



Texas City Attorneys Association

Board of Directors Meeting

Via Zoom

October 14, 2020

**TCAA
Board of Directors
2019-2020**

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Agenda

TCAA Board of Directors
Wednesday, October 14, 2020
10:00 a.m.

1. Consider the minutes of the June, 17, 2020, TCAA Board meeting.
2. Consider the minutes of the July 2, 2020, TCAA Board meeting.
3. Survey results of 2020 TCAA Summer Conference.
4. Report on 2020 TCAA Fall Conference.
5. Report on TCAA subsidy for IMLA 2020 Annual Conference.
6. TCAA board applicants and map.
7. TCAA budget update.
8. Next board meeting.
9. Other business.
10. Adjourn.

TAB

1

Minutes
TCAA Board of Directors
Wednesday, June 17, 2020
Via Zoom

Board President Paige Mims called the meeting to order at approximately 4:30 p.m.

Board members present:

Alan Bojorquez
Ron Stutes
Kuruvilla Oommen
Slater Elza
Jennifer Richie
Julie Fort
Sharae Reed
Sylvia Borunda Firth

Board members absent:

Kevin Pagan
Marcus Norris

TML staff present:

Scott Houston
Christy Drake-Adams
Heather Ford

1. Consider the minutes of the February 21, 2020, TCAA Board Meeting in Austin

A motion to approve the February 21, 2020, board meeting minutes made by K.O. was seconded by Alan Bojorquez. Unanimously approved.

2. Survey results of 2020 Riley Fletcher Basic Municipal Law Seminar

No action taken.

3. Staff report on the 2020 TCAA Summer Conference program, attendees, and awards

No action taken.

4. Update on presenting proposed TCAA constitutional amendments to membership

The board unanimously approved presenting the constitutional amendments to the membership at the next in-person meeting, and directed staff to draft a constitutional amendment authorizing the membership to meet and vote virtually.

5. Approve TCAA budget for Fiscal Year 2020-2021

Staff provided an update on the year-to-date expenditures, as well as an explanation of the proposed 2020-2021 budget. A motion to approve the budget was made by Slater Elza and seconded by Ron Stutes. Unanimously approved.

6. Approve Program for 2020 Fall Conference

A motion to approve the draft program presented by staff with the following amendments was made by Ron Stutes and seconded by K.O.: (1) replace the session on employee discipline with a .5 hour session on qualified immunity; (2) replace the sessions on public improvement districts and waste disposal with a 1.0 hour session on redistricting; and (3) replace the session on titles with a .75 panel on preemption. Unanimously approved. Staff was directed to implement the program

7. Update on 2024 TCAA Summer Conference site

The board directed staff to seek a contract with Isla Grand in South Padre Island for the 2024 TCAA Summer Conference.

8. 2025 TCAA Summer Conference site selection

The board directed staff to seek bids from hotels in the Horseshoe Bay, Round Rock, and Austin area for the 2025 TCAA Summer Conference.

9. Report from TCAA subcommittee on legislative advocacy recommendations

The subcommittee (consisting of Alan Bojorquez, Slater Elza, and Marcus Norris) presented the attached report. No action taken.

10. Consider amending the TCAA Affiliate Policy

A motion to amend the TCAA Affiliate Policy to provide that at least two officers must be active members of TCAA made by Alan Bojorquez was seconded by K.O. unanimously approved.

11. Next board meeting to be held in Grapevine on October 14, 2020

12. Other business

13. Adjourn.

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REPORT

TO: Paige Mims, President, TCAA
FROM: Alan Bojorquez, President-Elect, TCAA
DATE: June 17, 2020
RE: Legislative Advocacy

SUMMARY: It is often difficult (and sometimes unwise) for a city attorney to take on an advocacy role in dealing with the Texas Legislature because of conflicting political positions on the city council(s) the attorney serves, limited resources, or an ill-defined role in the process at city hall. Some cities have an IGR department separate and apart from the City Attorney's Office with little (or no) coordination. When a lawyer represents more than one city (or other local governments), there might be conflicting positions on particular bills.

SUBCOMMITTEE: Alan Bojorquez, Slater Elza, and Marcus Norris (with input from Sylvia B. Firth and Frank Garza).

QUESTION #1: What role (*if any*) does a city attorney have in regards to the legislature?

1. Explain to city staff and council how the legislative process works (if they're interested).
2. Help the council develop its own legislative agenda (priorities) if there's a desire to do so, which may mirror TML's or might include special / local bills.
3. Assist in the drafting of bills the council wants to propose.
4. Help clients monitor bills the council cares about.
5. Evaluate draft bills and explain to council / staff. Explain the implications of bills.
6. Ghostwrite (or proof) correspondence from council/staff to legislators (upon request).
7. Be a resource to council/staff /TML when meeting with legislators (with client consent).
8. Comment or testify on bills if asked or approved by the client.
9. Help council/staff cope with legislative implications afterward (e.g., implementation). Sometimes, this involves helping clients challenge the legislation in court.

QUESTION #2: What role (*if any*) should TCAA have? TML should continue to take the lead with TCAA being a supportive affiliate that is available as a resource. TCAA should have neither a legislative agenda nor advocacy program independent of TML's. We continue to help educate our members.

TAB

2

Minutes
TCAA Board of Directors
Thursday, July 2, 2020
Via Zoom

Board President Paige Mims called the meeting to order at approximately 2:00 p.m.

Board members present:

Alan Bojorquez
Ron Stutes
Kuruvilla Oommen
Kevin Pagan
Jennifer Richie
Julie Fort
Sharae Reed
Marcus Norris

Board members absent:

Slater Elza
Sylvia Borunda Firth

TML staff present:

Scott Houston
Christy Drake-Adams
Heather Ford

1. Discuss the “Utilities-Related Updates for 2020” presentation at the 2020 TCAA Summer Conference

The board directed staff to: (1) remove the “Utilities-Related Updates for 2020” video from the TCAA website; and (2) distribute a corrected presentation to TCAA members.

2. Consider amending the program for 2020 Fall Conference

No action taken.

3. Ideas for TCAA support of IMLA’s 85th Annual Conference

Kevin Pagan made a motion seconded by Ron Stutes to authorize staff to spend up to \$30,000 for TCAA members to receive a discounted rate to attend IMLA’s 85th Annual Conference. Motion approved. Alan Bojorquez abstained.

4. Consider TCAA constitutional amendment

Ron Stutes made a motion seconded by Kevin Pagan to present the constitutional amendments regarding remote meetings and voting to the TCAA membership at the next in-person conference. Unanimously approved.

5. Other business

Kevin Pagan made a motion seconded by Julie Fort that the TCAA 2020 Fall Conference be held virtually unless TML holds its conference in person. Unanimously approved. KO made a motion seconded by Sharae Reed to offer the virtual conference at no cost to TCAA members. Unanimously approved.

6. Adjourn

DRAFT

TAB

3

Initial Report

TCAA Summer Conference 2020

July 7th 2020, 1:13 pm CDT

Q1 - Please enter your name.

