

CITY OF TEXAS CITY
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, FEBRUARY 7, 2018 - 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM - CITY HALL
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) INVOCATION
- (3) PLEDGE OF ALLEGIANCE
- (4) PROCLAMATIONS AND PRESENTATIONS
 - (a) Firefighter Nicholas Matula promoted to Engineer (Fire Department)
- (5) REPORTS
 - (a) Human Resource Annual Report (HR Department)
 - (b) Racial Profiling Report for calendar year 2017 (Police Department)
 - (c) Crime Statistics for Year 2017 (Police Department)
- (6) CONSENT AGENDA
 - (a) Approve City Commission Minutes for January 17, 2018 meeting. (City Secretary)
 - (b) Consider and take action on Resolution No. 18-012, authorizing the Mayor to execute an agreement for legal services and the appointment of City Attorney. (Mayor)
 - (c) Consider and take action on Resolution No. 18-013, nominating Thomas Farmer for the Board of Director for Galveston Central Appraisal District. (Management Services)
- (7) REGULAR ITEMS

- (a) Consider and take action on Ordinance No. 18-03, amending the City of Texas City's 2017/2018 fiscal year budget to appropriate funds for the purchase of a portable toilet trailer. (Finance)

- (8) PUBLIC COMMENTS

- (9) MAYOR'S COMMENTS

- (10) COMMISSIONERS' COMMENTS

- (11) ADJOURNMENT

NOTICE OF ANY SUBJECT APPEARING ON THIS AGENDA REGARDLESS OF HOW THE MATTER IS STATED MAY BE ACTED UPON BY THE CITY COMMISSION.

NOTICE: The City of Texas City will furnish free transportation to handicapped individuals via a 4-door sedan for anyone wishing to attend the City Commission meetings. Call 948-3111, City Secretary's Office before noon on Monday preceding the meeting to make arrangements.

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 FEBRUARY 2, 2018, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

JAMES M. HARTSHORN
CITY SECRETARY

CITY COMMISSION REGULAR MTG

(4) (a)

Meeting Date: 02/07/2018

Promotion: Firefighter Nicholas Matula promoted to Engineer

Submitted For: David Zacherl, Fire Department

Submitted By: Cindy Baker, Fire Department

Department: Fire Department

Information

ACTION REQUEST (Brief Summary)

Firefighter Nicholas Matula promoted to Engineer (Fire Department)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

CITY COMMISSION REGULAR MTG

(6) (a)

Meeting Date: 02/07/2018

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Approve City Commission Minutes for January 17, 2018 meeting. (City Secretary)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Minutes

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, JANUARY 17, 2018 – 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, JANUARY 17, 2018, at 5:00 P.M. in the Kenneth T. Nunn Council Room in City Hall, Texas City, Texas. A quorum having been met, the meeting was called to order at 5:01 p.m. by Mayor Matthew T. Doyle.

1. ROLL CALL

Present: Matthew T. Doyle, Mayor
Phil Roberts, Mayor Pro Tem
Bruce Clawson, Commissioner At Large
Dee Ann Haney, Commissioner At Large
Dorthea Jones, Commissioner District 3
Jami Clark, Commissioner District 4

Absent: Thelma Bowie, Commissioner District 1

2. INVOCATION

Led by Derek Speigner of The Church of Jesus Christ Latter Day Saints.

3. PLEDGE OF ALLEGIANCE

Led by Commissioner Dorthea Jones.

4. PROCLAMATIONS AND PRESENTATIONS

a. Service Awards

Delburn Hutchinson	Public Works	01/30/2013	05 years
Daniel Carlson	Fire	01/07/2013	05 years
Justin Napoli	Fire	01/07/2013	05 years
Jason Shelton	Public Works	01/28/2008	10 years
Douglas Kneupper	Planning	01/22/2008	10 years
Julie Morreale	Fire	01/07/2008	10 years
Larry Brown	Sanitation	01/02/2008	10 years
Donald Cox	Police	01/02/2003	15 years
John Broussard	Police	01/11/1993	25 years

Retirements

Elizabeth Steiner	Library	14 years
John Mark Grace	Fire	28 years

5. REPORTS

a. Financial Quarterly Report (Finance)

Laura Boyd, Finance Director, gave a Power Point review of the quarterly budget. Commissioner Clawson asked if the revenues no longer come from the General Fund to assist utilities? Laura Boyd explained that the Utilities Fund is now self-sufficient with the new rate increase.

6. CONSENT AGENDA

Motion by Commissioner-at-Large Dee Ann Haney, Seconded by Commissioner District 4 Jami Clark to approve items a through c and e.

