

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

JANUARY 30, 2024 - 4:00 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 November 2, 2022.
  - c. Consider and take action on Resolution No. 2024-01, approving the action of the Officers of the Public Facilities Development Corporation for the 2022-2023 fiscal year.
  - d. Consider and take action on Resolution No. 2024-02, adopting the 2023-2024 fiscal year budget for the Public Facilities Development Corporation.
4. UPDATES
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 JANUARY 25, 2024, PRIOR TO 4:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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Public Facilities Development Corporation

**Public Facility Development Corporation  
Agenda**

**3. a.**

**Meeting Date:** 01/30/2024

**Submitted By:** Rhomari Leigh, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

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

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Members

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**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.

<b>John Hackbarth, D.D.S., <i>Chairperson</i></b> Term Expires: 9/30/2026	<b>Randy Dietel, <i>Vice Chairperson</i></b> Term Expires: 9/30/2026
<b>Judith Silva, <i>Director</i></b> Term Expires: 9/30/2024	<b>Rev. Jerry Lee, <i>Director</i></b> Term Expires: 9/30/2026
<b>William T. Etheredge, III, <i>Director</i></b> Term Expires: 9/30/2025	<b>City Staff:</b> Kyle Dickson, City Attorney Jon Branson, Executive Director of Management Services Ryan McClellan, Interim Director of Finance Rhomari Leigh, Board Secretary Justin Herter – Board Secretary Alternate

**Public Facility Development Corporation  
Agenda**

**3. b.**

**Meeting Date:** 01/30/2024

**Submitted By:** Rhomari Leigh, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the Public Facilities Development Corporation Minutes for November 2, 2022.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Minutes

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PUBLIC FACILITIES DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS ANNUAL MEETING

MINUTES

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

CITY HALL COUNCIL ROOM

The Public Facilities Development Corporation Board of Directors met on November 2, 2022, 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 3:09 p.m. by John Hackbarth, with the following in attendance:

(1) ROLL CALL

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

Staff Present: Jon Branson, Executive Director of Management Services  
Rhomari Leigh, Board Secretary  
Kyle Dickson, City Attorney

Attendees: Henry Gomez, Resident

(2) PUBLIC COMMENTS

There were none.

(3) 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 John Hackbarth as Chairperson and Randy Dietel as Vice-Chairperson.

**Vote:** 5 - 0 CARRIED

- (b) Consider and take action on the Public Facilities Development Corporation Minutes for December 8, 2021.

Motion by Director William T. Etheredge, III, Seconded by Vice-Chairperson Randy Dietel

**Vote:** 5 - 0 CARRIED

- (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.

Motion by Vice-Chairperson Randy Dietel, Seconded by Director Rev. Jerry Lee

**Vote:** 5 - 0 CARRIED

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

Motion by Vice-Chairperson Randy Dietel, Seconded by Director Rev. Jerry Lee

**Vote:** 5 - 0 CARRIED

(4) UPDATE

There were none.

(5) BOARD COMMENTS

There were none.

(6) ADJOURNMENT

Having no further business, the meeting was adjourned at 3:14 p.m.

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Board Secretary  
Public Facilities Development Corporation

Date Approved: \_\_\_\_\_

**Public Facility Development Corporation  
Agenda**

**3. c.**

**Meeting Date:** 01/30/2024

**Submitted By:** Rhomari Leigh, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 2024-01, approving the action of the Officers of the Public Facilities Development Corporation for the 2022-2023 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 Boards 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**

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**Attachments**

Resolution

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**PUBLIC FACILITIES DEVELOPMENT CORPORATION**

**RESOLUTION NO. 2024-01**

**A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION (PFDC) DURING THE 2022-2023 FISCAL YEAR; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, at a meeting of the Board of Directors of the Public Facilities Development Corporation (PFDC), duly held on January 30, 2024, consideration was given to approving the actions of the Officers of the Board of Directors of the Public Facilities Development Corporation during the 2022-2023 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 2022-2023 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 January 2024.**

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CHAIRPERSON/VICE CHAIRPERSON  
Public Facilities Development Corporation

ATTEST:

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BOARD SECRETARY  
Public Facilities Development Corporation

**Public Facility Development Corporation  
Agenda**

**3. d.**

**Meeting Date:** 01/30/2024

**Submitted By:** Rhomari Leigh, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 2024-02, adopting the 2023-2024 fiscal year budget for the Public Facilities Development Corporation.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Resolution

Budget

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**PUBLIC FACILITIES DEVELOPMENT CORPORATION**

**RESOLUTION NO. 2024-02**

**A RESOLUTION ADOPTING THE PUBLIC FACILITIES DEVELOPMENT CORPORATION 2023-2024 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 January 30, 2024, a general discussion was held concerning the proposed 2023-2024 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 2023-2024 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 2023-2024 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 January 2024.**

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CHAIRPERSON/VICE CHAIRPERSON  
Public Facilities Development Corporation

ATTEST:

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BOARD SECRETARY  
Public Facilities Development Corporation

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

**CITY OF TEXAS CITY, TEXAS  
FY 2023-24 ADOPTED BUDGET**

ACCOUNT	ACCOUNT DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 AMENDED BUDGET	FY 2022-23 YEAR END PROJECTION	FY 2023-24 ADOPTED BUDGET
<b>REVENUES: 803-000</b>					
48108	RENT INCOME-D.H.S. & P.R.S.	285,019	220,000	220,000	220,000
<b>*RENTS &amp; CONCESSIONS</b>		<b>285,019</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>
48205	NET CHANGE IN FV INVESTMENTS	(7,974)		2,400	
48801	MISCELLANEOUS INCOME			-	-
48802	INTEREST INCOME	526	750	2,300	1,000
<b>*OTHER REVENUES</b>		<b>(7,448)</b>	<b>750</b>	<b>4,700</b>	<b>1,000</b>
49103	PROCEEDS FROM SALE OF LAND			-	-
<b>*OTHER SOURCES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>		<b>277,571</b>	<b>220,750</b>	<b>224,700</b>	<b>221,000</b>
<b>EXPENDITURES: 803-050</b>					
51XXX	SALARIES AND BENEFITS			-	-
<b>*SALARIES &amp; BENEFITS</b>				<b>-</b>	<b>-</b>
53060	EXPENSE-ADMINISTRATIVE			-	-
53065	EXPENSE-MAINLAND CHILDREN'S	241,166	220,000	220,000	220,000
53200	UTILITIES			-	-
53540	MAINTENANCE-BLDG. & GROUNDS			-	1,000
53680	PROFESSIONAL FEES			236	-
<b>*CONTRACTUAL SERVICES</b>		<b>241,166</b>	<b>220,000</b>	<b>220,236</b>	<b>221,000</b>
55010	LAND & BUILDING IMPROVEMENTS			-	-
55720	PROCUREMENT OF PROPERTY			-	-
<b>*CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>		<b>241,166</b>	<b>220,000</b>	<b>220,236</b>	<b>221,000</b>
<b>EXCESS OF REVENUES OVER(UNDER) EXPENDITURES</b>		<b>36,405</b>	<b>750</b>	<b>4,464</b>	<b>-</b>
<b>FUND BALANCE-BEGINNING OF YEAR</b>		<b>147,680</b>	<b>184,085</b>	<b>184,085</b>	<b>188,549</b>
<b>FUND BALANCE-END OF YEAR</b>		<b>\$ 184,085</b>	<b>\$ 184,835</b>	<b>\$ 188,549</b>	<b>\$ 188,549</b>