

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 30, 2019- 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 the election of Officers and Oath of Officers.
 - b. Consider and take action on the Texas City Harbour Foreign Trade Zone Corporation Minutes for October 3, 2018.
 - c. Consider and take action on Resolution No. 19-01, approving the actions of the Officers of the Teas City Harbour Foreign Trade Zone for the 2018-2019 fiscal year.
 - d. Consider and take action on Resolution No. 19-02, adopting the 2019-2020 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 25, 2019, PRIOR TO 3:00 P.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: 10/30/2019

Submitted By: Rhomari Jackson, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

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

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Attachment

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION

CHARTER/ FILE NO. 1124959201 APPROVED BY SECRETARY OF STATE ON 11/10/92

This Corporation was originally incorporated under the name of Foreign Trade Zone of Texas City-Gulf Coast, Inc.; however, the name was changed to TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION in 2001.

PURPOSE: 1. To foster economic development in the Galveston, Brazoria, and Chambers County areas; 2. To apply for a grant of authority to establish, to operate and to maintain a foreign trade zone and subsequent subzones in Galveston, Brazoria, and Chambers County areas pursuant to the Foreign Trade Zones Act of 1934, as amended, 19 U.S.C., Section 81a, et seq; 3. To associate those involved in international trade in Galveston, Brazoria, and Chambers Counties (the "Participants") together as a business league for the promotion of international trade, exports and imports; (For the remainder of the purpose statements, please see the Restated Articles of Incorporation dated 2/2/93.)

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION - Five (5) directors will serve three-year (3) staggered terms. No limit on number of terms. Each Director shall hold office for the term for which he is appointed and until his successor shall have been appointed and qualified unless sooner removed. Meetings are held as required.

Randy Dietel, Chairperson randy@pilinginc.com	William Etheredge, Vice-Chairperson Bether3206@aol.com
Genie Jennings	John Hackbarth
Rev. Jerry Lee, Jr.	City Staff: Russell F. Plackemeier, City Attorney Nicholas Finan, Executive Director of Management Services Laura Boyd, Director of Finance Rhomari Leigh, Board Secretary Justin Herter – Board Secretary Alternate

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

2. b.

Meeting Date: 10/30/2019

Submitted By: Rhomari Jackson, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on the Texas City Harbour Foreign Trade Zone Corporation Minutes for October 3, 2018.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Minutes

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION
BOARD OF DIRECTORS MEETING

MINUTES

OCTOBER 3, 2018 - 2:00 P.M.

CITY HALL CONFERENCE ROOM

The Texas City Harbour Foreign Trade Zone Corporation Board of Directors met October 3, 2018, at 2:00 p.m., in the City Hall Conference Room, 1801 9th Avenue North, in Texas City, Texas. A quorum having been met, the meeting was called to order at 2:14 p.m. by Randy Dietel with the following in attendance:

Present: Jerry Lee, Vice-Chairperson
Genie Jennings, Director
Randy Dietel, Chairperson
John Hackbarth, Director
William Etheredge, III, Director
Laura Boyd, Finance Director / Ex-Officio Member

Staff Present: Nicholas Finan, Executive Director of Management Services
James Hartshorn, Deputy Director of Management Services
Russell F. Plackemeier, City Attorney
Rhomari Leigh, Board Secretary
Justin Herter, City Staff
Ryan McClellan, City Staff

(1) ROLL CALL

(2) NEW BUSINESS

(a) Consider and take action on election of Officers and Oath of Officers.

Nicholas Finan, Executive Director of Management Services, stated that on September 5, 2018, the City Commission appointed them to the same four boards. These individuals were chosen because of their dedication and insight to previous boards and to help ensure that City business could continue in a timely manner.

Motion by Vice-Chairperson Jerry Lee, Seconded by Director Genie Jennings to keep the same Officers as last year.

Vote: 5 - 0 CARRIED

(b) Consider and take action on Texas City Harbour Foreign Trade Zone Corporation Minutes for October 26, 2017.

Motion by Director Genie Jennings, Seconded by Vice-Chairperson Jerry Lee to approve the October 26, 2017, minutes.

Vote: 5 - 0 CARRIED

- (c) Consider and take action on Resolution No. 18-01, approving the action of the Officers of the Texas City Harbour Foreign Trade Zone Corporation for the fiscal year 2018-2019 fiscal year.

Nicholas Finan, Executive Director of Management Services, stated that this resolution is recommended by the City Attorney to validate the smaller items not budgetary in nature or do not need board approval in a formal meeting.

Motion by Director Genie Jennings, Seconded by Director William Etheredge, III to approve Resolution No. 18-01.

Vote: 5 - 0 CARRIED

- (d) Consider and take action on Resolution No. 18-02, adopting the 2018-2019 fiscal year budget of the Texas City Harbour Foreign Trade Zone Corporation.

