

CITY OF TEXAS CITY
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, JANUARY 16, 2019 - 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) Service Awards

Joshua Eby	Fire	01/07/2009	10 years
Jonathan Lee	Fire	01/18/1999	20 years
Michael Brown	Parks & Recreation	01/18/1984	35 years

Retirement

Gloria Stifflemire	Administration	12 years
--------------------	----------------	----------

(b) Pledge It's Time Texas Community Challenge

(5) REPORTS

(a) Financial Quarterly Report (Finance)

(6) CONSENT AGENDA

(a) Approve City Commission Minutes for January 2, 2019 meeting. (City Secretary)

(b) Consider and take action on Resolution No. 19-005, accepting the revisions to the Galveston County Assessors collection fees. (Finance)

- (c) Consider and take action on Resolution No. 19-006, approving demolition expenditures. (Community Development)

- (7) REGULAR ITEMS

- (a) Consider and take action on Ordinance No. 19-01, amending the City's fiscal year 2018-2019 budget to appropriate funds for street striping of 6th Street. (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 JANUARY 11, 2019, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

NICHOLAS J. FINAN
EXECUTIVE DIRECTOR OF MANAGEMENT SERVICES

CITY COMMISSION REGULAR MTG

(4) (a)

Meeting Date: 01/16/2019

January 2019 Service Awards

Submitted For: Jennifer Price, Human Resources

Submitted By: Susan Sensat, Administration

Department: Administration

Information

ACTION REQUEST (Brief Summary)

Service Awards

Joshua Eby	Fire	01/07/2009	10 years
Jonathan Lee	Fire	01/18/1999	20 years
Michael Brown	Parks & Recreation	01/18/1984	35 years

Retirement

Gloria Stifflemire	Administration	12 years
--------------------	----------------	----------

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

CITY COMMISSION REGULAR MTG

(6) (a)

Meeting Date: 01/16/2019

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Approve City Commission Minutes for January 2, 2019 meeting. (City Secretary)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Minutes

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, JANUARY 2, 2019 – 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, JANUARY 2, 2019, 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 5:00 p.m. by Mayor Matthew T. Doyle.

1. ROLL CALL

Present: Matthew T. Doyle, Mayor
Phil Roberts, Mayor Pro Tem, Commissioner At-Large
Bruce Clawson, Commissioner At-Large
Earl Alexander, Commissioner District 1
Abel Garza, Jr., Commissioner District 2
Dorthea Jones, Commissioner District 3
Jami Clark, Commissioner District 4

2. INVOCATION

Led by Father Clint Ressler of St. Mary of the Miraculous Medal Catholic Church.

3. PLEDGE OF ALLEGIANCE

Led by Commissioner District 4 Jami Clark.

4. PROMOTION/ PRESENTATION

a. Promotion of Firefighter Daniel Swaney to Engineer. (Fire Department)

Daniel Swaney was promoted from Firefighter to Engineer by Fire Chief David Zacherl. Engineer Swaney was pinned by his his wife and was presented with a plaque by Chief Zacherl.

5. CONSENT AGENDA

Motioned by Commissioner District 3 Jones, Seconded by Commissioner District Garza to approve Consent Agenda items a, c, d, and e.

a. Approve City Commission Minutes for December 19, 2018 meeting. (City Secretary)

Vote: 7 - 0 CARRIED

- b. Consider and take action on Resolution No. 19-001, authorizing the Mayor to enter into an agreement with Don Edmonds for consulting services to the City's Charter Review Committee. (Management Services)

Item pulled by Commissioner At-Large Bruce Clawson.

Commissioner At-Large Phil Roberts stated that he would be stepping down from the Charter Review Board of Directors and acting only as a liaison. Commissioner At-Large Roberts entered into record the four named individuals that have been chosen to serve on the Board:

Tracey Tarpey, Denise O'Brien, Frank Mistretta and Brian Clark.

Motion by Commissioner At-Large Bruce Clawson, Seconded by Commissioner District 4 Jami Clark

Vote: 7 - 0 CARRIED

- c. Consider and take action on Resolution No. 19-002, appointing additional members to the Charter Review Committee. (Management Services)

Vote: 7 - 0 CARRIED

- d. Consider and take action on Resolution No. 19-003, approving the purchase of a heavy duty crane truck for the Waste Water Treatment Plant through GoodBuy local government purchasing cooperative. (Public Works)

Vote: 7 - 0 CARRIED

- e. Consider and take action on Resolution No. 19-004, approving Bid No. 2019-360 Sanitary Sewer Rehabilitation Project - Phase 18. (Public Works)

Vote: 7 - 0 CARRIED

6. STAFF COMMENTS

Luke Alvey, Library Director, stated that due to a successful food drive, the Library was able to donate 1,800 meals to the community.

