or periodicals. Size of collection is a traditional measure of library quality. As shown in Figure 18, CCPL lags most public libraries in cities of comparable size in Texas in terms of total collections. The cost of acquiring and maintaining a library collection is an operating expense and is impacted by the availability of operating revenue. The chronic underfunding of CCPL, in the opinion of the Advisory Board, explains CCPL's significantly smaller collection relative to those of libraries in similarly-sized Texas cities.

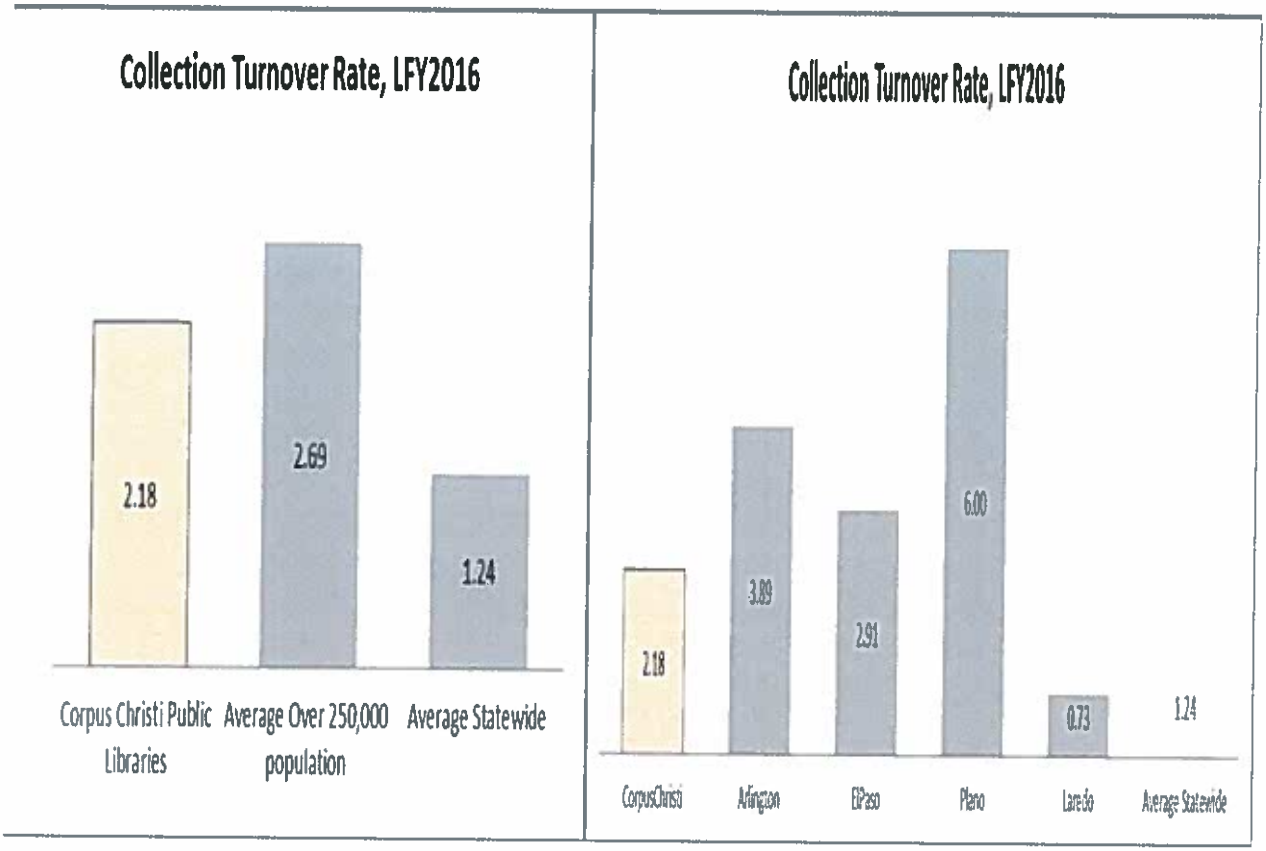

Figure 19

A major consideration in building a library collection is to keep it current as new materials are published, publications are revised, items accumulate wear, and new formats of materials become available. Adequate operating revenues are essential in maintaining the size, currency, and quality of a library collection. Improvement in the operating revenue for the CCPL will allow its collections to be maintained and expanded.

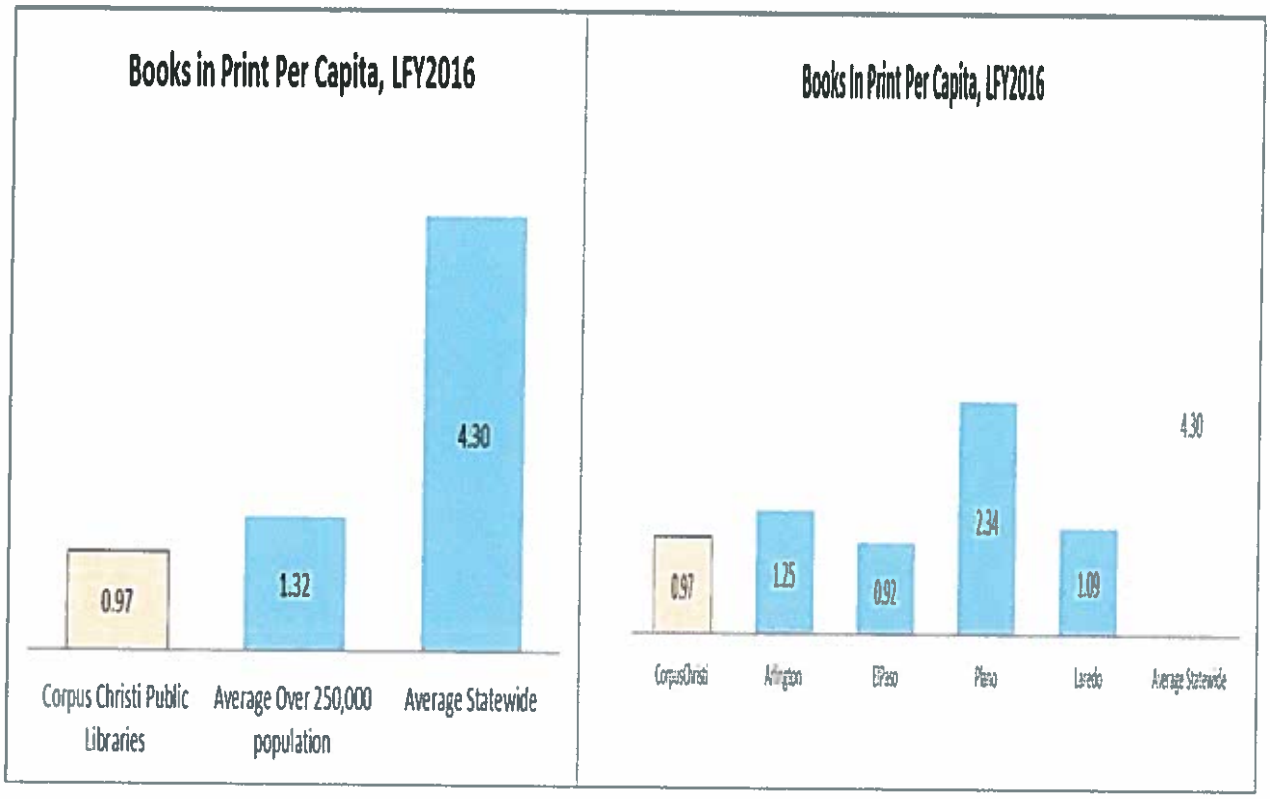

Figure 20

Figure 20 shows one component of the CCPL collection relative to public libraries in similarly-sized Texas cities. With the exception of the public library in El Paso, the CCPL lags behind books in print held in the collections of libraries in similarly-sized cities. As noted in the preceding two figures, increases in the operating revenues available to the CCPL will allow the acquisition of books in print, and other collections items, to put its collection on par with similar libraries in Texas.

- Note on excluded data displays -

The reader is advised that several data displays generated by the TSLAC tool have been excluded from this Report and Appendix. The charts excluded, in the opinion of the Corpus Christi Public Library Advisory Board, are sufficiently covered in what is presented throughout the Report and Appendix. However, in the interests of disclosure, below is 1) a list of the data displays excluded , and 2) the protocol to use in accessing all data displays in the TSLAC library data and comparison tool:

Excluded items

- Indirect cost expenditures – expenditures for operations overhead (i.e., utilities, maintenance, grounds, telecommunications, insurance, accounting, etc.)
- Circulation per library visit
- Circulation per paid staff
- Circulation per hour of operation
- Children's circulation – patrons <12 years of age; physical and digital items
- Adult circulation – patrons >18 years of age; physical and digital items

Protocol to access the TSLAC library data and comparison tool

- https://www.tsl.texas.gov/
- Services for Libraries
- Statistics and Accreditation
- Texas Public Libraries Statistics
- 2016 Individual Library Statistics and Comparison Charts
    - Enable Editing (top of page)
    - enter 'Corpus Christi' using drop-down menu
    - open by clicking on '2016 Charts'

MARINA DEPARTMENT MEMORANDUM

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

TO: Margie Rose, City Manager

THRU: Keith Selman, Assistant City Manager

FROM: Peter M. Davidson, Marina Superintendent

DATE: January 15, 2018

SUBJECT: MARINA ADVISORY COMMITTEE ANNUAL REPORT FOR 2017

Listed below are the Marina Advisory Committee's efforts and accomplishments for 2017.

The Committee collaborated with the Marina to have the dilapidated pier at Pier 99 Restaurant demolished.

The Committee finalized paperwork for a new 501c3 'Corpus Christi Marina District Foundation.'

The Committee unanimously voted Bob Paulison as the new chairman.

MEMORANDUM

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

TO: Margie Rose, City Manager

THROUGH: E. Jay Ellington, Director, Parks & Recreation

FROM: Christina Amo, Aquatics Supervisor

DATE: November 30, 2017

SUBJECT: Corpus Christi Mayor's Fitness Council (MFC) Report

The Corpus Christi Mayor's fitness Council meeting monthly on the third Thursday of the month at City Hall in the First Floor Conference Room at 12:00 pm.

Members: Dr. Ana Paez, Dr. Misty Kesterson, Kimberly Cook, Dr. Jacqueline Hamilton was realigned to At-Large, Victor Betancourt, Stephen McMains, Richard Torres, Tiffany Montemayor, Rhonda Carlisle-Castillo was appointed into Senior Initiatives. Christina Amo replaced Becky Perrin as Parks and Recreation representative.

January 19, 2017

- A regular meeting was held
- Launched It's Time Texas Community Health Challenge at Bridge Walk
- Adjusted 2017 Goals

February 16, 2017

- A regular meeting was held
- Finalized 2017 Goals and Objectives
- Health Department Initiative

March 16, 2017

- A regular meeting was held
- Established sub-committees

April 20, 2017

- A regular meeting was held
- 2017 Goals and Action Plan review; establish plan and assignments

- Beach to Bay Team

May 18, 2017

- A regular meeting was held
- Healthy Business Partner application update
- Review Action timeline and assignments

June 15, 2017

- Meeting cancelled due to lack of quorum

July 20, 2017

- A regular meeting was held
- Update of 2017 Goals and Objectives Action plan
- Plans to increase social media presence
- Plans to streamline health & leisure organizations
- Fit Tank vetoed due to historical failure

August 23, 2017

- Meeting cancelled due to lack of quorum

September 21, 2017

- A regular meeting was held
- Voted to donate to PARD instead of Fit Tank
- Reviewed terms and applications
- Discussed plans for a grant writing subcommittee

October 19, 2017

- Meeting was cancelled due to lack of quorum

November 17, 2017

- A regular meeting was held
- Letter of Invitation created to streamline health & leisure organizations, photo and event posts to increase social media presence
- Misty, Tiffany, and Christina offered to be on grant writing subcommittee
- Kite & Bike Debriefing
- Researching budget to optimize funds

December 21, 2017

- A regular meeting was held
- Letter of invitation approved with some minor edits

- Voted to continue It's Time Texas as a group
- Yearly report approved with some additions

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

Mechanical/Plumbing Advisory Board, Quarterly Meetings

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CITY SECRETARY'S OFFICE

- **January 11th, Special Meeting (1st Quarter)**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding a Draft Ordinance amending the Code of Ordinances by revising Chapter 14 Development Services Article II City of Corpus Christi Technical Construction Codes and Chapter 55, Utilities, providing for annual backflow prevention assembly testing and authorizing City to inspect, install and repair with charges to be assessed to property owner.**

       Gene Delauro gave Staff's presentation regarding this item. He stated this Ordinance is the 1st step in a series of Ordinances that will be proposed to minimize the risk to our water system. Currently there is an estimated 38% delinquency rate out of approximately 7,500 residential irrigation systems. There is an estimated 13% delinquency rate out of approximately 5,000 commercial assemblies. This Ordinance will bring the City up to State compliance and resolve these delinquencies. The proposed phases are: Phase 1-Residential, Phase 2-Industrial, and Phase 3-Wells. Board members discussed 3rd party testing, testing frequency, and air gap on all industrial facilities. Their recommendation is to change the testing frequency from 3 years to once a year. They are in favor of hiring a 3rd party company to assist with testing and maintaining these assemblies. They also agree that the City should be given authority to disconnect service if the property owner fails to comply with these requirements. The Board also suggested adding Certificate of Occupancy for all businesses. The Board feels that there is room for improvement and this step should be the first of many to help ensure public safety.