Michael Martin

Amanda Rice

Lauren Crawford

Wayne Olson

gary c landers

Iris Aguilar Dominguez

Mike Hayes

Susie Green

Kim Mickelson

Leslie Kassahn

Tiffany Bull

Chase Gomillion

Elaine Hengen

Allison Lacey

Stephanie N. Neal

Kayla Landeros

Victoria Huynh

Laura Francis Mueller

Leonard Schneider

Ben Gibbs

Lauren Johannes

Judith El Masri

Larry Foerster

Trey Qualls

mary ann powell

Mick McKamie
Allison Bastian-Rodriguez
Mary Kay Fischer
Diane Wetherbee
Courtney White
Victoria Barboza
Molly Shortall
Christina Weber
Francisco Garza
Stanley Smith
Steve Weathered
Lauren Marfin
Leela Fireside
Kuruvilla Oommen
Eileen Hayman
Scott Bounds
David Paschall
Roxana I. Perez Stevens
Sherri Russell
Oscar G. Gabaldon,
Carolyn Matthis
Elizabeth Elleson
Traci Briggs
Courtney Goodman-Morris
Chuong Phung
Kristen Lynn Hamilton
Julie Doshier
Tyrone E. Cooper
Charles Williams
Jacque Cullom

Karen St
Randall B. Strong
E. Joyce Iyamu
John Dewey
Clarissa Rodriguez
Jennifer M. Avendano
Will Conrad
Cynthia Trevino
Jonathan Koury
Galen Gatten
Barbara Quirk
Brittani Miller
DeAndrea S. Petty
Steven Meyer
Jennifer Knox-Walker
RONALD D STUTES
Eddie Martin
Patty Akers
Katie Leininger
Doug Black
Andrew Quittner
Kevin Laughlin
Teris Solis
Gary W. Smith
Stephen Alcorn
Trisha Dang
Guillermo S Trevino
Sharae N Reed
Bryan Guymon
Karen Houchin

Sarah Martin

Scott Osburn

Meredith A Ladd

Marcus Norris

Josh Katz

Elizabeth Hundley

Q2 - Please provide your city or firm.

Brown & Hoffmeister LLP

City of Temple, Texas

City of Lewisville

TOASE

Bojorquez law firm

City of McAllen, Texas

City of Kerrville

Austin

City of Houston City Attorney's Office

San Antonio

City of Grand Prairie

Austin

Bojorquez Law Firm

Victoria

City of Mesquite Texas

Naman Howell Smith & Lee

Plano

Dripping Springs

Liles Parker pllc

Taylor Olson Adkins Sralla & Elam, LP

City of Austin

Randle Law Office

Darden, Fowler and Creighton, LLP

City of Fort Worth

city of college station

TOASE

Denton Navarro Rocha Bernal & Zech

City of Friendswood

Allen

City of Amarillo

Shahan Guevara Decker Arrott

City of Arlington

City of Irving

San Antonio

Abilene

Seabrook. Ross,Banks, May, Cron & Cavin

City of Cedar Park

City of Austin

City of Irving

Messer, Fort & McDonald PLLC

Houston

Mesquite

The Knight Law Firm LLP

Lake Jackson

El Paso

Irving

Johnson City

Killeen

Nichols, Jackson, Dillard, Hager & Smith

Grand Prairie

City of El Paso

Dosher Law PLLC
Beaumont
Olson & Olson
City of San Marcos
Mesquite
Law Office of Randall B. Strong
City of Missouri City, Texas
Lake Jackson
San Antonio
City of Brownsville
Waco, TX
Denton Navarro Rocha Bernal and Zech
Bryan
City of Arlington
City of Boerne
TML Intergovernmental Risk Pool
City of Marlin
Arlington City Attorney's Office
City of Plano
Wilson, Robertson & Cornelius
City of Arlington, City Attorney
Messer Fort McDaniel
Pearland
City of Fort Worth Law Department
Seguin
Nichols Jackson Dillard Hager & Smith, LLP
City of Arlington
Richmond
Bojorquez Law Firm
City of Sugar Land

Messer, Fort & McDonald

City of Beaumont

Underwood Law Firm, P.C.

Floydada

Arlington

City of Copperas Cove

Carrollton

city of Amarillo

Bickerstaff Heath Delgado Acosta

Corpus Christi

Q3 - Please enter your job title.

Attorney

Deputy City Attorney

Assistant City Attorney

Partner

of counsel to firm, city attorney for Palestine

Deputy City Attorney

City Attorney

Associate Director

Sr. Ass't City Attorney

Partner

Assistant City Attorney

Assistant City Attorney

Senior Associate Attorney

Assistant City Attorney

Assistant City Attorney - General Counsel

Attorney

Deputy City Attorney

City Attorney
Attorney
Associate Attorney
Assistant City Attorney I
Attorney
Contract city attorney for six cities
Assistant City Attorney
deputy city attorney
Partner
Associate Attorney
City Attorney
Self-employed
Assistant City Attorney
Associate Attorney
Asst. City Attorney
Senior Assistant Attorney
Partner/City Attorney
City Attorney
City Attorney/Shareholder
Assistant City Attorney
Senior Assistant City Attorney
City Attorney
Partner
Attorney
City Attorney
Attorney at Law
City Attorney
Assitant City Attorney
Assistant City Attorney II
City Attorney

City Attorney
Attorney
Assistant City Attorney
Assistant City Attorney
Sole Member
City Attorney
Of Counsel
Assistant City Attorney
Senior Assistant City Attorney
Attorney
City Attorney
Retired City Attorney
Partner
Assistant City Attorney
ACA
Attorney
Assistant City Attorney
Assistant City Attorney
City Attorney
Subrogation Attorney
City Attorney
Assistant City Attorney and Chief Municipal Prosecutor
Assistant City Attorney
City Attorney
Deputy City Attorney
partner
Assistant City Attorney
Sr. Assistant City Attorney
City Attorney
Partner

City Attorney
City Attorney
Attorney of Counsel
Senior Assistant City Attorney
associate attorney
First Assistant City Attorney
Attorney
City Atty
Assistant City Attorney
Director of Public Works
City Attorney
Deputy City Atty
Attorney
Assistant City Attorney

Q4 - Please rank the following sessions from Wednesday, June 17:

Question	Excellent		Good		Fair		Needs Improvement		Did Not Attend		Total
Cybersecurity (Aaron Hardiman)	48.28%	42	44.83%	39	1.15%	1	0.00%	0	5.75%	5	87
Local Government Co-Ops Aren't Just for Widgets Anymore, but Where Is the Contract? (Brenda McDonald)	54.65%	47	36.05%	31	4.65%	4	0.00%	0	4.65%	4	86
Strategies for Processing PIA Requests (Julie Doshier)	49.43%	43	40.23%	35	8.05%	7	0.00%	0	2.30%	2	87
Street-Smart (Judith El Masri)	37.93%	33	49.43%	43	6.90%	6	0.00%	0	5.75%	5	87
Who's Your Client? Exploring the Attorney-Client Relationship with Cities (Daniel Olds)	46.59%	41	44.32%	39	6.82%	6	0.00%	0	2.27%	2	88
Regulating Noise (Andrew Quittner)	45.88%	39	38.82%	33	4.71%	4	0.00%	0	10.59%	9	85

Q5 - Please rank the following sessions from Thursday, June 18:

