



**REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ARANSAS PASS
600 W. CLEVELAND, ARANSAS PASS, TEXAS
NOVEMBER 7, 2016 - 7:00 PM**

1. CALL TO ORDER.

2. INVOCATION AND PLEDGE OF ALLEGIANCE.

3. PRESENTATIONS AND PROCLAMATIONS.

- 3.I. Presentation By Spirit Of Aransas Pass
- 3.II. Presentation On Visitor Center - Rosemary Vega, Aransas Pass Chamber Of Commerce.
- 3.III. Consider And Act On Resolution No. 2016-793 Recognizing The Importance Of Municipal Courts, The Rule Of Law, And The Fair And Impartial Administration Of Justice.

Documents:

[RESOLUTION NO. 2016-793 MUNICIPAL COURT WEEK.PDF](#)

4. BOARD AND COMMISSION APPOINTMENTS.

5. CONSENT AGENDA.

All of the following items on the Consent Agenda are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council member so requests. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 5.I. Approval Of Regular Meeting Minutes Of October 3, 2016 And October 17, 2016.

Documents:

[10-03-16 REGULAR.PDF](#)

[10-17-16 REGULAR.PDF](#)

6. PUBLIC HEARINGS.

- 6.I. Public Hearing On Demolition Of Buildings
 - a. 334 S 11th Street – Property I.D. 35310, Lot 12, Block 214, Aransas Pass Townsite, 0.161 Acres.
 - b. 328 N Lamont Street – Property I.D. 35938, Lots 25 & 26, Block 349, Aransas Pass Townsite.

- c. 330 N 7th Street – Property I.D. 35696, Lots 23-25, Block 285, Aransas Pass Townsite.
- d. 524 N Whitney Street – Property I.D. 36059, Lots 17 & 19, Block 387, Aransas Pass Townsite.
- e. 624 N Rife Street – Property I.D. 12583, Lots 22-24 & 25 foot of Rife Street, Block 454, Aransas Pass Townsite, 0.161 Acres.
- f. 729 N Houston Street – Property I.D. 12717, Lots 8-9 & 25 foot of Houston Street, Block 521, Aransas Pass Townsite.

Documents:

[A. AGENDA MEMO -334 S 11TH STREET.PDF](#)
[AL. 334 S 11 STREET.PDF](#)
[B. AGENDA MEMO -328 N LAMONT STREET.PDF](#)
[B1. - 328 N LAMONT.PDF](#)
[C. AGENDA MEMO -330 N 7TH STREET.PDF](#)
[C1. - 330 N 7TH STREET.PDF](#)
[D. AGENDA MEMO - 524 N WHITNEY STREET.PDF](#)
[D1. - 524 N WHITNEY STREET.PDF](#)
[E. AGENDA MEMO -624 N RIFE STREET.PDF](#)
[E1. - 624 N RIFE STREET.PDF](#)
[F. AGENDA MEMO -729 N HOUSTON STREET.PDF](#)
[F1. - 729 N HOUSTON STREET.PDF](#)

6.II. Consider And Act On The Demolition Of Structures

- a. 334 S 11th Street – Property I.D. 35310, Lot 12, Block 214, Aransas Pass Townsite, 0.161 Acres.
- b. 328 N Lamont Street – Property I.D. 35938, Lots 25 & 26, Block 349, Aransas Pass Townsite.
- c. 330 N 7th Street – Property I.D. 35696, Lots 23-25, Block 285, Aransas Pass Townsite.
- d. 524 N Whitney Street – Property I.D. 36059, Lots 17 & 19, Block 387, Aransas Pass Townsite.
- e. 624 N Rife Street – Property I.D. 12583, Lots 22-24 & 25 foot of Rife Street, Block 454, Aransas Pass Townsite, 0.161 Acres.
- f. 729 N Houston Street – Property I.D. 12717, Lots 8-9 & 25 foot of Houston Street, Block 521, Aransas Pass Townsite.

7. CITY MANAGER.

- 7.I. Consider And Act On Request From Magus Beck To Waive The Penalty And Interest Of Weed Lot Lien For Property Located At Lots 17 To 22, Block 377, S Whitney (NW Corner), City Of Aransas Pass.

Documents:

[AGENDA MEMO - WEED LOT LIEN.PDF](#)
[WEED LOT LIEN.PDF](#)

- 7.II. Consider And Act On Request From Roland Pena To Terminate Facility License Agreement For Softball Complex Effective November 30, 2016.

Documents:

[AGENDA MEMO - FACILITY LICENSE AGREEMENT.PDF](#)

[REQUEST - ROLAND PENA.PDF](#)

- 7.III. Consider And Act On Offer To Purchase Tax Resale Property, Suit No. S-06-1031-TX, Lots 1 And 2, Block 441, Original Townsite, City Of Aransas Pass, San Patricio County, Texas, Located On The Corner Of 801 S. McCampbell.

Documents:

[AGENDA MEMO - TAX RESALE.PDF](#)
[TAX RESALE.PDF](#)
[MAP - TAX RESALE.PDF](#)

- 7.IV. Consider And Act On Renewal Of Hotel/Motel Agreement Between The City Of Aransas Pass And The Aransas Pass Chamber Of Commerce.

Documents:

[AGENDA MEMO - CHAMBER OF COMMERCE.PDF](#)

- 7.V. Consider And Act On Appointing A Selection Review Committee To Review Submitted Proposals For The Community Development Block Grant (CDBG) Procurement Process.

Documents:

[AGENDA MEMO - SELECTION REVIEW COMMITTEE.PDF](#)

- 7.VI. Consider And Act On Approving A Three-Year Contract With Brenda McElwee, CPA To Conduct The Annual Audit For The City Of Aransas Pass, And Include Additional Scope Of Creating A Consolidated Annual Financial Report (CAFR).

Documents:

[AGENDA MEMO - AUDIT.PDF](#)
[AUDIT ENGAGEMENT LETTER 2016.PDF](#)

- 7.VII. Updates:

- Utility Billing
- TxDOT Beautification Project
- Community Park Fencing
- Highland/Johnson
- 13th Street
- Post Trunk or Treat Event
- Fall Feast
- Shoe Drive

8. COMMUNITY ENRICHMENT.

Community Enrichment includes the following: Parks, Civic Center, Aquatic Facility, Library, and Senior Center.

9. FINANCE.

Finance includes the following: Utility Billing, Finance, Human Resources, and Meter Reading.

10. DEVELOPMENT SERVICES.

Development Services includes the following: Building Services, Planning, Public Works, and Maintenance.

11. INFORMATION TECHNOLOGY.

12. PUBLIC SAFETY.

Public Safety includes the following: Police, Fire, EMS, Harbor, and Emergency Management

13. CITIZEN COMMENTS.

Citizen comments is intended for matters that are not scheduled on the agenda. Please limit presentations to three minutes. A recording is made of the meeting; therefore, please speak into the microphone located at the podium and state your name and address.

14. EXECUTIVE SESSION.

14.I. The City Council May Recess Into Executive Session To Discuss The Following Item Pursuant To Chapter 551 Of The Texas Government Code:

- a. Section 551.071: Consultation with City Attorney: Harbor Leases.
- b. Section 551.074: Personnel Matters: City Manager.

Reconvene in Open Session to Consider and Act on Findings of Executive Session:

- a. Section 551.071: Consultation with City Attorney: Harbor Leases.
- b. Section 551.074: Personnel Matters: City Manager.

15. ADJOURNMENT.

16. POSTING STATEMENT.

I certify that the above notice of meeting was posted at the Aransas Pass City Hall located at 600 W. Cleveland, Aransas Pass, TX 78336 on _____, 2016 at _____ a.m./p.m.

**Mary Juarez
City Secretary**

Persons with disabilities planning to attend this meeting who may need auxiliary services are asked to contact the City Secretary's office at (361) 758-5301, 24 hours in advance of the meeting.