Mike Stump, Solid Waste Manager, stated that his department has been actively spreading the news about the new changes to garbage collection. Mayor Doyle thanked Mr. Stump for leading the City in a much safer and modernized process for trash pick-up.

Dennis Harris, Recreation & Tourism Director, stated that the youth basketball season will begin during the month of January. Mr. Harris also stated that the City was selected again to host the NASCO Aquatic Safety School. This year there are 55 participants from more than 5 states.

7. MAYOR'S COMMENTS

Mayor Doyle stated that this will be his last full calendar year as Mayor and the he is looking forward to everything that this new year will bring for the City.

8. COMMISSIONERS' COMMENTS

Commissioner At-Large Phil Roberts wished everyone a Happy New Year.

Commissioner At-Large Bruce Clawson commended the way Mike Stump and Darcie Valenzuela are communicating with Texas City citizens about the new trash pick up procedures.

Commissioner District 3 Dorthea Jones commended the City on having excellent customer service. Commissioner Jones also commended Chief Stanton and the Texas City Police Department on how they have handled several recent tragedies within the City.

Commissioner District 4 Jami Clark stated that she is looking forward to the It's Time Texas Community Challenge.

9. ADJOURNMENT

Having no further business, Mayor Matthew T. Doyle made a MOTION to ADJOURN at 5:17 p.m. All present voted AYE. MOTION CARRIED.

MATTHEW T. DOYLE, MAYOR

ATTEST:

James M. Hartshorn, City Secretary

CITY COMMISSION REGULAR MTG

(6) (b)

Meeting Date: 01/16/2019

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 19-005, accepting the revisions to the Galveston County Assessors collection fees. (Finance)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

Exhibit A

RESOLUTION NO. 19-005

A RESOLUTION APPROVING TAX ASSESSMENT AND COLLECTION SERVICES FOR THE CITY OF TEXAS CITY; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Texas Property Tax Code, Section 6.22(c) allows the governing body of a taxing unit authorized to have its own assessor and collector, by official action in the manner required by law, to require the county to assess and collect taxes the unit imposes in the county in the manner in which the county assess and collects its taxes. It further allows the governing body of the unit to revoke the requirement at any time by the same official action; and

WHEREAS, the Texas Property Tax Code, Section 6.23(a)(3) affirms that the county assessor and collector shall assess and collect taxes on property in the county for the county and shall also assess and collect taxes on property for another taxing unit if the governing body of the unit requires the county to assess and collect its taxes; and

WHEREAS, the Texas Property Tax Code, Section 6.27(b) provides that the county assessor collector is entitled to a reasonable fee that may not exceed the actual cost incurred for assessing and collecting taxes unit pursuant to Section 6.23(a)(3).

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

SECTION 1: That the City of Texas City requires the Galveston County Assessor and Collector of Taxes to perform assessment and collection duties as permitted by the Texas Property Tax Code 6.22(c) and 6.23(a)(3).

SECTION 2: The City of Texas City acknowledges that assessment and collection services will be performed as outlined in Exhibit "A", Assessment & Collection Services, for a fee of \$0.21 per parcel for properties located in Galveston County and \$0.97 per parcel for properties located in Harris County, as appropriate and as approved by Galveston County Commissioners Court at a properly noticed regular meeting held on December 3, 2018. Billing to occur by March 10th and due and payable no later April 30th each year (unless otherwise negotiated).

SECTION 3: Notice of any increase in fee is required by April 1 each year.

SECTION 4: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 16th day of January 2019.

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

ATTEST:

APPROVED AS TO FORM:

