



City of South Padre Island
Historic Preservation Committee

REGULAR MEETING

Tuesday, February 4, 2014
4:15 P.M. AT THE MUNICIPAL BUILDING,
CITY COUNCIL CHAMBERS, 2ND FLOOR
4601 PADRE BOULEVARD, SOUTH PADRE ISLAND, TEXAS

Mr. Steve Hathcock, Chairman

Mary Ann Tous, Vice Chairman

Susan Holmes

Melba Fassold

Angie Roach

Leo F. "Speck" Sanders

Vacant

Questions regarding this agenda should be directed to the South Padre Island Convention & Visitors Bureau Staff at 956-761-3000. This facility is wheelchair accessible, and accessible parking spaces are available. Requests for accommodations of interpretive services must be made 48 hours prior to this meeting. Please contact building official, Jay Mitchim; ADA designated responsible party at (956) 761-8103.

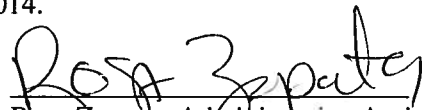
**NOTICE OF MEETING
THE CITY OF SOUTH PADRE ISLAND
HISTORIC PRESERVATION COMMITTEE**

NOTICE IS HEREBY GIVEN THAT THE HISTORIC PRESERVATION COMMITTEE OF THE CITY OF SOUTH PADRE ISLAND, TEXAS WILL HOLD A REGULAR MEETING ON:

TUESDAY, FEBRUARY 4TH, 2014
4:15 P.M AT THE MUNICIPAL BUILDING,
CITY COUNCIL CHAMBERS, 2ND FLOOR
4601 PADRE BOULEVARD, SOUTH PADRE ISLAND, TEXAS

1. Call to order.
2. Pledge of Allegiance.
3. Public announcements and comments: *This is an opportunity for citizens to speak to the Historic Preservation Committee relating to agenda or non-agenda items. Speakers are required to address the HISTORIC PRESERVATION COMMITTEE at the podium and give their name before addressing their concerns. (Note: State law will not permit the HISTORIC PRESERVATION COMMITTEE to discuss, debate or consider items that are not on the agenda. Citizen comments may be referred to Convention and Visitors Bureau staff or may be placed on the agenda of a future HISTORIC PRESERVATION COMMITTEE meeting.)*
4. Consent Agenda:
 - a. Approve minutes of minutes for October 1, 2013 Regular meeting. (Zapata)
5. Discussion and action regarding election of a Chair and Vice Chair for the Historic Preservation Committee. (Zapata)
6. Discussion and action regarding board members Open Meetings Act Training and Resolution No. 2012-09 and 2012-10 Acceptance Form.(Zapata)
7. Discussion and action regarding update of Dr. James Stillman information for the Wall of Honor plaque. (Holmes)
8. Discussion and action regarding changing the meeting time of the Historic Preservation Committee from 4:00 p.m. to 4:15 p.m. (Hathcock)
9. Set new meeting date/agenda items for next meeting.
10. Adjourn.

DATED THIS THE 31 DAY OF January, 2014.


Rosa Zapata, Administrative Assistant

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THE NOTICE OF MEETING OF THE GOVERNING BODY OF THE CITY OF SOUTH PADRE ISLAND, TEXAS IS A TRUE AND CORRECT COPY OF SAID NOTICE AND THAT I POSTED A TRUE AND CORRECT COPY OF SAID NOTICE ON THE BULLETIN BOARD AT THE CITY HALL/MUNICIPAL BUILDING ON January 31, 2014, at 10:00 AM AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.


Rosa Zapata, Administrative Assistant



IF THERE MAY BE ONE OR MORE MEETINGS OF THE SOUTH PADRE ISLAND CITY COUNCIL ATTENDING THIS MEETING, AND IF SO, THIS STATEMENT SATISFIES THE REQUIREMENTS OF THE OPEN MEETINGS ACT.

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
CONSENT AGENDA**

MEETING DATE: February 4th, 2014

ITEM DESCRIPTION

NOTE: All matters listed under Consent Agenda are considered routine by the Historical Preservation Committee of the City of South Padre Island and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

Item to be considered is:

- a. Approval of minutes for meeting held on October 1, 2013 Regular meeting.

RECOMMENDATIONS/COMMENTS

Approve Consent Agenda

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
AGENDA REQUEST FORM**

MEETING DATE: February 4th, 2014

NAME & TITLE: Rosa Zapata, Sales Administrative Assistant

DEPARTMENT: Convention Centre

ITEM DESCRIPTION

- a. Approve minutes of October 1, 2013.