Item d pulled by Commissioner-at-Large Bruce Clawson.

a. Approve City Commission Minutes for January 3, 2018 meeting. (City Secretary)

Vote: 6 - 0 CARRIED

b. Consider and take action on Resolution No. 18-008, awarding an annual contract for Bid #2018-043 Water Disinfecting Chemicals. (Purchasing)

Vote: 6 - 0 CARRIED

c. Consider and take action on Resolution No. 18-009, awarding Bid #2018-039 for the purchase and delivery of Police Department Uniforms Annual Contract to Galls, LLC. and to serve as a reference and clarification to Resolution 17-087 awarded to the Galls DBA trade name of Lone Star Uniforms. (Purchasing)

Vote: 6 - 0 CARRIED

d. Consider and take action on Resolution No. 18-010, approving the City of Texas City to purchase property located at 1201 9th Street North. (City Attorney)

Russell Plackemeier, City Attorney, explained that the City was approached by the current owners to buy the property. The City owns the surrounding property so the purchase of 1201 9th St. North aligns with the City's needs.

Motion by Commissioner At Large Bruce Clawson, Seconded by Commissioner District 3 Dorthea Jones

Vote: 6 - 0 CARRIED

e. Consider and take action on Resolution No. 18-011, appointing James McWhorter to the Texas City Board of Adjustments. (City Secretary)

Vote: 6 - 0 CARRIED

7. REGULAR ITEMS

- a. Consider and take action on approval of Ordinance No. 18-01, amending the Code of Ordinances, City of Texas City, Texas, Title III "Administration", Chapter 32 "Law Enforcement and Fire Department", Section 32.009 "Police Department; Classes of Positions", by reducing the number of positions within the classification of Sergeant by one and increasing the number of positions within the classification of Corporal/Patrolman by one; prescribing the number of positions with each classification of the classified service of the Police Department. (Police Department)

Mayor Doyle explained that the only change being made is that one Sergeant position will be reduced to a Corporal position. The budget will remain the same.

Motion by Commissioner District 3 Dorthea Jones, Seconded by Commissioner At Large Bruce Clawson

Vote: 6 - 0 CARRIED

8. PUBLIC COMMENTS

Trinity Denny, Emily Trumbature and Hayden Milner of Girl Scout Troop 137006, Sammy Moreno of Boy Scout Troop 274, and Josh Williams of Boy Scout Troop 1598 of Webster, were all in attendance to receive their City Government Merit Badges.

Zane Clark, grandson of Commissioner Jami Clark, attended the Commission Meeting as part of his school history project.

STAFF COMMENTS

Joseph Byrd, Director of I.T., announced that he is almost done with his virtual project.

Luke Alvey, Acting Library Director, stated that the Read to Feed program will be ending on February 14, 2018. He requested that everyone in attendance participate by obtaining a library card and read an hour a day.

Beth Steiner, Library Director, thanked everyone for their well wishes on her retirement at the end of the month.

Corbin Ballast, Utilities Director, advised everyone to wrap their pipes or run water in them so they will not freeze.

Dennis Harris, Director of Recreation & Tourism, stated that the Mardi Gras parade is on January 27, 2018. He also recommended that fathers purchase their tickets for the Father Daughter dance before February 9, 2017 because admission is limited.

James Hartshorn, City Secretary, announced that Election Applications are available for pickup and are due by February 16, 2018.

9. MAYOR'S COMMENTS

Mayor Doyle wished everyone a "Happy New Year" and explained his absence at the January 3, 2018 Commission Meeting.

10. COMMISSIONERS' COMMENTS

Commissioner Roberts advised everyone to stay off the icy roads as much as possible.

Commissioner Haney thanked all the First Responders for their dedication and sacrifice. Commissioner Haney also wished Beth Steiner a happy retirement.

Commissioner Clawson thanked Tom Munoz and the Texas City First Responders for their hard work.

Commissioner Jones stated how great the La Marque MLK parade turned out and how excited she is for the City's Mardi Gras parade. She also informed that the Rotary Club has an event on January 27, 2018 after the Mardi Gras parade. Commissioner Jones then thanked all the adolescents in attendance and invited them to come back often.

Commissioner Jami Clark thanked all City employees for their hard work and introduced her family members in attendance.

11. ADJOURNMENT

Having no further business, Commissioner At Large Dee Ann Haney made a MOTION to ADJOURN at 5:32 p.m.; the motion was SECONDED by Commissioner District 4 Jami Clark. All present voted AYE. MOTION CARRIED.

MATTHEW T. DOYLE, MAYOR

ATTEST:

James Hartshorn, City Secretary
Date Approved:

CITY COMMISSION REGULAR MTG

(6) (b)

Meeting Date: 02/07/2018

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 18-012, authorizing the Mayor to execute an agreement for legal services and the appointment of City Attorney. (Mayor)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 18-012

A RESOLUTION APPOINTING THE CITY ATTORNEY; AUTHORIZING THE MAYOR TO NEGOTIATE AND ENTER INTO AN AGREEMENT FOR SAID LEGAL SERVICES; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, Article IX, Section 1 of the City Charter provides that the head of the department of law shall be the city attorney who shall be appointed by the commission; and

WHEREAS, the Charter further provides that the city attorney shall be the chief legal adviser of and attorney for the city and all departments and offices thereof in matters relating to their official powers and duties; and

WHEREAS, the City of Texas City deems it is in the best interest of the City to engage the services of Lyons & Plackemeier, P.L.L.C. to provide legal services to the City of Texas City and to appoint Russell F. Plackemeier as city attorney.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission of the City of Texas City, Texas, hereby authorizes the Mayor to engage the law firm of Lyons & Plackemeier P. L.L.C. as of February 7, 2018, to provide legal services to the City of Texas City. For the purposes of Article IX, Section 1 of **The City Charter**, Russell F. Plackemeier shall be appointed city attorney and chief legal adviser of the city and all departments and offices thereof. Other members of the firm may serve in this capacity, or as alternates, without further action of the City Commission.

