

**NOTICE OF A SPECIAL CALLED MEETING/WORK SESSION
OF THE GOVERNING BODY
OF THE CITY OF MIDLOTHIAN, TEXAS
TUESDAY, DECEMBER 4, 2018
6:00 P.M.**

Pursuant to the provisions of Chapter 551 VTCA Government Code, notice is hereby given of a Special Called Meeting of the Midlothian City Council, to be held in the Council Chambers of City Hall, 104 West Avenue E, Midlothian, Texas

WORKSHOP AGENDA

- 2018-415 Call to Order, Invocation and Pledge of Allegiance
Consider and act upon a resolution appointing City of Midlothian Police Chief Carl Smith to the initial North Central Texas 9-1-1 Emergency Communications District Board
- 2018-416 Consider and discuss the operations of the Municipal Court and duties of the Municipal Court Judge
- 2018-417 Consider and discuss Council board liaisons and subcommittees and direct staff as necessary.
- 2018-418 Consider and discuss current fees, propose changes, and direct staff as necessary.
- 2018-420 Adjourn

I, Mary McDonald, Deputy City Secretary of the City of Midlothian, Texas, do hereby certify that this Notice of Meeting was posted on the front window of City Hall, 104 West Avenue E, Midlothian, Texas, at a place readily accessible to the general public at all times, no later than the 30th day of November 2018 at or before 6:00 p.m.


Mary McDonald, Deputy City Secretary

**This facility is wheelchair accessible and accessible parking spaces are available.
Requests for reasonable accommodations must be made 48 hours prior to this meeting.
Please contact the City Secretary at 775-3481 for further information.**



AGENDA ITEM 2018-416

AGENDA CAPTION: Consider and act upon a resolution appointing City of Midlothian Police Chief Carl Smith to the initial North Central Texas 9-1-1 Emergency Communications District Board.

ITEM SUMMARY/BACKGROUND: On May 24, 2016, the City of Midlothian passed a resolution supporting the formation of the 9-1-1 District within the NCTCOG region. This district will be created on December 3, 2018. State law stipulates that an initial board meeting be held to determine the size and qualification of a permanent board and to conduct other necessary business.

On December 5th, 2108, the initial board will meet and vote on the attached 911 District Bylaws. It is suggested that each jurisdiction have a representative on the initial board as State law stipulates that an initial board meeting be held to determine the size and qualification of a permanent board and to conduct other necessary business.

SPECIAL CONSIDERATION: Health and Safety Code Sec. 772.607. BOARD OF MANAGERS.

- (a) A district is governed by a board of managers.
- (b) A district's initial board is composed of members who are appointed by the governing bodies of each participating county and municipality. At least two-thirds of the initial board members must be elected officials of the participating counties and municipalities.
- (c) The initial board appointed under Subsection (b) shall establish the size of the board and the qualifications of board members.

FINANCIAL IMPACT/FUNDING SOURCE: N/A

ATTACHMENTS:

- 1. Resolution 2016-22
- 2. Resolution for 911 District Initial Board Appointment
- 3. 911 District Bylaws Draft

ALTERNATIVES:

RECOMMENDATION: Staff recommends approval of the purchase

SUBMITTED BY and TO BE PRESENTED BY:

Carl Smith, Chief of Police
For the December 04, 2018 Council meeting

A handwritten signature in black ink, appearing to read "Carl D. Smith".

