



**AGENDA  
CITY OF JOHNSON CITY, TEXAS  
CITY COUNCIL**

The City of Johnson City City Council will meet for a Special Meeting on Monday, December 14, 2020 at 4:00 p.m. in the City Hall Council Chamber, 303 E. Pecan Street, Johnson City, Texas 78636. This is an open meeting, subject to the open meeting laws of the State of Texas.

**SUPPLEMENTAL NOTICE OF PARTICIPATION BY TELEPHONE CONFERENCE**

Due to COVID-19, the Governor of Texas issued an order on March 16, 2020 suspending various provisions of the Open Meetings Act. In order to advance the public health goal of social distancing, meeting participation by videoconference and / or teleconference is now allowed. The City of Johnson City utilizes Zoom Technologies:

Join Zoom Meeting

<https://us02web.zoom.us/j/87678183865?pwd=czB1R2MxUGI4bkdwTDdiaUtvUE9uUT09>

Meeting ID: 876 7818 3865

Passcode: ixL3Kw

Dial by your location

+1 346 248 7799 US (Houston)

Meeting ID: 876 7818 3865

Passcode: 070882

1. Call to order.

**OPEN SESSION:**

2. Citizens to be heard. The City Council may not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). Speakers should provide comments at the podium, and they should provide their name and address prior to speaking. Comments are limited to three (3) minutes, and this time is not transferable. Each person may only speak once. No profanity or threats will be tolerated.

**ITEM FOR INDIVIDUAL CONSIDERATION:**

3. Ratification and approval of an Outside Agency Funding Application between the City of Johnson City, Texas and Christmas Joy, for Fiscal Year 2020-2021 for 2020 Christmas Joy expenditures in the amount of two Thousand Dollars and No Cents (\$2,000.00) and authorizing the Chief Administrative Officer to issue a check for the same from the General Fund. (Staff)

*Adjourn.*



Rhonda Stell  
Mayor

I certify that this Agenda was posted on December 10, 2020 at 5 a.m. / p.m.



Whitney Walston  
Deputy City Secretary

**NOTE: It is possible that a quorum of other Municipal advisory and governmental bodies may attend the above stated meeting. No action will be taken by the other Municipal advisory and governmental bodies at the above stated meeting, other than the body specifically referred to in the above notice.**

**The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be taken in Closed Session.**

**Pursuant to Texas Penal Code § 30.06 *Trespass by License Holder with a Concealed Handgun*, a person licensed under Texas Government Code, Chapter 411 *Department of Public Safety of the State of Texas*, Subchapter H *License to Carry a Handgun* may not enter City Hall with a concealed handgun.**

**Pursuant to Texas Penal Code § 30.07 *Trespass by License Holder with an Openly Carried Handgun*, a person licensed under Texas Government Code, Chapter 411 *Department of Public Safety of the State of Texas*, Subchapter H *License to Carry a Handgun* may not enter City Hall with a handgun that is carried openly.**



**AGENDA ITEM REQUEST FORM  
CITY OF JOHNSON CITY, TEXAS  
CITY COUNCIL**

**ITEM NO. 3**

**MEETING DATE:**           **December 12, 2020**

**AGENDA PLACEMENT:**

- Ceremonial
- Consent
- Individual
- Closed Session

**CAPTION:**

Ratification and approval of an Outside Agency Funding Application between the City of Johnson City, Texas and Christmas Joy, for Fiscal Year 2020-2021 for 2020 Christmas Joy expenditures in the amount of Two Thousand Dollars and No Cents (\$2,000.00) and authorizing the Chief Administrative Officer to issue a check for the same from the General Fund. (Staff)

**EXECUTIVE SUMMARY:**

The Christmas Joy program provides gifts and food to the less fortunate in the Johnson City community. Due to Covid-19, fundraising efforts were greatly limited. Additionally, there are more families in need this year due to the Covid-19 pandemic.

This Item seeks approval of the organization's application and authorization for the Chief Administrative Officer to issue a check in the amount of \$2,000.00 from General Fund Line Item No. 01-570-6339 to Christmas Joy.

