

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

APRIL 1, 2021- 10:00 A.M.
CITY HALL COUNCIL ROOM
1801 9th Ave. N.
Texas City, TX 77590

PLEASE NOTE:

Due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures the City Commission will meet in person and electronically. Texas Governor Greg Abbott waived on a temporary basis certain sections of the Texas Open Meetings Act. The meeting will be audible to members of the public and allow for two-way communications for those desiring to participate.

Any person who calls in and is interested in speaking on any item on the Agenda must call the number below and sign in to the conference then wait for the Board President to request any public comments. Public comments may not apply to all items on the agenda.

Those who attend in person may sign a "Request to Address City Commission" form and give it to the City Secretary prior to the beginning of the meeting.

To join the telephone audio conference, please use the following instructions.

Dial: +1 346 248 7799 OR 877 853 5257 (Toll Free) OR 888 475 4499 (Toll Free)
Webinar ID: 892 0909 9882

You will automatically be muted when joining the conference. To raise your hand or notify the call manager for attention, please dial *9 on your phone during the call. When appropriate the call manger will unmute your line and the system will notify you that you can now participate in public comments.

To view the web presentation or listen to audio without participating, please visit <https://us02web.zoom.us/j/89209099882>

You will then be redirected to the conference and given instructions to enable viewing. We ask that if you will be joining the telephone conference to speak, please mute your computer audio. When using telephone audio with computer audio on, a feedback loop can be created causing disruptive echoing or a loud static. Disruptive audio will cause your line to be muted by the call manager.

After the meeting, a recording of this meeting's audio will be made available to the public, upon request.

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 30, 2019.
 - c. Consider and take action on Resolution No. 21-01, approving the actions of the Officers of the Texas City Harbour Foreign Trade Zone for the 2019-2020 fiscal year.
 - d. Consider and take action on Resolution No. 19-02 adopting the 2020-2021 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 MARCH 29, 2020, PRIOR TO 10:00 A.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: April 1, 2021

Submitted By: Rhomari Jackson, Management Services

Department: Management Services

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.

John Hackbarth, <i>Chairperson</i> drhackbarth@texasdentalhealth.com	Randy Dietel, <i>Vice-Chairperson</i> randy@pilinginc.com
Genie Jennings	William Etheredge
Rev. Jerry Lee, Jr.	City Staff: Kyle Dickson, City Attorney Jon Branson, 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: April 1, 2021

Submitted By: Rhomari Jackson, Management Services

Department: Management Services

Information

ACTION REQUEST (Brief Summary)

Consider and take action on the Texas City Harbour Foreign Trade Zone Corporation Minutes for October 30, 2019.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Minutes

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

MINUTES

OCTOBER 30, 2020 - 3:00 P.M.

CITY HALL CONFERENCE ROOM

The Texas City Harbour Foreign Trade Zone Corporation Board of Directors met October 30, 2019, at 3:00 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 3:20 p.m. by John Hackbarth with the following in attendance:

(1) ROLL CALL

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

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

(2) NEW BUSINESS

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

After a short discussion, it was decided to keep John Hackbarth as Chairperson and Randy Dietel as Vice-Chairperson.

Motion by Director Rev. Jerry Lee, Seconded by Director Genie Jennings Rev. Jerry Lee motioned to make John Hackbarth Chairperson and Randy Dietel Vice-Chairperson.

Vote: 5 - 0 CARRIED

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

Motion by Director Rev. Jerry Lee, Seconded by Director Genie Jennings

Vote: 5 - 0 CARRIED

- (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.

Nicholas Finan, Executive Director of Management Services, stated that bills have been sent out and payments were received from Valero and Marathon. Also, annual reports have been filed.

Motion by Director Genie Jennings, Seconded by Director Rev. Jerry Lee

Vote: 5 - 0 CARRIED

- (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.

Laura Boyd, Finance Director, stated that operating fees from Valero and Marathon are included in this budget along with salaries paid through this budget.