Question	Excellent		Good		Fair		Needs Improvement		Did Not Attend		Total
Walk Hard: The Walking Quorum Story (Joshua Katz)	50.00%	42	45.24%	38	2.38%	2	0.00%	0	2.38%	2	84
Recent State Cases of Interest to Cities (Laura Mueller)	55.81%	48	37.21%	32	2.33%	2	0.00%	0	4.65%	4	86
The Art of Procurement: Navigating the Code with a Focus on Construction Projects (Jeff Chapman)	45.88%	39	43.53%	37	3.53%	3	0.00%	0	7.06%	6	85
Building Codes (Derra Purnell, Virgil Gonzalez and Hamid Naderi)	34.12%	29	44.71%	38	15.29%	13	0.00%	0	5.88%	5	85
Real Estate Issues for City Attorneys (Allison Bastian-Rodriguez)	44.58%	37	43.37%	36	4.82%	4	0.00%	0	7.23%	6	83
COVID-19 Update (Scott Houston and Amber McKeon-Mueller)	66.67%	56	26.19%	22	1.19%	1	0.00%	0	5.95%	5	84
IMHO, the FYI on BYOD: Employment Law Update on Technology in the Workplace (Sheila Gladstone)	45.88%	39	45.88%	39	3.53%	3	0.00%	0	4.71%	4	85
The Ultimate Dance Party (Sherri Russell)	23.81%	20	41.67%	35	19.05%	16	9.52%	8	5.95%	5	84
Legislative Advocacy: Cities Are the Key to the State's Success (Bill Longley and Monty Wynn)	51.76%	44	38.82%	33	4.71%	4	0.00%	0	4.71%	4	85
Three Important Tips for Flood Mitigation Planning and Funding under S.B. 7 and S.B.8 (Rebecca Andrews, Kim Mickelson, and Brooke Paup)	39.29%	33	44.05%	37	8.33%	7	0.00%	0	8.33%	7	84
Interim City Attorney for Fun and Profit (Mick McKamie)	36.47%	31	43.53%	37	9.41%	8	2.35%	2	8.24%	7	85
Serving as Of-Counsel (Dottie Palumbo)	34.94%	29	48.19%	40	10.84%	9	0.00%	0	6.02%	5	83
Statutory Construction for Voter-Approved Measures (Danielle Folsom)	32.53%	27	53.01%	44	6.02%	5	0.00%	0	8.43%	7	83
U.S. Supreme Court Case Update (Chuck Thompson)	48.84%	42	38.37%	33	3.49%	3	0.00%	0	9.30%	8	86

Q6 - Please rank the following sessions from Friday, June 19:

Question	Excellent		Good		Fair		Needs Improvement		Did Not Attend		Total
Ultra Vires Claims - Where Did Your Immunity Go? (Kevin Curley)	58.33%	49	35.71%	30	2.38%	2	0.00%	0	3.57%	3	84
Utility-Related Updates for 2020 (Jamie Mauldin and Cody Faulk)	46.43%	39	39.29%	33	9.52%	8	0.00%	0	4.76%	4	84
Credit Access Business Regulation (Chase Gomillion)	48.81%	41	39.29%	33	5.95%	5	0.00%	0	5.95%	5	84
Rule 3.08 Considerations for Attorneys as General Counsel (Ryan Henry)	48.24%	41	42.35%	36	7.06%	6	0.00%	0	2.35%	2	85
Retaliation Update (Clarissa Rodriguez)	51.76%	44	41.18%	35	3.53%	3	0.00%	0	3.53%	3	85
Conflicts of Interest (Ben Gibbs)	41.18%	35	44.71%	38	8.24%	7	1.18%	1	4.71%	4	85

Q7 - Please indicate your experience with the following elements of the conference:

Question	Excellent		Good		Fair		Needs Improvement		No Opinion/Not Applicable		Total
Relevancy of Session Topics	70.24%	59	26.19%	22	3.57%	3	0.00%	0	0.00%	0	84
Reasonableness of Conference Pricing	86.90%	73	8.33%	7	0.00%	0	0.00%	0	4.76%	4	84
Publicity	63.41%	52	30.49%	25	0.00%	0	1.22%	1	4.88%	4	82
Quality of Broadcast	30.12%	25	53.01%	44	13.25%	11	3.61%	3	0.00%	0	83

Q10 - Please indicate any topics you would like to be included at future conferences.

keep the mix of standard needs and what's happening now.

Architect and Engineer Contracts, Federal Grant issues, and Municipal Real Estate Sales

Update on Sign Regulation; Marijuana; Platting

EDJA actions and water authorities

finance dos and don'ts in COVID19 era. guessing legislative session will be hot topic.

Employment law issues are always beneficial.

I would enjoy more topics on economic development.

More topics on legal issues in dealing with COVID since its not going away any time soon.

economic development strategies

Code Enforcement, Substandard Buildings, Signs

Getting the most from your federal fund dollars

construction contracts

Litigation subjects

PIA Taking AG to court; Subdivision Platting; Tax \$\$\$ for Private; HOT uses; Creating social media policy

meet and confer (civil service) discrimination investigation tips

City Council requests for agenda items-requirements and walking quorum vs. requiring work by staff at request of one council member.

Thanks it is really helpful to have updates in topics such as utilities, retaliation in addition to recent cases and ethics. future topics could include effects of loss of unilateral annexation power on regional planning in ethnic on the provision of transportation and municipal infrastructure, economic development after tax rate reform effects on 380 agreements and Tax Increment finance and updates on telecommunications

A presentation on what provisions of PURA apply to municipally owned utilities would be helpful as compared to investor owned utilities.

Practical Technology - things cities could do to advance. e.g. Utilizing PDF Pro programs instead of scanning ordinances and resolutions. .

The topics at this year's conference/webinar were some of the most relevant topics that I have seen. Thank you!

More ethics

Police issues- how to reallocate resources legally, not defund, and legal implications for reorganizing a police department to ensure public safety and community involvement

Code compliance and building regulations are always welcome.

More land use!

None to add

Lessons learned from COVID-19 (assuming we aren't still dealing with it next June)

Small cell

Better music in between speakers please

Municipal obligations/liability relating to maintaining easements (drainage, w/ww, passage), dedications (super easement), and fee simple

Q11 - Additional comments regarding the conference:

Fantastic conference given circumstances. TCAA did a great job putting this together.

All involved did a great job putting on the conference under difficult circumstances. Thank you.

miss the networking, but wow this was convenient and as always helpful, Thank you!

Thank you for putting the conference on despite the pandemic. I appreciate the effort.

Thank you for providing us all with a great conference. I truly appreciate that it was free for members this year, given the budget issues we are all facing.

The conference was great. Thanks for all the hard work putting this together!

Great Job from TML staff and TCAA board. Communication was great. I know we probably won't have to do this again, but I think a zoom social hour call some time during the conference would have been fun.

appreciated the short 1/2 hour presentations; no idea with Lake Jackson topic was even about. I don't want to see man feet in flip flops in person or virtually!

Can TML publish the Legislative Update video from Bill and Monte in a format that can be sent to city council members?

The online thing was hard. That's no knock against TCAA. It is what it is.

really appreciate the effort ya'll made. I thought the presentations were particularly well-prepared.

Municipal Bands

I was disappointed that Sherri Russell was not given appropriate technical support.

Very well done. Missed seeing everyone, but the virtual experience was top-notch!

Preferred to be in South Padre. Hope to see everyone in the FALL

virtual meeting was a success. difficult to make very interesting looking at a talking head, maybe more slides? I don't know. Y'all did a great job. Better than expected.