RESOLUTION NO. 2016-793

IN RECOGNITION OF MUNICIPAL COURT WEEK

November 7-11, 2016

**A RESOLUTION RECOGNIZING THE IMPORTANCE OF MUNICIPAL COURTS, THE
RULE OF LAW, AND THE FAIR AND IMPARTIAL ADMINISTRATION OF JUSTICE**

WHEREAS, municipal courts play a significant role in preserving public safety and promoting quality of life in Texas;

WHEREAS, more people come in contact with municipal courts than all other Texas courts combined and public impression of the Texas judicial system is largely dependent upon the public's experience in municipal court;

WHEREAS, state law authorizes a municipality to either appoint or elect a municipal judge for a term of office, the City of Aransas Pass Municipal Court is a state court and its judges are members of the state judiciary;

WHEREAS, the procedures for the City of Aransas Pass Municipal Court operations are set forth in the Texas Code of Criminal Procedure and other laws of the State of Texas;

WHEREAS, the City of Aransas Pass is committed to the notion that our legal system is based on the principle that an independent, fair, and competent judiciary will interpret and apply the laws that govern us and that judges and court personnel should comply with the law and act in a manner that promotes public confidence in the integrity and impartiality of the judiciary;

WHEREAS, Aransas Pass Municipal Judges are not policy makers for the City of Aransas Pass but are bound by the law and the Canons of Judicial Conduct and are required to make decisions independent of the governing body of the City Council, city officials, and employees;

WHEREAS, the City Council recognizes that the Constitution and laws of the State of Texas contain procedural safeguards in criminal cases for all defendants, including indigent defendants, and supports the Aransas Pass Municipal Court in complying with such legal requirements.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARANSAS PASS, TEXAS THAT THE WEEK OF NOVEMBER 7 – 11, 2016 IS HEREBY RECOGNIZED AS MUNICIPAL COURT WEEK IN RECOGNITION OF THE FAIR AND IMPARTIAL JUSTICE OFFERED TO OUR CITIZENS BY THE MUNICIPAL COURT OF ARANSAS PASS.

PASSED AND APPROVED ON THIS THE ____ DAY OF _____, 2016.

ADAN CHAPA, MAYOR

ATTEST:

CITY SECRETARY

STATE OF TEXAS §
COUNTIES OF ARANSAS §
SAN PATRICIO AND NUECES §
CITY OF ARANSAS PASS §

A Regular Meeting of the Aransas Pass City Council was held on Monday, October 3, 2016 in the Aransas Pass City Hall, 600 W. Cleveland Blvd., Aransas Pass, Texas 78336. A notice of the meeting was posted 72 hours in advance in accordance with Section 551, Texas Government Code. Mayor Adan Chapa, and Council Members Vickie Abrego, Billy Ellis, and Carrie Scruggs were present; Council Member Phillip Hyatt was absent. Also present was City Manager Sylvia Carrillo and City Attorney Allen Lawrence.

1. **CALL MEETING TO ORDER.**

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

2. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG.**

Mayor Chapa gave the Invocation and led the Pledge of Allegiance to the United States Flag.

3. **PRESENTATIONS AND PROCLAMATIONS:**

There were no Presentation or Proclamation items.

4. **BOARD AND COMMISSION APPOINTMENTS:**

There were no Board and Committee items.

5. **CONSENT AGENDA:**

5.I. Ordinance No. 2016-4168, Ordinance annexing adjacent and contiguous territory to the City of Aransas Pass, Texas , pursuant to Article 43.028, Texas Local Government Code; finding that all necessary and required legal conditions have been satisfied; providing that such area shall become a part of the city and that owners and inhabitants thereof shall be bound by the acts and ordinances now in effect and to be hereinafter adopted, providing a severability clause; and providing an effective date.

5.II. Approval of Special Meeting Minutes of August 29, 2016, and Regular Meeting Minutes of September 6, 2016 and September 19, 2016.

A motion was made by Mayor Pro Tem Ellis to approve Items 5.I and 5.II, seconded by Council Member Abrego, and the motion carried; Hyatt was absent.

6. **PUBLIC HEARING:**

6.I. Public Hearing on the following Text Amendments to the Zoning Ordinance:

1. Amendment to the Zoning Ordinance, Part I, Section 4, Subsection 103 by removing mobile homes in the R-7B District and updating Part 1, Section 4, Subsection 111 by replacing "Mobile Home" with "Manufactured Home" referencing the Development Services Fees.

2. Amendment to the City of Aransas Pass Zoning Ordinance to update the "MH" Manufactured Home District by revising references to RV Parks.

City Attorney Lawrence declared the public hearing open on Items 1 and 2. City Manager Carrillo stated that these are housekeeping items, and added that in Item No. 1, the term "Mobile Home" is no longer used in the Building Code and is now referred to as "Manufactured Home". She also stated that several years ago the Planning and Zoning Commission and City Council voted to remove Mobile Homes from the R-7B District and only allow in Manufactured Home District and that this amendment is cleaning up the ordinance. Ms. Carrillo stated that Item No. 2, is also a cleanup item to coincide with the recent changes to the RV Park requirements of minimum acreage and minimum standards.

Mayor Chapa asked if the minimum acreage was five acres, and Ms. Carrillo responded that for a mobile home park, the requirement is five acres.

There being no further comments, Mr. Lawrence declared the public hearing closed.

6.II. Consider and Act on the following Texts Amendments to the Zoning Ordinance.

1. Amendment to the Zoning Ordinance, Part I, Section 4, Subsection 103 by removing mobile homes in the R-7B District and updating Part 1, Section 4, Subsection 111 by replacing "Mobile Home" with "Manufactured Home" referencing the Development Services Fees.
2. Amendment to the City of Aransas Pass Zoning Ordinance to update the "MH" Manufactured Home District by revising references to RV Parks.

A motion was made by Council Member Abrego to approve Items 1 and 2, seconded by Mayor Pro Tem Ellis, and the motion carried; Hyatt was absent.

6.III. Public Hearing on the following Demolition of Buildings:

City Attorney Lawrence declared the public hearing open on Items 1 through 5.

1. 640 N. Houston Street, Property ID 12689, Lots 26-29 and 25' of Houston, Block 476, Aransas Pass Townsite.

Dale Wells, Building Official stated that the property owner, Christopher Hall contacted the City stating he would like to do something with the property but has not made any attempts to obtain a building permit or demolition permit. He added that the property is not secured, has termite damage and is in bad shape. Mr. Wells stated that the Building Board of Standards and Appeals is recommending demolition of the structure.

2. 802 N. McCampbell Street, Property ID 12529, Lots 9 and 5' of McCampbell, Block 408, Aransas Pass Townsite.

Dale Wells, Building Official stated that a demolition permit has been obtained and a majority of the building has been taken down. Mr. Wells stated that this property is being removed from the request for council action.

3. 728 S. Rife Street, Property ID 329, Lots 25 and 26, Block 442, Aransas Pass Townsite.

Dale Wells, Building Official stated that the property owners were sent numerous letters and there has been no response or contact. He stated that the property has been neglected and the building is collapsing and a dangerous situation. Mr. Wells stated that the Building Board of Standards and Appeals is recommending demolition of the structure.

4. 742 N. Houston Street, Property ID 12673, Lots 27 – 27 & 25' of Houston, Block 475, Aransas Pass Townsite.

Dale Wells, Building Official stated that at one time a demolition permit was issued to the property owner, and the building structure was removed; however, the wood flooring and construction debris remains at the property. Mr. Wells stated that the recommendation is to proceed with removal of the remaining materials.

5. 1245 W. Johnson Avenue, Property ID 42872, Outlot 45, Tract 4, Aransas Pass Townsite.

Dale Wells, Building Official stated that when this property was being considered by the Building Board of Standards and Appeals, they received a registered letter from the property owner consenting to voluntary demolition of the property and request that it be removed from council consideration.

City Attorney Lawrence clarified that Items 1, 3 and 5 are for demolition and Item 4 is for removal of materials. Council Member Abrego asked if Item No. 5 is being demolish, and Mr. Wells responded that it is a voluntary demolition. Council Member Scruggs asked what happens to the property when it is completed, and Mr. Wells responded that the City will clean the property, and that the property owner is aware of the problem and has the property for sale but is currently incarcerated.

There being no further comments, City Attorney declared the public hearings closed.

6.IV. Consider and Act on the Demolition of the following Demolitions:

1. 640 N. Houston Street, Property ID 12689, Lots 26-29 and 25' of Houston, Block 476, Aransas Pass Townsite.
2. 802 N. McCampbell Street, Property ID 12529, Lots 9 and 5' of McCampbell, Block 408, Aransas Pass Townsite.
3. 728 S. Rife Street, Property ID 329, Lots 25 and 26, Block 442, Aransas Pass Townsite.
4. 742 N. Houston Street, Property ID 12673, Lots 27 – 27 & 25' of Houston, Block 475, Aransas Pass Townsite.
5. 1245 W. Johnson Avenue, Property ID 42872, Outlot 45, Tract 4, Aransas Pass Townsite.

A motion was made by Mayor Pro Tem Ellis to demolish Items 1, 3 and 5, and cleanup in Item 4, seconded by Council Member Scruggs, and the motion carried; Hyatt was absent.

7. CITY MANAGER

- 7.I. Consider and Act on appointing Sandra Garcia, Comptroller as an additional Signatory for the withdrawal of funds from the City Depository.

City Manager Carrillo introduced the new Comptroller/Director of Finance, Sandra Garcia and stated that the purpose of this item is to add Ms. Garcia as an additional signatory for the withdrawal of funds from the city depository.

A motion was made by Council Member Abrego to approve Item 7.I, seconded by Mayor Pro Tem Ellis, and the motion carried; Hyatt was absent.