**FINANCIAL:**

<u>FYE 2021 Budget Amount</u>	<u>YTD Spent</u>	<u>Remaining After Payment</u>
\$17,200.00	\$10,000	\$5,200.00

**ATTACHMENTS:**

- Christmas Joy Outside Agency Funding Application

**SUGGESTED ACTION:**

Motion to approve an Outside Agency Funding Application between the City of Johnson City, Texas and Christmas Joy, for Fiscal Year 2020-2021 for 2020 Christmas Joy expenditures in the amount of Two Thousand Dollars and No Cents (\$2,000.00) and authorizing the Chief Administrative Officer to issue a check for the same from the General Fund.

City of Johnson City  
Outside Agency Funding Application  
Fiscal Year: 20-21



If you have any questions or to submit your application, please contact:

City of Johnson City  
Attention: Whitney Walston, Deputy City Secretary  
P.O. Box 369, Johnson City, TX 78636  
[wwalston@johnsoncitytx.org](mailto:wwalston@johnsoncitytx.org)

**RECEIVED BY**

DEC 3 2020

CITY OF JOHNSON CITY  
CITY SECRETARY

# Funding Criteria

## I. Outside Agency Funding

In order to issue funding by donation, the City Council must legally find that the expenditure of tax dollars or use of City resources serves a public purpose (i.e. for the good of the community and the citizens of the City). An award of funding by the City is an implied legal finding that the funding expenditure or use of City resources meets the “public purpose” legal standard for a donation. Issuance of funding does not constitute, implied or otherwise, City sponsorship. Funding provided for a service, activity, and/or event shall be in accordance with all State and local regulations regarding the proper use of general revenues.

## II. Types of Assistance

The City provides two types of funding:

- a) Financial. This is direct, advanced funding from the City’s general revenue or other funds and issued as a donation.
- b) Nonfinancial. This is non-cash, in-kind use of City resources and/or assets, such as fee waivers, posting on the City’s website, a calendar of events listing, or use of the City’s visitor information services.

The intention of this donation funding policy is to attract services, activities, and/or events that are or will become financially self-supporting and not require annual funding assistance. Nonetheless, the City Council may fund outside entities that provide core services, activities, and/or events for the citizens of Johnson City. Services, activities, and/or events are defined as:

- a) something promoted, designed, and managed by private and/or non-profit entities for public attendance or participation; and
- b) is, in whole or in part, directly beneficial to the City of Johnson City and its residents and/or business owners.

## III. Evaluation

Applications are evaluated using the following criteria:

- Number of citizens served by the entity;
- Other quantitative data demonstrating an essential service, activity, and/or event is provided to the citizenry;
- Type of service, activity, and/or event provided and whether other entities in the community provide the same;
- Availability of other funding sources for the entity; and
- Demonstrated ability to adhere to the guidelines outlined in this Policy.

The amount of funding received by each entity is based on City Council discretion and availability of funds.

#### **IV. Reporting Requirements**

All entities shall have a standardized process for application, review, monitoring, and reporting. Entities receiving funding from the City are required to provide to the City biennial performance data showing compliance with the stated goals and services, activities, and/or events in their application.

Required reporting dates:

- June 31<sup>st</sup> of each year; and
- December 31<sup>st</sup> of each year.

The City, at its discretion, may require an examination of any entity's financial records.

#### **V. Additional Compliance Required**

##### *Required Permits for an Event*

Prior to receiving funding, an organizer must apply for and receive an event permit from the City. An application for an event permit may be submitted at the same time as the request for funding.

An organizer is responsible for securing and maintaining at his expense all other licenses, permits, and other State or Federal authorizations necessary for the event. Copies of these documents shall be submitted to the City along with the application for funding.

##### *Compliance with Laws and Public Safety Criteria*

By applying, an organizer is agreeing to comply with all laws, regulations, and ordinances applicable to the service, activity, and/or event and to meet the public safety criteria for police, security, fire protection, and emergency medical services.

##### *Sanitation and Clean-Up*

By applying, an organizer is agreeing to be responsible for sanitation and clean-up during and after the service, activity, and/or event. If applicable, the organizer shall coordinate with the City for toilet facilities, if used for the event, and trash containers and trash disposal. Costs shall be at the organizer's expense, unless the service is provided by the City as an in-kind donation. Recycling is encouraged.

##### *Vendors, Exhibitors and Sponsors*

If applicable, the City reserves the right to approve, decline, or dismiss a vendor, exhibitor, or sponsor listed on an application and whose conduct, merchandise, services, displays, advertising, promotional materials and/or services, activities, and/or events may be inconsistent with the policies, goals or legal decency standards of the City.