Greatly appreciate TCAA for these CLE courses twice a year. My praise for Scott and the Staff

Considering the circumstances y'all did a great job. That said, the glitches were difficult. And, it would be helpful to have a platform where one can see the speaker and the powerpoint at the same time.

TML/TCAA did a great job. Audion didn't seem to understand the need to see the presenter's slide deck, so not as much information was transmitted as should have been.

Good information! Knowledgeable presenters.

I'd love it if Sherri Russell could re-record her presentation for the version that is made available later. Technical issues aside the conference overall was really great.

Maybe allow 25 min for presentation, 10m for questions; Could speakers include more hypos to demo how law applies?

Great work by all!!!

Great job adjusting for the Pandemic.

thank you all for making this conference still happen!

Virtual works! This was great, considering the circumstances. The presentations as always were excellent. The materials as always are exceptional. The one troubling matter I experienced is the transitional breaks between sessions. While 5 minutes may be adequate for transitioning, it is not sufficient for "personal maintenance " throughout the day. A 10 minute break somewhere in the day would help and not too terribly disrupt the schedule. Just a thought.

Thanks very much for a great conference

TCAA is doing a fantastic job! Congratulations to the Board.

Impressed that the technology was "mostly" executed well!! Great conference and thank you for all the hard work.

Just not the same as South Padre, :-(

The conference was great. It was a little harder to attend every session (since I am in the office). Thus, I appreciate that a recording of the conference will be available later.

Very well done with the circumstances. Thank you to everyone!

Kudos to everyone involved in getting the conference organized and to the presenters. A great start to the "new normal!"

Great job to everyone who made this possible despite the COVID-19 pandemic.

Very well done. Great work. Couldn't have been better.

Great job moving a live conference to all webinar; great speakers as always; thank you everyone for your hard work to make this event happen!

y'all did a great job. Broadcast technology over the internet is still difficult, but kudos for having back-up plans in place.

So appreciate TCAA holding this conference online and providing it for FREE!

Thank you for making this happen and making it easy to attend

I miss the people and all of the other activities, but I was thankful that I was able to attend what is usually my only CLE opportunity.

Thank you for a great conference

Thank you!

Great job to all!

Excellent seminar - really missed the beach and the people though!!!

Not a fan of electronic learning, but this was so well done that it has positively changed my attitude toward the medium!

Y'all did a great job reconfiguring our conference into an online format, which I'm sure took a ton of work. I hope to see everyone in person next year!

Q14 - To enter your city or firm in the drawing for the free 2021 Summer Conference registration, please provide your email address

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jrice@templetx.gov

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TAB

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Texas City Attorneys Association
Fall Virtual Conference
 5.25 Hours of MCLE Credit (Including .5 Ethics Hour) – Course #_____
 Thursday, October 15, 2020 – Videocast

8:45 – 9:00 a.m.	Welcome and Opening Remarks: TCAA President, Paige Mims
9:00 – 9:30 a.m.	Qualified Immunity Update: Randy Montgomery, D. Randall Montgomery and Associates, P.L.L.C. (.5 hr)
9:30 – 9:35 a.m.	Break
9:35 – 10:05 a.m.	Human Resources and COVID-19: Matthew C. G. Boyle, Boyle & Lowry, L.L.P. (.5 hr)
10:05 – 10:10 a.m.	Break
10:10 – 11:10 a.m.	Municipal Redistricting Obligations Triggered by the Upcoming Release of the 2020 Federal Census: Bob Heath, and David Méndez, Bickerstaff Heath Delgado Acosta, LLP (1 hr)
11:10 – 11:15 a.m.	Break
11:15 – Noon	Local Government Decision Making and Preemption: Legal Remedies and Actions: Kim Haddow, Local Solutions Support Center, Nestor M. Davidson, Urban Law Center at Fordham University School of Law, and Alan Bojorquez, Bojorquez Law Firm, PC (.75 hr)
Noon – 1:50 p.m.	Break
1:50 – 2:05 p.m.	Business Meeting: Election of TCAA Officers and Passing of the Gavel
2:05 – 2:10 p.m.	Break
2:10 – 2:40 p.m.	Hindsight in 2020: Sign Regulation Five Years after <i>Reed v. Town of Gilbert</i>: Laura Mueller, City Attorney, City of Dripping Springs (.5 hr)
2:40 – 2:45 p.m.	Break
2:45 – 3:15 p.m.	Municipal Court: Best Practices: Robyn Katz, Denton Navarro Rocha Bernal & Zech, P.C. (.5 hr)
3:15 – 3:20 p.m.	Break
3:20 – 3:50 p.m.	Advocacy and Outreach in the COVID-19 Era: Monty Wynn, Texas Municipal League, and Snapper Carr, Focused Advocacy (.5 hr)
3:50 – 3:55 p.m.	Break
3:55 – 4:25 p.m.	Religion in the Workplace: Sheila Gladstone, Lloyd Gosselink Rochelle & Townsend, P.C. (.5 hr)
4:25 – 4:30 p.m.	Break
4:30 – 5:00 p.m.	City Council: Legal and Ethical Issues: Slater Elza, Shareholder, Underwood Law Firm, P.C., Amarillo (.5 hr ethics)
5:00 p.m.	Adjourn

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Dean Roggia	Irving	droggia@cityofirving.org
Janet Spugnardi	Irving	jspugnardi@cityofirving.org
Kuruvilla Oommen	Irving	koommen@cityofirving.org
Les Moore	Irving	lmoore@cityofirving.org
Matthew Butler	Irving	mbutler@boyle-lowry.com
Zach Noblitt	Irving	znoblitt@cityofirving.org
Elizabeth Elleson	Johnson City	cityattorney@johnsoncitytx.org
Michael Hayes	Kerrville	mike.hayes@kerrvilletx.gov
Marianne Landers Banks	Lampasas	marianne_landers_banks@utexas.edu
Tad Cleaves	Liberty Hill	tcleaves@libertyhilltx.gov
James Wright	Livingston	cityattorney@livingston.net
Roxanne Nemcik	Los Ranchos	roxanne.nemick@gmail.com
Amy Sims	Lubbock	asims@mylubbock.us
Ryan Brooke*	Lubbock	rbrooke@mylubbock.us
DeAndrea Petty	Marlin	cityattorney@marlintx.net
David Paschall	Mesquite	dpaschall@cityofmesquite.com
Karen Strand	Mesquite	kstrand@cityofmesquite.com
Stephanie N Neal	Mesquite	sneal@cityofmesquite.com
Maleshia McGinnis*	N. Richmoand Hills	mmcginnis@nrhtx.com
Andrew Shipp	Nacogdoches	ashipp@shipplawfirm.com