- **February 16th, Regular Meeting (1st Quarter): No Quorum**

- **May 18th, Regular Meeting (2nd Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion regarding meeting frequency according to Municode, Section 14-206, Technical Construction Boards.**

       Board members and staff discussed the advantages/disadvantages of meeting more frequently. It was decided that the Board will continue to meet on a quarterly basis with Special-called meetings on an as- needed basis. Discussion only, no action required.

2. **Update on City Commercial Backflow Assembly Inspection & Testing Program.**
   Board members received a copy of the Notice to Proceed to Contractors which detailed the executed agreement with several local Backflow testers and installers.
3. **Discussion and possible action regarding non-compliant, City registered Irrigators.**
   Gene gave staff's presentation on this item. City is experiencing issues with companies that pull irrigation permits but do not follow up for final inspection of the completed project. Gene intent is to file a complaint against these companies with TCEQ. Written notice will be sent to non-compliant companies and a hearing with the Board will be scheduled to discuss possible action, up to and including, suspension or revocation of their City registration. Some delinquencies range from 2014-2016. Discussion only, no action taken.

- **August 17th, Regular Meeting (3rd Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion regarding Board member terms: Calendar year versus staggered terms**
       The Board recommended amending the current City Ordinance to clarify the terms. Discussion only, no action required.
    2. **Discussion to clarify the quorum requirements based on number of active Board members.**
       Discussion only, no action required.
    3. **Discussion on Backflow requirements for properties with water wells and municipal water service.**
       Discussion only, no action required.

- **November 16th, Regular Meeting (4th Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Staff Presentation regarding the impact of Hurricane Harvey.**
       A PowerPoint presentation was distributed to the Board members outlining the recovery efforts and damage assessments. Discussion only, no action required.
    2. **Update regarding Irrigation Contractors.**
       The Board discussed Gene's decision to tie the Irrigation Permits to the Primary Building Permit on new projects. A Certificate of Occupancy will no longer be granted until the irrigation work is completed and approved.

3. **Update regarding Commercial/Residential Delinquent Backflow Assemblies - 3rd Party Database Management of Backflow Assemblies, Industrial District Affidavit Agreements, and Water Well Owners.**

   The Board discussed some delays that 3rd party contractors have encountered. A 3rd party agency will receive and maintain the records related to the Backflow Assemblies and report back to the City on a pre-determined basis. The City will review the reports and make final decision whether to approve submittals. The agency will manage all administrative work including noticing customers regarding their devices. No additional fees will be charged to the customer for this service. Discussion only, no action required.

4. **FY 17-18 Budget – Approved Backflow Inspector.**

   Discussion only, no action required.

Building Board Code of Appeals, Quarterly Meetings

- **January 11th, Special Called Meeting (1st Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:

    1. **Discussion and possible action regarding a Draft Ordinance amending the Code of Ordinances by revising Chapter 14 Development Services Article II City of Corpus Christi Technical Construction Codes and Chapter 55, Utilities, providing for annual backflow prevention assembly testing and authorizing City to inspect, install and repair with charges to be assessed to property owner.**

       Gene Delauro gave Staff's presentation regarding this item. Stated this Ordinance will bring the City up to State compliance and resolve current residential delinquencies; however, this would not have prevented recent City's water issues. The proposed phases are: Phase 1-Residential, Phase 2-Industrial, and Phase 3-Wells. Legal advisor stated Phase 1 Ordinance has already been drafted, unrelated to the City's recent water issues. The advisory Board discussed 3rd party testing, testing frequency, and air gap on all industrial facilities. They debated whether testing should be a 1 year or 2-year cycle. Also discussed was the possibility of adding 3rd party testing to customer's bill as a deferred payment option as opposed to collecting charges in one lump sum.

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

- **February 15th, Regular Meeting (1st Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Building Code Board of Appeals.**
       Since all active Board members are not present, the decision was made to table this item until the next quarterly meeting on May 18, 2017. Motion was made by R. Farrar and S. McClure.
    2. **TDI/TWIA Windstorm Inspection Program Update - Doug Klopfenstein-TDI.**
       This item was tabled for the next quarterly meeting on May 18, 2017.
    3. **Discussion on Revised 2015 IECC Commercial Energy Provisions.**
       Gene Delauro gave staff's presentation regarding the "2015 International Energy Code Compliance Memorandum," issued by Gene Delauro on January 31st, 2017. A Commercial Architect or Engineer can act as the commissioning authority or Energy Compliance Inspector of their project. Discussion only, no action taken.
    4. **Discussion on Revised Backflow Assembly Testing Ordinance.**
       Update on the Ordinance regarding Backflow Assembly Testing. City Council has approved the Ordinance to contract companies to perform Backflow Assembly Testing on delinquent accounts. No action taken, discussion only.
- **May 18th, Regular Meeting (2nd Quarter):**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Building Code Board of Appeals.**
       The Advisory Board elected Chuck Anastos as the 2017 Chairman and Ramiro Munoz III as the 2017 Vice Chairman.
    2. **Update on State's involvement with Antarctic Aire & TX Superior Construction & Foundation Repair Company.**
       This complaint is still under investigation with TDLR. Gene will update the board with the outcome in a future meeting. Discussion only.
    3. **Discussion on city's current Certificate of Occupancy Policy.**
       Gene gave staff's presentation and quoted the 2015 IBC - Section 111, Certificate of Occupancy. "...a change in the existing use or occupancy classification of a building or structure or portion thereof shall not be made, until the building official has issued a certificate of occupancy." Our department performed a recent study of the top 10 Texas cities and their Certificate of Occupancy Policy. The City currently does not have any oversite regarding the

changes of existing use or occupancy. Gene suggested implementing a process that requires a Certificate of Occupancy Policy for all businesses. The Board expressed their concerns regarding assessing reasonable fees for this type of City inspection, City inspector's knowledge of current and previous building code requirements, and agreed that public safety is the goal and would like to see community outreach to convey the potential safety concerns. Discussion only, no action required.

- **August 17th, Regular Meeting (3rd Quarter):**
  - Appeals:
    1. **Appeal of Floodplain Management Requirements for the Texas State Aquarium.**
       This item has been pulled from the Agenda.
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion on revised carport requirements.**
       The Board and Staff discussed public safety hazards unpermitted carports (detached from the main structure) pose to the Public. The Board stated they are not in agreement with City Council's recommendation to approve such structures. The Board's concerns are as follows: Non-mandatory nature of recommendation, lack of requirement for TDI certification, also not in agreement with front and side setback violations. A suggestion was made to mail notices to the estimated 9500 unregistered carport owners, encouraging them to visit our office if they are in possession of the carport drawing from the manufacture. A building permit will be issued, and their carport can be inspected to bring their structure up to compliance. Vote 4 in favor and 1 opposed to this Board's recommendation.
    2. **Discussion regarding change in warranty for public and private improvements from 1 year to 2 years.**
       Motion was made by Robert Knowles and seconded by Randy Farrar, in support of revising Warranty Period to 2 years and including a maintenance Bond of 10% or $25,000 whichever is greater. Discussion only, no action required.

November 16th, Regular Meeting (4th Quarter):

- Appeals: None
- Variances: None
- Amendments: None
- Code Review:
  1. **Staff Presentation regarding the impact of Hurricane Harvey.**
     A PowerPoint presentation was distributed to the Board members outlining the recovery efforts and damage assessments. Discussion only, no action required.

2017 ANNUAL REPORT FOR BOARDS, COMMISSIONS OR COMMITTEES

2. **Department Administrative Policy on Residential Carports.**
   Gene Delauro discussed the department's decision to implement an administrative policy addressing carports. If a homeowner wishes to install a carport within their property setbacks, their case can be reviewed by the Board of Adjustments for a fee of $100.00 – on a trial basis. Text Amendments can be drafted if needed to reduce the number of cases going to the Board of Adjustments for review. Discussion only, no action required.
3. **Discussion regarding Municipal Solid Waste Fee Collection.**
   Development Services is now responsible for the collection of the MSW Fees. The Board discussed the pros and cons of this transition. Discussion only, no action required.
4. **FY 17-18 Budget – Approved Zoning Inspector.**
   Discussion only, no action required.

Electrical Advisory Board, Quarterly Meetings

- **February 9th, Regular Meeting (1st Quarter) – No Quorum**

- **May 11th, Regular Meeting (2nd Quarter)**
  - Appeals: None
  - Variances: None
  - Amendments: None
  - Code Review:
    1. **Discussion and possible action regarding the election of the 2017 Chairperson and Vice Chairperson of the Electrical Advisory Board.**
    2. Motion was made by D. Carranco and seconded by J. McMullan to elect Robert Sandate as Chairperson and Kevin Martinez as Vice Chairperson for 2017. All in favor, none opposed.
    3. **Discussion on Arc Fault GFI Combinations: Regarding the use of a receptacle in lieu of a circuit breaker.** Discussion only, no action required.
    4. **Discussion with AEP Representative regarding access to meter cans.** Discussion only, no action required.
    5. **Discussion regarding the adoption of the 2017 NEC.** Mr. Norm Walters gave a presentation regarding this item. Discussion only, no action required.

- **July 13th, Regular Meeting (3rd Quarter) – No Quorum**

- **November 9th, Regular Meeting (4th Quarter) – No Quorum**

CORPUS CHRISTI MUSEUM of SCIENCE and HISTORY

CORPUS CHRISTI MUSEUM OF SCIENCE & HISTORY
ADVISORY BOARD ANNUAL REPORT 2017

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 2017 action and discussion items.

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2017 Meeting Dates

February 3 – Regular
May 4 – Regular
July 13 – Special
September 21 – Regular
November 17 – Regular

Action Items

- Accepted staff developed survey.
- Modified board membership increasing voting members and eliminating non-voting members.
- Changed meeting frequency from quarterly to bi-monthly.
- Appointed Jonda Halcomb as Chair and Scott Sutherland as Vice-Chair.
- Approved scope of master plan.

Deaccession Items

Caveman and Mammoth Diorama

Museum Director's Updates

- Researched costs for hiring an outside firm to create a strategic plan.
- Development and issuance of a survey.
- Museum received two Texas Association of Museums Media Innovation & Excellence Awards: a Gold award for McGregor Monday's and a Bronze award for Chemistry in Action.
- Developed scope and RFP for solicitation of master planning services.
- Reported facility challenges with roof leaks, HVAC, fire alarm and security alarm systems.
- Reported on facility closure and repairs due to water damage remediation following Hurricane Harvey.

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City of Corpus Christi

OIL AND GAS ADVISORY COMMITTEE

Year 2017 Annual Report

2017 Oil and Gas Advisory Committee Members

January, 2017 - December, 2017

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

Elizabeth Perez, Public Member
Mr. Randy Schnettler, Public Member
Mr. Gary J. Meurer, P.E., Public Member
Mr. Patrick McCullough, Industry Member
Armando Mendez, Alternate Industry Member
Eucharia Igwe, Alternate Public Member

Bill Mahaffey
Director of Gas Operations

Jesse Cantu
Assistant Director of Gas Operations
Acting Petroleum Superintendent, Oil and Gas Well Division

Staff Support
Lisa Aguilar, Legal Department

January 5, 2018
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
2017 YEAR ACTIVITIES

The Oil and Gas Advisory Committee did not hold any hearings or meetings during the 2017 calendar year. There were no permit applications submitted to the Oil and Gas Well Inspection Division; therefore, no motions were made by the Committee to hold any hearings.

