

NOTICE: ANY SUBJECT APPEARING ON THIS AGENDA, REGARDLESS OF HOW THE MATTER IS STATED, MAY BE ACTED UPON BY THE BOARD OF DIRECTORS OF TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION.

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION  
BOARD OF DIRECTORS ANNUAL MEETING

AGENDA

OCTOBER 26, 2017- 3:00 P.M.  
CITY HALL CONFERENCE ROOM  
1801 9th Ave. N.  
Texas City, TX 77590

PLEASE NOTE: Public comments and matters from the floor are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

1. ROLL CALL
2. NEW BUSINESS
  - a. Consider and take action on election of Officers and Oath of Officers.
  - b. Consider and take action on Resolution No. 17-01, approving the actions of the Officers of the Texas City Harbour Foreign Trade Zone Corporation for the previous fiscal year 2016-2017.
  - c. Consider and take action on Resolution No. 17-02, adopting the 2017-2018 fiscal year budget of the Texas City Harbour Foreign Trade Zone Corporation.
3. UPDATES
4. BOARD COMMENTS
5. ADJOURNMENT

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON OCTOBER 23, 2017, AT 2:30P.M, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

---

Texas City Harbour Foreign Trade Zone Corporation

**Texas City Harbour Foreign Trade Zone  
Corporation Agenda**

**2. a.**

**Meeting Date:** 10/26/2017

Election of Officers and Oath of Office

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

---

**Information**

**ACTION REQUEST (Brief Summary)**

Election of Officers and Oath of Office.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

---

**Texas City Harbour Foreign Trade Zone  
Corporation Agenda**

**2. b.**

**Meeting Date:** 10/26/2017

Actions of the Officers

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

---

**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 17-01, approving the actions of the Officers of the Texas City Harbour Foreign Trade Zone Corporation for the previous fiscal year 2016-2017.

**BACKGROUND**

Our City Attorney has recommended this resolution to validate the smaller items not budgetary in nature or that typically do not need the Board's approval in a formal meeting such as a change order under the allowable percentage or advertisement in a newspaper and are approved within the budget.

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

---

**Attachments**

Res. 17-01

---

**TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION**

**RESOLUTION NO. 17-01**

**A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION DURING THE 2016-2017 FISCAL YEAR; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

---

**WHEREAS**, at a meeting of the Board of Directors of the Texas City Harbour Foreign Trade Zone Corporation (TCHFTZC), duly held on October 26, 2017, consideration was given to approving the actions of the Officers of the Board of Directors of the Texas City Harbour Foreign Trade Zone Corporation during the 2016-2017 Fiscal Year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION THAT:**

**SECTION 1:** All of the actions taken by the Officers of the Board of Directors of the Texas City Harbour Foreign Trade Zone Corporation during the 2016-2017 Fiscal Year are hereby approved.

**SECTION 2:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 26th day of October, 2017.**

\_\_\_\_\_  
CHAIRPERSON/VICE CHAIRPERSON  
Texas City Harbour Foreign Trade Zone Corporation

ATTEST:

\_\_\_\_\_  
Justin Herter  
BOARD SECRETARY  
Texas City Harbour Foreign Trade Zone Corporation

**Texas City Harbour Foreign Trade Zone  
Corporation Agenda**

**2. c.**

**Meeting Date:** 10/26/2017

Budget

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

---

**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 17-02, adopting the 2017-2018 fiscal year budget of the Texas City Harbour Foreign Trade Zone Corporation.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

---

**Attachments**

res. 17-02

Budget

---

**TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION**

**RESOLUTION NO. 17-02**

**A RESOLUTION ADOPTING THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION 2017-2018 FISCAL YEAR BUDGET; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

**WHEREAS**, at a meeting of the Board of Directors of the Texas City Harbour Foreign Trade Zone Corporation, duly held on October 26, 2017, a general discussion was held concerning the proposed 2016-2017 Budget of the Texas City Harbour Foreign Trade Zone Corporation.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION THAT:**

**SECTION 1:** The Board of Directors of the Texas City Harbour Foreign Trade Zone Corporation hereby approves the 2017-2018 Fiscal Year Budget, for the Texas City Harbour Foreign Trade Zone Corporation, as approved by the City Commission of the City of Texas City.