Vanessa Ramirez	Odessa	vramirez@odessa-tx.gov
Lawrence Provins	Pearland	lprovins@pearlandtx.gov
Ileana Fernandez	Plano	ifernandez@plano.gov
Jennifer Knox-Walker	Plano	jenniferwa@plano.gov
Justin Johnson	Plano	justinj@plano.gov
Michelle D'Andrea	Plano	michelled@plano.gov
Michelle Voirin	Plano	michellev@plano.gov
Paige Mims	Plano	paigem@plano.gov
Victoria Huynh*	Plano	victoria@plano.gov
Michael Martin	Richardson-B&H	mmartin@bhlaw.net
Gary Smith	Richmond	gsmith@richmondtx.gov
Lowell Denton	San Antonio	lfdenton@rampagelaw.com
Charles Willette	San Antonio	charles.willette@rshlawfirm.com
Ryan Henry	San Antonio	ryan.henry@rshlawfirm.com
Casandra Cascos Ortiz	San Antonio-K&O	cortiz@kassahnortiz.com
William McKamie	San Antonio-TOASE	mmckamie@TOASE.com
Jacque Cullom	San Marcos	jcullom@sanmarcostx.gov
Michael Cosentino	San Marcos	mcosentino@sanmarcostx.gov
Sam Aguire	San Marcos	saquirre@sanmarcostx.gov
Andrew Quittner	Seguin	aquittner@seguintexas.gov
Meredith Riede	Sugar Land	mriede@sugarlandtx.gov
Roberta Cross*	The Woodlands	RCross@thewoodlandstowship-tx.gov
Cristian Rosas-Grillet	TML	cristian@texasmunicipallawyers.com
Kylie Scherbakov	TML	kylie.scherbakov@tmlhb.org
Leah Simon	TML	Leah.Simon@tmlhb.org
Allison Lacey	Victoria	alacey@victoriatx.org
Thomas Gwosdz	Victoria	tgwosdz@victoriatx.org
Julie Doshier	virginia	doshierlaw@gmail.com
David Shaw	Waco	dshaw@wacotx.gov
Judith Benton	Waco	judithb@wacotx.gov
Kathleen Perdon	Waco	kathleenp@wacotx.gov



TCAA Big City IMLA Registrations (up to 10 each - Dallas, Fort Worth, Houston, San Antonio)

Name (Last, First)	City	Email
80 Arias, Nico	Fort Worth	Nico.Arias@fortworthtexas.gov
80 Austria, Chris	Fort Worth	Christopher.Austria@fortworthtexas.gov
80 Hansen, Royce	Fort Worth	Thomas.Hansen@fortworthtexas.gov
80 McCracken, Rich	Fort Worth	Richard.McCracken@fortworthtexas.gov
80 McElroy, Denis	Fort Worth	Denis.McElroy@fortworthtexas.gov
80 Murray, Matt	Fort Worth	Matthew.Murray@fortworthtexas.gov
80 Ramos, Melinda	Fort Worth	Melinda.Ramos@fortworthtexas.gov
80 Sang, Siang Lian	Fort Worth	Siang.Sang@fortworthtexas.gov
80 Trimble, Lauren	Fort Worth	Lauren.Trimble@fortworthtexas.gov
80 Winter, Lynn	Fort Worth	Lynn.Winter@fortworthtexas.gov
80 Aiyer, Nirja	Houston	Nirja.Aiyer@Houstontx.gov
80 Buzak, Martin	Houston	Martin.Buzak@HoustonTX.gov
80 Chauvin, Suzanne	Houston	Suzanne.Chauvin@houstontx.gov
80 Crawford, Joseph R.	Houston	Joe.crawford@houstontx.gov
80 Curtis, Robin E.	Houston	robin.curtis@houstontx.gov
80 Dempsey, Kelly	Houston	Kelly.Dempsey@houstontx.gov
80 Fleming, Donald J.	Houston	Don.fleming@houstontx.gov
80 Purnell, David	Houston	David.purnell@houstontx.gov
80 Rodriguez, Thomas	Houston	thomas.rodriguez@houstontx.gov
80 Taylor, Ondrea	Houston	Ondrea.Taylor@HoustonTx.gov
80 Alexander, Devin	Dallas	devin.alexander@dallascityhall.com
80 Brissette, Jenny	Dallas	jennifer.brisette@dallascityhall.com
80 Burgess, Casey	Dallas	casey.burgess@dallascityhall.com
80 Darling, Steven	Dallas	steven.darling@dallascityhall.com
80 Lanners, Christine	Dallas	christine.lanners@dallascityhall.com
80 Pak, Julianne	Dallas	julianne.pak@dallascityhall.com
80 Robbins, Mitchell	Dallas	mitchell.robbs@dallascityhall.com
80 Samples II, Benjamin	Dallas	benjamin.samples@dallascityhall.com
80 Tankersley, Connie	Dallas	consuelo.tankersley@dallascityhall.com
80 Tsevoukas, Christina	Dallas	christina.tsevoukas@dallascityhall.com
80 Adams, Samuel	San Antonio	samuel.adams@sanantonio.gov
80 Castillo Daily, Iliana	San Antonio	Iliana.castillodaily@sanantonio.gov
80 Filopoulos, Thomas	San Antonio	thomas.filopoulos@sanantonio.gov
80 Guinn, Susan	San Antonio	susan.guinn@sanantonio.gov
80 Klein, Deborah	San Antonio	deborah.klein@sanantonio.gov
80 Nino, Jose	San Antonio	jose.nino@sanantonio.gov
80 Provencio, Elizabeth	San Antonio	elizabeth.provencio@sanantonio.gov
80 Rodriguez, Orlando "Ray"	San Antonio	orlando.rodriguez@sanantonio.gov
80 Shum, Victoria	San Antonio	victoria.shum@sanantonio.gov
80 Urbis, Michael	San Antonio	michael.urbis@sanantonio.gov

3200

Total Due

3200

Big Cities

8/25/2020

Date

Payment Request/Purchase Order

Texas Municipal League

1821 Rutherford Lane, Ste 400

Austin, TX 78754-5128

(512)231-7400 Fax(512)231-7495

Vendor ID

TO: International Municipal Lawyers Association

P.O. Box 200016

Pittsburgh, PA 15251-0016

PURCHASER ONLY					ACCOUNTING USE ONLY		
Description	Account #	Account Name	Budget Amount	Amount	INV. DATE	INV. #	AMOUNT
First installment of stipend for TCAA member IMLA 2020 conf. registrations	4018-018-780-05	TCAA IMLA Fall Conference	\$30,000	\$26,600.00			
				TOTAL	\$	26,600.00	
						TOTAL	\$ -

NOTE: If any attached document needs to accompany check, please provide an additional copy for auditing purposes.

☒ Attachments

☒ Mail Check

REQUESTED BY Heather Ford

RETURN CHECK TO

APPROVED BY

DATE NEEDED

Date _____

(512)231-7400 Fax(512)231-7495

Pittsburgh, PA 15251-0016

NOTE: If any attached document needs to accompany check, please provide an additional copy for auditing purposes.

☒ Mail CheckDATE NEEDED Next check run

TAB

6

Texas City Attorneys Association (TCAA)
Board of Directors
- Application Form -

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- I am an “active member” (defined by the TCAA Constitution as “*any person duly licensed to practice law in this state who have been duly elected or appointed to the office of city attorney or assistant city attorney of a city, town, or village which is an active member of the Texas Municipal League*”) in good standing with TCAA.
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- I understand that Board service typically lasts for several years (typically 8-10 years) as current Board members are customarily re-nominated for service in successively higher positions that often culminate with service as President.
- I understand that service on the Board is voluntary, and that I am responsible for my own expenses.

Name: Meredith Ladd

Position: City Attorney

Address: 1945 E. Jackson Rd, Carrollton, TX 75006

Phone: 972.466.3036

Email: meredith.ladd@cityofcarrollton.com

- Please attach a brief description of your municipal law experience.
- Please attach a brief description of your reasons for wishing to serve on the Board.

