

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 HISTORICAL PRESERVATION CORPORATION.

TEXAS CITY HISTORICAL PRESERVATION CORPORATION  
BOARD OF DIRECTORS ANNUAL MEETING

AGENDA

OCTOBER 26, 2017- 5:00 PM  
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 January 17, 2017, Texas City Historical Preservation Corporation meeting Minutes.
  
  - c. Consider and take action on Resolution No.17-01, approving the actions of the Officers of the Texas City Historical Preservation Corporation for previous fiscal year 2016-2017.
  
  - d. Consider and take action on Resolution No. 17-02, adopting the 2017-2018 fiscal year budget of the Texas City Historical Preservation Corporation.
  
3. UPDATES
  - a. Updates on Texas City Museum.
  
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 2:30 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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Board Secretary  
Texas City Historical Preservation Corporation

**Texas City Historical Preservation Corp  
Agenda**

**2. a.**

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

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

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on election of officers and Oath of Officers.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Texas City Historical Preservation Corp  
Agenda**

**2. b.**

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

Minutes

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

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on January 17, 2017 Texas City Historical Preservation Corporation meeting Minutes.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Texas City Historical Preservation Corp  
Agenda**

**2. c.**

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

Actions of the Officers

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

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

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

**BACKGROUND**

**ANALYSIS**

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.

**ALTERNATIVES CONSIDERED**

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**Attachments**

Res. 17-01

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**TEXAS CITY HISTORICAL PRESERVATION CORPORATION**

**RESOLUTION NO. 17-01**

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

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**WHEREAS**, at a meeting of the Board of Directors of the Texas City Historical Preservation Corporation, 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 Historical Preservation Corporation during the 2016-2017 Fiscal Year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY HISTORICAL PRESERVATION CORPORATION THAT:**

**SECTION 1:** All of the actions taken by the Officers of the Board of Directors of the Texas City Historical Preservation 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.**

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CHAIRPERSON/VICE CHAIRPERSON  
Texas City Historical Preservation Corporation

ATTEST:

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Justin Herter  
BOARD SECRETARY  
Texas City Historical Preservation Corporation

**Texas City Historical Preservation Corp  
Agenda**

2. d.

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

Budget

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

**Department:** City Secretary

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**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 Historical Preservation Corporation.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

res. 17-02

Budget

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**TEXAS CITY HISTORICAL PRESERVATION CORPORATION**

**RESOLUTION NO. 17-02**

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

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**WHEREAS**, at a meeting of the Board of Directors of the Texas City Historical Preservation Corporation, duly held on October 26, 2017, a general discussion was held concerning the proposed 2017-2018 Budget of the Texas City Historical Preservation Corporation.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY HISTORICAL PRESERVATION CORPORATION THAT:**

**SECTION 1:** The Board of Directors of the Texas City Historical Preservation Corporation hereby approves the 2017-2018 Fiscal Year Budget, for the Texas City Historical Preservation 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.**

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CHAIRPERSON/VICE CHAIRPERSON  
Texas City Historical Preservation Corporation

ATTEST:

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Justin Herter  
BOARD SECRETARY  
Texas City Historical Preservation Corporation

