

CITY OF PORT ARANSAS, TEXAS

AGENDA

RECREATIONAL DEVELOPMENT CORPORATION SPECIAL MEETING

Thursday, September 8, 2016 @ 5:00 pm
Port Aransas City Hall, 710 W. Avenue A
Port Aransas, Texas 78373

Notice is hereby given that the Port Aransas Recreational Development Corporation will conduct their FY 2016-2017 Budget Meeting on Thursday, September 8, 2016 beginning at 5:00 pm at the regular meeting place in Council Chamber at City Hall, 710 W. Avenue A, Port Aransas, Texas, and notice of meeting giving time, place, date and subject was posted as described in V.T.C.A., Government Code §551.041 for the purpose of considering the following agenda items.

1. **CALL TO ORDER:**
2. **CITIZEN COMMENTS AND REPORTS:** *In accordance with the Open Meetings Act, the Recreational Development Corporation Board is prohibited from acting or discussing (other than factual responses to specific questions) any items brought before them at this time.*
3. **ITEMS FOR CONSIDERATION:**
 - A. Discuss and take action to approve the Thursday, August 18, 2016 Meeting Minutes as presented.
 - B. Discuss and take action to approve a Resolution Adopting the Fiscal Year 2016-2017 Budget.
4. **RECREATIONAL DEVELOPMENT CORPORATION COMMENTS AND ITEMS FOR FUTURE CONSIDERATION:**
5. **ADJOURN:**

CERTIFICATION

I certify that the above notice of meeting was posted on the bulletin board at City Hall, 710 W. Avenue A, Port Aransas, Texas on Friday, September 2 at 5:00 pm and on the City's website at www.cityofportaransas.org. I further certify that the following News Media were property notified on this meeting as stated above: *South Jetty, Island Moon and Corpus Christi Caller Times.*

Irma G. Parker, City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2016.

By: _____ Title: _____

NOTICE

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the city secretary at (361) 749-4111, via facsimile at (361) 749-4101 or email at iparker@cityofportaransas.org for further information. Braille is not available.

The City Council may go into a Closed Executive Session pursuant to Texas Government Code §§551.071, 551.072, 551.074, 551.074, 551.076, 551.087 and §418.183(f) of the Texas Disaster Act. Refer to list below and incorporated herein. A Closed Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.

TEXAS GOVERNMENT CODE EXCEPTIONS

EXCEPTION	DESCRIPTION
551.071	Consultations with Attorney
551.072	Deliberations about Real Property
551.074	Personnel Matters
551.076	Deliberations Regarding Security Devices or Security Audits
551.087	Deliberation Regarding Economic Development Negotiations
418.183(f)	At any time during a state of disaster. A governmental body subject to Chapter 551 is not required to conduct an open meeting to deliberate information to which this section applies. Notwithstanding Section 551.103(a) , the governmental body must make a tape recording of the proceedings of a closed meeting to deliberate the information.

CITY OF PORT ARANSAS, TEXAS

MINUTES

RECREATIONAL DEVELOPMENT CORPORATION MEETING

**Thursday, August 18, 2016 @ 5:00 pm
Port Aransas City Hall, 710 W. Avenue A
Port Aransas, Texas 78373**

On this the 18th day of August, 2016 the Port Aransas Recreational Development Corporation of the City of Port Aransas, Nueces County, Texas, convened in a Regular Meeting at 5:30 p.m., at the regular meeting place in City Hall, and notice of meeting giving time, place, date and subject was posted as described in V.T.C.A., Government Code § 551.041.

DIRECTORS PRESENT

Chairman Francis Stokes
Vice Chairman Sharon Grumbles
Director Sandra Little
Director Charles Bujan
Director Beverly Bolner
Director Joan Holt
Director Beth Owens

DIRECTORS ABSENT

N/A

GUESTS: 7

STAFF MEMBERS PRESENT

Corporation Manager David Parsons
Corporation Asst. Manager David Hyde
Corporation Treasurer Darla Honea
Executive Assistant Francisca Nixon
Nature Preserve Manager Colleen Simpson

STAFF MEMBERS ABSENT

Corporation Secretary Irma Parker

1. **CALL TO ORDER** With a quorum of the Recreational Development Corporation present, the regular meeting of the Port Aransas Recreational Development Corporation was called to order by Chairman Francis Stokes at 5:00 p.m. on Thursday, August 18, 2016 in the Council Chambers of the Port Aransas City Hall, 710 W. Avenue A, Port Aransas, Texas.
2. **PUBLIC HEARING:**
 - A. **The RDC will hold a public hearing to receive public comment on the proposed budget for fiscal year 2016-17.**

Chairman Stokes opened the Public Hearing to receive public comment on the proposed budget. No citizens requested to address the Corporation regarding the proposed FY 2016-17 Budget.