7.II. Consider and Act on Resolution No. 2016-790 of support and participation in the Floodplain Management Plan and recognition of the Floodplain Management Planning Committee.

City Manager Carrillo recognized Ms. Amanda Torres, City of Rockport who stated that this item is for a Countywide Floodplain Management Plan, funded by a grant through the Texas General Land Office. Ms. Torres stated that the City of Rockport, Town of Fulton and Aransas County are participants in the Floodplain Management Plan focused on flooding hazards in each of the entities. Ms. Torres added that as part of the Floodplain Plan, it is necessary to create an Executive Committee and a Planning Sub-Committee.

Ms. Carrillo stated that the City is recommending the appointment of Katherine Comeaux, City Planner, Fernando Quintanilla, Director of Public Works to the Executive Committee, and Randy Hunter, Public Representative; and on the 14 member Planning Committee the following City Staff - Katherine Comeaux, Dale Wells, Fernando Quintanilla, Lynn Pearce, and Sylvia Carrillo; and Planning & Zoning Commission – Randall Freeze, Richard Kubek, Lisa Barker, Elizabeth Dorris, Pat Fenton, Shirley Gallagher, Carol Salinas, Kathleen Sweatt, and Cynthia Vasquez. Ms. Torres stated that they expect to have a draft of the Plan by December 2016, and a completion date of February or March of 2017.

A motion was made by Mayor Pro Tem Ellis to approve Item 7.II, seconded by Council Member Abrego, and the motion carried; Hyatt was absent.

7.III. Consider and Act on an agreement with Texas A&M University – Corpus Christi Social Science Research Center.

City Manager Carrillo stated that the Council had previously approved a contract with Texas A&M University for body-worn cameras. She stated that due to a delay with the implementation of the contract, this is to reiterate that the contract is for this fiscal year.

Mayor Chapa asked how the contract works, and Ms. Carrillo stated that the University will review three years of current footage to develop best practices and training videos to be used by police departments around the country, and that the Aransas Pass Police Department is one of ten that is utilizing body worn cameras.

Mayor Chapa asked if the City will be paying \$20,000, and Ms. Carrillo responded that the City will pay \$20,000, and that \$10,000 will come from the Police Department Drug Seizure Fund and \$10,000 from the City General budget.

A motion was made by Mayor Pro Tem Ellis to approve Item 7.III, seconded by Council Member Abrego, and the motion carried; Hyatt was absent.

7.IV. Consider and Act on water adjustment of Marci Garcia.

City Manager Carrillo stated that resident, Ms. Garcia is handling the estate of her deceased mother and is requesting a water adjustment to her account. She stated that there are multiple units on one lot for a large water leak and has isolated a leak but has not yet fully identified nor corrected the problem. Ms. Carrillo stated that she has paid toward the delinquent amount, but a balance of approximately \$1,600 still remains and has agreed to pay 50 percent of amount owed immediately. Ms. Carrillo added that a new meter was installed and it still shows a small leak.

Council Member Abrego asked if there were other units with people renting in the area, and Ms. Carrillo stated that the area is multi-family with apartments, mobile homes, main home and an additional structure. Ms. Carrillo referred to an aerial map depicting the area.

A motion was made by Council Member Abrego to deny the request, seconded by Mayor Pro Tem Ellis, and the motion carried; Scruggs voting No; Hyatt was absent.

8. COMMUNITY ENRICHMENT:

There were no Community Enrichment Items.

9. DEVELOPMENT SERVICES:

There were no Development Services Items.

10. FINANCE:

There were no Finance items.

11. INFORMATION TECHNOLOGY:

There were no Information Technology items.

12. PUBLIC SAFETY:

12.I. Consider and Act on approving Section 18-13, Urinating and Defecating in Public, Prohibited, of Chapter 18, Part II, of Aransas Pass, Texas – Code of Ordinances.

Police Chief Blanchard discussed the problems with campers and that camping sites are usually not equipped with a restroom. He added that the proposed ordinance basically states that urinating and defecating can only occur in a toilet or designated restroom.

A motion was made by Mayor Pro Tem Ellis to approve Item 12.I, seconded by Council Member Abrego, and the motion carried; Hyatt was absent.

12.II. Consider and Act on approving the renewal of the City's Curfew in Part 2, Chapter 18, Sections 18-4 and 18-7 of the Aransas Pass Code of Ordinances.

Police Chief Blanchard stated that the City is required to renew the curfew ordinance every three years. He stated that the City has issued 139 curfew violation citations over the last three years.

A motion was made by Mayor Pro Tem Ellis to approve Item 12.II, seconded by Council Member Abrego, and the motion carried; Hyatt was absent.

13. CITIZEN COMMENTS:

Howard Gillespie, stated that he is a candidate for County Commissioner, Precinct 4 and introduced his Campaign Chairman.

Megan Arispe, stated that she resides in the Pelican Cove area and spoke of her Senior Project involving the renovation of the Old Administration Building into a Museum as a means to preserve the history of Aransas Pass and asked for the council's support.

Donald Brummet, 902 S. Rife, asked the Council to consider another cable company.

14. EXECUTIVE SESSION:

14.I. The meeting was recessed into Executive Session at 7:45 pm under the provisions of Section 551, Texas Government Code to discuss the authority of:

- a. Section 551.071 – Consultation with City Attorney: Lamas Lawsuit

The Council returned from Executive Session at 7:55 pm

- a. Section 551.071 – Consultation with City Attorney: Lamas Lawsuit

Mayor Chapa announced that no action would be taken on this item.

Before adjournment of the meeting, City Manager Carrillo informed the Council of the following: 1) Texas Commission on Environmental Quality regarding landfill issues and collection station, and 2) the City's nominee to the Nueces County Appraisal District is being passed on due to not enough notice given to the city for recruitment.

15. ADJOURNMENT

There being no further business to come before the Council, Mayor Chapa adjourned the meeting at 7:57 pm.

Adan Chapa
Mayor

Mary Juarez
City Secretary

Approved on: _____

STATE OF TEXAS §
COUNTIES OF ARANSAS §
SAN PATRICIO AND NUECES §
CITY OF ARANSAS PASS §

A Regular Meeting of the Aransas Pass City Council was held on Monday, October 17, 2016 in the Aransas Pass City Hall, 600 W. Cleveland Blvd., Aransas Pass, Texas 78336. A notice of the meeting was posted 72 hours in advance in accordance with Section 551, Texas Government Code. Mayor Adan Chapa, and Council Members Vickie Abrego, Billy Ellis, Phillip Hyatt and Carrie Scruggs were present. Also present was City Manager Sylvia Carrillo and City Attorney Allen Lawrence.

1. **CALL MEETING TO ORDER.**

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

2. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG.**

Mayor Chapa gave the Invocation and led the Pledge of Allegiance to the United States Flag.

3. **PRESENTATIONS AND PROCLAMATIONS:**

3.I. **Presentation by the Police Chief to recognize three staff members and award them with the Chief's Citation Award.**

Chief Blanchard recognized the following three staff members for their efforts on enforcing Kari's Law: Erica Murphy, John Flowers, and Darvin Lynn Pearce and presented them with the Chief's Citation Award.

The father of Kari Hunt, Mr. Hunt thanked the City of Aransas Pass for their enforcement efforts of Kari's Law by insuring that businesses in the City of Aransas Pass with a multi-line telephone system provide callers with direct access to 9-1-1 without dialing a direct digit ("9") beforehand.

4. **BOARD AND COMMISSION APPOINTMENTS:**

4.I. **Aransas Pass Crime Control & Prevention District**

City Manager Carrillo informed the Council that terms expired for Karen Mayer, Donald Brummett and Naomi Freeze and that all are seeking reappointment.

A motion was made by Mayor Pro Tem Ellis to reappoint Karen Mayer, Donald Brummett, and Naomi Freeze, seconded by Council Member Hyatt, and the motion carried.

4.II. **Aransas Pass Municipal Development District**

City Manager Carrillo informed the Council that terms expired for Terry Stansberry, Elizabeth Dorris, and Byron McLaughlin and that they are seeking reappointment. Ms. Carrillo also stated that term expired for Lillie Kindell but have recently learned that she is ineligible to serve since the board requirement is that members be residents of San Patricio County and the City of Aransas Pass, and that Ms. Kindell resides in Aransas County.

A motion was made by Council Member Hyatt to reappoint Terry Stansberry, Elizabeth Dorris and Byron McLaughlin, seconded by Council Member Abrego, and the motion carried.

4.III. **Memorial Commission**

City Manager Carrillo informed the Council that terms had expired for Lu Arcemont, Patty Gliden, Jen Rubinowitz and Manuel Buentello and all are seeking reappointment. Ms. Carrillo stated that terms also expired for the AP Chamber of Commerce representative and that it is being postponed at this time.