ITEM BACKGROUND

BUDGET/FINANCIAL SUMMARY

COMPREHENSIVE PLAN GOAL

LEGAL REVIEW

Sent to Legal: YES: _____ NO: _____

Approved by Legal: YES: _____ NO: _____

RECOMMENDATIONS/COMMENTS

Approve Minutes



**South Padre Island
Historic Preservation Committee
Minutes for October 1, 2013**

ITEM 1 – CALL TO ORDER

The Historical Preservation Committee of South Padre Island, Texas held a regular meeting on Tuesday, September 3, 2013 in the Joyce H. Adams Board Room, 2nd Floor, 4601 Padre Boulevard, South Padre Island, Texas. Chairman Steve Hathcock called the meeting to order at 4:00p.m. A quorum was present: Vice-Chairman Mary Ann Tous, Board Member Ms. Melba Fassold, Mr. Leo “Speck” Sanders and Ms. Susan Holmes.
Absent: Ms. Courtney Hill

ITEM 2 – PLEDGE OF ALLEGIANCE

Chairman Hathcock led the Pledge of Allegiance.

ITEM 3 – PUBLIC ANNOUNCEMENTS AND COMMENTS

Public comments and announcements were given at this time.

ITEM 4 – APPROVAL OF MINUTES FOR SEPTEMBER 3, 2013

Chairman Hathcock motioned to approve the minutes from September 3, 2013. Board Member Holmes motion, seconded by Board Member Fassold. Motion passed unanimously.

ITEM 5 – OLD BUSINESS

- A. Discussion and action concerning the wording for the Wall of Honor plaque for Dr. James Stillman. Board Member Fassold motioned to approve Board Member Holmes to edit the information, second by Board Member Tous. Vote taken motion passed unanimously.

ITEM 6 – SET NEW MEETING DATE

Next month meeting date will be on November 5th, 2013

ITEM 9- Chairman Hathcock adjourned the meeting at 4:30p.m.

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
AGENDA REQUEST FORM**

MEETING DATE: February 4th, 2014

NAME & TITLE: Rosa Zapata, Administrative Assistant

DEPARTMENT: Convention Centre

ITEM DESCRIPTION

Discussion and action regarding election of a Chair and Vice Chair for the Historic Preservation Committee.

ITEM BACKGROUND

BUDGET/FINANCIAL SUMMARY

COMPREHENSIVE PLAN GOAL

LEGAL REVIEW

Sent to Legal: YES: _____ NO: _____

Approved by Legal: YES: _____ NO: _____

RECOMMENDATIONS/COMMENTS

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
AGENDA REQUEST FORM**

MEETING DATE: February 4th, 2014

NAME & TITLE: Rosa Zapata, Administrative Assistant

DEPARTMENT: Convention Centre

ITEM DESCRIPTION

Discussion and action regarding board members Open Meetings Act Training and Resolution No. 2012-09/2012-10 Acceptance Form.

ITEM BACKGROUND

BUDGET/FINANCIAL SUMMARY

COMPREHENSIVE PLAN GOAL

LEGAL REVIEW

Sent to Legal: YES: _____ NO: _____

Approved by Legal: YES: _____ NO: _____

RECOMMENDATIONS/COMMENTS



Open Meetings Act

To access the OMA Training:

1. Log on to the Attorney General's website at www.oag.state.tx.us
2. Click on "Open Government" box
3. Click on "Publications"
4. Click on "Open Meetings Act Training Video"
5. At the end of the video, you will get a code and instructions to print the certificate
6. After printing the certificate, please forward a copy to me so I can have on file.

Video is approximately 1 hour long.

Please send a copy of the certificate to Susan Hill, City Secretary at shill@MySpi.org or to Rosa Zapata at rosa@sopadre.com. The certificate is due by February 21st, 2014.



RESOLUTION NO. 2012-09

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SOUTH PADRE ISLAND, TEXAS, ESTABLISHING
PROCEDURES FOR CITY OF SOUTH PADRE ISLAND
BOARDS, COMMISSIONS AND COMMITTEE MEMBERS TO
OBTAIN OPEN MEETINGS ACT TRAINING.**

WHEREAS, the Attorney General of the State of Texas has mandated training concerning the Open Meetings Act for City Council and certain regulatory boards of cities such as Board of Adjustments, Planning and Zoning Commission and the Economic Development Commission; and

WHEREAS, it is the position of the City of South Padre Island City Council that despite the fact that the Texas Open Meetings Act (Act) provisions may not be technically applicable to all appointed Boards, Commissions, and Committees, that procedurally it is important that all such Boards, Commissions and Committees (Boards) should follow the Act for uniformity of conduct to provide notice to the public of their activities and therefore accordingly all should avail themselves of the Open Meetings Act training offered by the Attorney General's Office; and

WHEREAS, the City Council wishes to establish procedures for all boards, commissions and committees (Boards) of the City to follow so that volunteer members have a clear understanding of the requirements expected of them at the time of appointment;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of South Padre Island, Texas:

SECTION 1. INFORMATION GIVEN TO APPLICANTS

Each applicant shall be given a copy of this Resolution explaining the requirements for Open Meetings Act Training. The application for boards shall contain a statement stating that the applicant understands that if appointed, he/she is required to complete training within the time required by the Attorney General's Office which is currently 90 days after appointment.

SECTION 2. REQUIREMENTS UPON APPOINTMENT

Upon appointment, the newly appointed board member shall be required to complete the training. Training may be taken electronically by logging onto the Attorney General's

website or by viewing a video (DVD) that can be obtained through the City Secretary's office.