Randy Dietel asked if NextDecade paid upfront?

Nick Finan, Executive Director of Management Services, explained that there is a lease agreement. Nick also stated that he anticipates the budget to increase by 5%.

Motion by Director William Etheredge, Seconded by Director Genie Jennings Motioned to approve with increased fees.

Vote: 5 - 0 CARRIED

(3) UPDATES

There were none.

(4) BOARD COMMENTS

There were none.

(5) ADJOURNMENT

Having no further business, Genie Jennings made a motion to adjourn at 3:34 p.m.; the motion was SECONDED by Rev. Jerry Lee. 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: April 1, 2021

Submitted By: Rhomari Jackson, Management Services

Department: Management Services

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 21-01, approving the actions of the Officers of the Texas City Harbour Foreign Trade Zone for the 2019-2020 fiscal year.

BACKGROUND

Our City Attorney has recommended this resolution to validate the smaller items budgetary in nature (under the threshold that requires board approval and budgeted item) 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. Or items not budgetary in nature generally.

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION

RESOLUTION NO. 21-01

A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION DURING THE 2019 - 2020 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 April 1, 2021, 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 2019-2020 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 2019-2020 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 1st day of April 2021.

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: April 1, 2021

Submitted By: Rhomari Jackson, Management Services

Department: Management Services

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 19-02 adopting the 2020-2021 fiscal year budget of the Texas City Harbour Foreign Trade Zone Corporation.

BACKGROUND

This is the annual budget as prepared and approved by City Commission. Laura Boyd or Ryan McClellan will be present to discuss and answer questions.

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution

Attachment

TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION

RESOLUTION NO. 21-02

A RESOLUTION ADOPTING THE TEXAS CITY HARBOUR FOREIGN TRADE ZONE CORPORATION 2020 - 2021 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 April 1, 2020, a general discussion was held concerning the proposed 2020-2021 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 2020-2021 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 2020-2021 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 1st day of April 2021.

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 2020-21 ADOPTED BUDGET**

ACCOUNT	ACCOUNT DESCRIPTION	FY 2018-19 ACTUAL	FY 2019-20 AMENDED BUDGET	FY 2019-20 YEAR END PROJECTION	FY 2020-21 ADOPTED BUDGET
REVENUES: 805-000					
48115	RENT INCOME-SHOAL POINT			-	-
*RENTS & CONCESSIONS					
		-	-	-	-
48802	INTEREST INCOME		-	-	-
48816	FTZ OPERATING FEES	97,961	95,780	95,780	95,780
*OTHER REVENUES					
		97,961	95,780	95,780	95,780
TOTAL REVENUES		97,961	95,780	95,780	95,780
EXPENDITURES: 805-050					
51010	SALARIES	49,794	60,000	60,000	52,733
51030	OVERTIME PAY			-	-
51070	LIFE & DISABILITY 1.04%	197	624	624	548
51080	RETIREMENT 16.24% ; 16.60%	8,117	16,980	16,980	8,706
51090	MEDICARE TAX 1.45%	696	870	870	765
51110	INSURANCE-HEALTH/DENTAL/VISION	3,730	10,000	10,000	10,000
*SALARIES & BENEFITS					
		62,534	88,474	88,474	72,752
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		1,500	-	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		-	-	-
*CONTRACTUAL SERVICES					
		-	5,850	-	5,850
54300	TRAINING & PERSONNEL		-	-	-
*CONTRACTUAL SERVICES					
		-	-	-	-
TOTAL EXPENDITURES		62,534	94,874	88,474	79,152
EXCESS OF REVENUES OVER(UNDER) EXPENDITURES		35,427	906	7,306	16,628
FUND BALANCE-BEGINNING OF YEAR		42,391	77,817	77,817	85,123
FUND BALANCE-END OF YEAR		\$ 77,817	\$ 78,723	\$ 85,123	\$ 101,751