Carl D. Smith, Police Chief

REVIEWED BY:


Tammy Varner, City Secretary

APPROVED BY:


Chris Dick, City Manager

RESOLUTION NO. 2016-22

**A RESOLUTION AUTHORIZING THE CREATION OF THE NORTH CENTRAL TEXAS
REGIONAL 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT**

WHEREAS, Chapter 772, Subchapter H, of the Texas Health and Safety Code, cited as the Regional Emergency Communications District Act (the "act"), provides the creation of a Regional Emergency Communications District: and

WHEREAS, the act applies to a state planning region established under Chapter 391 of the Texas Local Government Code with a population of under 1.5 million, composed of counties and municipalities that operate a 9-1-1 system solely through a regional planning commission: and

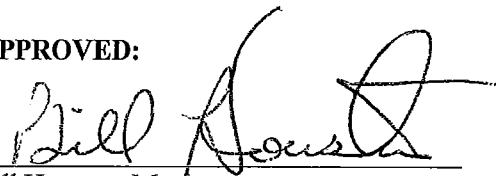
WHEREAS, the Act requires that the governing bodies of each participating county and municipality in the region adopt a resolution approving the creation of the Regional Emergency Communications District (the "District"): and

WHEREAS, as of May 24, 2016, the City of Midlothian exclusively receives 9-1-1 system services operated through the North Central Texas Council of Governments, a regional planning commission;

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF MIDLOTHIAN AUTHORIZES
THE CREATION OF THE NORTH CENTRAL TEXAS REGIONAL 9-1-1 EMERGENCY
COMMUNICATIONS DISTRICT**

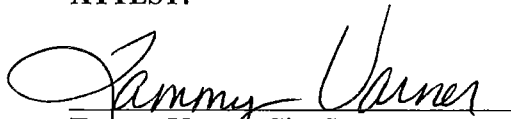
**PASSED AND APPROVED ON THE 24TH DAY OF MAY, 2016 AT A REGULARLY
SCHEDULED COUNCIL MEETING OF THE CITY OF MIDLOTHIAN, TEXAS.**

APPROVED:



Bill Houston, Mayor

ATTEST:



Tammy Varner, City Secretary



RESOLUTION 2018-

RESOLUTION APPOINTING MEMBER TO INITIAL 9-1-1 DISTRICT BOARD

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is the regional planning commission for the 16-county North Central Texas region and provides 9-1-1 service under contract with the Texas Commission on State Emergency Communications (CSEC); and,

WHEREAS, the jurisdictions receiving 9-1-1 services from NCTCOG have determined creating a regional emergency communication district pursuant to Texas Health & Safety Code Chapter 772.601 to locally administer such services is preferable; and,

WHEREAS, on May 24, 2016, The City of Midlothian passed a resolution/ordinance approving the district's creation; and,

WHEREAS, NCTCOG will serve as the fiscal and administrative agent for the district consistent with Texas Health & Safety Code Chapter 772.609; and,

WHEREAS, the district will be governed by a board of managers, with an initial board composed of primarily elected officials appointed by the governing bodies of participating counties and municipalities responsible for establishing the size of the board and the qualifications of board members; and,

WHEREAS, the City of Midlothian, Texas wishes to have an appointee serve on the initial board, count toward purposes of determining a quorum, and has identified a qualified individual to attend the initial board meeting anticipated to occur on December 5, 2018, in Arlington, Texas.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The City of Midlothian appoints Chief Carl Smith to serve on the initial North Central Texas 9-1-1 Emergency Communications District Board.

Section 2. This resolution shall be transmitted to NCTCOG.

Section 3. This resolution shall be in effect immediately upon its adoption.

READ, PASSED AND APPROVED THIS 4TH day of December, 2018.

ATTEST:

Tammy Varner, City Secretary

Bill Houston, Mayor



**PROPOSED BYLAWS
OF THE
NORTH CENTRAL TEXAS
EMERGENCY COMMUNICATIONS DISTRICT (NCT9-1-1)**

ARTICLE I: CREATION AND AUTHORITY

- 1.1. The North Central Texas Emergency Communications District (hereinafter “NCT9-1-1” or “District”) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code through the passage of resolutions by County Commissioners Courts and City Councils within the District's service area.
- 1.2. The service area of the District consists of all cities within Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties not served by another emergency communications district, as well as the cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer in Dallas County.
- 1.3. NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provision of 9-1-1 emergency communications services to all jurisdictions served by the District.