Mayor Chapa asked if there was a budget or an account for this commission, and Ms. Carrillo responded that she was unaware but would look into the matter.

A motion was made by Council Member Hyatt to reappoint Lu Arcemont, Patty Gliden, Jen Rubinowitz and Manuel Buentello, seconded by Council Member Abrego, and the motion carried.

5. CONSENT AGENDA:

- 5.I. Ordinance No. 2016-4169 readopting and confirming the provisions of Chapter 18, "Offenses and Miscellaneous Provisions", Sections 18.4 through 18.4 of the Code of Ordinances, pertaining to Curfew for Minors; and providing for an effective date.
- 5.II. Ordinance No. 2016-4170 amending Chapter 18 of the Code of Ordinances by adding Section 18-13, prohibiting urinating and defecating in public; providing a penalty for violation; adding a repealer clause; and providing for an effective date.
- 5.III. Ordinance No. 2016-4171 amending Ordinance No. 1308, Zoning Ordinance, by amending Part I, Section 3, Zoning Districts established, by renaming "MH" to Manufactured Home District; Section 4, Purpose of Zoning Districts, by amending Subsection 103, R-7A and B, Single-Family Dwelling District and Subsection 111, "MH" Manufactured Home District; Part IV, Section 19, Procedures for changes and amendments, by amending Subsection 100, by deleting the fees and Section 20, General Definitions, Subsection 159, Manufactured Home; providing for a repealer clause and an effective date.
- 5.IV. Ordinance No.2016-4172 amending Ordinance No. 1308, Zoning Ordinance, by amending Part III, Section 11, MH ""MH" Manufactured Home District; providing for a repealer clause and an effective date.

A motion was made by Mayor Pro Tem Ellis to approve Items 5.I through 5.IV, seconded by Council Member Hyatt, and the motion carried.

6. PUBLIC HEARING:

There were no Public Hearing items.

7. CITY MANAGER

- 7.I. Consider and Act on financial donation request from HALO-Flight in the amount of \$1,000.

City Manager Carrillo stated that HALO-Flight is requesting a financial donation in the amount of \$1,000.00. Ms. Patty Young, HALO Development Director stated that HALO was first created in 1987 to provide mobile intensive care air-medical services and that they rely on cities and counties to help offset their operational costs.

A motion was made by Mayor Pro Tem Ellis to approve Item 7.I, seconded by Council Member Hyatt, and the motion carried.

7.II. Consider and Act on Procurement of Administrators and Engineers for the 2017-2018 Grant Application Cycle.

City Manager Carrillo stated that there are new rules when applying for Community Development Block Grants (CDBG). She stated that the process now requires for administrators and engineers so that applications are fully vetted before they are submitted to the State. Ms. Carrillo stated that this item would grant the authority to out for administrators and engineers before applying for a grant.

A motion was made by Council Member Abrego to approve Item 7.II, seconded by Council Member Hyatt, and the motion carried.

7.III. Consider and Act on Resolution No. 2016-791 accepting the grant award under the Texas Community Development Grant Program between the City of Aransas Pass and the Texas Department of Agriculture for the Planning/Capacity Building Fund.

City Manager Carrillo stated that the City had previously submitted a grant for the Planning/Capacity Building Fund and that the City was awarded the grant. She stated that this item is authorizing the acceptance of the grant.

A motion was made by Council Member Hyatt to approve Item 7.III, seconded by Council Member Abrego, and the motion carried.

7.IV. Consider and Act on approving Resolution No. 2016-792 on tax-resale property, Suite No. S-06-1031-TX; Account No. 0011-0419-0031-002 and 36103, Lots 31 and 32, Block 419, City of Aransas Pass, San Patricio County, Texas.

City Manager Carrillo explained the bidding process and stated that Mr. Ochoa had previously submitted a bid and was approved by the council, but that during the bidding process a higher bid was submitted by Bay Harbor for \$27,500. Ms. Carrillo stated that the School District has accepted the higher offer and that San Patricio County has stated that they will only accept the highest dollar. She stated that the firm, Linebarger Goggan Blair's focus is to get the highest amount of dollars for all entities.

A motion was made by Council Member Abrego to approve Item 7.IV, seconded by Council Member Hyatt, and the motion carried.

7.V. Presentation – Utility Billing Issues.

City Manager Carrillo provided an update on the recent utility billing issues and stated that the root problem was compounded with the recent software conversion from iNCode to Aysyt, corrupt and unclear data, estimating, data input and basic excel skills. Ms. Carrillo discussed the proposed solution including 12 month average in iNCode, adjusting the July, August, and September billing, revamp personnel meter reach each month, and a new baseline in October to include GPS devices, photo of the meter and a new meter read.

Ms. Carrillo added that future changes for the utility billing are to simplify the billing, use of a GPS system to locate meters, complete meter conversion to radio meters, staff allocation for each month, and have a standardized addressing ordinance.

Council members asked questions on the number of handhelds we are utilizing, waterline locators, how many more meters need to be read, guidelines for meters, water leaks, radio meters, software problems, and frequency of calibration of handheld devices.

Carol Salinas, So. 11th Street, commented on problems with software and timeframe of meter reading and mailing of billing. She commented that on the old billing system and meter reading, residents became aware of water leaks earlier as compared with the new billing system, and also suggested staggered billing.

Bill Stevens, 913 S. Avenue A, commented that the bills are mailed on the 20th and asked from where. Ms. Carrillo responded that the bills are mailed from Dallas. Mr. Stevens stated that he doesn't agree with the size of lots and the houses of the Hogan Homes development and asked if the building code addressed setting up water and sewer lines.

8. COMMUNITY ENRICHMENT:

There were no Community Enrichment Items.

9. DEVELOPMENT SERVICES:

9.I. Consider and Act on submitting Permit to TCEQ for Citizens' Collection Station.

City Manager Carrillo stated that during a TCEQ site visit at the Transfer Station it was discovered that the Transfer Station was not permitted or authorized to be used and is in violation. Ms. Carrillo stated that the City has begun the process and working with TCEQ to continue to operate. She stated that the transfer station can only be used by residents and that trash will only be allowed in the roll-offs and removed, and no commercial business will be allowed to take commercial waste to the Transfer Station. She added that available monies from the State and Council of Governments may be available to assist with the process.

A discussion followed on the cost of a mulcher, illegal dumping since commercial businesses will no longer be allowed to use the transfer station. permitting contractors and registration. Council Member Abrego asked what the timeframe is for closing for business, and Fernando Quintanilla, Director of Public Works stated November 2, 2016 to allow time to give notice to businesses.

A motion was made by Council Member Hyatt to approve Item 9.I, seconded by Council Member Abrego, and the motion carried.

10. FINANCE:

There were no Finance items.

11. INFORMATION TECHNOLOGY:

There were no Information Technology items.

12. PUBLIC SAFETY:

12.I. Police Department Monthly Activity Report – September 2016.

Police Chief Blanchard provided a report on the statistics for the month of September 2016. He discussed the traffic stops, citations issued, violations cited, arrests, juvenile detentions, and code enforcement. In addition, he reported that in the month of September there were 5 complaints filed, 4 internal and 1 external. He added that there were four staff recognitions, and a total of 268 training hours. Mr. Blanchard also discussed highlights for the Patrol Division, CID Division, Training Division, EMC Division and Animal Control Division.

13. CITIZEN COMMENTS:

Rosemary Vega thanked HALO Flight for the services they provide and spoke of incident where she used the services of HALO.

Steven Warren, commented on two issues: the City's website and a light pole that has been down on Wheeler Street.

Fernando Quintanilla, Director of Public Works informed the Council of the upcoming Trunk or Treat scheduled for October 29th at Community Park and the activities during the event.

14. EXECUTIVE SESSION:

There were no Executive Session items.

15. ADJOURNMENT

There being no further business to come before the Council, Mayor Chapa adjourned the meeting at 8:12 pm.

Adan Chapa
Mayor

Mary Juarez
City Secretary

Approved on: _____



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: November 07, 2016

TO: Sylvia Carrillo, City Manager

FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #a: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **334 S. 11th Street**

Agenda Item #a: Consider and Act on same.

BACKGROUND AND FINDINGS:

334 S. 11th Street – Property I.D. #35310; Lot 12, Block 214; Aransas Pass Townsite. Title search was requested and received August 9, 2016. Pictures of the subject property were taken on March 23, 2016. The property owner of record, Shannon King, was sent a registered letter with return receipt of the substandard building dated June 8, 2016. A second letter with return receipt and dated July 25, 2016 was sent. Both return receipts were returned and signed by Shannon King. The owner of record was Shannon King. However the title search revealed that in May 2016, the property was sold to Mr. Michael Rodriguez.