Laura Boyd, Finance Director, went over the budget approved by the City Commission on September 19, 2018. Laura Boyd stated that Valero and Marathon are the only participating members.

Motion by Director Genie Jennings, Seconded by Vice-Chairperson Jerry Lee to approve Resolution No. 18-02.

Vote: 5 - 0 CARRIED

(3) UPDATES

There were no updates.

(4) BOARD COMMENTS

There were no board comments.

(5) ADJOURNMENT

Having no further business, John Hackbarth made a motion to adjourn at 2:20 p.m.; the motion was SECONDED by Genie Jennings. The meeting was adjourned.

Board Secretary
Texas City Harbour Foreign Trade Zone Corporation

Date Approved: _____

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

2. c.

Meeting Date: 10/30/2019

Submitted By: Rhomari Jackson, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 19-01, approving the actions of the Officers of the Teas City Harbour Foreign Trade Zone for the 2018-2019 fiscal year.

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 of advertisement in a newspaper and approved within the budget.

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION

RESOLUTION NO. 19-01

A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION DURING THE 2018 - 2019 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 30, 2019, 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 2018-2019 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 2018-2019 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 30th day of October 2019.

CHAIRPERSON/VICE CHAIRPERSON
Texas City Harbour Foreign Trade Zone Corporation

ATTEST:

BOARD SECRETARY
Texas City Harbour Foreign Trade Zone Corporation

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

2. d.

Meeting Date: 10/30/2019

Submitted By: Rhomari Jackson, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 19-02, adopting the 2019-2020 fiscal year budget of the Texas City Harbour Foreign Trade Zone Corporation.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution

Attachment

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION

RESOLUTION NO. 19-02

A RESOLUTION ADOPTING THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION 2019 - 2020 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 30, 2019, a general discussion was held concerning the proposed 2019-2020 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 2019-2020 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 2019-2020 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 30th day of October 2019.

CHAIRPERSON/VICE CHAIRPERSON
Texas City Harbour Foreign Trade Zone Corporation

ATTEST:

BOARD SECRETARY
Texas City Harbour Foreign Trade Zone Corporation

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

**CITY OF TEXAS CITY, TEXAS
FY 2019-20 PROPOSED BUDGET**

ACCOUNT	ACCOUNT DESCRIPTION	FY 2017-18 ACTUAL	FY 2018-19 AMENDED BUDGET	FY 2018-19 YEAR END PROJECTION	FY 2019-20 PROPOSED BUDGET
REVENUES: 805-000					
48115	RENT INCOME-SHOAL POINT			-	-
*RENTS & CONCESSIONS					
48802	INTEREST INCOME	-	1,500	-	-
48816	FTZ OPERATING FEES	75,947	80,302	100,865	95,780
*OTHER REVENUES					
		75,947	81,802	100,865	95,780
TOTAL REVENUES		75,947	81,802	100,865	95,780
EXPENDITURES: 805-050					
51010	SALARIES	18,000	50,715	50,715	60,000
51030	OVERTIME PAY			-	-
51070	LIFE & DISABILITY 1.04%	655	527	655	624
51080	RETIREMENT 16.18% ; 16.24%	17,579	17,069	17,579	16,980
51090	MEDICARE TAX 1.45%	914	735	2,000	870
51110	INSURANCE-HEALTH/DENTAL/VISION	12,000	6,000	12,000	10,000
51120	TERMINATION PAY	-	-	-	-
51130	INCENTIVE PAY	-	-	-	-
*SALARIES & BENEFITS					
		49,148	75,047	82,949	88,474
52660	OFFICE SUPPLIES	-	50	-	50
52780	MISC.-MATERIALS & SUPPLIES	-	500	-	500
*MATERIALS & SUPPLIES					
		-	550	-	550
53060	EXPENSE-ADMINISTRATIVE	-	1,000	-	1,000
53600	POSTAGE	-	150	-	150
53680	PROFESSIONAL FEES	1,350	1,000	1,350	1,500
53740	BONDS-EMPLOYEES	-	250	-	250
53760	TRAVEL	-	1,500	-	1,500
53780	PUBLICATIONS & LEGALS	-	150	-	150
53800	DUES & MEMBERSHIPS	-	1,300	-	1,300
53860	WORKERS' COMP	61	-	-	-
*CONTRACTUAL SERVICES					
		1,411	5,350	1,350	5,850
54300	TRAINING & PERSONNEL	-	-	-	-
*CONTRACTUAL SERVICES					
		-	-	-	-
TOTAL EXPENDITURES		50,559	80,947	84,299	94,874
EXCESS OF REVENUES OVER(UNDER) EXPENDITURES		25,388	855	16,566	906
FUND BALANCE-BEGINNING OF YEAR		17,002	42,391	42,391	58,957
FUND BALANCE-END OF YEAR		\$ 42,391	\$ 43,246	\$ 58,957	\$ 59,863