RECEIVED
JAN 15 2018
CITY SECRETARY'S OFFICE

TO: **Margie C. Rose, City Manager**
Via Mike Markle, Chief of Police

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

DATE: **January 15, 2017**

SUBJECT: **2017 Parking Advisory Committee Report**

The Parking Advisory Committee meetings were changed to meet on 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 2017:

January 23, 2017
Ginny Price nominated Darlene Gregory for Chair and second by Richard Durham; motion carried unanimously. Darlene Gregory nominated Richard Durham as Vice Chair and second by William Hoover; motion carried unanimously.

Terry Sweeny notified his resignation as a committee member on this committee and recommended the Downtown Management District (DMD) positions to be filled by David Allen from Best Western's Management and Mike Flores, Business owner of Flanagans.

The Walker Consultants Company gave a visual presentation on their findings and recommendations in which their goal was to create a parking demand assesment of each of the four districts on peak days and times gathering all the information and placing it on a strategic implementation plan and providing an executive summary of it's findings.

April 3, 2017
Captain Moore was transferred to OCU and Capt. Sherman became the new Traffic Captain.

The city's goal is to try to create a self-sustaining system for the Parking Control Division of the Police Department.

Mr. Sweeney had a presentation that showed how the Bike Share Program has been a success since inception.

May 22, 2017
A special meeting was called by Alyssa Barrera and Terry Sweeney to make a presentation which included a portion of the Walker Parking Consultants Parking Study. A motion was made by Mr. Durham and second by Mr. Virts in favor of supporting the 15 page portion of the City of Corpus Christi Parking Study Action Plan; motion carried unanimously.

August 7, 2017
No quorum for this meeting.

September 11, 2017
No quorum for this meeting.

October 2, 2017
Darlene requested suggestions be brought to the next meeting for future revitalization projects.

The lights from North Beach that were put up for Light Up CC have been down since Hurricane Harvey. Darlene will contact AEP for repairs and will find out if the city will absorb the cost of repairs. After these lights are fixed, there will be a press release.

Darlene asked if parking meters plastic covers in Uptown can be replaced due to lack of visibility of the time clocks and pay by phone information. All of the meters on Leopard at Waco are included. Berardo just replenished his supplies and will start installing them on the meters that need repair.

Darlene asked the board to think about possibly changing the meeting date and time to facilitate more attendees.

RECEIVED
JAN 12 2018
CITY SECRETARY'S OFFICE

MEMORANDUM

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: January 15, 2018

SUBJECT: Parks and Recreation Advisory Committee (PRAC) Report

---

The Parks and Recreation Advisory Committee meets monthly on the second Wednesday of the month at City Hall on the 3rd floor in the Smartboard Conference Room at 5:30 pm.

11 meetings were conducted in 2017. Highlights are as follows:

January 11, 2017

- The committee held a regular meeting.
- The Parks & Recreation Assistant Director presented the Bayshore Park Taskforce Report. A Rebranding presentation was also presented.
- No motions were made by the committee.
- The Parks & Recreation Director gave an update on the Adopt-A-Park process.

February 8, 2017

- The committee held a regular meeting.
- The committee reviewed all sub-committee roles and assignments.
- A presentation was given regarding the Packery Channel Improvements and Monitoring including the Watershore and Beach Advisory Committee's (WBAC) suggestions. A motion was passed to support the WBAC suggestions.
- The Parks & Recreation Director presented the Texas Recreation and Parks Society (TRAPS) Legislature platform handout for committee review.
- The Accreditation process update was given as well as the Program Master Plan update.

March 8, 2017

- The committee held a regular meeting.
- A motion to approve the Golf Surcharge Fund was passed as a resolution of support to give cash advance if proforma low or not met or does not meet projections.
- A motion to approve the Bayshore Rebranding Effort was passed as a resolution of support for renaming Bayshore Park to Water's Edge and surrounding areas of project.
- A motion to approve the Program Master Plan was passed.
- An update was given regarding the Texas Recreation and Parks Society (TRAPS) Annual Institute conference.
- An update on the Accreditation process was given.

April 12, 2017

- The committee held a regular meeting.

- A motion to approve the donation for and naming of the Dog Park to McCaughan Park was passed in support of acceptance and appropriation of funds.
- A presentation was given to update the committee on the repurposing of parks.
- A presentation was given to update the committee on the Corpus Christi Independent School District (CCISD).

May 10, 2017

- The committee held a regular meeting at the Galvan House at Heritage Park.
- The committee toured the empty houses.
- The Director updated the committee on the 2018 Bond and JAC Budget update.
- An update was given regarding the CCISD agreements including the amendment for the Natatorium.
- The Assistant Director updated the committee on the progress of the 2012 Bond.

June 14, 2017

- The committee held a regular meeting.
- The CAPRA Accreditation Team sat in on the meeting and gave an update on the Accreditation process and what results we expect to see in October.
- Karen Howden gave a presentation of the Old Bayview Cemetery including the history of the cemetery, and pictures of some of the headstones. The annual event that includes war stories will be held on Saturday, November 4th.
- The committee discussed the possible elimination of the JAC program.

July 12, 2017

- The committee held a regular meeting.
- Information was provided regarding each Decision Packet included in the Proposed FY18 Proposed Budget. Discussion ensued regarding the funding/lack of funding for each packet and what effects of potential outcomes.
- The Director presented the upcoming City Council Workshop presentation.

August 9, 2015

- The committee held a regular meeting.
- The General Fund presentation was given to City Council on August 8th. No funding will be provided for an Assistant Director of Parks & Recreation or Program Services and Finance & Resource Mgr. Superintendents. Department is working with budget to keep the Program Services Superintendent. Revenue needs to increase.

September 13, 2017

- No meeting was held due to lack of quorum.

October 11, 2017

- The committee held a regular meeting.
- Raymond Chung, Traffic Engineer for the City, addressed the group regarding a grant opportunity through the Federal Transportation Department Surface Act – Alternative Transportation for the CCMPO Transportation Alternative Set Aside Program – FY19-20 for 1.16 million dollars. Extension of Hike & Bike Trails for Shannon Trail from Kilarmet to Holly Road and the Dr. Hector P. Garcia Trail extension. The match for the City if 20% of the award which would be funded from the Community Enrichment Fund. A motion to approve was passed unanimously.
- The committee reviewed the final Budget for FY18 that was passed by the City Council in September.

November 8, 2017

- The committee held a regular meeting.
- 15 individuals commented regarding placing a dog park at Aquarius Park. 8 were against and 7 were for the dog park placement.
- Mandy Cox presented her findings from her recent Facebook survey.
- The committee was informed of the possible Code Enforcement consolidation within the City.
- Charles Darren Gurley gave an annual update of the Adopt-A-Park program including Aquarius Park.
- The Director updated the committee on the CCISD Interlocal agreement and amendment. These should pass through the City Council soon.

December 13, 2017

- No meeting was held due to lack of quorum.

Corpus Christi Fire Rescue

To: Margie C Rose, City Manager

From: Robert Rocha, Fire Chief

Date: February 22, 2018

Re: Pipeline Review Panel Report

The Pipeline Review Panel for Ordinance 021776 "Hazardous Substances, Liquids, and Gas Pipelines and Distribution Systems" did not meet in 2017. The reason the panel did not meet was because there were no substantive, non-resolvable technical issues concerning the construction of new pipelines within the City in 2017.

It has been necessary to convene the pipeline panel once since the ordinance was enacted 1993. If you have any questions, please call me at 826-3932.

Robert Rocha
Fire Chief

CITY OF CORPUS CHRISTI
DEPARTMENT OF DEVELOPMENT SERVICES
2017 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 City's Concurrent Beach/Dune Committee 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.

2017 Membership

Commissioners Heidi Hovda, Marsha Williams and Carl Crull were reappointed in August along with the appointment of new Commissioner Sheldon Schroeder who fulfilled the vacancy left by Philip Ramirez. New Commissioner, Matthew Ezell was appointed to the Commission in November 2016 to fulfill the vacancy left by Frank Hastings. In August, Eric Villarreal was appointed Chairman and Mike Lippincott was appointed as Vice Chairman. Other Commission members include Jeremy Baugh and Dan Dibble; a non-voting Ex-Officio appointment was added in May and has been fulfilled by Navy representative, Ben Polack.

General Comments

Regular Planning Commission meetings begin at 5:30 p.m. and typically last for two to three hours. In 2016, there were 25 regular meetings scheduled. The meetings of November 29th and December 27th were cancelled due to the holidays and one special meeting occurred on January 18, 2017; a workshop occurred on May 31, 2017.

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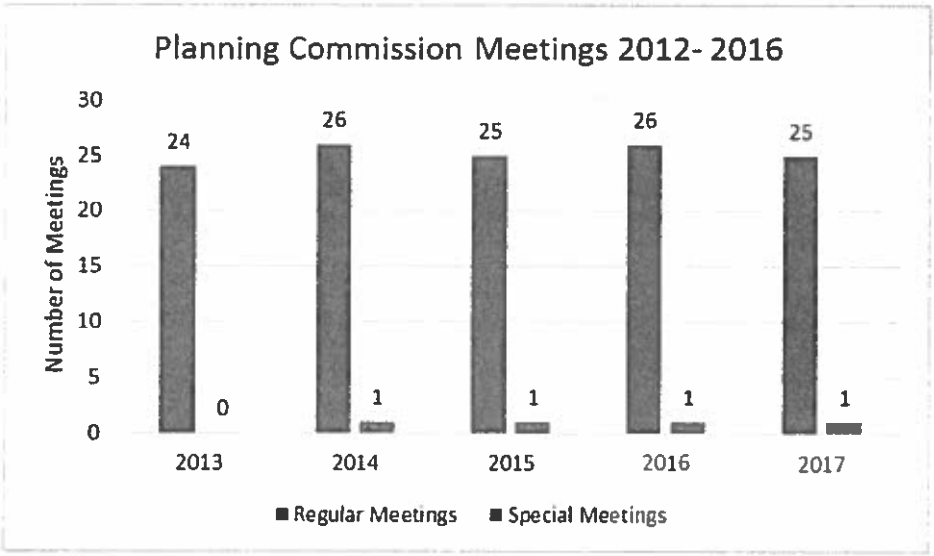


Amendments to the Unified Development Code (UDC)

The following proposed amendments were recommended for ***approval*** by the Planning Commission in 2017:

- Revising subsection 4.6.2 to permit Social Service Uses in Heavy Industrial Districts; revising subsection 4.5.2 to allow social service use in Commercial Districts by Special Permit;

- Ordinance Amending the UDC to Codify Community Home Use in Residential Districts: Revising Table 4.4.3.A "Residential Development (Two-Family and Townhouse districts)", subsection 5.2.14 "Self-Service Storage, Including Boat and RV Storage" and subsection 7.3.12.E "Tree of Palm Requirement";

- Ordinance amending the Unified Development Code Section 2.3.2 Establishment, Membership and Procedure by adding a non-voting ex-officio Navy representative to the Planning Commission;

- Amending Article 8, Section 8.1, subsection 8.1.6.A entitled "Acceptance of Improvements" by adding a provision of a 1-year maintenance bond with a 50% value of the contract.

Master Plan Amendments

The following proposed amendments were recommended for ***approval*** by the Planning Commission in 2017:

- **Action taken adopting the Wastewater Master Plan – South of Oso Creek:** Adding a lift station, a 15-inch gravity main and a 12-inch force main connecting to the Greenwood Wastewater Treatment Plant;

- **Action taken adopting the Storm Water Master Plan – South of Oso Creek (located within the Oso Creek Basin):** Adding two drainage channels within the proposed service area;

- **Action taken amending the Wastewater Collection System for OSO W.R.P. Service Area Sub Basin SPA:** Realignment of planned collection lines and permit the subject tract to be served by the Airline Lift Station collection system instead of Lift Station 13;

- **Action taken updating the Water Master Plan for the London Area and Crosstown/FM 43:** Adjustment of the plan based on the as-built location of transmission mains.