This property was reviewed on the August 23, 2016 by the BBSA, Agenda Item 4d. Mr. Rodriguez made the request to the Building Official to allow him some time to clean the property, secure the building and contact a contractor to determine repairs. The BBSA made recommendation to the City Council to allow time for the new owner to secure the property, obtain proper permit for reconstruction, and make repairs or to demolish the structure.

As the attached pictures show, there are several broken windows. The structure sustained fire damage. The structure also has evidence of extensive termite damage, including the roof joists.

Mr. Rodriguez has obtained a demolition permit and indicated his intent to demolish the structure. Staff will proceed with standard demolition process to demolish the structure and clear the property.

ALTERNATIVES:

Do not remove substandard buildings.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

DEPARTMENTAL CLEARANCES:

BBSA, City Council

BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

Staff will proceed with standard demolition process to allow owner to demolish the structure and clear the property. If the building structure is not demolished a citation will be issued.

334 S. 11th Street



334 S. 11th Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: October 26, 2016

TO: Sylvia Carrillo, City Manager

FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #b: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **328 N Lamont Street**

Agenda Item #b: Consider and Act on same.

Purpose:

To require property owners to either bring the structure up to current code or have structure demolished.

BACKGROUND AND FINDINGS:

328 N Lamont Street – Property I.D. 35938 – Lots 25 & 26, Block – 349; Aransas Pass Townsite.

Title search requested September 09, 2016. Pictures of the subject property were taken on March 23, 2016. The property owner, Joe P Ortiz, was sent a registered letter with return receipt of the substandard building dated September 14, 2016. Return letter was marked “Returned to Sender”

The subject property had a 2015 appraised value of \$33,445.00 of which the land was appraised at \$5, 415.00 and the improvements at \$28,033.00. The property taxes were last paid for the 2008 tax bill. The current amount of taxes owed is \$23,043.18. The water account has been inactive since 2005 with a remaining balance of \$281.39.

Staff has attempted to contact the property owner via mail with no success. The property has been advertised on the newspaper. It is apparent that the property has

been completely abandoned and no one to repair or take ownership of the property. Therefore, staff recommends that the Board recommend to the City Council to demolish the existing structure.

ALTERNATIVES:

Deny the demolition and allow the structure to remain.

Require the property owner to bring the structure up to current building code.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

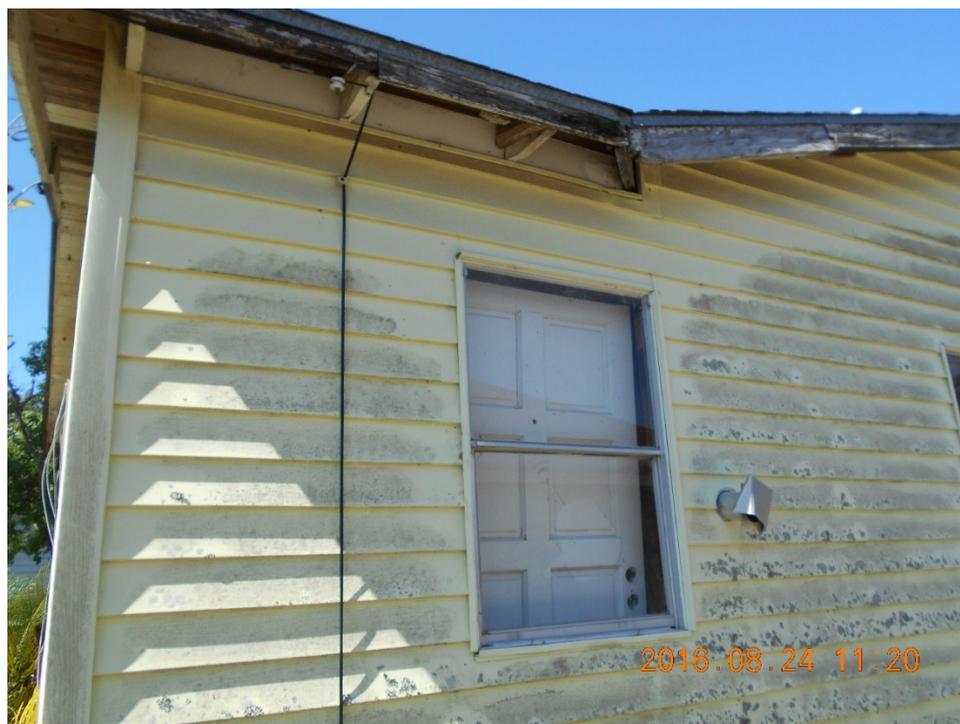
DEPARTMENTAL CLEARANCES:

BBSA, City Council

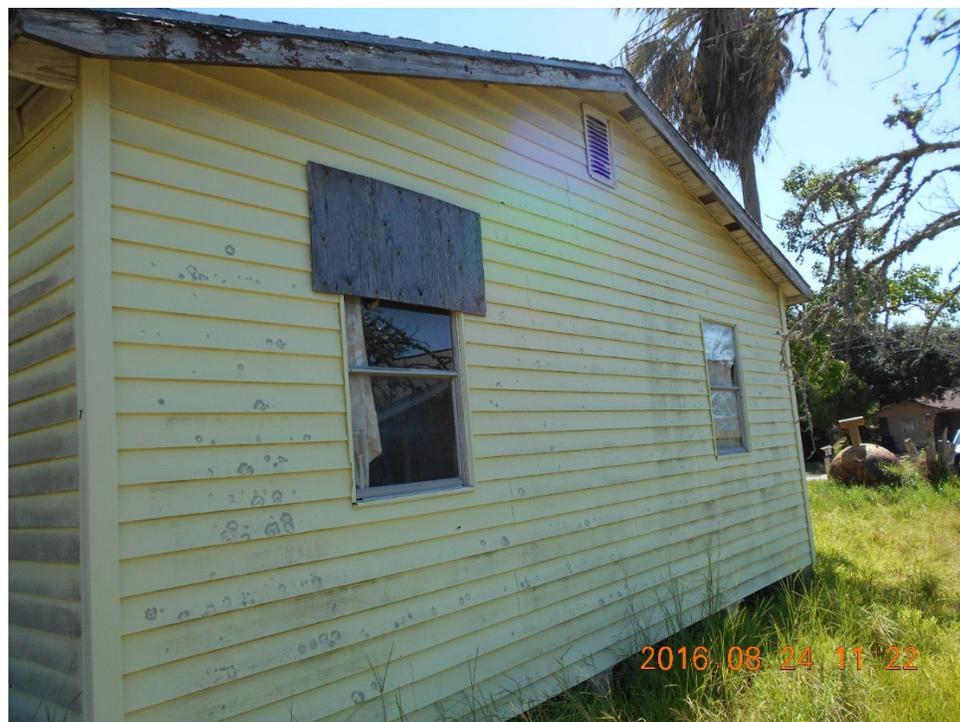
BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

If the buildings cannot be repaired or is not repaired so that its existence will no longer be in violation of the terms of the code, it shall be demolished and removed from the premises by the city and a lien shall be placed on the property. Staff recommends approval of the demolition.

328 N. Lamont Street



328 N. Lamont Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: October 26, 2016
TO: Sylvia Carrillo, City Manager
FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #c: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **330 N 7th Street**

Agenda Item #c: Consider and Act on same.

Purpose:

To require property owners to either bring the structure up to current code or have structure demolished.

BACKGROUND AND FINDINGS:

330 N 7th Street – Property I.D. #35696 – Lots 23 thru 25, Block – 285; Aransas Pass Townsite. Title search was requested on September 09, 2016. Pictures of the subject property were taken on January 15, 2016. The property owner, George R & Felicita Alvarado, was sent a registered letter with return receipt of the substandard building dated September 30, 2016.

The subject property had a 2015 appraised value of \$0.0 of which the land was appraised at Ag/Timber Use Value and the improvements at \$0.0. The property taxes were last paid for the 2002 tax bill. The current amount of taxes owed is \$25,976.00.

Liens

Demolition Lien by the City of Aransas Pass in the amount of \$1,846.80, filed November 13, 2014 under County Clerk's File Number 642391. Official Public Record of San Patricio County Texas.

Tax suit S 02-1249-TX, Aransas Pass Independent School District, City of Aransas pass and San Patricio County VS George R. Alvarado, ET AL

As the attached pictures show, the existing storage shed structure has been abandoned. The exterior siding is coming apart due to evidence of termite infestation. The eaves show signs of rotting. The structure is open for illegal activities which impact the surrounding residential area.

Staff contacted the property owner via mail. The property has been advertised on the newspaper. It is apparent that the property has been completely abandoned and no one will repair or take ownership of the property.

ALTERNATIVES:

Deny the demolition and allow the structure to remain.

Require the property owner to bring the structure up to current building code.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

DEPARTMENTAL CLEARANCES:

BBSA, City Council

BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

If the buildings cannot be repaired or is not repaired so that its existence will no longer be in violation of the terms of the code, it shall be demolished and removed from the premises by the city and a lien shall be placed on the property. Staff recommends approval of the demolition.