Please email this form and attachments to Christy Drake-Adams, TCAA Assistant General Counsel, at christy@tml.org.

Note: the TCAA Constitution also provides that additional nominations may be made from the floor.

1. Municipal law experience.

My municipal law experience began when I was in law school and clerked for the City of Arlington during the summer of 1998. After graduating law school in December 1998, I began working as an Assistant City Attorney for the City of College Station in May 1999. In August 2000, I returned to the City of Arlington. I worked for these two cities for approximately three years, focusing primarily on transactional issues and Public Information Act. I had the benefit of working for two great City Attorneys, Harvey Cargill and Joy Doegey, and received an excellent foundation.

I left Arlington in mid-2002 and went to Brown & Hofmeister, LLP, where I felt like I was given the opportunity to grow and gain experience in the truly wide variety of work we do in municipal law. I loved working with the numerous issues that different size municipalities have and the wonderful people who dedicate their lives to public service.

In December 2012, I went to work for the City of Dallas as a Senior Assistant City Attorney, working primarily for Dallas Water Utilities. The work with a large municipal utility was challenging and fascinating. I gained invaluable exposure to water issues, which affect our entire state.

In April 2014, I was appointed City Attorney of the City of Carrollton. I am fortunate to follow in the shoes of Clayton Hutchins, who was willing to provide me assistance from his invaluable years of experience and insight. My practice still focuses mainly on transaction items and advising council; however, as City Attorney, I now have the ability to work in all areas, returning full circle to my early roots.

2. Reasons for wishing to serve on board.

I would like to be a part of and serve an organization that helps develop and grow attorneys in the municipal field. TCAA is unique in that it offers resources and training to municipal attorneys throughout the state, at a reasonable cost, on topics that are actually relevant to our practice. In order to grow and continue to offer such services, I believe that practitioners must give of their time and talents to further the goals of this organization. It is for this reason that I would like to serve on this board.

Texas City Attorneys Association (TCAA)
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Name: Heather Lockhart

Position: Assistant City Attorney, City of Austin

Address: PO Box 1088, Austin, TX 78701

Phone: (512) 974-2177 (office); (214) 236-9586 (cell)

Email:
heather.lockhart@austintexas.gov

- Please attach a brief description of your municipal law experience.
- Please attach a brief description of your reasons for wishing to serve on the Board.

Please email this form and attachments to Christy Drake-Adams, TCAA Assistant General Counsel, at christy@tml.org.

Note: the TCAA Constitution also provides that additional nominations may be made from the floor.

Heather M. Lockhart

heather.lockhart@austintexas.gov

MUNICIPAL LAW EXPERIENCE

City of Austin, Austin, TX

Assistant City Attorney, April 2018-present

Provide legal advice to senior management and staff of Austin Energy and, when relevant, to the City Manager, and City Council regarding public utility regulations; negotiate standard industry master agreements (ISDAs, including Power Annexes, and EEIs) and renewable energy power purchase agreements; advise Austin Energy staff and City Council on issues related to electric utility rate making; advise Austin Energy staff on issues related to customer billing and collections; serve as an emergency management attorney drafting documents and agreements in response to city emergencies; and advise the Homeland Security and Emergency Management division.

Texas Municipal League, Austin, TX

Assistant General Counsel, March 2016-April 2018

Provided legal information to city attorneys and officials; drafted legal briefs on various municipal law subjects, including contractual immunity and water rights issues; reviewed and analyzed legislation and state agency rules; testified before legislative committees on issues adopted by the legislative policy committee; supervised law clerks and legal interns; served as Assistant General Counsel to the Texas City Attorneys Association.

Texas Municipal League, Austin, TX

Legal Counsel, February 2012-March 2016

Provided legal information to city attorneys and city officials; reviewed and analyzed legislation and state agency rules; traveled throughout the state of Texas to discuss municipal law issues with city officials; authored legal Q&A and legislative update articles on a wide range of municipal law topics.

City of Dallas, Dallas, TX

Assistant City Attorney, May 2011-February 2012

Prosecuted city ordinance violations and class C misdemeanors in both trials before the court and trials before a jury in municipal court; researched relevant case law; argued, filed and responded to defense motions.

MUNICIPAL LAW CONFERENCE PRESENTATIONS

- IMLA Covid-19 Webinar, March 2020
- Social Media, Government Law Boot Camp, July 2018
- Social Media, Texas City Attorneys Association Summer Conference, June 2018
- “Governmental Immunity: Implications of the *Wasson* and *Wheelabrator* Cases,” Texas Water Law Institute, November 2016.
- “Violating the Open Meetings Act Using Snapchat (Social Media & Electronic Communications),” Advanced Government Law Section Annual Conference, July 2016.

Heather M. Lockhart

heather.lockhart@austintexas.gov

I would love the opportunity to serve on the board of the Texas City Attorneys Association. I had the unique opportunity to be affiliated with the board while serving as Assistant General Counsel of TCAA during my time with the Texas Municipal League's legal department. It was one of the job duties that I enjoyed the most, as I experienced firsthand the benefits of the TCAA network. The most valuable part of being a member of TCAA, for me, is meeting and collaborating with other municipal law attorneys. It is refreshing to be surrounded by professionals that enjoy what they do and care so deeply about their communities. Being able to pick up the phone and call a fellow TCAA member to ask how they would handle a specific situation is an incredible TCAA member benefit. As a member of the board, I will continue to foster a collegial environment where municipal attorneys feel comfortable reaching out to one another. One of my goals as a board member will be to provide more opportunities for virtual interaction, especially while many of us are still working remotely.

The current board lacks representation from an in-house attorney in one of the five largest cities in Texas. If elected to serve on the TCAA Board, I would be able to bring the perspective of a large city in-house attorney. I know the organization continues to look for ways to encourage the law departments in big cities to get involved with TCAA. As a board member, I intend to propose that TCAA offers a "department membership" for large cities. Both the International Municipal Lawyers Association and the Austin Bar Association offer these types of group memberships for a flat fee. This arrangement gives larger law departments budgeting certainty while also offering the incredible mentoring, networking, and CLE opportunities of TCAA to large city law departments.

I love what I do. Working for a city and spending nearly all of my years of law practice in the municipal field has made me incredibly grateful for municipal law practitioners. I appreciate being considered for a TCAA director position and look forward to continuing to actively participate in the organization.

Texas City Attorneys Association (TCAA)
Board of Directors
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Name: Megan Mahan

Position: City Attorney

Address: 300 W. Main St., Grand Prairie, Texas 75050

Phone: 972-237-8025

Email: mmahan@gptx.org

- Please attach a brief description of your municipal law experience.
- Please attach a brief description of your reasons for wishing to serve on the Board.

Please email this form and attachments to Christy Drake-Adams, TCAA Assistant General Counsel, at christy@tml.org.

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August 17, 2020

TCAA Board of Directors
Via email: christy@tml.org

Re: Application for Board of Director Appointment

Dear TCAA Board of Directors,

I respectfully request your consideration of my application for the TCAA Board of Directors.

I have worked in the Grand Prairie City Attorney's Office since 2011 and was appointed City Attorney in February 2018. Two years pass in the blink of an eye, and February 2020 began with our emergency management staff talking about how they are monitoring the spread of some "novel" virus from China (and you know how the rest of the story unfolds...).

