

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

WEDNESDAY, DECEMBER 16, 2015 3:30 P.M.
CITY HALL CONFERENCE ROOM
1801 9th Avenue North
Texas City, TX 77590

1. ROLL CALL
2. NEW BUSINESS
 - a. Consider and take action of election of officers and Oath of Officers.
 - b. Consider and take action on Minutes of the March 23, 2015, Public Facilities Development Corporation Board meeting.
 - c. Consider and take actions of Resolution No. 15-03, approving the actions of the Officers of the Public Facilities Development Corporation for the previous fiscal year 2014-2015.
 - d. Consider and take action on Resolution 15-04, adopting the 2015-2016 fiscal year budget of the Public Facilities Development Corporation.
3. UPDATE
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 FRIDAY, DECEMBER 11, 2015, AT 3:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

/S/ Michelle L. Garcia
Michelle L. Garcia, Board Secretary
Public Facilities Development Corporation

Public Facility Development Corporation Agenda

2. a.

Meeting Date: 12/16/2015

Submitted By: Michelle Garcia, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action of election of officers and Oath of Officers.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

No file(s) attached.

Public Facility Development Corporation Agenda

2. b.

Meeting Date: 12/16/2015

Submitted By: Michelle Garcia, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Minutes of the March 23, 2015, Public Facilities Development Corporation Board meeting.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

[3.23.2015 PCFD Minutes](#)

PUBLIC FACILITIES DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

MINUTES

March 23, 2015 - 4:00 P.M.

CITY HALL CONFERENCE ROOM
1801 9th Avenue North
Texas City, TX 77590

The Public Facilities Development Corporation Board of Directors met Monday, March 23, 2015 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 4:16 P.M., by Chairman Randy Dietel with the following in attendance:

(1) ROLL CALL

Present: Randy Dietel, Chairperson
William T. Etheredge, III, Vice-Chairperson
John Hackbarth, Alternate

Absent: Beverly Delaney Mitchell, Director
Beverly G. Lewis, Alternate

Staff Present: Nicholas Finan, Executive Director of Management Services
James Hartshorn, Economic Development Coordinator
Justin Herter, Administrative Assistant
Michelle Garcia, Board Secretary/Administrative Assistant

Attendees: Henry Gomez, Citizen

(2) NEW BUSINESS

- (a)** Consider and take action on Minutes of the September 24, 2014 Public Facilities Development Corporation Board Meeting.

Motion by Director William T. Etheredge, Seconded by Alternate Director John Hackbarth to approve the September 24, 2014, Public Facilities Development Corporation Minutes as presented in the packet.

Vote: 3 - 0 CARRIED

- (b)** Consider and take action on Resolution No. 15-01, authorizing expenditure of funds for the improvement to public property owned by the Texas City Historical Preservation Corporation located at 628 4th Avenue North, Texas City for the construction of awnings, additional signage, covers/signs for air conditioning, patch work and paint.

Nicholas Finan, Executive Director of Management Services, stated that the purpose of the Public Facilities Corporation as stated in its incorporation document is to "enhance the welfare and/or prosperity of the citizens of the City (Texas City, Texas) and 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 Food Bank property is owned by the Texas City Historical Preservation Corporation which has little to no reserve funds, nor generate funds to be able to perform the work. The Public Facilities Corporation has over \$380,000 in fund balance.

James Hartshorn, Economic Development Coordinator, stated that the work to be performed would be the construction of awnings, construction of some patch work on the exterior to and paint to "hide" the patch, construction of signs and covers for the air conditioning units located on the front of the building.

Currently, we have an estimated cost of \$2,800 for awnings, \$2112 for marblecrete patching, \$1,380 for paint, \$4,000 for AC unit covers/signs, and \$500 for additional signage. Approval is sought for a total not to exceed \$11,000 for said expenses.

John Hackbarth, Alternate Director, asked if these were long awnings?

James Hartshorn, Economic Development Coordinator, stated No, the awnings will be about 8' wide and 4' deep to be constructed over the doorway.

William T.Etheredge, III, Director, asked why are they going to be made out of canvas and not out of something more durable like metal?

James Hartshorn, Economic Development Coordinator, stated that the canvas will be less expensive than the metal and the color will last 10 years and replacement canvass is only about \$180.00.

Motion by Alternate John Hackbarth, Seconded by Director William T.Etheredge, III, to approve Resolution No. 15-01, authorizing expenditure of funds for the improvement to public property owned by the Texas City Historical Preservation Corporation located at 628 4th Avenue North, Texas City for the construction of awnings, additional signage, covers/signs for air conditioning, patch work and paint.

Vote: 3 - 0 CARRIED

- (c) Consider and take action on Resolution No.15-02, to amend the budget to transfer funds from Public Facilities Development Corporation Fund Balance to Land Building Improvements.

Laura Boyd, Finance Director, stated that we are appropriating funds for improvements listed in item 2b. We will be transferring funds of \$11,000.00 from the Public Facilities Development Corporation Fund Balance to Public Facilities Development Corporation Land & Building Improvements in the amount of \$11,000.00. This amendment will also go to the City Commission for the approval of a budget amendment.

Motion by Alternate Director John Hackbarth, Seconded by Director William T.Etheredge, III, to approve Resolution No. 15-02, to amend the budget to transfer funds from Public Facilities Development Corporation Fund Balance to Land Building Improvements.