SECTION 3. PROCEDURE FOR NOTIFICATION OF DELINQUENCY

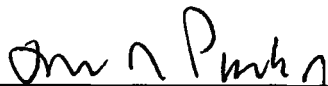
The City Secretary, or staff liaison, shall attempt to notify a board member by phone or e-mail approximately 15 days before the 90 day deadline if he/she has not completed the training. However, failure to notify the member is not an excuse for not completing the training. If the board member does not complete the Open Meetings Act Training within the required 90 days, the City Secretary or staff liaison shall notify the board member, by e-mail and/or phone, informing him/her that he/she has not completed the training, has forfeited his or her office and may no longer participate in the board meetings.

SECTION 4. IMPLEMENTATION

Board members currently serving shall have 45 days from the date of passage of this Resolution or 90 days after appointment, whichever is greater, to complete training.

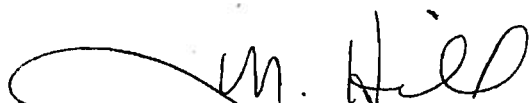
PASSED, APPROVED AND ADOPTED on this the 2nd day of May, 2012.

CITY OF SOUTH PADRE ISLAND, TEXAS



Robert N. Pinkerton, Jr., Mayor

ATTEST:



Susan M. Hill, City Secretary





RESOLUTION 2012-10

A RESOLUTION OF THE CITY COUNCIL ESTABLISHING MINIMUM ATTENDANCE REQUIREMENTS FOR THE CITY OF SOUTH PADRE ISLAND BOARDS, COMMISSIONS AND COMMITTEE MEMBERS; AND REPEALING ALL PRIOR RESOLUTIONS, OR PARTS THEREOF, IN CONFLICT HEREWITH

WHEREAS, the City Council strongly values citizens serving as members of its boards, commissions and committees. As interested community leaders, citizens provide an important service to the City of South Padre Island through board membership and participation; and

WHEREAS, regular attendance is required by all members of the City of South Padre Island's boards, commissions, committees; and

WHEREAS, the City Council of the City of South Padre Island desires to establish criteria to use in deciding whether to grant a request for excused absence; and


NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTH PADRE ISLAND, TEXAS THAT RESOLUTION 2012-10 HEREBY ADD THE FOLLOWING ATTENDANCE REQUIREMENTS OF ALL BOARD, COMMISSION AND COMMITTEE MEMBERS OF:

- 1) Absences from any meeting must either be classified as "excused" or "unexcused" by the committee chairman. Members may not accumulate more than three (3) unexcused absences within any twelve month period.
- 2) Any board member who accumulates three (3) unexcused absences within any 12 month period has forfeited his or her place on that board, commission or committee and such place will be considered vacated.


PASSED, APPROVED AND ADOPTED on this 2nd day of May 2012.

ATTEST:

CITY OF SOUTH PADRE ISLAND, TEXAS



Susan M. Hill, City Secretary



Robert N. Pinkerton, Jr., Mayor





Receipt and Acceptance of the City of South Padre Island's Resolution No. 2012-09 and 2012-10

By my signature below, I acknowledge that I have been given a copy of the City of South Padre Island Resolution No. 2012-09 and 2012-10 approved by the City Council on May 2, 2012.

I agree to read and become familiarized with Resolution No. 2012-09 and Resolution No. 2012-10 in order to abide by it.

I have received the following:

Resolution No. 2012-09 – establishing procedures for City of South Padre Island boards, commission and committee members to obtain Open Meetings Act Training.

Resolution No. 2012-10 – establishing minimum attendance requirements for the City of South Padre Island boards, commissions and committee members.

Signature

Printed Name

Date Signed

**PLEASE RETURN COMPLETED FORM TO THE CITY
SECRETARY** at City Hall (4601 Padre Blvd), via fax at 761-3888 or scan and
email to shill@myspi.org.

This report is an open record and subject to the Texas Open Records Act.

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
AGENDA REQUEST FORM**

MEETING DATE: February 4th, 2014
NAME & TITLE: Susan Holmes, Committee Member
DEPARTMENT: Historic Preservation Committee

ITEM DESCRIPTION

Discussion and action regarding update of Dr. James Stillman information for the Wall of Honor plaque.

ITEM BACKGROUND

BUDGET/FINANCIAL SUMMARY

COMPREHENSIVE PLAN GOAL

LEGAL REVIEW

Sent to Legal: YES: _____ NO: _____
Approved by Legal: YES: _____ NO: _____

RECOMMENDATIONS/COMMENTS

**CITY OF SOUTH PADRE ISLAND
HISTORICAL PRESERVATION
COMMITTEE
AGENDA REQUEST FORM**

MEETING DATE: February 4th, 2014
NAME & TITLE: Steve Hathcock, Chairman
DEPARTMENT: Historic Preservation Committee

ITEM DESCRIPTION

Discussion and action regarding changing the meeting time of the Historic Preservation Committee from 4:00 p.m. to 4:15 p.m.

ITEM BACKGROUND

BUDGET/FINANCIAL SUMMARY

COMPREHENSIVE PLAN GOAL

LEGAL REVIEW

Sent to Legal: YES: _____ NO: _____
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RECOMMENDATIONS/COMMENTS