

NOTICE: ANY SUBJECT APPEARING ON THIS AGENDA, REGARDLESS OF HOW THE MATTER IS STATED, MAY BE ACTED UPON BY THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION.

PUBLIC FACILITIES DEVELOPMENT CORPORATION
BOARD OF DIRECTORS ANNUAL MEETING

AGENDA

NOVEMBER 2, 2022 - 3:00 P.M.

CITY HALL COUNCIL 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. PUBLIC COMMENTS
3. NEW BUSINESS
 - a. Consider and take action on the election of Officers and Oath of Officers.
 - b. Consider and take action on the Public Facilities Development Corporation Minutes for December 8, 2021.
 - c. Consider and take action on Resolution No. 2022-01, approving the actions of the Officers of the Public Facilities Development Corporation for the 2021-2022 fiscal year.
 - d. Consider and take action on Resolution No. 2022-02, adopting the 2022-2023 fiscal year budget for the Public Facilities Development Corporation.
4. UPDATE
5. BOARD COMMENTS
6. 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 28, 2022 PRIOR TO 3:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

Public Facilities Development Corporation

**Public Facility Development Corporation
Agenda**

3. a.

Meeting Date: 11/02/2022

Submitted By: Rhomari Leigh, 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

Oath- Chair

Oath-ViceChair

PUBLIC FACILITIES DEVELOPMENT CORPORATION

CHARTER/FILE NO. 124862801 APPROVED BY SECRETARY OF STATE ON 11/3/92

PURPOSE: The purpose of the Public Facilities Development Corporation is to enhance the welfare and/or prosperity of the citizens of the City (Texas City, Texas) and the State of Texas through the acquisition, financing, construction, equipping, operation, and/or leasing, on behalf of the City, of facilities that promote or encourage economic, civic, social, and/or educational development or expansion. The Corporation shall have all of the powers granted to non-profit corporations under the Act and other applicable law, including (without limitation) the power to incur financial obligations. These obligations shall not constitute a liability of the City. (The above purpose statements are taken from the Articles of Incorporation approved on 11/3/92.)

PUBLIC FACILITIES DEVELOPMENT 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, D.D.S., Chairperson Term Expires: 9/30/2023 drhackbarth@texasdentalhealth.com	Randy Dietel, Vice Chairperson Term Expires: 9/30/2023 randy@pilinginc.com
Larry Edrozo, Director Term Expires: 9/30/2025	Rev. Jerry Lee Director Term Expires: 9/30/2023
William T. Etheredge, III, Director Term Expires: 9/30/2025	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

OATH OF OFFICE

PUBLIC FACILITIES DEVELOPMENT CORPORATION

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Chairperson of the Public Facilities Development Corporation, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

SWORN TO and subscribed before me by affiant on this 3rd day of November 2022.

Signature of Person Administering Oath

(Seal)

Rhomari Leigh
Printed Name

City Secretary
Title

OATH OF OFFICE

PUBLIC FACILITIES DEVELOPMENT CORPORATION

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Vice Chairperson of the Public Facilities Development Corporation, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

SWORN TO and subscribed before me by affiant on this 3rd day of November 2022.

Signature of Person Administering Oath

(Seal)

James Hartshorn

Printed Name

City Secretary

Title

**Public Facility Development Corporation
Agenda**

3. b.

Meeting Date: 11/02/2022

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on the Public Facilities Development Corporation Minutes for December 8, 2021,

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Minutes

PUBLIC FACILITIES DEVELOPMENT CORPORATION
BOARD OF DIRECTORS ANNUAL MEETING

MINUTES

DECEMBER 8, 2021 - 4:00 P.M.

CITY HALL CONFERENCE ROOM

The Public Facilities Development Corporation Board of Directors met on December 8, 2021, at 4:00 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 4:20 p.m. by John Hackbarth with the following in attendance:

(1) ROLL CALL

Present: John Hackbarth, Chairperson
William T. Etheredge, III, Director
Rev. Jerry Lee, Director
Laura Boyd, Finance Director / Ex-Officio Member

Absent: Randy Dietel, Vice-Chairperson
Joe Kainer, Director

Staff Present: Jon Branson, Executive Director of Management Services
Rhomari Leigh, Board Secretary
Garrett McLeod, Economic Development Director
George Fuller, City Staff
Ryan McClellen, City Staff

Attendees: Henry Gomez, Resident

(2) NEW BUSINESS

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

Motion by Director William T. Etheredge, III, Seconded by Director Rev. Jerry Lee to keep the same Chairperson (John Hackbarth) and Vice-Chairperson (Randy Dietel).

Vote: 3 - 0 CARRIED

- (b)** Consider and take action on the Public Facilities Development Corporation Minutes for April 1, 2021.

Motion by Director Rev. Jerry Lee, Seconded by Director William T. Etheredge, III

Vote: 3 - 0 CARRIED

- (c)** Consider and take action on Resolution No. 21-04, approving the actions of the Officers of the Public Facilities Development Corporation for the 2020-2021 fiscal year.