Comprehensive Plan:

- **Action taken on the Urban Transportation Plan Map, Mobility CC** – Recommended denial of the deletion of a portion of Bronx Drive between Master Channel 31 Ditch and Yorktown Boulevard;

- **Action taken on the Urban Transportation Plan Map, Mobility CC** – Recommended approval of the realignment of a proposed C1 Minor Residential Collector street system proposed south of Saratoga Boulevard from intersecting at Norchester Drive to intersecting at Zenith Drive and connecting with Evans Road to the south and Acushnet Drive to the east;

- **Action taken on the Urban Transportation Plan Map, Mobility CC** - Recommended approval of the deletion of the proposed extension of Coverdale Street (Widgeon Drive) between the proposed extension of County Road 52 and Starlite Lane.

Other items presented/recommended by Planning Commission:

- **Action taken recommending approval** of the Fiscal Year 2018 Capital Improvement Program Budget;
- **Action taken recommending approval** of the Draft Plan of the Downtown Area Development Plan;
- **Presentation** on Utility Master Plans for areas south of Oso Creek;
- **Presentation** on Affordable Housing on Infill Lots;
- **Presentation** on the North Beach Redevelopment Initiative;
- **Presentation** on the Proposed Annexation Policy;
- **Presentation** on the Establishment and Implementation of the Airport Zoning Commission;
- **Presentation** on Short Term Rentals.

Excavation Permits

The following permits were recommended for ***approval*** by the Planning Commission in 2017:

- No. 17EX1000 - Isaias Franco: For the property described as Assessors Map 141, 15.854 acres out of Tract 4, south of Highway 9 (Formerly 263-141-400), located at 1326 Rhew Road;

- No. 17EX1001 - Benchmark Materials: For the property described as J.C. Russell Farm Blocks, Block 10, Lot 1, a 32.1020 acre tract, located at 614, 702 & 718 South Navigation Boulevard.

Beach Front Construction Certificates: None

Fees Collected

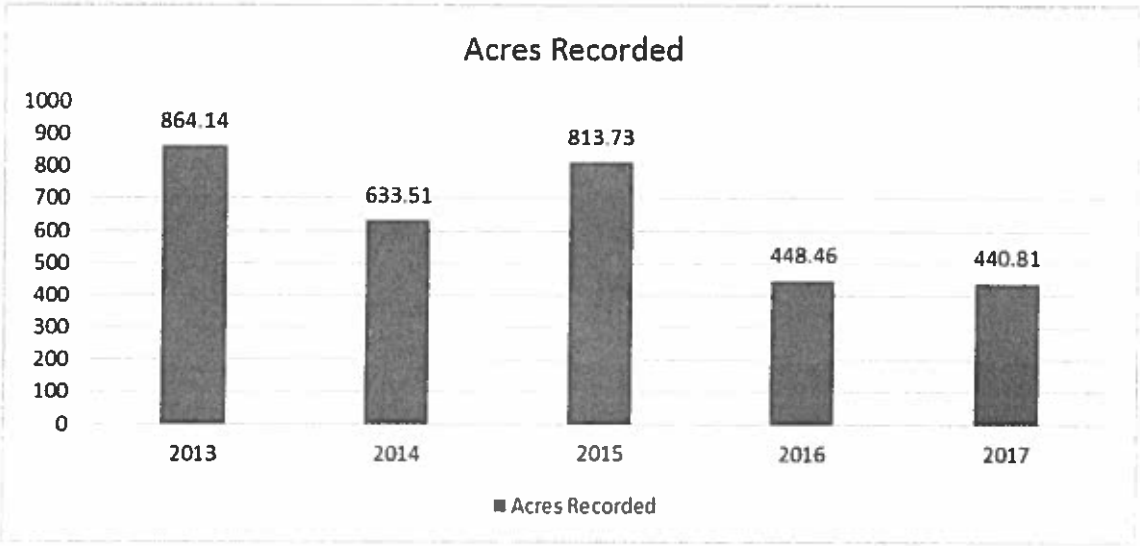
In 2017, the following fees were collected by the Development Services Department:

- Water Lot/Acreage - **$176,394.17**
- Wastewater Lot/Acreage - **$394,625.29**
- Water Pro-Rata - **$65,229.87**
- Wastewater Pro-Rata - **$46,345.51**
- Parks - **$492,981.81**
- For a Grand Total of **$1,194,932.64**
- This is an ***increase*** of 23 percent from fees collected in 2016, a total of $914,455.82.

Lots Recorded

- In 2017 the total number of lots recorded was 832
- 774 lots were recorded in 2016

Acres Recorded



OFFICIAL ZONING MAP CHANGES

The Planning Commission reviewed 46 rezoning applications in 2017; generated $81,265.50 in fees.

REZONING APPLICATION RESULTS

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

REZONING PER AREA DEVELOPMENT PLAN

	2017	
ADP	**Cases**	**Acres**
Flour Bluff	1	7.95
London	0	0
Northwest	2	44.158
Mustang/Padre Island	2	6
North Beach	0	0
Port/Airport/Violet	3	26.37
Central Business	2	1.454
Southeast	8	15.625
Southside	15	87.553
Westside	7	92.529
TOTAL		**281.6385**

2017 - ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is comprised of seven (7) members: Five (5) regular members and (2) alternate members. During 2017, the Zoning Board of Adjustment reviewed fourteen (14) applications for appeal of which eleven (11) were approved, one (1) was denied and two (2) applications were withdrawn.

2017 - 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 four (4) regular meetings in 2017 and the following activities were accomplished for the year:

- Commission contributed continued assistance to researching the installation of State Historical Markers and assistance with potential improvements to Old Bayview Cemetery.

REGIONAL HEALTH AWARENESS BOARD

SERVING THE TEXAS COASTAL BEND

"To ensure that opportunities exist for quality dialogue by citizens of the Coastal Bend on the issues impacting health, safety, environment, and life quality."

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CITY SECRETARY'S OFFICE

DATE: January 13, 2018

TO: Margie Rose, City Manager

SUBJECT: REGIONAL HEALTH AWARENESS BOARD (RHAB) 2017 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 issues in the Coastal Bend. RHAB is made up of representatives from the public, local industry, area universities, the Texas Commission on Environmental Quality and the Environmental Protection Agency. The board met every fourth Thursday, January to October and the first week of December, at 4 pm in City Hall's 6th floor conference room. The venue and time remain the same for 2018. The August and September meetings were cancelled due to Hurricane Harvey.

The Board addressed a number of issues in 2017. This included resident concerns about current and planned industry in Portland, a request from the Rio Grande Legal Aid to address air quality reporting, prescription opioid abuse, and mold contamination following Hurricane Harvey. The Board had planned a public forum to address birth defects, however, this was delayed until 2018 due to Hurricane Harvey. The board also monitored the Harbor Bridge Project, Superfund sites (Ballard Pits, Brine Service, Falcon Refinery, ASARCO). Long term medical care and advance directives is an ongoing project of RHAB. The Board passed resolutions recommending that Texas Commission on Environmental Quality develop an air monitoring plan to address the industrial expansion in San Patricio County. The Board also recommended that ongoing health monitoring be done using publicly available data. Press releases were provided on medical marijuana in Texas, head lice, chronic kidney disease and prescription opioid abuse. In July, Board chair Dr. James Mobley visited the Environmental Protection Agency Region 6 in Dallas. Maintaining a close working relationship with the EPA and TCEQ is critical to the Board's mission.

A public forum is planned for 2018 to address the birth defect issues in the Coastal Bend. The Board also plans to work with Gretchen Arnold and the Corpus Christi Air Quality Group to host a luncheon for area meteorologists to discuss including Air Quality Index in their forecasting.

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

c/o Corpus Christi-Nueces County Public Health District
1702 Horne Road – Corpus Christi, TX 78416
Phone: (361) 826-3370

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MEMORANDUM

TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington Director, Parks and Recreation Department

DATE: December 31, 2017

SUBJECT: Retired and Senior Volunteer Program Advisory Committee (RSVP) 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, Sylvia Portales and Abel Sanchez (all terms have expired). Rita Padron and Anne Bauman resigned during 2017. RSVP has 4 vacancies:1 Volunteer Station; 1 RSVP Volunteer and 2 At -Large). Staff is actively working to fill the vacant positions.

The following meetings were conducted in 2017. Highlights are as follows:

January 5, 2017

- No Quorum

February 2, 2017

- No Quorum

March 2, 2017

- Meeting discussed new volunteer stations, a recruitment day, recognition picnic and awards banquet for volunteers.

April 6, 2017

- No Quorum

May 4, 2017

- No meeting- Due to scheduling conflicts and declines from members.

June 1, 2017

- No meeting Scheduled- Rita Padron Resigned from the board.

July 6, 2017

- No meeting scheduled

August 3, 2017

- No meeting scheduled

September 7, 2017

- No meeting- Due to scheduling conflicts and declines from members.

October 5, 2017

- No meeting scheduled

November 2, 2017

- No meeting scheduled -Due to scheduling conflicts and declines from members.

December 7, 2017

- No meeting scheduled

MEMORANDUM

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TO: Margie C. Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: January 8, 2018

SUBJECT: Senior Companion Program Advisory Committee
ANNUAL REPORT - 2017

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 Tami Longino, Chair; Veronica Marsello, Jeannine Leal, Veronica Ramirez, Isabel Odeh, Christine Head. The Parks and Recreation staff liaisons are Dianne Taylor and Linda Ramirez.

January 9, 2017

- The Advisory Committee was informed that SCP Program Director, Debbie Crites, would be retiring this month.
- The Fundraising preliminary balance report was presented from "The Pages to the Table" event. Shirley Tipton was announced as top seller of raffle tickets.
- Beyond the Call of Duty Nominations – Forms for SCP volunteer nominations to be sent out at a later date. Winners of first two quarters will be announced by the end of the year.
- MLK Day of Service Project – Event Date set for January 24, 2017. The Committee members are involved in supporting the project. Action was taken to limit the dollar amount on items bought for project to $200.

February 2017

- No meeting due to no Quorum

March 2017

- No meeting due to no Quorum

April 2017

- No meeting due to no Quorum

May 2017

- No meeting due to no Quorum

June 2017

- The new SCP Director, Dianne Taylor, was introduced to Committee.
- The Committee review applicants for a new committee member vacancy: Martin Longoria, Gloria Ortiz, Isabel Odeh.
- The members discussed options for 2016 Fall Fundraiser proceeds.

July 12,2017

- Staff provided the link to the orientation manual to the new members and were instructed to complete the Texas Open Meetings Training within 90 days of appointment.
- Staff requested a meeting be conducted to discuss a joint fundraiser between the Leadership Committee and SCP.
- In observance of National Day of Service (September 11), the SCP volunteers thanked EMS workers.
- Fundraiser 2015 and 2016: The Chair Tami Longino requested a balance of the funds available. The committee stated they needed assistance with ideas on how to spend the funds raised for the senior companions.
- 'Beyond the Call of Duty' review. Ben Molina, City Council Member District 2 spoke at the event. Members present: Tami Longino, Shirley Seltz. Christine Head a senior companion was present as a guest. Guest: Isabel Odeh.
- Public Comment: Guest Isabel Odeh stated that she understood the EMS worked out of the ambulance service and was not a separate entity. Isabel stated the 9/11 event in 2016 honoring our EMS was a success and that there was nothing to apologize for.

August 2, 2017

- Update provided on the Fall Fundraiser 'From the Pages to the Table', the Leadership Committee was unable to meet with us to discuss partnering with us for the event. The SCP advisory committee decided not to have the event this year due to a late start in planning.
- National Day of Service on 9/11: Staff explained the scope of the service projects suggested by the Corporation for National & Community Services. Staff recommended partnering with RSVP on the service project to distribute canned goods to Veteran's living at housing units on Agnes St.
- Balance of the Fundraisers for 2015 and 2016 funds in the PALs account. Discussion held as to asked the committee for ideas on how to use the funds raised for the senior companions.
- Isabel Odeh was welcomed to the SCP Advisory Committee as a new member.
- Staff requested the purchase of a DVD player with PALS/Fundraiser funds to be used for training new senior companions. A motion was made to purchase the DVD and seconded to accept. Motion carried.

September 2017-

- Meeting was cancelled due to Hurricane Harvey Recovery Efforts.