330 N. 7th Street



330 N. 7th Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: October 26, 2016
TO: Sylvia Carrillo, City Manager
FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #d: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **524 N Whitney Street**

Agenda Item #d: Consider and Act on same.

Purpose:

To require property owners to either bring the structure up to current code or have structure demolished.

BACKGROUND AND FINDINGS:

524 N Whitney – Property I.D. #36064 – Lots 23 & 26, Block – 387; Aransas Pass Townsite. 0.16 Acres.

Title search was requested on September 09, 2016. Pictures of the subject property were taken on August 24, 2016. The property owner, Robert & Patricia K Branch, was sent a registered letter with return receipt of the substandard building dated September 14, 2016.

The property owner, Robert & Patricia K Branch, have owned the subject property since March 19, 2016. The subject property had a 2015 appraised value of \$4,050.00 of which the land was appraised at \$4,050 Ag/timber use value and the improvements at \$0.00. The property taxes were last paid for the 2015 tax bill.

As the attached pictures show, the existing structure manufactured home has been abandoned. The structure is coming apart. The structure is open for illegal activities which impact the surrounding residential area.

ALTERNATIVES:

Deny the demolition and allow the structure to remain.

Require the property owner to bring the structure up to current building code.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

DEPARTMENTAL CLEARANCES:

BBSA, City Council

BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

Staff has received a voluntary Demolition request and staff will proceed with standard demolition process.

524 N. Whitney Street



524 N. Whitney Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: October 26, 2016

TO: Sylvia Carrillo, City Manager

FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #e: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **624 N Rife Street**

Agenda Item #e: Consider and Act on same.

Purpose:

To require property owners to either bring the structure up to current code or have structure demolished.

BACKGROUND AND FINDINGS:

624 N Rife Street – Property I.D. #12583 – Lots 22 thru 24 & 20 foot of Rife Street, Block – 454; Aransas Pass Townsite.

Title search was requested on September 09, 2016. Pictures of the subject property were taken on August 24, 2016. The property owner, Jessie & Sybil Siverand, was sent a registered letter with return receipt of the substandard building dated September 14, 2016. Letter was returned to sender

The subject property had a 2015 appraised value of \$42,270.00 of which the land was appraised at \$6,850.00 and the improvements at \$35,420.00. The property taxes have an outstanding balance dating from 1982. \$101.94 for taxes was paid in 2004. The current amount of taxes owed is \$4,017.71

The water account has been inactive since May 2015 with a remaining balance of \$249.31.

As the attached pictures show, the existing structure has been abandoned. The exterior siding is coming apart due to evidence of termite infestation. The eaves show signs of rotting. The windows are inoperative. The structure is open for illegal activities which impact the surrounding residential area.

Staff has attempted to contact the property owner via mail with no success. The property has been advertised in the newspaper. It is apparent that the property has been completely abandoned and no one will repair or take ownership of the property.

ALTERNATIVES:

Deny the demolition and allow the structure to remain.

Require the property owner to bring the structure up to current building code.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

DEPARTMENTAL CLEARANCES:

BBSA, City Council

BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

If the buildings cannot be repaired or is not repaired so that its existence will no longer be in violation of the terms of the code, it shall be demolished and removed from the premises by the city and a lien shall be placed on the property. Staff recommends approval of the demolition.

624 N. Rife Street



624 N. Rife Street



624 N Rife Street



624 N Rife Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 07, 2016

DATE: October 26, 2016
TO: Sylvia Carrillo, City Manager
FROM: Dale Wells, Building Official
dwells@aransaspasstx.gov

Agenda Item #f: Public Hearing on violation of the Code of Ordinances, Chapter 5 – Buildings & Construction, Section 5-72 – Minimum standards for buildings: Structures are in such a state of condition as to constitute a violation for which the owners are chargeable: **729 N Houston Street**

Agenda Item #f: Consider and Act on same.

Purpose:

To require property owners to either bring the structure up to current code or have structure demolished.

BACKGROUND AND FINDINGS:

729 N Houston Street – Property I.D. 12717 – Lots 8 – 9 & 25 foot of Houston Street, Block – 521; Aransas Pass Townsite.

Property owner Eleanor R. Novar has provided to The City a Notarized “Voluntary Consent for Demolition Removal by City” form

Title search was requested on September 09, 2016. Pictures of the subject property were taken on June 09, 2016. The property owner, Eleanor R Novar, was sent a registered letter with return receipt of the substandard building dated September 14, 2016.

The property owner, Eleanor R Novar, has owned the subject property since March 8, 2010. The subject property had a 2015 appraised value of \$6,520.00 of which the land

was appraised at \$4,460.00 Ag/timber Use Value and the improvements at \$2,060.00. The property taxes were last paid for the 2015 tax bill.

As the attached pictures show, the existing structure has been abandoned and the roof is covered using a tarp that has deteriorated.

Staff has attempted to contact the property owner via mail with no success. The property has been advertised on the newspaper. It is apparent that the property has been completely abandoned and no one to repair or take ownership of the property.

ALTERNATIVES:

Deny the demolition and allow the structure to remain.

Require the property owner to bring the structure up to current building code.

CONFORMITY TO CITY POLICY:

This conforms to city policy.

DEPARTMENTAL CLEARANCES:

BBSA, City Council

BUILDING BOARD OF STANDARDS & APPEALS RECOMMENDATION (10/25/16):

If the buildings cannot be repaired or is not repaired so that its existence will no longer be in violation of the terms of the code, it shall be demolished and removed from the premises by the city and a lien shall be placed on the property. Staff recommends approval of the demolition.

729 N. Houston Street



729 N. Houston Street





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 3, 2016
To: Mayor and Council
From: Sylvia Carrillo, City Manager
scarrillo@aransaspasstx.gov

Title: Weed Lot Lien

PURPOSE:

Consider and Act on request from Magus Beck to waive the penalty and interest for property located at Lots 17 to 22, Block 377, S. Whitney (NW corner).

BACKGROUND AND FINDINGS:

A Weed Lot Lien was placed on this property in May 2010 for \$225 and with penalty and interest totals to \$398.63. Mr. Beck recently learned that a lien was placed on this property and stated that he was unaware that a lien was ever filed. Mr. Beck is requesting consideration to waive the penalty and interest in the amount of \$173.63 and he will pay the original amount of lien of \$225.00.

ALTERNATIVES:

Not to waive the penalty and interest.

OTHER CONSIDERATIONS:

N/A

ATTACHMENT:

Notice of Weed Lot Lien

STATE OF TEXAS §
COUNTIES OF ARANSAS §
SAN PATRICIO AND NUECES §
CITY OF ARANSAS PASS §



2 PGS 601129
NOTICE LIEN

NOTICE OF WEED LOT LIEN BY THE CITY OF ARANSAS PASS

Pursuant to Chapter 342, Texas Health and Safety Code, and Chapter 14, Article II, of the Code of Ordinances of the City of Aransas Pass, Texas, the undersigned City Manager of Aransas Pass, Texas, files this statement of expenditures incurred by the City of Aransas Pass, Texas, pursuant to said Chapter 14, Article II, of the Code of Ordinances of the City of Aransas Pass, Texas on behalf of the owner in the amount, on this date, and in connection with the following property located in San Patricio County, Texas all described as follows:

BILLING DATE: May 8, 2010
DESCRIPTION: Lots 17 to 22, Block 377, S. Whitney (NW corner), City of Aransas Pass, TX 78336
OWNER(S): Magus Beck
AMOUNT: \$225.00

By filing this Notice, the City of Aransas Pass, Texas, hereby asserts a privileged lien upon the above property, second only to tax liens and liens for street improvements to secure the above expenditure and interest at the rate of ten percent (10%) per annum from the date of payment which is the date of filing of this Notice and statement.

SIGNED at Aransas Pass, Texas, this 21 day of June, A. D., 2010.

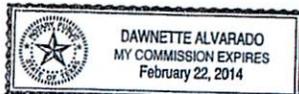
CITY OF ARANSAS PASS, TEXAS

By: Reggie Winters
Reggie Winters City Manager

STATE OF TEXAS §
COUNTIES OF ARANSAS §
SAN PATRICIO AND NUECES §
CITY OF ARANSAS PASS §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Reggie Winters, City Manager of the City of Aransas Pass, Texas, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the City of Aransas Pass, Texas, a Municipal Corporation, and that he executed the same as the act and deed of such corporation for the purpose and consideration therein expressed and in the capacity therein stated.