James M. Hartshorn
City Secretary

Russell F. Plackemeier
City Attorney

EXHIBIT A

Assessment & Collection Services

1. Assess and collect appropriate taxes and fees including preparing and mailing a consolidated tax statement to each property owner owing in excess of \$10⁰⁰ on or before October 20th of each calendar year, or as soon thereafter as practicable, and collect current and delinquent taxes on parcels within the jurisdictional boundary of the entity
 - a) In the event that either County or Taxing Entity fails to adopt and enact a tax rate prior to the later of October 1st or the 60th day after the date the certified appraisal roll is received by the taxing unit, the tax rate for County or Taxing Entity shall be determined in accordance with Section 26.05(c) of the Texas Property Tax Code so that consolidated tax statements may be prepared for mailing. Neither the County nor Assessor Collector shall be liable to Taxing Entity for damages sustained by Taxing Entity due to County or Assessor Collector's failure to comply with the provisions of this paragraph.
 - b) Assessor Collector may prepare and deliver separate tax bills for Taxing Entity if it has not adopted its tax rate by October 1st or the 60th day after the date the certified appraisal roll is received by the taxing unit. If Taxing Entity has not adopted its tax rate by such date, and if separate bills are prepared and delivered, Taxing Entity shall pay the additional costs incurred by Assessor Collector in preparing and mailing these separate bills.
2. Assess and collect appropriate taxes and fees on supplemental and name and address changes, provide receipts to customers upon request, prepare and send February, May (33.07) and September (33.08) notices
3. Disburse daily to the entity and provide requested reports, including daily or monthly collection reports, as requested, showing receipt of all current and delinquent taxes, penalties, interest, fees collected and tax receivables due by County on the entity's behalf
4. When appropriate, refund overpayment of taxes on entity's behalf and withhold the amount of the refund from current collections and report on same
5. Process penalty and interest waiver requests (through Commissioners Court)
6. Upon request, provide the most recent assessed values of taxable property received from the appraisal district(s) for the entity, load and balance same into the County's tax collection software system
7. In partnership with the entity, develop a schedule for the publication of tax rates, prepare publications, obtain entity approvals for such, and submit, as required by law in a newspaper of general circulation (or direct mail to property owners, whichever is least costly)
8. Calculate the effective and rollback tax rates and provide to entity in a timely manner and in accordance with Tax Code requirements
9. Invoice entity for tax rate notice publications or mailings and collect publication or mailing costs
10. Upon request, provide estimates of current and total tax collection rates

11. Institute collection suits on behalf of entity of delinquent taxes as appropriate with entity's delinquent attorney
12. Remit appropriate taxes, penalty and interest to Taxing Entity as specified by property owner (if payable to Taxing Entity then fully to Taxing Entity) and remit fees each month to entity's delinquent attorney
13. Upon request, provide a copy of the annual master tax roll of entity showing all current and delinquent taxes owing by parcel number in electronic format
14. Provide or make available for inspection upon request, any other information affecting the collection of entity's taxes for the purpose of administration, auditing, reporting or any such legitimate business purpose
15. Respond to inquiries, correspondence, and requests for research or information on the tax accounts of each entity or reports requested by audit firms
16. Conduct payment research
17. The cost of additional services that may be necessary (e.g. services associated with a rollback or tax ratification election) will be determined on the same basis and methodology used to calculate assessment and collection fees. In the event said election occurs, all parties shall work together to ensure Taxing Entity is able to comply with the requirements imposed upon it. Taxing Entity refunds due to property owners as a result of a rollback shall be withheld from then current collections. Taxing Entity agrees to reimburse County the cost of such additional services within 30 days of receipt of an invoice from Assessor Collector.
18. In the event Taxing Entity determines it is in its best interest to re-establish its own tax collection efforts or to engage another taxing entity to collect taxes on its behalf, Taxing Entity agrees to reimburse County its actual cost, if any, for transferring this information upon receipt of an invoice from Assessor Collector.

CITY COMMISSION REGULAR MTG

(6) (c)

Meeting Date: 01/16/2019

Submitted By: Rhomari Jackson-Glover, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 19-006, approving demolition expenditures.
(Community Development)

BACKGROUND

1602 texas- rancho apt \$171,000.00

626 2nd ave n- leons motel- \$61,170.00

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

Exhibit A

RESOLUTION NO. 19-006

A RESOLUTION APPROVING THE DEMOLITION OF PROPERTIES LOCATED AT 626 2ND AVENUE NORTH AND 1602 TEXAS AVENUE, TEXAS CITY, TEXAS; 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 Economic Development Corporation, duly held on December 12, 2018, a general discussion was held approving the demolition of properties located at 626 2nd Avenue North and 1602 Texas Avenue, Texas City, Texas; and

WHEREAS, bids were opened on January 9, 2019, and the lowest bids meeting all requirements are AAR, Inc. and RNDI Companies, Inc.; and

WHEREAS, it is proposed that the AAR, Inc. will abate and demolish the property located at 626 2nd Avenue North for \$61,170.00 and RNDI Companies, Inc. will abate and demolish the property located at 1602 Texas Avenue for \$117,234.00.

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

SECTION 1: The City Commissioners of the City of Texas City hereby approves the Texas City Economic Development Corporation to approve the costs to demolish properties located at 626 2nd Avenue North and 1602 Texas Avenue, Texas City, Texas, for the amounts stated in **Exhibit “A,”** attached hereto and incorporated herein for all intent and purposes.