3. **CITIZEN COMMENTS AND REPORTS:** *At this time, comments will be taken from the audience on any subject matter that is not on the agenda. To address the RDC, please sign the 'Speaker's*

Card located on the table just inside the Council Chamber and deliver to the City Secretary before the meeting begins. Please limit comments to three (3) minutes. In accordance with the Open Meetings Act, Council may not discuss or take action on any item that has not been posted on the Agenda.

No citizens requested to address the Corporation regarding during the citizens comments.

4. **ITEMS FOR CONSIDERATION**

B. **Discuss and take action on the Monday, June 20, 2016 Meeting Minutes as presented.**

MOTION: Director Grumbles moved to approve the June 20, 2016 Meeting Minutes with amendment. Director Holt seconded the motion. Motion carried with the following vote:

Name	Yes	No	Abstain	Absent
Chairman Stokes	X			
Vice Chairman Grumbles	X			
Director Bolner	X			
Director Bujan	X			
Director Holt	X			
Director Little	X			
Director Owens	X			

C. **Discuss and take action to approve and accept RDC Fiscal Year 2016-17 Budget as submitted.**

The proposed FY 2016-2017 Budget was presented as follows:

	Operations	Capital	Total	Fund Balance
Estimated Beginning Fund Balance				\$675,000
Operating Revenue	\$827,700			
EXPENDITURES				
Operations	\$663,900	\$284,200	\$948,100	
Operating Expenses	\$663,900	\$284,200	\$948,100	
Net After Expenses			(\$120,400)	
Budgeted Total Fund Balance			\$554,600	

Directors discussed proposed park enhancements for various park and/or recreational areas. After a lengthy discussion, Chairman Stokes called for a motion.

MOTION: Director Bolner moved to approve the June 20, 2016 Meeting Minutes with amendment. Director Owens seconded the motion. Motion carried with the following vote:

Name	Yes	No	Abstain	Absent
Chairman Stokes	X			
Vice Chairman Grumbles	X			
Director Bolner	X			
Director Bujan	X			
Director Holt	X			
Director Little	X			
Director Owens	X			

5. **RDC COMMENTS AND ITEMS FOR FUTURE CONSIDERATION** - *Expressions of thanks, congratulations or condolences; information regarding holiday schedules; honorary recognition of city officials, employees or other citizens; reminders about upcoming events sponsored by the City or other entity that are scheduled to be attended by a city official or city employee.*
6. **ADJOURNMENT**

Upon a motion duly made and seconded, the meeting was adjourned.

RECREATIONAL DEVELOPMENT CORPORATION

Francis Stokes, Chairman

ATTEST:

Irma G. Parker, City Secretary

RESOLUTION NO. 2016-001R

A RESOLUTION OF THE PORT ARANSAS RECREATIONAL DEVELOPMENT CORPORATION ADOPTING THE FISCAL YEAR 2016-2017 BUDGET AS DIRECTED BY CORPORATION BYLAWS.

WHEREAS, the Recreational Development Corporation established a meeting schedule relative to the adoption of the Fiscal Year 2016-2017 Budget; and

WHEREAS, said meetings and public hearings were held at a convenient date and place; and

WHEREAS, the Recreational Development Corporation desires to adopt a budget to continue the operations of the Corporation by approving the quality of life and the recreational opportunities in the City of Port Aransas.

NOW, THEREFORE BE IT RESOLVED BY THE RECREATIONAL DEVELOPMENT CORPORATION OF THE CITY OF PORT ARANSAS, NUECES COUNTY, TEXAS:

Section 1. That the City of Port Aransas' Recreational Development Corporation adopts the Fiscal Year 2016-2017 Budget as shown in the attached Exhibit "A". Said Budget is included in the City of Port Aransas FY 2016-2017 Budget.

Section 2. All resolutions, or parts of resolutions in force with provisions relating to this resolution, which are inconsistent or in conflict with the terms or provisions contained herein, are hereby repealed to the extent of such conflict only. The non-conflicting sections, sentences, paragraphs, and phrases shall remain in full force and effect.

Section 3. This resolution shall become effective immediately upon its passage and approval.