I have always appreciated the comradery of municipal attorneys and have valued the opportunities to collaborate with them on municipal legal issues. However, the coronavirus amplified this comradery ten-fold. Over the last five months, I have had the opportunity to work with many municipal attorneys of this state in navigating complex legal issues arising from a health crisis unprecedented in our lifetimes. I have witnessed the beauty of likeminded attorneys working together to help each other wade through murky pandemic law that is even more novel than the underlying virus.

Prior to the pandemic, I trusted TML/TCAA as an essential resource. If I had a quarter for every time I googled "<legal issue> TML," I would be able to retire early! During the pandemic, TML/TCAA has taken "essential" to the next level with frequent email Q&As and webinars containing pertinent legal updates to guide and inform municipal legal practitioners.

I am energetic about the practice of municipal law and enjoy taking on challenging opportunities. By way of example, I recently co-authored the *Amici Curiae* Brief filed with the United States Supreme Court in the case styled *Michael Hunter, Martin Cassidy, Carl Carson v. Randy Cole, Karen Cole, Ryan Cole*; No. 19-753, of which TML and TCAA were among the amici.

I do not have the words to express how appreciative I am for all the help I have received as a relatively new City Attorney. Instead, I will do my best to pay it forward. This appointment opportunity seems like a great way to serve and support Texas municipal lawyers and TCAA. If I am not selected for this position, I welcome any alternate opportunities to give back to a community that has given me so much.

Thank you for your consideration.

A handwritten signature in cursive script that reads "Megan Mahan".

Megan Suarez Mahan
City Attorney
City of Grand Prairie

MEGAN SUAREZ MAHAN

972.237.8025
mmahan@gptx.org

LOCAL GOVERNMENT EXPERIENCE

City of Grand Prairie, Texas

City Attorney

February 2018- Present

Assistant City Attorney

July 2011- February 2018

Knox County, Texas

County Attorney

January 2009- July 2011

Assistant County Attorney

November 2008-January 2009

Shotts, Pardue, Trevino, and Guevara, LLC

Attorney (Part-Time while County Attorney)

May 2010- July 2011

EDUCATION

Texas Tech University School of Law

Juris Doctorate

Graduated 2008

Trinity University

Bachelor of Arts in Political Science

Graduated 2005

CERTIFICATIONS & AWARDS

- IMLA Amicus Service Award: 2020
- City Manager's Award: 2019
- IMLA Local Government Fellow: 2017
- TCAA Merit Certification in Municipal Law: 2017

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Name: Maleshia B. McGinnis _____

Position: City Attorney, City of North Richland Hills _____

Address: 4301 City Point Drive, North Richland Hills, Texas 76180 _____

Phone: (817) 427-6042 _____

Email: mmcginnis@nrhtx.com _____

- Please attach a brief description of your municipal law experience.
- Please attach a brief description of your reasons for wishing to serve on the Board.

Please email this form and attachments to Christy Drake-Adams, TCAA Assistant General Counsel, at christy@tml.org.

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CITY OF NORTH RICHLAND HILLS

Office of the City Attorney

August 21, 2020

TCAA Board of Directors
Attn: Christy Drake-Adams
Assistant General Counsel
1821 Rutherford Lane, Suite 400
Austin, Texas 78754
Via email: christy@tml.org



To the TCAA Board of Directors:

Thank you for allowing me the opportunity to tell you a little about myself. Please accept this letter as submission of my qualifications for consideration for the Director position on the TCAA Board of Directors.

Education / Background:

- BA in English Literature and JD from Louisiana State University, Baton Rouge, Louisiana
- National Moot Court Finalist
- Over 18 years of experience as a municipal attorney in the state of Texas
- Conducted over 50 workshops, training sessions, and public speaking engagements for employees, non-profit, and professional organizations
- Accomplished contract negotiator with numerous multi-million dollar agreements successfully negotiated
- Motivational speaker and author of "*Reflections of Life: A Collection of Poetry, Prose and Images*" © 2018

Summary of Qualifications:

City Attorney, City of North Richland Hills (October 2016-present)

- City Attorney for the City of North Richland Hills, Texas - 3rd largest city in Tarrant County with a population of over 70,000 residents; over 500 employees
- Appointed City Attorney in October of 2016, becoming the first in-house counsel for the City
- Chief legal advisor to the City Council, the City Manager's Office, the City Secretary's Office, all City Boards and Commissions, and all City Departments
- Current practice focuses on economic development, tax increment financing, planning and zoning, employment law, public works, civil rights litigation, and real estate transactions

Senior Assistant City Attorney / Section Chief, City of Fort Worth (Nov 2001-Sept 2016)

- Prior to joining the City of North Richland Hills, I served over 14 years in the City Attorney's Office in Fort Worth in various capacities
- 5 years on the executive management team as Senior Assistant City Attorney and Section Chief of the General Services Division
- Held positions of Senior Assistant City Attorney/Section Chief, Assistant City Attorney I and II, Acting Chief Prosecutor, and Prosecuting Attorney
- Practice focused on information technology, economic development, procurement, budget and finance, copyright and trademark, public events, ground transportation, civil rights litigation, employment benefits, and open government
- Law Department liaison for the City during four (4) Texas legislative sessions from 2007-2013



CITY OF NORTH RICHLAND HILLS

Office of the City Attorney

Certifications / Awards / Memberships:

- State Bar of Texas, Licensed November 2001
- Licensed to practice by the US District Court, Northern District of Texas; US 5th Circuit Court of Appeals
- 2012 Graduate of Leadership Fort Worth
- Received 2007 Governmental Excellence Award from the National Forum for Black Public Administrators for completion of the Executive Leadership Training Program
- Member - Texas City Attorneys Association (TCAA), International Municipal Lawyers Association (IMLA), Tarrant County Bar Association
- Certified in Municipal Law by TCAA
- Certified Professional Football Agent Advisor, CFL (Canadian Football League)

Reasons for Seeking Board of Directors Position:

It would be my honor and privilege to have the opportunity to utilize my knowledge, talents, skills and experience to assist the TCAA Board in providing stellar service to the membership. I am an advocate for attorneys and the legal profession, and have conducted numerous workshops and training sessions for city employees and outside organizations on various legal issues. In addition to my experience as a municipal attorney, I have a heart for volunteer work and have served in various leadership capacities on community boards and organizations. I currently serve on the Board of Directors of the Jubilee Theatre in Fort Worth, and I previously served on the Leadership Fort Worth Steering Committee as a mentor for LeaderKids from 2012-2016. I volunteered as a judge for the UT Dallas Mock Trial competition and the Tarrant County Bar Association Youth in Government Mock Trial Competition. I have also volunteered as a presenter for the Tarrant County Bar Association People's Law School, and served on the planning committee for the People's Law School and the Women in Law Luncheon. I am a twenty-four (24) year member of Alpha Kappa Alpha Sorority, Inc., volunteering in various capacities and holding numerous leadership positions on the local, regional and international levels, including serving as past President of the local Arlington chapter, and past President of the Board of Directors of the Arlington Foundation for Excellence in Education.