**SECTION 2:** A copy of said Fiscal Year 2017-2018 Budget is attached hereto as “**Exhibit A**” and made a part hereof for all intents and purposes.

**SECTION 3:** This Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 26th day of October, 2017.**

\_\_\_\_\_  
CHAIRPERSON/VICE CHAIRPERSON  
Texas City Harbour Foreign Trade Zone Corporation

ATTEST:

\_\_\_\_\_  
Justin Herter  
BOARD SECRETARY  
Texas City Harbour Foreign Trade Zone Corporation

**T.C. FOREIGN TRADE ZONE CORP. - 805  
REVENUES & EXPENDITURES**

**CITY OF TEXAS CITY, TEXAS  
FY 2017-18 ADOPTED BUDGET**

ACCOUNT	ACCOUNT DESCRIPTION	FY 2015-16 ACTUAL	FY 2016-17 AMENDED BUDGET	FY 2016-17 YEAR END PROJECTION	FY 2017-18 ADOPTED BUDGET
<b>REVENUES:</b>					
805-000-48115	RENT INCOME-SHOAL POINT	-	-	-	-
<b>*RENTS &amp; CONCESSIONS</b>		-	-	-	-
805-000-48802	INTEREST INCOME	1,629	500	1,500	1,500
805-000-48816	FTZ OPERATING FEES	84,656	71,514	84,656	84,656
<b>*OTHER REVENUES</b>		86,285	72,014	86,156	86,156
<b>TOTAL REVENUES</b>		<b>86,285</b>	<b>72,014</b>	<b>86,156</b>	<b>86,156</b>
<b>EXPENDITURES:</b>					
805-050-51010	SALARIES	66,209	21,600	60,903	63,000
805-050-51030	OVERTIME PAY	-	-	-	-
805-050-51070	LIFE & DISABILITY 1.04%	918	225	800	655
805-050-51080	RETIREMENT 16.84% ; 16.70%	18,269	17,579	17,579	17,579
805-050-51090	MEDICARE TAX 1.45%	1,493	313	900	914
805-050-51110	INSURANCE-HEALTH/DENTAL/VISION	13,324	12,000	12,000	12,000
805-050-51120	TERMINATION PAY	-	-	-	-
805-050-51130	INCENTIVE PAY	-	-	-	-
<b>*SALARIES &amp; BENEFITS</b>		<b>100,213</b>	<b>51,717</b>	<b>92,182</b>	<b>94,148</b>
805-050-52660	OFFICE SUPPLIES	-	100	-	100
805-050-52780	MISC.-MATERIALS & SUPPLIES	-	500	-	500
<b>*MATERIALS &amp; SUPPLIES</b>		-	<b>600</b>	-	<b>600</b>
805-050-53060	EXPENSE-ADMINISTRATIVE	-	1,000	-	1,000
805-050-53600	POSTAGE	-	150	-	150
805-050-53680	PROFESSIONAL FEES	625	1,000	-	1,000
805-050-53740	BONDS-EMPLOYEES	-	250	-	250
805-050-53760	TRAVEL	-	1,500	-	1,500
805-050-53780	PUBLICATIONS & LEGALS	-	150	-	150
805-050-53800	DUES & MEMBERSHIPS	-	1,300	-	1,300
805-050-53860	WORKERS' COMP	96	112	20	50
<b>*CONTRACTUAL SERVICES</b>		<b>721</b>	<b>5,462</b>	<b>20</b>	<b>5,400</b>
805-050-54300	TRAINING & PERSONNEL	-	-	-	-
<b>*CONTRACTUAL SERVICES</b>		-	-	-	-
<b>TOTAL EXPENDITURES</b>		<b>100,934</b>	<b>57,779</b>	<b>92,202</b>	<b>100,148</b>
<b>EXCESS OF REVENUES OVER(UNDER) EXPENDITURES</b>		<b>(14,649)</b>	<b>14,235</b>	<b>(6,046)</b>	<b>(13,992)</b>
<b>FUND BALANCE-BEGINNING OF YEAR</b>		<b>48,844</b>	<b>34,195</b>	<b>34,195</b>	<b>28,149</b>
<b>FUND BALANCE-END OF YEAR</b>		<b>\$ 34,195</b>	<b>\$ 48,430</b>	<b>\$ 28,149</b>	<b>\$ 14,157</b>