PASSED and **APPROVED** by the Recreational Development Corporation of the City of Port Aransas, Nueces County, Texas on this the 8th day of **SEPTEMBER, 2016.**

RECREATIONAL DEVELOPMENT CORPORATION

Francis Stokes, Chairman

ATTEST:

Irma G. Parker, Corporation Secretary

EXHIBIT A

RECREATIONAL DEVELOPMENT CORPORATION
FISCAL YEAR 2017
PROPOSED BUDGET

	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	<u>FUND BAL</u>
ESTIMATED BEGINNING FUND BAL				675,000
OPERATING REVENUE	827,700			<u>1,502,700</u>
EXPENDITURES:				
OPERATIONS	<u>663,900</u>	<u>284,200</u>	<u>948,100</u>	
OPERATING EXPENSES	<u>663,900</u>	<u>284,200</u>	<u>948,100</u>	
NET AFTER EXPENSES			(120,400)	
BUDGETED TOTAL FUND BALANCE			<u>554,600</u>	

RECREATIONAL DEVELOPMENT CORPORATION
FISCAL YEAR 2016
FINAL BUDGET

	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	<u>FUND BAL</u>
ESTIMATED BEGINNING FUND BAL				641,265
OPERATING REVENUE	688,450			<u>1,329,715</u>
EXPENDITURES:				
OPERATIONS	<u>611,100</u>	<u>162,600</u>	<u>773,700</u>	
OPERATING EXPENSES	<u>611,100</u>	<u>162,600</u>	<u>773,700</u>	
NET AFTER EXPENSES			(85,250)	
BUDGETED TOTAL FUND BALANCE			<u>556,015</u>	
ESTIMATED YEAR END FUND BALANCE			<u>675,000</u>	

CITY OF PORT ARKANSAS
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2016

225-RECREATIONAL DEVELOPMENT

FINANCIAL SUMMARY	TWO YEARS		ONE YEAR		CURRENT YEAR		INCREASE (DECREASE)
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		
REVENUE SUMMARY							
TAX REVENUE	632,310.40	669,411.77	664,300.00	443,909.19	679,900.00	15,600.00	
INTERGOVERNMENTAL	0.00	0.57	0.00	1.79	0.00	0.00	
OTHER REVENUE	16,662.40	25,744.95	24,150.00	25,761.56	27,800.00	3,650.00	
TRANSFERS & REIMBURSEMENT	0.00	85,000.00	0.00	0.00	120,000.00	120,000.00	
*** TOTAL REVENUES ***	648,972.80	780,157.29	688,450.00	469,672.54	827,700.00	139,250.00	
EXPENDITURE SUMMARY							
	544,987.77	619,654.08	773,700.00	460,072.42	948,100.00	174,400.00	
	0.00	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	544,987.77	619,654.08	773,700.00	460,072.42	948,100.00	174,400.00	
** REVENUES OVER (UNDER) EXPENDITURES **	103,985.03	160,503.21	(85,250.00)	9,600.12	(120,400.00)	(35,150.00)	

CITY OF PORT ARANSAS
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2016

225-RECREATIONAL DEVELOPMENT

REVENUES	TWO YEARS		ONE YEAR		CURRENT YEAR		INCREASE (DECREASE)
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		
TAX REVENUE							
41020 Sales Tax Revenue	<u>632,310.40</u>	<u>669,411.77</u>	<u>664,300.00</u>	<u>443,909.19</u>	<u>679,900.00</u>	<u>15,600.00</u>	
TOTAL TAX REVENUE	632,310.40	669,411.77	664,300.00	443,909.19	679,900.00	15,600.00	
INTERGOVERNMENTAL							
43211 Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43250 State Allowed Collection	<u>0.00</u>	<u>0.57</u>	<u>0.00</u>	<u>1.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERGOVERNMENTAL	0.00	0.57	0.00	1.79	0.00	0.00	0.00
OTHER REVENUE							
46100 Interest Earned	139.40	327.54	300.00	1,749.98	1,300.00	1,000.00	1,000.00
46300 Facility Rentals	(125.00)	0.00	0.00	0.00	0.00	0.00	0.00
46620 Contributions	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	0.00
46626 Swimming Pool Fees	13,148.00	20,019.50	18,000.00	19,156.00	21,000.00	3,000.00	3,000.00
46628 Pool Concessions	0.00	1,897.91	2,000.00	1,355.58	2,000.00	0.00	0.00
46650 Miscellaneous Income	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(350.00)</u>	
TOTAL OTHER REVENUE	16,662.40	25,744.95	24,150.00	25,761.56	27,800.00	3,650.00	
TRANSFERS & REIMBURSEMENTS							
47045 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47115 Transfer from Facility Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47210 Transfer from Park Developm	<u>0.00</u>	<u>85,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>120,000.00</u>	<u>120,000.00</u>	<u>120,000.00</u>
TOTAL TRANSFERS & REIMBURSEMENTS	0.00	85,000.00	0.00	0.00	120,000.00	120,000.00	
*** TOTAL REVENUES ***	<u>648,972.80</u>	<u>780,157.29</u>	<u>688,450.00</u>	<u>469,672.54</u>	<u>827,700.00</u>	<u>139,250.00</u>	