*Temporary Signage*

If applicable, content for temporary signage must be submitted with an application for approval. The City is not responsible for damage to temporary signage caused by wind, vandalism or other sources.

*Advertising and Promotion; City Logo*

If applicable, advertising and promotional materials, including, but not limited to, internet, radio, television, flyers, brochures, and newspaper ads, must include the City's logo.

*Conduct*

By applying, an organizer is agreeing to be responsible for the behavior of all spectators, visitors, guests, participants, or invitees to the service, activity, and/or event. Improper conduct or the inability to control conduct may result in the loss of current and/or future funding for the service, activity, and/or event.

*Insurance and Indemnification*

By applying, an organizer is agreeing to obtain and maintain at his expense general and public liability insurance during the service, activity, and/or event. An applicant shall submit to the City a certificate of insurance prior to the service, activity, and/or event.

Comprehensive liability insurance shall be obtained from an approved insurance carrier in the amount of at least \$1 million per occurrence for personal injury, bodily injury, and property damage. Organizers must indemnify, and hold the City, their officers, directors, elected officials, agents, representatives, employees and volunteers harmless from and against any and all claims, suits, expenses, damages or other liabilities, including reasonable attorney fees and court costs, arising out of bodily injury or property damages resulting from or in connection with the event. The City shall be named as an additional insured. The certificate shall state that the City shall be given 14-day advance notice of any modification or cancellation of the policy.

*Cancellation*

In the event of cancellation of the service, activity, and/or event,

- a) all funding issued in advance to the organizer shall be repaid to the City;
- b) no funding shall issue; and
- c) the organizer shall be responsible for all expenses incurred up to the time of cancellation.

City of Johnson City  
Outside Agency Funding Application  
Fiscal Year: \_\_\_\_\_

Please complete all applicable information:

Organization: Christmas Joy (United Methodist Church)

Date: 12/3/20

Contact Person: Angie Bacon

Mailing Address: P.O. Box 207 Johnson City, Tx 78636

Street Address: 105 N. LBJ Dr. Johnson City, Tx 78636

Email: SECRETARY@FUMCJC.TX.ORG

Phone No.: (830) 868-7414

Mobile No.: ( ) -

Mobile No.: ( ) -

Organization Fiscal Year: 2020

Date(s) and Time(s) of Event (if applicable):

12/14/20 to 12/15/20 9 a.m. / p.m. to 4 a.m. / p.m.

Event Location (if applicable): FUMC - Johnson City

Estimated Attendance (if applicable) ≈ 30 families

Please attach the following to your application (if applicable):

- Proposed activity or project budget
- Advertising and promotion plan, including promotion materials
- Security and safety plan
- Copies of permits, licenses, or other Federal, State, or Local authorizations required for the event
- Event layout
- Planned services, activities, and/or events and/or services



Amount of Funding Request: \$ 2,000

Other funding sources?:  Yes  No

If yes, please describe:

In a typical year fund raising and donations. In 2020 funding was greatly limited due to inability to do fund raising due to COVID 19 (Corona Virus)

Request description and narrative (attach add'l sheets if necessary):

Gifts and food are provided for those less fortunate or on fixed or no income. This is a community outreach which exclusively serves the Johnson City community.

Has your organization received outside agency funding from the City before?  Yes  No

If yes, how was the money spent? (attach addit'l sheets if necessary):

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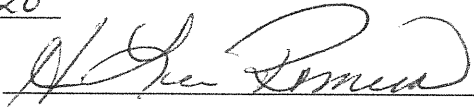
### Agency Certification

I certify that all information reported in this application and attached is true, accurate, and complete to the best of my belief and knowledge. I certify that I am authorized to complete and submit this application on behalf of Christmas Jay (agency) and have been designated as such by its Board of Directors and/or governing body. I will provide written notice of any changes or additions to this information. I understand the agency may need to provide additional information during the application process.

### Applicant Acknowledgment and Agreement

In the event of City approval of Applicant's donation request, Applicant, by his signature below, acknowledges the above terms and conditions and agrees to perform in accordance with these terms and conditions.

Date: 12 / 3 / 20

Signature: 

Printed Name: H. LEE ROMERO

Title: Pastor - JCFUMC

Packets should be directed to:

City of Johnson City  
Attention: Whitney Walston, Deputy City Secretary  
P.O. Box 369  
Johnson City, TX 78636  
[wwalston@johnsoncitytx.org](mailto:wwalston@johnsoncitytx.org)