Vote: 3 - 0 CARRIED

- (3) UPDATE

None.

- (4) BOARD COMMENTS

Chairperson Randy Dietel stated that the Community Family Center and the Food Center looks good.

- (5) ADJOURNMENT

Having no further business, Director William T. Etheredge III, made a motion to adjourn at 4:29 P.M.; The motion was SECONDED by Alternate Director John Hackbarth. The meeting was adjourned.

Michelle L. Garcia
Board Secretary
Public Facilities Development Corporation

Date Approved: _____

Public Facility Development Corporation Agenda

Res 13-04

Meeting Date: 12/16/2015

Actions of the Officers

Submitted By: Michelle Garcia, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take actions of Resolution No. 15-03, approving the actions of the Officers of the Public Facilities Development Corporation for the *previous* fiscal year 2014-2015.

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 or advertisement in a newspaper and are approved within the budget

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution No. 15-03 Approving the actions of the Officers of the PFDC for 2014-2015 Fiscal Year

PUBLIC FACILITIES DEVELOPMENT CORPORATION

RESOLUTION NO. 15-03

A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE PUBLIC FACILITIES DEVELOPMENT CORPORATION (PFDC) DURING THE 2014-2015 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 December 16, 2015, consideration was given to approving the actions of the Officers of the Board of Directors of the Public Facilities Development Corporation during the 2014-2015 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 2014-2015 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 16th day of December, 2015.

CHAIRPERSON/VICE CHAIRPERSON
Public Facilities Development Corporation

ATTEST:

Michelle L. Garcia
BOARD SECRETARY
Public Facilities Development Corporation

Public Facility Development Corporation Agenda

2. d.

Meeting Date: 12/16/2015

Submitted By: Michelle Garcia, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution 15-04, adopting the 2015-2016 fiscal year budget of the Public Facilities Development Corporation.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution No. 15-04 Adopting the budget for fiscal year 2015-2016

Exhibit A - 2015-2016 Public Facilities Development Budget

PUBLIC FACILITIES DEVELOPMENT CORPORATION

RESOLUTION NO. 15-04

A RESOLUTION ADOPTING THE DANFORTH HEALTH FACILITIES CORPORATION 2015-2016 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 December 16, 2015, a general discussion was held concerning the proposed 2015-2016 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 2015-2016 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 2015-2016 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 16th day of December, 2015.

CHAIRPERSON/VICE CHAIRPERSON
Public Facilities Development Corporation

ATTEST:

Michelle L. Garcia
BOARD SECRETARY
Public Facilities Development Corporation

T.C. PUBLIC FACILITIES DEVELOPMENT CORP. - 803
REVENUES & EXPENDITURES

CITY OF TEXAS CITY, TEXAS
FY 2015-16 ADOPTED BUDGET

ACCOUNT	ACCOUNT DESCRIPTION	FY 2012-13 ACTUAL	FY 2013-14 ACTUAL	FY 2014-15 AMENDED BUDGET	FY 2014-15 YEAR END PROJECTION	FY 2015-16 ADOPTED BUDGET
REVENUES:						
803-000-48107	RENT INCOME-MAINLAND CHILDREN'S	-	-	-	-	-
803-000-48108	RENT INCOME-D.H.S. & P.R.S.	238,474	240,998	240,998	240,998	240,998
*RENTS & CONCESSIONS		238,474	240,998	240,998	240,998	240,998
803-000-48801	MISCELLANEOUS INCOME	-	-	-	-	-
803-000-48802	INTEREST INCOME	611	1,080	1,000	1,000	1,000
*OTHER REVENUES		611	1,080	1,000	1,000	1,000
803-000-49103	PROCEEDS FROM SALE OF LAND	-	-	-	-	-
*OTHER SOURCES		-	-	-	-	-
TOTAL REVENUES		239,084	242,078	241,998	241,998	241,998
EXPENDITURES:						
803-050-51010	SALARIES	-	-	-	-	20,930
*SALARIES & BENEFITS		-	-	-	-	20,930
803-050-53060	EXPENSE-ADMINISTRATIVE	117	34	-	-	-
803-050-53065	EXPENSE-MAINLAND CHILDREN'S	225,305	240,998	240,998	240,998	240,998
803-050-53200	UTILITIES	(5,435)	(472)	-	-	-
803-050-53540	MAINTENANCE-BLDG. & GROUNDS	2,600	849	5,000	-	1,000
*CONTRACTUAL SERVICES		222,586	241,409	245,998	240,998	241,998
803-050-55010	LAND & BUILDING IMPROVEMENTS	50,000	-	-	-	-
803-050-55720	PROCUREMENT OF PROPERTY	-	-	-	-	-
*CAPITAL OUTLAY		50,000	-	-	-	-
TOTAL EXPENDITURES		272,586	241,409	245,998	240,998	262,928
EXCESS OF REVENUES OVER(UNDER) EXPENDITURES		(33,502)	669	(4,000)	1,000	(20,930)
FUND BALANCE-BEGINNING OF YEAR		418,996	385,494	386,163	386,163	387,163
FUND BALANCE-END OF YEAR		\$ 385,494	\$ 386,163	\$ 382,163	\$ 387,163	\$ 366,233