CITY OF PORT ARANSAS
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2016

215-RECREATIONAL DEVELOPMENT

DEPARTMENT EXPENDITURES	TWO YEARS		CURRENT YEAR		PROPOSED BUDGET	INCREASE (DECREASE)
	PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	ACTUAL BUDGET	Y-T-D ACTUAL		
PERSONNEL						
58101 Salaries-Community Park	259,905.52	260,383.91	323,010.00	235,497.83	330,950.00	7,940.00
58102 FICA	20,346.91	20,011.34	25,090.00	19,949.06	26,100.00	1,010.00
58103 TRRS	22,130.34	23,214.42	33,575.00	22,151.67	33,375.00	(200.00)
58104 Workers Comp	6,816.24	8,367.24	10,450.00	6,270.77	10,900.00	450.00
58105 Health Insurance	46,432.10	48,216.39	61,500.00	38,875.46	80,750.00	19,250.00
58106 Texas Workforce Commission	2,017.27	647.36	225.00	1,150.84	2,075.00	1,850.00
58107 Overtime Pool	11,257.19	6,358.91	5,000.00	22,236.03	10,000.00	5,000.00
TOTAL PERSONNEL	368,905.57	367,199.57	458,850.00	346,231.66	494,150.00	35,300.00
SUPPLIES & SERVICES						
58201 Administrative Expense	1,234.01	517.14	1,000.00	900.50	1,000.00	0.00
58202 Audit Fees	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00
58203 Temporary Contract Services	0.00	0.00	750.00	0.00	750.00	0.00
58204 Travel & Training	2,285.02	2,027.05	3,000.00	3,152.83	3,500.00	500.00
58205 Electric	26,328.74	28,756.43	33,000.00	20,426.33	33,000.00	0.00
58206 Water & Sewer	19,037.50	9,447.00	15,800.00	10,617.25	15,000.00	0.00
58207 Telephone	236.19	397.11	500.00	492.45	500.00	0.00
58208 Liability Insurance	7,092.32	8,321.18	8,000.00	1,673.49	8,000.00	0.00
58209 Community Park Maintenance	15,388.78	19,598.91	20,000.00	20,734.32	25,000.00	5,000.00
58210 Gardening Supplies	10,424.73	3,929.76	15,000.00	1,023.60	15,000.00	0.00
58211 Equipment Repair	4,370.60	2,378.10	6,000.00	3,050.00	5,000.00	(1,000.00)
58212 Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
58214 Swim Programs	0.00	0.00	0.00	0.00	0.00	0.00
58215 Natural Gas	22,746.03	18,666.38	23,000.00	17,147.04	23,000.00	0.00
58220 Pool Chemicals & Maintenance	20,572.62	26,183.39	25,000.00	21,051.51	28,000.00	3,000.00
58225 Pool Concessions	0.00	1,877.51	1,000.00	1,318.77	1,000.00	0.00
58230 Professional Services	0.00	0.00	0.00	0.00	10,000.00	10,000.00
Recreational Center Stu	0.00				(10,000.00)	
TOTAL SUPPLIES & SERVICES	130,716.54	123,099.96	152,250.00	102,588.09	169,750.00	17,500.00
CAPITAL OUTLAY						
58301 Motor Vehicles	10,300.00	5,500.00	0.00	0.00	0.00	0.00
58310 Machinery & Equipment	7,408.97	17,229.84	9,600.00	0.00	120,000.00	110,400.00
Playground Addition Set	0.00				(80,000.00)	
Swingset, suchh, barrie	0.00				(40,000.00)	
58316 Blanket Rollers/Shallow End	121.81	0.00	0.00	0.00	0.00	0.00
58320 Buildings & Structures	21,408.83	91,658.46	40,500.00	0.00	44,500.00	4,000.00
Bathroom Repair at Comm	0.00				(10,000.00)	
Repair/Repaint Locker R	0.00				(25,000.00)	
New Soccer Goals	0.00				(5,000.00)	
Disc Golf Baskets	0.00				(4,500.00)	
58323 Ball Fields Repair	6,126.05	14,966.25	9,000.00	7,943.57	8,000.00	(1,000.00)
Backstop for High Schoo	0.00				(8,000.00)	
58324 Pool Slide	0.00	0.00	100,000.00	0.00	100,000.00	0.00

CITY OF FORT ARKANSAS
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2016

225-RECREATIONAL DEVELOPMENT

DEPARTMENT EXPENDITURES	TWO YEARS		ONE YEAR		CURRENT YEAR		INCREASE (DECREASE)
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	T-T-D ACTUAL	PROPOSED BUDGET		
58330 Skate Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58340 Pool Equipment	0.00	0.00	3,500.00	3,309.10	11,700.00	9,200.00	8,200.00
A/C Water Circulation S 0	0.00					(7,500.00)	
Handicap Stairs 0	0.00					(4,200.00)	
TOTAL CAPITAL OUTLAY	45,365.66	129,354.55	162,600.00	11,252.67	284,200.00	121,600.00	
TOTAL	544,987.77	619,654.08	773,700.00	460,072.42	948,100.00	174,400.00	