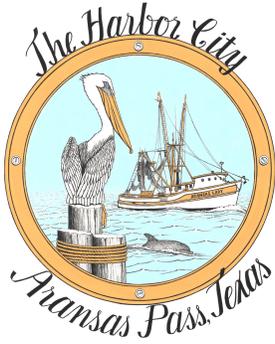
GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 21 day of June, A.D., 2010
SEAL



Dawnette Alvarado
Notary Public, State of Texas

Printed name of Notary: Dawnette Alvarado

My commission expires: 2-22-2014



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 3, 2016
To: Mayor and Council Members
From: Sylvia Carrillo, City Manager
scarrillo@aransaspasstx.gov

Title: Facility License Agreement

PURPOSE:

Consider and Act on request from Roland Pena to terminate Facility License Agreement for Softball Complex effective November 30, 2016.

BACKGROUND AND FINDINGS:

The Facility License Agreement with Roland Pena is due to expire on December 31, 2016. We have received a request from Mr. Pena requesting to terminate the lease effective November 30, 2016 due to a slow season.

Article V of the agreement states that the agreement will expire December 31, 2016 or sooner upon mutual agreement of both parties.

LIST OF SUPPORTING DOCUMENTS

Request Letter

ROLAND PENA

[http://Captainpena44@gmail.com](mailto:Captainpena44@gmail.com)

1514 South McCambell

Aransas Pass, TX 78336

(361)332-1668

Aransas Pass City Council

600 W. Cleveland BLVD Aransas Pass, TX 78336

Dear Recipient:

I would like to request to be put on the City Council agenda in regards to the lease fee in December, as per our contract this is the last remainder month. Due to difficulties in the month of November in teams participating we are requesting to end in November rather in December. We have tried to gather teams for December but have been unsuccessful. We are asking the council to end our contract November 30, 2016.

Best regards,

Roland Pena



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 3, 2016
To: Mayor and Council
From: Sylvia Carrillo, City Manager
scarrillo@aransaspasstx.gov

Title: Consider and Act on tax re-sale property, Suit No. S-06-1031-TX; Account No. 0011-0441-0001-002 and 36152, Lots 1 and 2, Block 441, Original Townsite, City of Aransas Pass, San Patricio County, Texas.

PURPOSE:

To sale properties that have been struck off for back taxes and to get the property back on the tax rolls.

BACKGROUND AND FINDINGS:

On August 22, 2016 the city council approved the bid offer submitted by Edgar Ochoa in the amount of \$3,500.00. However, the bidding process remains open until the commissioner's Court has approved the sale.

Subsequently, during the bidding process a higher bid offer was made by NextLots Now LLC in the amount of \$6,200.00. The amount due to all entities is \$9,314.01, and the amount due to the City of Aransas Pass is \$2,453.15, and the amount the City will receive is \$1,227.63. The property is located at the corner, 801 S. McCampbell.

ALTERNATIVES:

Do not approve the offer.

CONFORMITY TO CITY POLICY:

Yes.

Entity Name	Amount Due Each Entity	Amount Entity Will Receive
-------------	------------------------	----------------------------

Aransas Pass ISD	\$4,656.00	\$2,330.00
City of Aransas Pass	\$2,453.15	\$1,227.63
Aransas County	\$2,204.86	\$1,103.38

In the previous bid submitted by Mr. Ochoa, the amount due to all entities was \$9,181.33, and the amount due to the City of Aransas Pass was \$2,418.25, and the amount the City would have received was \$516.50.

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Attorneys At Law
500 N SHORELINE BLVD STE 1111
CORPUS CHRISTI, TEXAS 78401-0357

(361) 888-6898
FAX (361) 888-4405

October 12, 2016

Sylvia Carrillo, City Manager
City of Aransas Pass
P.O. Box 2000
Aransas Pass, Texas 78336

**RE: Offer to purchase tax sale property
Suit No. S-06-1031-TX; Aransas Pass Independent School District, City of
Aransas Pass and San Patricio County vs. N.E. Goza, et al
ACCT. NO. 0011-0441-0001-002 and 36152; Lots 1, and 2, Block 441,
Original Townsite, City of Aransas Pass, San Patricio County, Texas,
according to the map or plat thereof, recorded in Volume 3, Page 41, Map
Records of San Patricio County, Texas.**

Dear Ms. Carrillo:

An offer has been made by NextLots Now LLC, P.O. Box 865 Lancaster, TX 75146 in the amount of \$6,200.00 for the purchase of a tax sale property owned in trust by the San Patricio County taxing authorities as a result of the property's failure to sell at tax sale on the courthouse steps for the entire amount of delinquent taxes and costs owed.

An analysis showing the amount of money each taxing entity would receive if the offer is accepted is attached, as is a copy of NextLots Now LLC's written offer. In order for the property to be sold for less than the entire amount of taxes and costs owed, the formal approval of the city is required under Property Tax Code Section §34.05.

A previous bid of \$3,500.00 by Edgar Ochoa was approved by the city; however, we received an additional bid which resulted in a bid off and the new bidder was the higher bid.

The Aransas Pass Independent School District considered and approved the bid on October 10, 2016.

Please place this as an action item on the agenda of the City Council meeting to be held on Monday, October 17, 2016. A suggested wording of this item is as follows: "Consideration and approval of offer to purchase tax sale property."

Should you have any questions, please do not hesitate to call me.

Sincerely,



Nancy Vasquez
Attorney at Law

NV/djm

Enclosure (offer, bid analysis and resolution authorizing resale)

cc: Dalia Sanchez
Tax Assessor-Collector
San Patricio County
P.O. Box 280
Sinton, Texas 78387

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Attorneys At Law
500 N SHORELINE BLVD STE 1111
CORPUS CHRISTI, TEXAS 78401-0357

(361) 888-6898
FAX (361) 888-4405

ANALYSIS OF BID RECEIVED FOR TAX RESALE PROPERTY

Suit No. S-06-1031-TX; Aransas Pass Independent School District, City of Aransas Pass and San Patricio County vs. N.E. Goza, et al

Legal Description: ACCT. NO. 0011-0441-0001-002 and 36152; Lots 1, and 2, Block 441, Original Townsite, City of Aransas Pass, San Patricio County, Texas, according to the map or plat thereof, recorded in Volume 3, Page 41, Map Records of San Patricio County, Texas.

Bidder: NextLots Now LLC, P.O. Box 865 Lancaster, TX 75146

Date of Sale:	December 2, 2014
Amount Due All Entities:	\$9,314.01
Amount of Bid:	\$6,200.00
Cost of Sale:	\$1,539.00
Current Value:	\$14,000.00
% of Total Due:	57.13 %
% of Current Value:	44.29 %

Entity	Amount Due	Amount You
Name	Each Entity	Will Receive
Aransas Pass ISD	\$4,656.00	\$2,330.00
City of Aransas Pass	\$2,453.15	\$1,227.63
San Patricio County	\$2,204.86	\$1,103.38

Property located on the corner, 801 S. McCampbell, Aransas Pass, San Patricio County, Texas

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

ATTORNEYS AT LAW
500 NORTH SHORELINE BLVD., SUITE 1111
CORPUS CHRISTI, TEXAS 78401

(361) 888-6898
FAX (361) 888-4405

Tax Resale Property Offer Form

The property is being sold for taxes, and all sales are made subject to a right to redeem within the time and manner provided by law. Purchasers do have a legal right to possession of the property during the redemption period. Successful Purchasers will receive a Tax Resale Deed, which is without warranty. It is the bidder's responsibility to do their own title examination and satisfy themselves as to the condition of the title before submitting an offer. It is also the bidder's responsibility to satisfy themselves concerning the location and condition of the property on the ground before submitting an offer.

All offers must be submitted on this form, to the law office of Linebarger Goggan Blair & Sampson, LLP at 500 North Shoreline Blvd., Suite 1111, Corpus Christi, Texas 78401. All offers will be subject to approval by the taxing entities that have an interest in the subject property. The bidders should be prepared to wait at least 90 days for approval. Upon approval, the successful bidder is required to pay the entire amount of the offer within 10 days to the Linebarger firm at the address shown above. If more than one offer is received for a particular property, the law firm may schedule a second auction among those parties who have submitted written offers.

The Law Firm or the Taxing Entities will not supply or pay for any closing costs, including, but not limited to: Owner Financing, Title Policy, Abstract of Title, Survey, Appraisal, Termite Certificate

I understand that the property is being sold in "as is" condition without Warranty. I further understand that I may be subject to penalty provisions of applicable Texas Law for failure to submit payment in accordance with the amount of bid.