SECTION 2: That the Mayor is authorized to negotiate and execute any documents necessary to engage Russell F. Plackemeier and the law firm of Lyons & Plackemeier P.L.L.C.

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

PASSED AND ADOPTED this 7th day of February, 2018.

Matthew T. Doyle, Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

James M. Hartshorn
City Secretary

Russell F. Plackemeier
City Attorney

CITY COMMISSION REGULAR MTG

(6) (c)

Meeting Date: 02/07/2018

Tom Farmer

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 18-013, nominating Thomas Farmer for the Board of Director elections for Galveston Central Appraisal District. (Management Services)

BACKGROUND

Vic Pierson was a nominee for the GCAD Board. He was determined to be ineligible. The City has the opportunity to submit another name. The mayor submits Thomas Farmer as the City's nominee at this time.

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Forms



GALVESTON CENTRAL APPRAISAL DISTRICT

Tommy Watson, Chief Appraiser

9850 Emmett F Lowry Expressway Ste. A Texas City, Texas 77591
Telephone: (409) 935-1980 or toll free (866) 277-4725
Fax: (409) 935-4319

January 11, 2018

*TOM
FARMER*

The Honorable Matthew T. Doyle
Mayor, City of Texas City
P. O. Box 2608
Texas City, TX 77592

Dear Mayor Doyle:

Section 6.03(l) of the Texas Property Tax Code provides procedures for filling a vacancy on the board of directors of an appraisal district. Section 6.03(l) states,

"If a vacancy occurs on the board of directors, other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section **may nominate by resolution** adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within **45 days** after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The CAD board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy."

The Galveston Central Appraisal District was notified on January 8, 2018 by Victor Pierson, elected to serve on the 2018-2019 Appraisal District's Board of Directors, that he regretfully will be unable to serve. The District finds it necessary to begin the process of selecting a nominee to fill the vacancy.

Enclosed is a nomination form if your entity wishes to participate. Please submit the name of your jurisdiction's nominee on or before February 24, 2018. Upon the completion of this selection process, you will be informed of Mr. Pierson's replacement.

Sincerely,

Bruce Clawson

Bruce Clawson,
Secretary, Board of Directors

Enc
BC/jw

CC: Mr. James Hartshorn, City Secretary

GALVESTON CENTRAL APPRAISAL DISTRICT

Board of Directors

2018-2019 Term

Vacancy of Board of Director

Section 6.03 (I) of the Property Tax Code

If a vacancy occurs on the board of directors other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within **45 days** after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next **five days** a list of the nominees. The board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy.

01-08-2018	Victor Pierson, Member of the Board of Directors, resigns from the Board of Directors
1-11-2018	The Board of Directors of the Galveston Central Appraisal District, notifies in writing all voting taxing entities (county, school districts, cities) of the vacancy. Letter includes nomination form (one candidate only). Within 45 days from date of notification, voting entities submit their nomination by resolution to the Chief Appraiser.
	Chief Appraiser prepares List of Nominees and submits it to the Board of Directors within 5 days.
	Board of Directors elect by majority vote of its members one of the nominees to fill the vacancy.
	Chief Appraiser notifies nominee of his appointment. Newly appointed member signs Statement of Officer. Chief Appraiser notifies entities of new board member.
	At next regular or special meeting, the board administers the oath of office to the newly appointed board member.

GALVESTON CENTRAL APPRAISAL DISTRICT

2018-2019 Board of Directors – Filling a Vacancy

NOMINATION

VOTING UNIT

City of Texas City

You may nominate one person.

NOMINEE

1.

Name

Address

Telephone Number

Signature

Presiding Officer of Taxing Jurisdiction

PLEASE NOTE:

Deadline to submit the nomination is: **February 24, 2018**

CITY COMMISSION REGULAR MTG

Ord 13-52

Meeting Date: 02/07/2018

Amend the fiscal year 2017/2018 budget

Submitted For: Laura Boyd, Finance

Submitted By: Laura Boyd, Finance

Department: Finance

Information

ACTION REQUEST (Brief Summary)

Consider approval of a request to amend the fiscal year 2017-2018 budget.

BACKGROUND

A budget amendment is needed to appropriate funds for the purchase of a portable toilet trailer. Funding will come from the Dike Fund's unassigned fund balance.

ANALYSIS

Budget Amendment:

Texas City Dike Fund-Fund 279

Capital Equipment \$56,000

Unassigned Fund Balance (\$56,000)

ALTERNATIVES CONSIDERED

Fiscal Impact