October 11, 2017

- Staff provided update on the 'National Day of Service 9/11' at Agnes Court with the RSVP. Staff reported there was a good turnout of Senior Companions and the veterans were very thankful of the kind words of appreciation and the items donated to them.
- The Caller-Times newspaper chose to highlight Shirley Tipton from the event in their monthly feature of 'Someone to Know', Mrs. Tipton a member of the SCP for ten years has given more than 42,000 hours of her time to the community.
- Some ideas offered by Committee members on how to use the funds was a special event or the recognition event held at the Museum of Science & History, The Texas State Aquarium, Bowlero or a day trip to San Antonio.
- It was decided the 'Beyond the Call of Duty' recognition event would be moved back to the spring (possibly April).
- Staff reported that the SCP Project was fined by National Senior Services after their recent audit of the senior companion files, certain information was missing for background checks. The fine fee of $18,000 will not be paid from SCP grant nor fundraising funds of the SCP.
- Thanksgiving dinner for the SCP was held on November 9, 2017 at Lindale Senior Center.
- SCP staff is recruiting to fill one advisory committee member vacancy slot.

November 2017

- No meeting was conducted due to lack of quorum.

December 2017

- The Meeting was cancelled due lack of quorum.

Memorandum

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TO: Margie Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: Jay Ellington, Director of Parks and Recreation

DATE: January 15, 2018

SUBJECT: Sister City Committee (SCC)
2017 ANNUAL REPORT

On August 9, 2016 City Council amended the City Code of Ordinances regarding Sister City Committee authorizing a Memorandum of Agreement with the Corpus Christi Convention and Visitors Bureau to manage the Committee in order to strengthen its impact on tourism, economic development and international relations.

The City's Memo of Agreement with the CVB establishes administration expectations, sets formal lines of communication between the CVB and the Parks & Recreation Department, provides the CVB annual funding of $6,000 for administrative and marketing purposes and has an initial term of two years with options to continue on a year-to-year basis thereafter.

City Council will continue to appoint members of the Sister City Committee membership which now consists of 9 members representing the following categories: Economic Development, Greater Corpus Christi Hospitality Association, Port Industries, Chambers of Commerce, Higher Education institution, Advertising/Public Relations sector; Arts/Culture sector and two (2) at-large members.

January 2017
No quorum

26th and 27th - Selection sub-committee held interviews for the selection of students to participate in the 2017 summer exchange. The following six students were chosen:

- Lucy Silverman – Flour Bluff HS for Keelung, Taiwan
- Jessica Vance – Ray HS for Keelung, Taiwan
- Diego Diaz – Calallen HS for Yokosuka, Japan
- Katlin Perez – Carroll HS for Yokosuka, Japan
- Alisson Dibble – Veterans HS for Agen, France
- Carolina Munoz – Incarnate Word Academy for Agen, France

February 2017
No quorum

27th - A reception was held at the Galvan House in Heritage Park to announce the country where each of the six students would travel.

March 2017
No quorum

April 2017
No quorum

9th & 16rd Student training took place at Texas Museum of Asian Cultures. Students were trained on their role as Student Ambassadors. The Sister City Committee Liaison for the representative cities that students are selected to travel to attended to provide City specific training. All six students passed the training course and plane tickets were purchased for their travel.

May 2017
No quorum

June 2017
No quorum

27th Students Alisson Dibble and Carolina Munoz left for Agen, France.

July 2017
No quorum

1st Students Lucy Silverman and Jessica Vance left for Keelung, Taiwan.

4th Students Diego Diaz and Katlin Perez left for Yokosuka, Japan.

20th Students returned with their student counterpart

- Miss Chihting Lo from Keelung, Taiwan
- Miss Penghsuan Lan from Keelung, Taiwan
- Miss Moka Kikuchi from Yokosuka, Japan
- Mr. Shuto Tsuchya from Yokosuka, Japan
- Miss Manon Gallissaires from Agen, France
- Mr. Batiste Micheli from Agen, France
- Miss Manon Ponsolle from Agen, France
- Mr. Tomas Tastet from Agen, France

21st – Welcome Pool Party hosted by the parents of Alisson Dibble

24th – Hooks Baseball Game

25th - Prior to the City Council meeting the students met with City Staff for a tour of City Hall then met with Mayor where they presented the City with gifts from the Mayors of their Cities. Lunch at the Texas Museum of Asian Cultures and visit to the Museum of Science and History.

26th – Lexington Tour, Lunch at Whataburger and visit to Texas State Aquarium

30th – BBQ Dinner hosted by the parents of Lucy Silverman

August 2017
No quorum

1st – Visit to Botanical Gardens then lunch and shopping at La Palmera Mall.

2nd - Students toured the Texas A&M University

3rd – Skating Party hosted by the parents of Katie Perez

4th – Halloween in August Party hosted by the parents of Carolina Munoz

5th – Dinner hosted by the parents of Diego Diaz

9th – Students depart to their respective countries.

September 2017
No quorum

October 2017
No meeting held

November 2017
No meeting held

December 2017

First Meeting of the Sister City Committee meet at the CVB offices. Heather Moretzsohn welcomed the new members. She presented information in regards to the mission of the Sister City Committee.

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Street Maintenance Fee
Board of Appeals

Case Log

****No cases to present the entire year of 2017**

Meetings

Date	Discussion	Quorum	Outcome

****No meetings held in 2017**

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 3rd Thursday of every month as appeal cases are filed for consideration.

Report filed by: Peter Muniz, Finance & Resource Mgmt. Supt.

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TRANSPORTATION ADVISORY COMMISSION (TAC) 2017 ANNUAL REPORT

JANUARY 2017 – DECEMBER 2017

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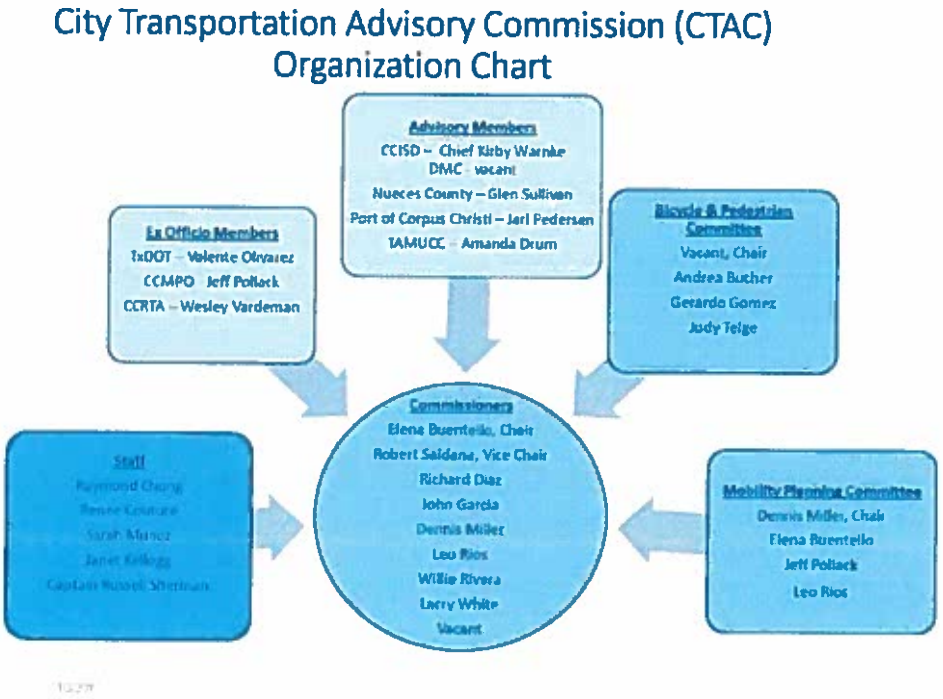
TAC ANNUAL REPORT 2017

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 4th Monday of each month and begin at 2:30 PM. There were ten (10) meetings held. A meeting in August was cancelled due to Hurricane Harvey and a meeting in December was cancelled due to the holidays. There have been four (4) vacancies during 2017. All positions have been filled as of December 2017.

2017 Meeting Summary

JANUARY 23, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **a) Chair –** reported he attended a meeting for the Mobility Now Group.
  - **b) Bicycle & Pedestrian Committee (BPC) –** no quorum to meet – Safe routes to school was an item on agenda.
  - **c) Mobility Planning Committee (MPC) –** Dennis Miller reported that the Committee will meet next month.
  - **d) Traffic Safety Report –** Captain Donald Moore briefed the Commission on the monthly report which included DWI arrests 1428 for the year, 965 crashes, and 31 fatalities for the year 2016.
  - **e) Corpus Christi Independent School District Police Department (CCISD) –** Reported 1655 aggressive driving citations and 691 speeding in school zones.
  - **f) City Traffic Engineer Report (CTE) –** Raymond Chong informed Commission of Public Meeting for Tuloso Road Leopard Street to III 37. Briefed Commission of the pending Traffic Signal on Park Road 22.
- **Proposed One-Way Traffic Flow Along Rancho Vista Boulevard – Discussion & Action –** Ordinance amending Code of Ordinance, Chapter 53, Section 53-250 Schedule I – One Way Streets and Alleys by changing portions of Rancho Vista Boulevard from two-way traffic pattern to a one-way traffic pattern and Schedule III – Parking prohibited at all times on certain streets by adding portions of Rancho Vista Boulevard; providing for severance; and providing for publication. City staff recommends the approval of the ordinance amendment. Dennis Miller motioned to accept staff's recommendation. Motion passed unanimously.

FEBRUARY 27, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair –** Not present
  - **Bicycle & Pedestrian Committee (BPC) –** Anthony Gavlik reported no meeting. Citizen requested safe crossing on Ocean Drive at Oleander Drive to and from Cole Park. A HAWK will be installed on Ocean near Del Mar.
  - **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.
  - **Traffic Safety Report –** Captain Donald Moore briefed the Commission on the monthly report which included DWI arrests 124 DWI arrests for January, 5 fatalities year to date. As of April 2017, the Red Light Cameras will be turned off.
  - **Corpus Christi Independent School District Police Department (CCISD) –** Not present.

- **City Traffic Engineer Report (CTE) –** Raymond Chong informed Commission of public meetings for Gollihar Road and Kostoryz Road projects. He briefed about the Swedish- inspired Vision Zero for American communities to end traffic fatalities.

- **Regional Parkway Planning & Environmental Linkages Study –** Presentation & Discussion – Bob Leahey, HDR, gave a presentation on their alternatives, analysis, and recommendations for Regional Parkway to connect Crosstown Expressway to Park Road 22 to decrease traffic congestion on SPID and shorten the delay in accessing the island by amending the City's Urban Transportation Plan. It also covered extension of Rodd Field Drive south of Yorktown Boulevard.
- **Driveway Appeal – Wings-n-More -6002 Sarazan Street –** Discussion & Action – Raymond Chong briefed commission on the proposed driveway on Sarazan Street. He reviewed two options. Leo Rios motioned to accept Option 2, for the additional driveway. Motion passed.

MARCH 24, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair –** No report.
  - **Bicycle & Pedestrian Committee (BPC) –** No report – not present.
  - **Mobility Planning Committee (MPC) –** Dennis Miller informed no progress no will until MPC presents for Commission's consideration on the Traffic Impact Analysis and Access Management provisions of the Unified Development Code.
  - **Traffic Safety Report –** No report. Captain Donald Moore not present.
  - **Corpus Christi Independent School District Police Department (CCISD) –** Kirby Warnke reported at the end of April CCISD will be hosting a School Safety Patrol Appreciation Day for the Safety Patrol Officers.
  - **City Traffic Engineer Report (CTE) –** Raymond Chong informed Commission of the new traffic signal on Park Road 22 at Aquarius Street. A temporary traffic control plan for Spring Break over March 10 – March 20 was deployed, which initial feedback went smoothly.
- **Urban Transportation Plan Amendment –** Urban Engineering, on behalf of Del Mar College, is requesting the deletion of Bronx Drive, between Master Channel 31 Ditch and Yorktown Boulevard – Discussion and Action – Staff recommendation is to deny the UTP amendment related to Bronx Drive. Murray Hudson with Urban Engineering stated Del Mar College has been working with MBTS who prepared a TIA. Their study determined that based on traffic demand the need for the Bronx Drive roadway is insignificant to the traffic operations in the area. Murray Hudson did not know additional traffic analysis was needed from City. Scott Harris motioned to take the staff's Option C, to delete Bronx Drive from Yorktown to Master Channel 31 from the UTP. Motion passed. Robert Saldana, Scott Harris, Edd Price, Willie Rivera, Leo Rios motioned Aye. Dennis Miller and Elena Buentello motioned Nay.
- **Briefing on the City of Corpus Christi Parking Management Study and Strategic Plan-** Presented by Alyssa Barrera Business Liaison. City has been working with Walker Parking Consultant to organize

parking as a district scale. She invited the Commission to attend the stakeholder meeting which will be held on April 13, 2017.