Subject to the terms and conditions stated herein, I submit the following offer on the property described below:

Amount of Offer: ~~5050.00~~ \$6200 - 9/8/16  Line #: _____
Suit Number: S-06-1031-TX
Tax Account No.: 36152
Legal Description: LOTS 1:2 Block 441, O.T.
ARANSAS PASS 801 S. McCampbell
Submitted by: NEXTLOTS Now L.L.C.
Address: P.O. Box 865
LANCASTER, TX. 75146
Telephone Number(s): 214-686-6806, 214-215-9671
Signature: 
Date Submitted: 9/1/16

(Please print all information clearly)

RESOLUTION AUTHORIZING TAX RESALE

WHEREAS, by Sheriff's Sale conducted on December 2, 2014, the property described below was struck-off to the San Patricio County, Trustee, pursuant to a delinquent tax foreclosure decree of the 36th Judicial District Court, San Patricio County, Texas, and

WHEREAS, the sum of \$6,200.00 has been tendered by NextLots Now LLC P.O. Box 865 Lancaster, TX 75146, for the purchase of said property pursuant to Section §34.05, Texas Tax Code Ann. (Vernon, 1982), and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Aransas Pass that its Mayor, Adan Chapa, be and he is hereby authorized to execute a tax resale deed on behalf of the city conveying to Edgar Ochoa all of the right, title, and interest of the city, and all other taxing units interested in the tax foreclosure judgment in the following described real property located in San Patricio County, Texas

ACCT. NO. 0011-0441-0001-002 and 36152; Lots 1, and 2, Block 441, Original Townsite, City of Aransas Pass, San Patricio County, Texas, according to the map or plat thereof, recorded in Volume 3, Page 41, Map Records of San Patricio County, Texas.

PASSED AND APPROVED this ____ day of _____, 2016.

Adan Chapa, Mayor

ATTEST:

City Secretary

Suit No. S-06-1031-TX; Aransas Pass Independent School District, City of Aransas Pass and San Patricio County vs. N.E. Goza, et al





CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 7, 2016
To: Mayor and City Council
From: Sylvia Carrillo, City Manager
scarrillo@aransaspasstx.gov

Agenda Item #:

Title: Consider and Act on entering into a Professional Services Agreement with the Aransas Pass Chamber of Commerce

PURPOSE: To enter into an annual partnership with the Aransas Pass Chamber of Commerce for operation of the Visitor's Center in exchange for 70% of the Hotel Motel Fund.

BACKGROUND AND FINDINGS:

The Aransas Pass Chamber of Commerce has historically managed the Visitor's Center in exchange for a portion of HOT funds. This is a continuation of that contract and practice

ALTERNATIVES:

Do not enter into the contract
Reduce amount of percentage
Increase percentage amount

OTHER CONSIDERATIONS:

None

DEPARTMENTAL CLEARANCES:

City Manager

FINANCIAL IMPACT:

Operating

Revenue

Capital

Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget				
Encumbered/ Expended Amount				
This item				
BALANCE				

Fund(s):

Comments:

RECOMMENDATION:

Staff recommends awarding the contract.

LIST OF SUPPORTING DOCUMENTS:

Contract



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 4, 2016
To: Mayor and City Council
From: Sylvia Carrillo, City Manager
scarrillo@aransaspasstx.gov

Title: Appoint a Selection Review Committee

PURPOSE:

Consider and Act on appointing a Selection Review Committee to review submitted proposals for the Community Development Block Grant (CDBG) Procurement Process.

BACKGROUND AND FINDINGS:

The purpose of this committee is to review proposals submitted by Administration/Professional and Engineers for the application preparation and project administration and implementation for the 2017-2018 Grant Application Cycle. The committee is comprised of at least:

- One elected official from the governing body,
- May include other elected officials,
- Employees of the locality,

Staff is recommending that the following serve on the committee:

- Mayor and Council Member (determined among the council)
- City Manager
- Director of Public Works



CITY OF ARANSAS PASS

AGENDA MEMORANDUM

City Council Meeting of November 7, 2016

Date: November 7, 2016

To: Mayor and City Council

From: Sylvia Carrillo, CPM, City Manager
scarrillo@aransaspasstx.gov

Title: Annual Financial Audit & Proposed Consolidated Annual Financial Report
(CAFR)

PURPOSE:

Consider and Act on entering into a three (3) year contract with Brenda McElwee, CPA, to conduct the annual audit for the City of Aransas Pass, and include additional scope of creating a Consolidated Annual Financial Report (CAFR)

BACKGROUND AND FINDINGS:

City policy requires an annual financial audit to be completed each year. The audit is separate and apart from the budget in that it offers a snapshot look of the previous years activity. I would like to move the city towards a Consolidated Annual

The primary difference between a budget and a CAFR is a budget is a plan for a specific fiscal period (often a year) primarily showing where revenue is to be allocated. The CAFR contains the results of the period (year) with previous years accumulations. A CAFR shows the total of all financial accounting that a general purpose budget reports does not. The CAFR contains a section that provides a comparison of period budget and actual. Additionally, the CAFR gives a detailed showing of investment accounts by category reflecting balances over previous years, or in plain language using a personal example in comparison would be the difference between: Your house Budget for the year vs your

statement of "Net Worth" covering the financial accounting over your life time. 1-year vs your lifetime.

A CAFR is a report of the complete overall financial results not just for the year but what has accumulated since the inception of that local government of both those "specific groupings" of government agencies that appear in the current fiscal year General Purpose Budget and all other agencies and departments. These can be autonomous, enterprise (for example government or city owned golf courses), recycling, water, sewer, and financial management - often these agencies were created with the inception of that local, state or government. The CAFR provides information about all of these other government agencies that may have their own budgets and separate investment accounts but their financial holdings are not combined with the general purpose budget that the same government presents to the public. The CAFR, can be used along with a budget document to compare the organizations total financial standing to the annual general purpose budget. The CAFR is the complete showing of the financial investment and income records from all sources, that reflects what has developed over decades whereas a budget report is an inferior document to the CAFR being that it is primarily focused on what revenue is expected to be brought in and spent for just the year. https://en.wikipedia.org/wiki/Comprehensive_annual_financial_report

For future years, I'd like to move towards not only receiving an award for Budget Excellence, but also move towards a Malcolm Baldrige Award, that is awarded to industry where performance metrics and budgets are tied showing a true reflection of monies invested and the return on those investments to the residents of Aransas Pass. Both of these goals will be a minimum of three (3) years to attain.

Audit Cost - \$41,000
Additional CAFR - \$8,000

ALTERNATIVES:

Approve only the audit component of the contract

CONFORMITY TO CITY POLICY:

Conforms to City Policy.

EMERGENCY/NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

City Manager

FINANCIAL IMPACT:

Operating

Revenue

Capital

Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$41,000 or \$49,000		
Encumbered/ Expended Amount				
This item				
BALANCE				

Fund(s):

Comments: The overhead cost of operations and items such as audits are carried by all of the departments as an allocation expense, i.e., all departments pay a portion of the costs as a cost of doing business.

RECOMMENDATION:

Staff recommends approving the contract with the CAFR component.

LIST OF SUPPORTING DOCUMENTS:

Audit engagement letter

BRENDA P. McELWEE, P.C.

CERTIFIED PUBLIC ACCOUNTANT

November 1, 2016

Mayor Adan Chapa
City of Aransas Pass
P.O. Box 2000
Aransas Pass, TX 78335

The following represents our understanding of the services we will provide the City of Aransas Pass, Texas.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Aransas Pass, Texas, as of September 30, 2016, and for the year then ended and the related notes to the financial statements, which collectively comprise the City of Aransas Pass, Texas's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting standards generally accepted in the United States of America require that certain required supplementary information (RSI) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- Statistical section

The Objective of an Audit

The objective of our audit is the expression of opinions as to whether your basic financial statements are

fairly presented, in all material respects, in accordance with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

General Audit Procedures

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Internal Control Audit Procedures

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Compliance with Laws and Regulations

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Aransas Pass, Texas's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;

- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by the entity's auditor;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities; and
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.¹

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of the City of Aransas Pass, Texas's basic financial statements. Our report will be addressed to the governing body of the City of Aransas Pass, Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Brenda P. McElwee is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Brenda P. McElwee's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered monthly and are payable upon presentation. Our fee for these services for a three-year term will be \$41,000 per annum. An option to assist the City in the preparation of a Comprehensive Annual Financial Report (CAFR) is included herewith. The fee for this additional service is \$8,000 per year. We will notify you immediately of any circumstances we encounter that could significantly affect this fee. Whenever possible, we will attempt to use the City of Aransas Pass, Texas's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the audit committee or equivalent the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Brenda P. McElwee, P.C. and constitutes confidential information. However, we may be requested to make certain audit documentation available to state or federal grantor agency or pass-through entity pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Brenda P. McElwee, P.C.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to state or federal grantor agency or pass-through entity. The state

or federal grantor agency or pass-through entity may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Brenda P. McElwee, P.C.

RESPONSE:

Acknowledged and agreed on behalf of the City of Aransas Pass, Texas by:

Management signature: _____

Date: _____

Printed name: Sylvia Carrillo

Title: City Manager

Governance signature: _____

Date: _____

Printed name: Adan Garcia

Title: Mayor