SECTION 2: The Chairperson or Vice Chairperson is hereby authorized to execute any documents necessary for the abatement and demolition of the above described properties.

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

PASSED AND ADOPTED this 16th day of January 2019.

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

ATTEST:

APPROVED AS TO FORM:

James M. Hartshorn
City Secretary

Russell F. Plackemeier
City Attorney

BID TABULATION
Asbestos Abatement & Demolition
Texas City Economic Development
TWO VACANT MOTEL PROPERTIES
TC BID NO. 2018-359 JANUARY 9, 2019

CONTRACTOR	PROPOSAL BOND	ADDENDUM RCVD	BASE BID NO. 1 ABATE/DEMO 1602 TEXAS AVE	BASE BID NO. 2 ABATE/DEMO 626 2 ND AVE. N.	ADD ALT.NO. 1 HYDRO MULCH 1602 TEXAS AVE.	ADD ALT.NO. 2 HYDRO MULCH 626 2 ND AVE N.	REMARKS
SITEK	✓	✓	174,180. ⁰⁰	108,180. ⁰⁰	4500. ⁰⁰	7500. ⁰⁰	
PFP ABatement	✓	✓	129,496.15	65,476.45	15,000. ⁰⁰	15000. ⁰⁰	
AAR Incorporated	✓	✓	159,520. ⁰⁰	61,170. ⁰⁰	1,600. ⁰⁰	1800. ⁰⁰	
Arrow Services Inc.	✓	✓	174,136. ⁰⁰	83,471. ⁰⁰	2,300. ⁰⁰	3,300. ⁰⁰	
^{JTB} JTB Services Inc	✓	✓	144,359. ⁰⁰	71,094. ⁰⁰	2,100. ⁰⁰	2,100. ⁰⁰	
RNDI Companies, Inc.	✓	✓	117,234. ⁰⁰	70,110. ⁰⁰	1,575. ⁰⁰	1,785. ⁰⁰	
TRT Removal Team	✓	✓	147,316. ⁰⁰	72,316. ⁰⁰	5,000. ⁰⁰	5000. ⁰⁰	

Bids Opened By: _____

Date: 01/09/2019

CITY COMMISSION REGULAR MTG

(7) (a)

Meeting Date: 01/16/2019

Amend fiscal year 2018-2019 budget

Submitted For: Laura Boyd, Finance

Submitted By: Laura Boyd, Finance

Department: Finance

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Ordinance No. 19-01, amending the City's fiscal year 2018-2019 budget to appropriate funds for street striping of 6th Street.

BACKGROUND

The City's Public Works department will be having several streets striped this fiscal year.

Sixth Street is in need of striping as well, but was not originally budgeted. The estimated cost is \$75,000 and will be paid for by Texas City Economic Development Corporation.

ANALYSIS

Budget Amendment:

Texas City Economic Development Corporation (Fund 801):

Maintenance Expense \$75,000.00

Unassigned Fund Balance (\$75,000.00)

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. 19-01

AN ORDINANCE AMENDING ORDINANCE NO. 18-26, ADOPTING THE CITY OF TEXAS CITY'S 2018-2019 FISCAL YEAR BUDGET TO APPROPRIATE FUNDS FOR STREET STRIPING ON SIXTH STREET; DIRECTING THE CHIEF EXECUTIVE OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE BUDGET AMENDMENT IN THE OFFICE OF THE GALVESTON COUNTY CLERK; DISPENSING WITH THE REQUIREMENT FOR READING THIS ORDINANCE ON THREE (3) SEPARATE DAYS; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, by Ordinance No. 18-26, the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2018-2019; and

WHEREAS, the City's Public Works Department will be having several street striped this fiscal year; and

WHEREAS, Sixth Street is in need of striping as well, but was not originally budgeted. The estimated cost is \$75,000.00 and will be paid for by the Texas City Economic Development Corporation.

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

SECTION 1: That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2: That the budget for Fiscal Year 2018-2019 of the City of Texas City, Texas, is hereby amended as follows:

Budget Amendment:

Texas City Economic Development Corporation (Fund 801):

Maintenance Expense	\$75,000.00
Unassigned Fund Balance	(\$75,000.00)

SECTION 3: That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

SECTION 4: That the Charter requirement for reading this Ordinance on three (3) separate days has been dispensed by a majority vote of all members of the City Commission.

SECTION 5: That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

PASSED AND ADOPTED this 16th day of January 2019.

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

ATTEST:

APPROVED AS TO FORM:

James M. Hartshorn
City Secretary

Russell F. Plackemeier
City Attorney