- **Removal of One-Way designations on Chaparral Street, from Coopers Alley to Interstate Highway 37 (eastbound) – Discussion and Action** – Delayed until next month.
- **Ocean Drive and Oleander Avenue Crosswalk / HAWK Request – Discussion and Possible Action** - Delayed until next month.
- **Vacancies on BPC and MPC – Discussion and Action** – Robert Saldana will get with Anthony Gavlik regarding the BPC and Dennis Miller regarding the MPC.

APRIL 24, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – No report.
  - **Bicycle & Pedestrian Committee (BPC)** – Commissioner Anthony Gavlik, BPC Chair, informed CTAC on the BPC's efforts to champion "Safe City", implementing a Safe Route to School, and vote for a resolution to support the Shoreline Realignment project (to keep as is).
  - **Mobility Planning Committee (MPC)** – Commissioner Dennis Miller, MPC Chair, informed CTAC that the MPC has not met. The next task for the MPC will be work on the revisions to TIA ordinance.
  - **Traffic Safety Report** – Lt. Israel Soza introduced CCPD's new Traffic Captain, Captain Russell Sherman. Captain Sherman reviewed the monthly statistics and reported on upcoming events (Buc Days, Beach to Bay 5k). Buc Days would accommodate election night and the traffic signal light at the Park Road 22 and Aquarius Street intersection will be closed off during the Beach to Bay 5k run/walk.
  - **Corpus Christi Independent School District Police Department (CCISD)** – Chief Kirby Warnke reviewed the monthly statistics on the amount of calls for service which included the number of stops and citations for cell phone use.
  - **City Traffic Engineer Report (CTE)** – Mr. Raymond Chong informed CTAC regarding its newest member, Mr. John Garcia and that the month of April was Commissioner Edd Price's last time as serving as a commissioner on TAC. Mr. Chong also reviewed several traffic engineering / transportation planning related articles.
- **Mobile Vending in Public Right-of-Way – Discussion** – Ms. Renee Couture presented recent efforts by the City to incorporate mobile vending in public right-of-way.
- **Ocean Drive and Oleander Avenue Crosswalk/HAWK Request** – Discussion and Possible Action – Mr. Anthony Gavlik inquired about the possibility of an installation of a crosswalk and HAWK system at Oleander Drive. Staff discussed past reasons for denying the request which was due to safety reasons which include the speed, volume, and number of travel lanes across Ocean Drive. The lack of sidewalk connectivity and proximity to the proposed HAWK at Del Mar Drive and Ocean Drive were additional reasons why staff would deny a request. Commissioner Elena Buentello motioned for staff to work with Jeff Pollack, Transportation Planning Director of the Corpus Christi MPO, on a package to address such issues.

- **Submission of Grant Applications for 2017 Highway Safety Improvements Program– Discussion and Action –** Mr. Raymond Chong presented a draft list of projects for consideration for the 2017 Highway Safety Improvements Program (HSIP). Grant applications must be approved by City Council. Commissioner Scott Harris motioned to submit a grant application for the 2017 HSIP call. The motion passed unanimously.
- **Vacancies on BPC and MPC –** Discussion and Action – Judy Telge, who will provide support for accessibility, was appointed to serve on the BPC.

MAY 22, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair –** Chair Robert Saldana participated in various activities at Bike to Work Week.
  - **Bicycle & Pedestrian Committee (BPC) –** None.
  - **Mobility Planning Committee (MPC) –** Commissioner Dennis Miller, MPC Chair, informed CTAC that the MPC has not met. Raymond Chong said future items on Unified Development Code update on traffic impact analyst and access management.
  - **Traffic Safety Report –** Lt. Israel Soza reviewed the monthly statistics in new format Commissioner Scott Harris requested trends and hot spots.
  - **Corpus Christi Independent School District Police Department (CCISD) –** Chief Kirby Warnke reviewed the monthly statistics on service of calls. One child was struck in crosswalk. No citation for cell phone use in school zones **City Traffic Engineer Report (CTE) –** Mr. Raymond Chong reviewed several traffic engineering / transportation planning related articles.
- **Election of Chair and Vice Chair** - For Chair, Commissioner Dennis Miller nominated Elena Buentello, second by Commissioner Lee Rios Commissioner Harris nominated Robert Saldana second by John Garcia. Vote: Four votes for Elena Buentello, two votes for Robert Saldana. CTAC elected Elena Buentello for Chair. Commissioner Elena Buentello assumed Chair. For Vice Chair Commissioner Scott Harris nominated Robert Saldana, second by Commissioner Dennis Miller. Vote: Eight votes for Robert Saldana. CTAC elected Robert Saldana as a Vice Chair.
- **Subcommittee Appointees** - For Mobility Planning Committee, Commissioner Scott Harris motioned for appointment of Anthony Gavlik, second by Commissioner Wilfredo Rivera. CTAC unanimously approved the motion.
- **24 Hour Commercial Loading Zone** -Alyssa Barrera business liaison, presented proposed ordinance for 24 hour commercial loading zone. It addressed hot rodding and burning tires on Shoreline Drive near American Bank Center. Commissioner Scott motioned to recommend City Council approve ordinance for 24 hour commercial loading zone, second by Commissioner John Garcia. CTAC unanimously approved the motion.
- **City of Corpus Christi Parking Study Action Plan** - Alyssa Barrera, Business Liaison presented proposed Parking Study Action Plan. Terry Sweeney, Executive Director Downtown Management District, described parking conditions and future demands. Action Plan includes: Simplify Rates & Hours, Increase

Turnover, Identify Supply, Improve Loading Zone Function, Create Parkway Alliance, Commercial Strategy, Off – Street Parking Requirements, Event Plan, Establish Parking Enterprise Fund, Adjust Parking Enforcement Office Salary, Monitoring and Implement Paid Parking, and Coordinate Future Supply Planning. Commissioner Scott Harris motioned to recommend City council approve Parking Study Action Plans, second by Commissioner Dennis Miller. CTAC unanimously approved the motion.

Traffic Impact Analysis / Access Management Basics - Mr. Raymond Chong reviewed the basics of traffic impact analysis and access management.

JUNE 26, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – Vice-Chair Robert Saldana.
  - **Bicycle & Pedestrian Committee (BPC)** – Commissioner Anthony Gavlik, BPC Chair, commented on continuing efforts on Safe Routes to School. Mr. Gavlik also stated that Shawn Flanagan would no longer be a part of the Committee.
  - **Mobility Planning Committee (MPC)** – Commissioner Dennis Miller, MPC Chair, informed TAC that the MPC would meet on June 27, 2016 to review the Traffic Impact Analysis Del Mar College submitted to the City for review. MPC would provide a report to TAC next month.
  - **Traffic Safety Report** – Captain Russell Sherman reviewed the monthly statistics and efforts to address aggressive driving. Aggressive driving will now be viewed as driving 15 mph over the speed limit versus 20 mph. Captain Sherman also discussed the Police Department's efforts to work with the DPS to focus on highways. Commissioner Scott Harris if the Police Department is working with Traffic Engineering based on recent news reports about the lack of traffic calming devices in neighborhoods. Captain Sherman and City Traffic Engineer, Raymond Chong, acknowledged recent efforts of coordinating to review recent accident reports at locations where drivers had left the roadway and ran into residential properties. Drunk driving and speeding were determined to be contributing factors in those accidents.
  - **Corpus Christi Independent School District Police Department (CCISD)** – No report (Chief Kirby Warnke was not present).
  - **City Traffic Engineer Report (CTE)** – Raymond Chong reviewed several traffic engineering / transportation planning related articles. Commissioner Scott Harris asked for an update on the Travel Demand Model. Mr. Chong stated staff was still waiting on the Advanced Funding Agreement (AFA) and the project may take a year for completion.
- **Driveway Appeal (1802 Emmaus Drive)** – Discussion and Action: Assistant City Traffic Engineer, Renee Couture, and Interim Director of Development Services, Bill Green, presented the driveway appeal to permit a 50' driveway at the property addressed at 1802 Emmaus Drive. City Staff could not issue a variance for the requested driveway width since the requested width exceeded the maximum UDC width by more than ten (10) percent. Property owners, Mr. and Mrs. Jeff Bernsen provided public comments by stating the reasons for the driveway appeal and process followed in obtaining a building permit.

In response to Commission members, Mr. Green, stated staff would continue to review access management concerns and limitations as it applies to larger zoned residential lots.

Commissioner Scott Harris made a motion to approve the applicant's request for a 50' driveway, seconded by Leo Rios. The motion passed unanimously.

- **Sec. 53-252 – Schedule III –Parking Prohibited At All Times on Certain Streets (Ordinance Amendments)** – Discussion and Action:
  - a. Stampede Drive, between Rancho Boulevard W and Rancho Boulevard E-This item was removed from the agenda.
  - Morgan Avenue, between Staples Street and Ocean Drive - Raymond Chong stated the purpose of this item was to increase safety and mobility along this corridor of Morgan Avenue. Review of the recent Bond project in this area and reconstruction of the CHRISTUS Spohn Hospital were factors use to recommend the parking prohibition. In addition, this ordinance would assist in cleaning up existing ordinance language. In response to Commission members, City Staff acknowledged they will provide public notification to affected property owners of these changes prior to taking this item to City Council.

    Commissioner Richard Diaz made a motion to approve the ordinance, seconded by Commissioner Dennis Miller. The motion passed unanimously.

JULY 24, 2017

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

    Bicycle & Pedestrian Committee (BPC) – None, Mr. Gavlik (BPC Chair) was not present.
  - **Mobility Planning Committee (MPC)** – Met to discuss Del Mar College Southside Campus Traffic Impact Analysis (TIA). No report at this time. Mr. Chong stated the City is still reviewing the TIA to determine programmed street improvements.
  - **Traffic Safety Report** – Captain Russell Sherman provided the monthly traffic statistics for the month of June 2017. He stated that the number of fatalities are higher this year than they were at this point last year. Captain Sherman also discussed the most recent fatality which occurred over the weekend and involved a person in a wheel chair on Leopard Street. Mr. Chong and Captain Sherman also discussed a Data Driven Approaches to Crime & Traffic Safety (DDACTS). Captain Sherman also stated that he has done his own study utilizing MicroStrategy and determined that most crashes involving incapacitating injuries or fatalities occurred on arterial streets and state highways. He is using this information to deploy resources for traffic enforcement purposes.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.

    Chief Kirby (CCPDC) was not present.
  - **City Traffic Engineer Report (CTE)** – Mr. Raymond Chong reviewed several traffic engineering / transportation planning related articles. Mr. Chong discussed public meetings of Creekview and Carroll along with Smart Cities.

- **Mobile Vending Ordinance** - Mrs. Renee Couture presented the Commission with the Mobile Vending Ordinance – Pilot Program. Commissioner Richard Diaz motioned to approve, 2nd by Commissioner Dennis Miller, approved by Commission.