Motion by Director William T. Etheredge, III, Seconded by Director Rev. Jerry Lee

Vote: 3 - 0 CARRIED

- (d) Consider and take action on Resolution No. 21-05, adopting the 2021-2022 fiscal year budget for the Public Facilities Development Corporation.

Motion by Director Rev. Jerry Lee, Seconded by Director William T. Etheredge, III

Vote: 3 - 0 CARRIED

- (3) UPDATE

There were none.

- (4) BOARD COMMENTS

There were none.

- (5) ADJOURNMENT

Having no further business, Jerry Lee, made a motion to adjourn at 4:28 p.m.; The motion was SECONDED by William Etheredge. The meeting was adjourned.

Board Secretary
Public Facilities Development Corporation

Date Approved: _____

**Public Facility Development Corporation
Agenda**

3. c.

Meeting Date: 11/02/2022

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 2022-01, approving the actions of the Officers of the Public Facilities Development Corporation for the 2021-2022 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

PUBLIC FACILITIES DEVELOPMENT CORPORATION

RESOLUTION NO. 2022-01

A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION (PFDC) DURING THE 2021-2022 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 Public Facilities Development Corporation (PFDC), duly held on November 2, 2022, consideration was given to approving the actions of the Officers of the Board of Directors of the Public Facilities Development Corporation during the 2021-2022 Fiscal Year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION THAT:

SECTION 1: All of the actions taken by the Officers of the Board of Directors of the Public Facilities Development Corporation (PFDC) during the 2021-2022 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 2nd day of November 2022.

CHAIRPERSON/VICE CHAIRPERSON
Public Facilities Development Corporation

ATTEST:

BOARD SECRETARY
Public Facilities Development Corporation

**Public Facility Development Corporation
Agenda**

3. d.

Meeting Date: 11/02/2022

Approving the adopted budget FY 22-23

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 2022-02, adopting the 2022-2023 fiscal year budget for the Public Facilities Development Corporation.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution

Budget

PUBLIC FACILITIES DEVELOPMENT CORPORATION

RESOLUTION NO. 2022-02

A RESOLUTION ADOPTING THE PUBLIC FACILITIES DEVELOPMENT CORPORATION 2022-2023 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 Public Facilities Development Corporation (PFDC), duly held on November 2, 2022, a general discussion was held concerning the proposed 2022-2023 Fiscal Year Budget of the Public Facilities Development Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION THAT:

SECTION 1: The Board of Directors of the Public Facilities Development Corporation hereby approves the 2022-2023 Fiscal Year Budget, for the Public Facilities Development Corporation, as approved by the City Commission of the City of Texas City.

SECTION 2: A copy of said Fiscal Year 2022-2023 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 2nd day of November 2022.

CHAIRPERSON/VICE CHAIRPERSON
Public Facilities Development Corporation

ATTEST:

BOARD SECRETARY
Public Facilities Development Corporation

**T.C. PUBLIC FACILITIES DEVELOPMENT CORP.
REVENUES & EXPENDITURES
FUND 803**

**CITY OF TEXAS CITY, TEXAS
FY 2022-23 PROPOSED BUDGET**

ACCOUNT	ACCOUNT DESCRIPTION	FY 2020-21 ACTUAL	FY 2021-22 AMENDED BUDGET	FY 2021-22 YEAR END PROJECTION	FY 2022-23 PROPOSED BUDGET
REVENUES: 803-000					
48108	RENT INCOME-D.H.S. & P.R.S.	263,090	-	220,000	220,000
*RENTS & CONCESSIONS		263,090	-	220,000	220,000
48205	NET CHANGE IN FV INVESTMENTS			(5,300)	
48801	MISCELLANEOUS INCOME	-	-	-	-
48802	INTEREST INCOME	-	4,000	500	750
*OTHER REVENUES		-	4,000	(4,800)	750
49103	PROCEEDS FROM SALE OF LAND	-	-	-	-
*OTHER SOURCES		-	-	-	-
TOTAL REVENUES		263,090	4,000	215,200	220,750
EXPENDITURES: 803-050					
51XXX	SALARIES AND BENEFITS	-	51,625	-	-
*SALARIES & BENEFITS		-	51,625	-	-
53060	EXPENSE-ADMINISTRATIVE	-	-	-	-
53065	EXPENSE-MAINLAND CHILDREN'S	263,090	-	220,000	220,000
53200	UTILITIES	-	-	-	-
53540	MAINTENANCE-BLDG. & GROUNDS	-	1,000	-	1,000
53680	PROFESSIONAL FEES	-	-	-	-
*CONTRACTUAL SERVICES		263,090	1,000	220,000	221,000
55010	LAND & BUILDING IMPROVEMENTS	-	-	-	-
55720	PROCUREMENT OF PROPERTY	-	-	-	-
*CAPITAL OUTLAY		-	-	-	-
TOTAL EXPENDITURES		263,090	52,625	220,000	221,000
EXCESS OF REVENUES OVER(UNDER) EXPENDITURES		-	(48,625)	(4,800)	(250)
FUND BALANCE-BEGINNING OF YEAR		147,680	147,680	147,680	142,880
FUND BALANCE-END OF YEAR		\$ 147,680	\$ 99,055	\$ 142,880	\$ 142,630