ARTICLE II: BOARD OF MANAGERS

- 2.1. NCT9-1-1 shall be governed by a Board of Managers (hereinafter the “Board”), consisting of elected officials. Each member county may have one Board member, with the exception of the largest county by population, which may have up to six Board members. In addition, one Board member will represent all member cities located in Dallas County. Each Board member shall represent an entity that serves as a Public Safety Answering Point (PSAP). The Board shall be comprised of a maximum of 19 members.
- 2.2. The County Judge of each member county has responsibility to notify NCT9-1-1 of their Board member appointment, except that each member city in Collin County with a Public Safety Answering Point (PSAP) shall be responsible for notifying of its Board member's appointment and the member cities in Dallas County shall be responsible for mutually agreeing to and notifying of their Board member's appointment. Each Board member's term of office shall be two years. Terms will be staggered with half of the initial Board serving a one-year initial term. The length of a Board member's initial term will be determined by a lottery process at the first regularly scheduled meeting. Board members may serve multiple terms.
- 2.3. Regular meeting attendance is expected of Board Members. It is the responsibility of each jurisdiction with a serving Board member(s) to encourage and ensure attendance.
- 2.4. Vacancies occurring during the regular term of a Board Member will be filled for the remainder of the term through appointment consistent with Article 2.2. herein.
- 2.5. The Board shall meet at least quarterly and may meet more frequently as it determines necessary. Meetings will be held at NCT9-1-1 offices. Additional meetings may be called by the President, the Executive Director, or by written request of at least three Board members.
- 2.6. The officers of the Board shall be President, Vice-President and a Secretary, who shall be members



of the Board, and who shall be elected by the Board at its first meeting of each calendar year. Elected officers shall hold office for one (1) year, said term to begin immediately following the aforementioned meeting and continuing until the next election or until such time as a replacement has been duly elected. If both the President and Vice-President are absent at any meeting, Board Members in attendance shall designate a presiding officer pro tem. The President or other presiding Board Member shall vote only in case of a tie.

- 2.7. One-third (1/3) of the appointed Board members shall constitute a quorum for the transaction of business.
- 2.8. The Board shall appoint a technical advisory committee comprised of staff members from the public safety community within the District. Management level experience is preferred. The Board shall be empowered to appoint additional committees as deemed necessary to carry out Board business.
- 2.9. NCT9-1-1 is subject to, and shall operate in accordance with, the Texas Public Information Act and the Texas Open Meetings Act.
- 2.10.A Board member may be removed from his/her position on the Board for cause by a two-thirds majority vote by the total Board members.

ARTICLE III: BOARD OF MANAGERS RESPONSIBILITIES

- 3.1. The Board shall be the governing body of NCT9-1-1 and its duties shall include to name, control, and manage the district.
- 3.2. The Board shall annually adopt NCT9-1-1's strategic plan, budget, and service fee providing for current operation of the District.
- 3.3. The Board may adopt, alter or amend the policies of the District.

ARTICLE IV: ADMINISTRATION

- 4.1. In accordance with Sec. 772.609 of the Health and Safety Code, the Executive Director of the North Central Texas Council of Governments shall serve as the Executive Director of the District and be empowered to employ and compensate professional staff to perform NCT9-1-1 duties, which shall remain employees of the North Central Texas Council of Governments for all purposes
- 4.2. The North Central Texas Council of Governments shall function as the fiscal and administrative agent for the District, in accordance with Sec. 772.609 of the Health and Safety Code.

ARTICLE V: DISSOLUTION

- 5.1. The District may be dissolved by majority approval of a dissolution resolution by the Board (in accordance with Chapter 772.621 Health and Safety Code) and its duties will revert back to the North Central Texas Council of Governments.

ARTICLE VI: AMENDMENTS

- 6.1. The Board may amend these bylaws by a two-thirds (2/3) vote of the Board Members in office at a duly called meeting.
- 6.2. The proposed text of any amendment shall be furnished to all Board Members at least 10 calendar days prior to the meeting at which the amendment is to be considered by the Board.