SEPTEMBER 25, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – Elena Buentello discussed TXDOT's open house meetings for Crosstown Expressway extension and the public meeting for the Old Robstown bond reconstruction project which will contain 2-way cycle tracks.
  - **Bicycle & Pedestrian Committee (BPC)** – No report. Ray Chong mentioned the resignation of the recent appointee, Phillip Davis, who was designated as the Bicycling Community Representative on TAC. Renee Couture mentioned that any member of TAC could apply to fill the vacant Bicycling Community Representative spot or it could be filled by City Council through a new applicant.
  - **Mobility Planning Committee (MPC)** – Dennis Miller said comments on Del Mar College South Side campus Traffic Impact Analysis (TIA) has been forwarded to staff. Raymond Chong confirmed that it was still under review.
  - **Traffic Safety Report** – Captain Russell Sherman provided the monthly traffic statistics for July and August 2017. He highlighted Data Driven Approaches for Crime and Traffic Safety (DDACTS) 2014-2016. Captain Sherman also discussed two recent fatalities on Everhart Road and Yorktown Boulevard. Details were generic since both accidents were still under investigation. Elena Buentello asked about the accident on Ayers Street and requested an update on the bond project for Ayers Street.
  - **Corpus Christi Independent School District Police Department (CCISD)** – Chief Kirby Warnke (CCISD-PD), provided monthly statistics in school zones. 30 citations had been issued. Five (5) accidents were speed related and five (5) accidents involved cars hitting pedestrians. Chief Warnke thanked City staff for their assistance with school zones in construction areas and for the coordination between the City and CCISD. Elena Buentello asked whether the school zone signage affected enforcement to which Chief Warnke stated no. He did inquire about removing the one-way designation along Masterson Street (for Galvan Elementary). All the one-way citations written for that period were at this location. City staff mentioned they were looking into this location.
  - **City Traffic Engineer Report (CTE)** – Ray Chong introduced Senior City Planner, Keren Costanzo, who updated TAC on the Downtown Traffic & Planning Analysis project. The adoption process will involve TAC. City Traffic Engineer Raymond Chong briefed on recent public meeting for Corona Drive. Mr. Chong also briefed TAC on the upcoming Transportation Alternatives Project (TAP) grant application. Elena Buentello requested BPC inclusion on the application.
- **Lawrence Street**-Conversion from One-Way to Two-Way Street between Shoreline Drive and Water Street- Renee Couture presented the staff report for the proposed Lawrence Street conversion between Shoreline and Water. Jerry Shoemaker confirmed the necessity to restore two way streets on northbound

Shoreline Boulevard and from the Lawrence T-Head. Commissioner Dennis Miller motioned for approval of the conversion. Second by Commissioner Richard Diaz. The motion passed unanimously.

- Assistant City Attorney Janet Whitehead updated the CTAC of their powers and duties under the City ordinance. The bylaws are null and void. She also reviewed the context of Mobility CC as part of the Transportation Element of the Comprehensive Plan. She highlighted the importance of the CTAC for their advice on transportation issues. She stated that the role of CTAC is to comment on transportation aspect for mobility safety and accessibility.

OCTOBER 23, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – Report presented during public comment portion by Ms. Judy Telge.
  - **Mobility Planning Committee (MPC)** – Dennis Miller presented the minutes from the last MPC meeting on October 12, 2017. The MPC discussed filling the vacant MPC position and encouraging City staff to prepare and submit a 2016-2017 Mobility Annual Report to Planning Commission and City Council. Dennis Miller motioned for approval of the MPC's recommendation for the preparation and submission of the 2016-2017 Mobility Annual Report. The motion passed unanimously. Prior to the motion, Janet Whitehead informed TAC that staff is required to submit an annual report to City Council.
  - **Traffic Safety Report** – Captain Russell Sherman provided the monthly traffic statistics for September 2017. He highlighted recent fatalities on Leopard Street and at the Padre Street/Ramirez Street intersection.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None, Chief Kirby Warnke absent (excused).
  - **City Traffic Engineer Report (CTE)** – Ray Chong spoke on autonomous vehicles, highlights from the 2nd Annual Mobility Summit, and Mobility Now! Event on October 26th. Mr. Chong also updated TAC that the Ayers Street reconstruction project was scheduled for advertisement in January 2018.
- **TAP Grant Application** – Raymond Chong presented the City's submission for the TAP Grant Application. City Staff recommended the Schanen Ditch Hike & Bike Extension. The deadline for submission is December 2017. Commissioner Richard Diaz motioned for approval of the grant application. Second by Commissioner Dennis Miller. The motion passed unanimously.
- **New Designated Site for Mobile Vending Pilot Program**- Renee Couture recommended the addition of the City Service Center Purchasing Building as a new designated site for the mobile vending pilot program. Commissioner Dennis Miller motioned for approval of the new site. Second by Dennis Miller. The motion passed unanimously.

NOVEMBER 13, 2017

- **Reports of Chair, Standing Committees & Staff:**
  - **Chair** – None.
  - **Bicycle & Pedestrian Committee (BPC)** – None.
  - **Mobility Planning Committee (MPC)** – Raymond Chong said future annual reports will include performance measure of Mobility CC.
  - **Traffic Safety Report** – Captain Russell Sherman briefed Commissioners about year to date 2017 fatalities November at 35. Sunday evening, November 12, 2017 that killed 3 people. CCPD will focus on pedestrian behavior to reduce fatalities.
  - **Corpus Christi Independent School District Police Department (CCISD)** – None.
  - **City Traffic Engineer Report (CTE)** – City Traffic Engineer Raymond Chong briefed on the Staples Street public meeting held and on the upcoming Downtown Traffic/Planning Analysis Town Hall Meeting. Mr. Chong also informed Commissioners that an updated Street Bond project schedule will be provided once it has been updated.
- **Transportation Alternatives Set – Aside Program** – Raymond Chong presented Dr. Hector P. Garcia Hike & Bike Trail – Phase II as an additional nomination for TASAP funding. Commissioner Wilfredo Rivera motioned to add Dr. Hector P. Garcia Hike & Bike Trail as nomination for TASAP grant funding. Second by Commissioner John Garcia. The motion passed unanimously.
- **Lipan Street between Brownlee Boulevard and Upper Broadway – Traffic & Parking Modifications.** Assistant City Traffic Engineer Renee Couture presented traffic & parking modifications on Lipan Street due to Harbor Bridge Replacement project between Crosstown Expressway and Staples Street. Lipan Street will be reconfigured for two thru travel lanes and on street parking lanes. She reviewed the street geometrics in this segment. Staff will coordinate with stakeholders on Lipan Street between Staples Street and Upper Broadway. Motion by Commissioner John Garcia to approve traffic and parking modifications on Lipan Street between Crosstown Expressway and Staples Street. Second by Commissioner Lee Rios. The motion passed unanimously.
- **Draft Rules of Procedures** – City Assistant Traffic Engineer Renee Couture presented the "draft" Rules of Procedure to CTAC to conduct business. City Attorney Janet Kellogg clarified that City ordinance did not grant CTAC the authority to create bylaws so the rules are intended to address decorum for CTAC. Commissioner Dennis Miller inquired on whether City staff met with the Chair prior to meetings to discuss the agenda. City staff informed CTAC that there is a "Future Agenda" Item on agendas. Future Agenda Items should be used as the opportunity for Commissioners to openly discuss and agree upon items to discuss at future CTAC meetings. Commissioners agreed to add rules for "Future Agenda Item". Commissioners also requested staff correct the adoption date in the footer. Motion by Commissioner Lee Rios to approve Rules of Procedure with approved modifications. Second by Commissioner Wilfredo Rivera. The motion passed unanimously.

TAC ANNUAL REPORT 2017

TASKS ACCOMPLISHED DURING 2017

MOBILITY CC IMPLEMENTATION MATRIX		
PLAN ELEMENT	STRATEGY	RECOMMENDATIONS TO COUNCIL
PLAN	URBAN TRANSPORTATION PLAN AMENDMENTS	2
OPERATE & MAINTAIN	TRAFFIC ORDINANCE AMENDMENTS	4
OPERATE & MAINTAIN	DRIVEWAY APPEALS	2
PLAN	GRANT APPLICATIONS	2
PLAN	TRAFFIC IMPACT ANALYSIS	0
DESIGN	MOBILITY CC PROJECT CHECKLIST REVIEW (STREET BOND PROJECTS)	0

MEMORANDUM

RECEIVED
DEC 15 2017
CITY SECRETARY'S OFFICE

TO: Margie Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director, Parks and Recreation Department

DATE: December 15, 2017

SUBJECT: Tree Advisory Committee Report

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

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

9 meetings were conducted in 2015and three were not held due to not meeting quorum. Highlights are as follows:

January 12, 2017

- Regular meeting not held due to lack of quorum

February 9, 2017

- Regular meeting was held
- Discussion about creating a yearlong education opportunities for citizen and training for tree care companies.

March 9, 2017

- Regular meeting not held due to lack of quorum

April 13, 2017

- Regular meeting not held due to lack of quorum

May 11, 2017

- Regular meeting not held due to lack of quorum

June 8, 2017

- Regular meeting not held due to lack of quorum

July 13, 2017

- Regular meeting not held due to lack of quorum.

August 10, 2017

- Regular meeting not held due to lack of quorum

September 14, 2017

- Regular meeting not held due to lack of quorum

October 12, 2017

- Regular meeting was held.
- Discussion on Arbor Day Celebration, Breckenridge Park on 9:00 am November 4, 2017 was selected

.

November 9, 2017

- Regular meeting not held due to lack of quorum

December 10, 2015

- Regular meeting was cancelled.

RECEIVED
JAN 02 2018
CITY SECRETARY'S OFFICE

To: Margie C. Rose, City Manager

Thru: Mark Van Vleck, Assistant City Manger

Thru: Dan Grimsbo, Executive Director of Water Utilities

From Esteban "Steve" Ramos, Water Resources Manager

Subject: Water Resources Advisory Committee Annual Report

Date: January 2, 2018

The Water Resources Advisory Committee was chaired by Sam Sanders for one meeting and Sally Gill for three meetings in 2017.

Topics covered throughout the year included the reservoir system, current drought status, water conservation efforts, water supply projects (including Desalination, the Aquifer Storage & Recovery study), and Inflow/pass-thru Requirements. One topic that was consistently brought up was water supply strategies and water conservation out reach.

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

Member	Category	Jan 26	April 27	August 3	November 3
Joelle Francois[3]	Residential Customer	Present	Present	Excused	Present
Rocky Freund[3]	Nueces River Rep.	Present	Present	Absent	Present
Sally Gill	Landscaping	Present	Present	Present	Present
Phil Hale	Apt. Owners	Present	Present	Present	Present
Robert Kunkel	Port Industries	Present	Absent	Present	Absent
Roberto Reece[3]	Military Facility	Present	Present	Present	Present
Sam Sanders[1]	Lg. Comm. Cust.	Present	N/A	N/A	N/A
Lucia Sosa[2]	School District	Present	Absent	Absent	Present
Leah Tiner[4]	Citizen At-Large	N/A	N/A	Excused	Present

Faren Von Duben[4]	Lg. Comm. Cust.	N/A	N/A	Present	Excused
Brian Williams[3]	Wholesale Treated	Absent	Present	Present	Present
Rudy Garza	Ex-Officio	Absent	Present	Present	Present
Greg Smith	Ex-Officio	Absent	Absent	Absent	Present

1. Did not seek re-appointment
2. Realignment from Citizen-At-Large to School District, July 25, 2017
3. Re-Appointed, July 25, 2017
4. Appointment, July 25, 2017

RECEIVED
JAN 12 2018
CITY SECRETARY'S OFFICE

PARKS AND RECREATION DEPARTMENT

MEMORANDUM

TO: Margie Rose, City Manager

THROUGH: Keith Selman, Assistant City Manager

FROM: E. Jay Ellington, Director

DATE: January 12, 2018

SUBJECT: WATERSHORE AND BEACH ADVISORY COMMITTEE ANNUAL REPORT, 2017

Committee Members: Cameron Perry, Jay Gardner, Jennifer Pollack, Carrie Meyer, Cliff Schlabach, Paulette Kluge, Mukesh Subedee, Jyoti Patel, Terry Palmer

City Staff: Jay Ellington, Josh Wentworth, Darren Gurley, Martha Lawhon, Stacie Talbert-Anaya, Becky Perrin, Russell Armstrong

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

Listed below are the Watershore and Beach Advisory Committee's efforts and accomplishments for 2017.

<u>January</u>

- A regular meeting was held.
- A person from the public wanted to this committee to know that the issues with unsafe kiteboarding should be blamed on individuals not the sport. The committee did discuss this issue under City Ordinance No 21, 5-15-2003 Sec 10-66. Part B of this ordinance states that all "vessels" must stay 50' away from any other vessel, person, stationary platform or anything like that. There was a suggestion that there could be a kite beach. The committee asked staff to look into this issue.
- The ISAC update included kudos for WBAC's and its formal recommendation for the "Six Pack".
- Stacie reported that the increased length of 3A would be handles as a change order.
- Russell reported that the new signs would be installed by the end of the month.
- Three of the 5 soon to be vacant seat on WBAC will get reappointed.
- There are now 2 full time Beach and Park Enforcement officers.
- Josh updated the committee on happenings at North Beach: old shade structures have been removed, more trash cans were put out and he is waiting on signs.