**T.C. HISTORICAL PRESERVATION CORP. - 808**  
**REVENUES & EXPENDITURES**

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

ACCOUNT	ACCOUNT DESCRIPTION	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 AMENDED BUDGET	FY 2016-17 YEAR END PROJECTION	FY 2017-18 ADOPTED BUDGET
<b>REVENUES:</b>						
808-000-48112	MUSEUM REVENUE	13,803	17,771	16,000	16,000	16,000
<b>*RENTS &amp; CONCESSIONS</b>		<b>13,803</b>	<b>17,771</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
808-000-48801	MISCELLANEOUS INCOME	-	-	50	-	50
<b>*OTHER REVENUES</b>		<b>-</b>	<b>-</b>	<b>50</b>	<b>-</b>	<b>50</b>
808-000-49002	TRANS. FROM HOTEL/MOTEL TAX FUND	120,500	120,500	120,500	120,500	120,500
<b>*OTHER SOURCES</b>		<b>120,500</b>	<b>120,500</b>	<b>120,500</b>	<b>120,500</b>	<b>120,500</b>
<b>TOTAL REVENUES</b>		<b>134,303</b>	<b>138,271</b>	<b>136,550</b>	<b>136,500</b>	<b>136,550</b>
<b>EXPENDITURES:</b>						
808-050-51010	SALARIES	-	20,930	21,600	21,600	22,500
<b>*SALARIES &amp; BENEFITS</b>		<b>-</b>	<b>20,930</b>	<b>21,600</b>	<b>21,600</b>	<b>22,500</b>
808-401-52660	OFFICE SUPPLIES	2,264	1,188	2,400	2,000	2,400
808-401-52680	JANITORIAL SUPPLIES	786	739	1,500	500	1,500
808-401-52700	PROGRAMS & AWARDS	7,952	7,227	10,000	8,000	10,000
808-401-52760	COMPUTER SUPPLIES	2,186	585	2,375	1,000	2,375
808-401-52780	MISC.-MATERIALS & SUPPLIES	1,986	116	3,000	3,000	3,000
<b>*MATERIALS &amp; SUPPLIES</b>		<b>15,175</b>	<b>9,856</b>	<b>19,275</b>	<b>14,500</b>	<b>19,275</b>
808-401-53200	UTILITIES	18,328	22,160	28,500	16,000	28,500
808-401-53540	MAINTENANCE-BLDG. & GROUNDS	41,371	28,749	35,000	25,000	35,000
808-401-53570	ADVERTISING/MARKETING	100	195	5,000	5,000	5,000
808-401-53600	POSTAGE	-	-	200	-	200
808-401-53680	PROFESSIONAL FEES	2,990	6,200	12,000	-	12,000
808-401-53700	EQUIPMENT RENTAL	1,943	2,384	3,015	1,000	3,015
808-401-53760	TRAVEL	-	1,182	2,600	1,000	2,600
808-401-53780	PUBLICATIONS & LEGALS	8,748	10,043	10,000	10,000	10,000
808-401-53800	DUES & MEMBERSHIPS	520	590	600	500	600
<b>*CONTRACTUAL SERVICES</b>		<b>74,000</b>	<b>71,503</b>	<b>96,915</b>	<b>58,500</b>	<b>96,915</b>
808-401-55010	LAND & BUILDING IMPROVEMENTS *	42,903	-	69,120	11,000	131,481
<b>*CAPITAL OUTLAY</b>		<b>42,903</b>	<b>-</b>	<b>69,120</b>	<b>11,000</b>	<b>131,481</b>
808-000-59801	CAPITAL CONTRIBUTION TO GFA	-	-	-	-	-
<b>*OTHER USES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>		<b>132,078</b>	<b>102,289</b>	<b>206,910</b>	<b>105,600</b>	<b>270,171</b>
<b>EXCESS OF REVENUES OVER(UNDER) EXPENDITURES</b>		<b>2,225</b>	<b>35,982</b>	<b>(70,360)</b>	<b>30,900</b>	<b>(133,621)</b>
<b>FUND BALANCE-BEGINNING OF YEAR</b>		<b>143,472</b>	<b>145,697</b>	<b>181,679</b>	<b>181,679</b>	<b>212,579</b>
<b>FUND BALANCE-END OF YEAR</b>		<b>\$ 145,697</b>	<b>\$ 181,679</b>	<b>\$ 111,319</b>	<b>\$ 212,579</b>	<b>\$ 78,958</b>

\* Repairs and painting at Heritage Square

**Texas City Historical Preservation Corp  
Agenda**

**3. a.**

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

**Submitted By:** Chria McCall, Recreation and Tourism

**Department:** Recreation and Tourism

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**Information**

**ACTION REQUEST (Brief Summary)**

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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