February

- A regular meeting was held.
- Stacie gave an undated on the Bayshore; improvements to the parking area, new playground, fitness trail, dog park and showers. The City is considering changing the name to "Waters Edge". This committee passed a motion to recommend that the City change the name.
- Jay Gardner updated the committee on the ISAC (Island Strategic Action Committee) meeting. The TIRZ2 (Tax Increment Reinvestment Zone 2) subcommittee (of ISAC) recommended to move forward on the restrooms, showers and mobi mats. Later they met formally with ISAC and ISAC approved the recommendation to move forward but wanted to see pricing first. At the TIRZ official meeting, the Park Road 22 Bridge, Packery Channel monitoring contract and the Six Pack items were tabled.
- Regarding the Packery "Six Pack", Stacie reported that it is in the hands of Engineering and that they hold the purse strings. There was much discussion regarding the monitoring and in the end WBAC reaffirmed its support of this program.
- Deidre Williams gave a presentation on the Gulf Beach Monitoring program: all is looking good and she anticipates a dredging may need to happen in a couple of years and that with regards to the beach width there may be a need to extend the bollards by 400' in 2017.
- Russell relayed that it is time to review the Beach Adaptive Maintenance plan so the subcommittee will plan to meet and review it and bring back to WBAC their recommendations.

March

- A regular meeting was held.
- The committee heard a presentation on pesticides from a PHD student at TAMUCC. A WBAC committee member was concerned about what the City was spraying. He had noticed large area being sprayed, more than what he thought was necessary.
- The update on the ISAC meeting was that many people attended this meeting and wanted to talk about duck hunting on the island so there is to be a subcommittee to look into it. The other issue was the new bollards that were placed on the State beach. Scott Taylor reported that the State park was expanding its boundaries.
- Regarding the Packery Six Pack, Cliff Schlabach reported that there was opposition to the $4 million being moved out of the Six Pack to the Bridge 22 project but ISAC voted and this was passed. ISAC decided that $440,000 would be set aside for the Six Pack amenities; restrooms, showers & Mobi mats.
- The City is working on a new contract for temporary toilets on the beach and it was awarded to Skid-O-Kan. There will be a provision that states that this contract can be cancelled if services are not performed as directed.
- Spring Break Update: Access road 3 is open to 4 by 4 traffic only, Newport Pass and Zahn road will be one way traffic only. The beaches are ready.

- Beach Operations has purchased 3 floating wheelchairs for disabled visitors and 1 all-terrain wheelchair for OSO Bay. These will be available this summer.

April

- A regular meeting was held.
- There were several people from North Beach in attendance and they wanted the City to look into fixing the parking areas at North Beach. One individual wanted to promote ADA accommodations.
- Paulette gave the group a presentation of 3 events that negatively reflected on the City: Vibrio, the water ban and the Mayor situation.
- Stacie spoke about the situation at North Beach; the City doesn't own North Beach and the City has to abide by the GLO rules and regulations.
- Cliff was questioning the pedestrian beach and relaying his and others concern that more beach area would be blocked off because of erosion. Stacie explained that once the channel is dredged that sand would be used to re-nourish that section of the beach so that it could be opened to vehicle traffic. It turned out that there was not enough sand from the dredging. Stacie said that the City will look into the GLO agreement.
- The ISAC update: A presentation on Lake Padre, bids were received on the Park Road 22 Bridge. The showers and bathrooms (with regards to the Packery Channel project) were approved.
- Regarding the TIRZ meeting, Cameron let them know that WBAC has twice recommended approving the monitoring program contract with Blucher Institute regarding the Packery Channel.
- Stacie gave the committee an update on the State HOT Fund Financial policies and WBAC approved a motion to accept the policies.
- The staff update included that Spring Break was great, that permit sales exceeded last year's number by 30,000 permits. Whitecap circle has been redone and looks great. The signage for North Beach has been ordered and Beach Operations is purchasing another 4 floating wheelchairs.

May

- A regular meeting was held.
- We had 3 people from the public; 1 wanted to make sure that WBAC keep the bollard issue and the nourishment issue on their agenda. 1 person wanted to relay the economic advantage of ADA accommodations. The 3rd person wanted to let the committee know about the recent beach cleanup; they removed 3800 lbs of trash and had 150 volunteers.
- Russell reported that Beach Operations had received 4 Mobi Mats from the county and passed them along to Park Operations.
- Stacie updated the committee on the SHOTS budget for FY18 of which 1/3 is for operations and 2/3 is for large scale shoreline restoration projects which will address beach erosion.
- The main update from the ISAC meeting was that the bathrooms have been ordered.

- Cliff reported that the TIRZ2 Project went to City Council and all of the amenities passed except the Park Road 22 Bridge. The monitoring contract was still being negotiated.
- Russell reported that the restrooms are on the way and that the shower water lines are being looked at by engineering. The beach wheelchairs are in and CCTV shot a promotional video of them. Russell is also thinking of ideas for signage to inform the public about Sargussum. Stacie will be leaving the City for a position in Lewisville.

June

- A regular meeting was held.
- There were a few people from the public at this meeting and they wanted to express: 1, how great the beaches are looking, 2, that dredging the Packery Channel was a great idea and 3, to thank WBAC for supporting the monitoring program that City Council passed.
- The Beach Maintenance & TIRZ2 subcommittees met and Jay gave the committee a recap, in addition to a printed report. Some of the highlights were: The Mobi mats will not work for vehicles, the layout for the trash cans and skid-o-kans is great, WBAC recommends that the City Staff do a study of sand management, the boat ramp at the Packery is too steep and there should be an ADA floating ramp and the problem with enforcing the fire ordinance after hours. Cameron made a motion to submit this report to City Staff and that motion passed.
- Cliff spoke of the lack of light at the end of the jetties. They were installed at some point through the TIRZ2 but there are many missing and it has become a safety issue. Russell is working with James Rizzo to get them back on/installed.
- CEPRA (Coastal Erosion Protection Response Act) is a funding source for the City for dredging the Packery Channel. WBAC passed a resolution to support the City's application to CEPRA.
- Staff reported that the restroom enclosures are complete and that the new restroom trailers are on the way. Russell is working with Code Enforcement to get them certified so that they may enforce more ordinances.

July

- A regular meeting was held.
- 3 people from the public were present and each individually wanted to thank WBAC for its' good work.
- There was much discussion about North Beach: the bollards have been installed and the owners are happy. Carrie says the new signs are beautiful. She also says that North Beach is "back to square one" with regards to the State HOT Funds. Carries recalled that she requested that North Beach get enforcement officer and an ATV, instead of a lifeguard. Russell and Jay explain to Carrie that the ATV was ordered and that it would be best to have a pool of employees, rather than just one, and they are working on getting people but they are having some trouble getting a "pool of employees".

- Regarding the TIRZ2 project: The subcommittee met and most of the discussion was about the Packery Channel Marina boat patrol and whether it was needed or not, a decision could not be reached.
- Staff updates: The Adaptive Beach Maintenance Plan should be completed by the City by August 1st and that the Engineering Department is still working on the water lines for the beach showers.

August

- A regular meeting was held.
- The Adaptive Beach Maintenance Subcommittee has not had a chance to meet so Russell will submit the plan with no changes for now. It was suggested that this plan be reviewed in winter time, outside of the busy summer season.
- Staff reported that Beach Operations is working towards Labor Day, that the Engineering Department is still working on the water lines for the showers, and that North Beach is getting a new employee next week.

September

- A regular meeting was held.
- Cliff relayed that several beach goers have complained to him about kite boarders, again. According to the ordinance, they should be 50' away from people and that is not being followed. The bottom line, according to this group is that the public and the boarders need to be educated.
- Regarding the ATONs nothing is happening; the USCG want to see the Corp's permit and there is not one because they built it.
- The ISAC meeting focused on the damage to the Packery Channel from Hurricane Harvey. The damage was huge and repairs will be about $2 million but there are funds available in the TIRZ.
- Staff reported that there was very little erosion to the beaches from Harvey. The Beach Operations' yard got hit hard; they lost trucks & ATVs.
- CAST, the annual fishing event for special needs children is on September 23rd.

October

- A regular meeting was held.
- There was 1 person from the public there and he wanted to thank the committee for looking into the kite boarding situation, he also wanted to express that the public has been waiting for the Six Pack amenities for a long time!

- Jay Ellington reported that with regards to the Packery Channel amenities, the City has received 2 bids and they are waiting for a third. Engineering's quote for doing the water lines was $200,000; this project is now on hold. City Council and the TIRZ board reduced the amount of available money for the Mobi Mats and now there is not enough funds to cover the quote. The restrooms are on the way to Beach Operations. Access Road 3A is going to be widened and the bid was awarded for the work on Access Road 2.
- Two members; the chair and co-chair will term out in December.
- Josh reported that the City is working on building a boardwalk at North Beach.

November

- A regular meeting was held.
- Deidre Williams gave a presentation on the Gulf Beach conditions, post Hurricane Harvey. She looked at several different surveys but this presentation focused on the beaches. She said that the greatest degree of damage was structural, south of Fish Pass. She also said that the erosion from Harvey was nothing compared to Hurricane Ike.
- Carrie told the committee about a redevelopment plan that the City Council is getting ready to pass called North Beach Redevelopment Initiative. She says that City Council is going to pass this initiative without an engineering analysis. WBAC passed a motion that states "WBAC recommends that the City perform a coastal engineering study to review the potential shoreline erosion, regulatory, and environmental impacts associated with a cut in the shoreline shown in the North Beach Alternative 2 plan prior to adopting Alternative 2"
- The update on ISAC included lots of talk of coyotes, discussion of the six pack, fixing the ADA boat ramp and an update on the restrooms. There was also talk about Spring Break 2018 and the belief that it will be bigger because of Port A.

December

- A regular meeting was held.
- Jerry Plemons, from the Parks and Recreation Advisory Committee (PRAC) was in attendance and will be the PRAC liaison to WBAC; he will be attending regularly.
- The Chair and co-chair term out after this meeting so the committee voted to have Cliff Schlabach be the temporary Chair. The permanent Chair and co-chair will be voted on during the January meeting.
- Jay Gardner recommends that WBAC choose a member to be an ex-officio on the ISAC board. The WBAC members voted and Cliff Schlabach was unanimously approved.
- Carrie wanted WBAC to recommend to the City that the ordinance regarding BBQs at North Beach be amended to "BBQs not allowed within 100' of a structure"; the motion passed, unanimously.
- ISAC has recommended spending $65,000 to replace the lights at the end of the jetty.

- Cliff reported that the new restroom trailer are great!
- Keith Selman is proposing that $6 million be taken out of the TIRZ to repair the Packery Channel, and he wanted ISAC to recommend a RFQ (Request For Quote) be done to study and design the repairs.
- Paulette reported that the occupancy number is up because visitors to Port A and Rockport are staying in Corpus Christi and all the workers that are here from out of town.

To: Margie C. Rose, City Manager

Thru: Mark Van Vleck, Assistant City Manger MVV

From: Larijai Francis, Water Resources Project Manager LF

Subject: Corpus Christi Aquifer Storage Recovery Conservation District Annual Report

Date: January 9, 2018

The Corpus Christi Aquifer Storage Recovery Conservation District, as chaired by Fred Segundo, held three regular meetings and one special meeting in 2017.

Topics covered throughout the year included the Aquifer Storage Feasibility project, CCASRCD rules and regulations, Modeled Available Groundwater Report – Desired Future Conditions adopted by GMA 16. At the last District meeting Jay Ellington was nominated and accepted to replace Margie C. Rose as a board member.

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

Member	Category	February 2	May 26	June 16	November 30
Fred Segundo	President	Present	Present	Present	Present
Dan McGinn	Vice-president	Present	Present	Present	Present
Tom Tagliabue	Secretary	Absent	Present	Present	Absent
Margie C. Rose	Member	Absent	Absent	Absent	Absent
Mark Van Vleck	Member	Present	Present	Present	Present