I have been a member of the TCAA for many years and have attended numerous fall and spring conferences and TCAA sessions at the TML Conference and at the IMLA Conference. TCAA provides top level continuing legal education for Texas municipal attorneys. In fact, the TCAA Conference is the one I personally look forward to the most each year because it deals with matters that municipal attorneys consider most relevant to their practice. This year's virtual conference was great and I really enjoyed the platform and appreciated the adjustments the committee made to ensure a great virtual learning experience for those attending. I understand cities, and I understand city attorneys and the issues we face. I have supervised over 25 municipal attorneys and legal administrative staff members throughout my career. I have planned and facilitated two (2) office work retreats focused on developing innovative strategies for promoting generational diversity and efficiency in the workplace. As a former member of the State Bar College, I pride myself on advocating for training and continuous learning for all attorneys from the newly licensed, to the seasoned litigator. TCAA is at the forefront of providing continuing legal education and networking opportunities for Texas municipal lawyers. I would love the opportunity to be a part of the team. Please don't hesitate to contact me if you need any additional information.

Thank you very much for your time and consideration.

Sincerely,

A handwritten signature in blue ink that reads "Maleshia B. McGinnis".

Maleshia B. McGinnis
City Attorney

Texas City Attorneys Association (TCAA)
Board of Directors
- Application Form -

The TCAA Constitution provides that the President of the Association shall appoint a nominating committee of at least three persons, who, at the annual meeting of the Association (the fall meeting), shall submit nominees for Association officers. By custom, one Director position becomes available and is filled with a new nominee each year, while each current officer succeeds to the next highest office. The Director position is filled by a majority vote of the membership present and voting.

By completing and submitting this application, I hereby attest to the following:

- I am interested in serving on the TCAA Board of Directors (Board) and wish to be so considered.
- I am an “active member” (defined by the TCAA Constitution as “*any person duly licensed to practice law in this state who have been duly elected or appointed to the office of city attorney or assistant city attorney of a city, town, or village which is an active member of the Texas Municipal League*”) in good standing with TCAA.
- I understand that service on the Board requires that I attend several meetings during the course of a year, including:
 1. Winter Board meeting (January or February, typically in Austin or President’s home town)
 2. Summer Conference (June at different locations throughout the state)
 3. Fall Conference (fall at different locations throughout the state).
- I understand that Board service typically lasts for several years (typically 8-10 years) as current Board members are customarily re-nominated for service in successively higher positions that often culminate with service as President.
- I understand that service on the Board is voluntary, and that I am responsible for my own expenses.

Name: Guillermo (Will) Samuel Trevino

Position: Associate Attorney with Messer, Fort & McDonald, PLLC

Address: 13625 Pond Springs Road, Suite 204, Austin, Texas 78729

Phone: 512-600-2308

Email: will@txmunicipallaw.com

- Please attach a brief description of your municipal law experience.

I previously worked for the Fort Worth City Attorney’s Office for five years where I advised on election law, municipal procurement, Human Resource matters, the City’s Minority Business Enterprise Division, open meetings, public information, and prosecuted Class C misdemeanor violations of the Texas Penal Code, Texas Transportation Code and Fort Worth City Code. I have experience drafting ordinances relating to SOBs, zoning, subdivision, building code, special events, smoking regulations, franchise agreements, solicitation, and rights-of-way. I have additional experience working in municipal government where I served for five years in various roles including chief of staff, deputy chief of staff and council aide to several council members in Houston and Fort Worth. I am currently involved in all

aspects of municipal service to Messer, Fort & McDonald, PLLC's clients, including municipal court prosecution and serve as the city attorney for several cities including: Whitney, Bartlett and Point Venture.

- Please attach a brief description of your reasons for wishing to serve on the Board.

Service to my chosen profession and colleagues is my mantra. I love mentoring other attorneys or sharing ideas with colleagues for the betterment of the client or the professional development of my fellow attorney. I am a 10+ year attorney that currently represents home rule and general law cities such as the cities of Clarksville, Whitney, Bartlett and Point Venture and served as presiding judge for the City of Manor. Working in both the private and public sector of municipal law has given me the opportunity to work with 17+ home rule and several Type A - C cities. I believe this experience is invaluable as I have worked on everything from charter elections, PIDs and other economic development projects, to creation and/or dissolution of special districts. Indeed, I have had to use both the "attorney" and "counselor" that is affixed to our license in advising clients and guiding them through highly contentious political and complex legal matters. It would be an honor for me to use my years of experience to further TCAA's goals and mission.

Thank you in advance for any consideration to my application for a place on the board.

Guillermo (Will) Samuel Trevino, J.D., LL.M.

13625 Pond Springs Road, Suite 204 • Austin, TX 78729

Cell: (214) 909-1199 • Email: will@txmunicipallaw.com

BAR MEMBERSHIP

Admitted to the State Bar of Texas, November 2008

WORK EXPERIENCE

Messer, Rockefeller, & Fort, PLLC, Austin, TX, November 2016 – Present

Associate Attorney – Serves as city attorney for several cities and presiding judge in one

- City Attorney for the Cities of Clarksville, Whitney, Bartlett, and Point Venture, Texas
- Presiding Judge for the City of Manor, Texas
- Counsel home rule and general law cities in election, land use, economic development and on compliance with the Public Information and Open Meetings Acts
- Negotiate, draft, review, and approve various contracts, including construction, employment and economic development agreements
- Draft and review city ordinances and resolutions
- Draft and submit legal briefs to the Texas Attorney General's Office
- Review subpoenas and associated records; draft and file motions; and attend hearings
- Prosecute Class C Misdemeanors and violations of various city codes; draft trial briefs, pre-trial motions and responses; and negotiate settlements of municipal court cases with attorney representatives and unrepresented defendants

City of Fort Worth, City Attorney's Office, Fort Worth, TX, March 2012 – November 2016

Assistant City Attorney II

- Negotiated and drafted complex contracts for the Purchasing Division and Human Resources Department such as TPAs, BAAs, and NDAs
- Legal Advisor for the Minority and Women's Business Enterprise Advisory Committee
- Advised City Departments on matters ranging from municipal procurement, elections, M/WBE to HIPAA compliance
- Advised City officials and departments on Public Information and Open Meetings Acts
- Drafted and submitted legal briefs to the Texas Attorney General's Office
- Conducted training sessions for City Staff on the Public Information and Open Meetings Acts
- Reviewed legislation that impacted the City, worked with City's lobbyist as necessary, and implemented changes for approved legislation
- Reviewed subpoenas and associated records; drafted and filed motions; and appeared on behalf of the City in Criminal and Family Courts
- Drafted City ordinances, Administrative Regulations, Mayor and Council Communications, and policies to comply with changes in the law or management direction
- Past responsibilities included: Prosecuted State and local criminal offenses in the City's municipal courts; Conducted case screening and evaluation, case preparation, pre-trial hearings, case-in-chief presentations, and bench and jury trials; Negotiated appropriate settlements of municipal court cases with attorney representatives and unrepresented defendants; Prepared legal opinions on Class C misdemeanor prosecution matters; Prepared/reviewed Code ordinances carrying Class C misdemeanor prosecution consequences; Prepared responses to appeals, trial briefs, discovery requests and motions to suppress

The Trevino Law Office, Lewisville, TX, January 2010 – March 2012

Solo Practitioner

- Represented clients on various estate planning matters
- Performed legal research on a variety of legal issues, including tax, real estate, and estate planning
- Conducted client intake interviews
- Prepared various estate planning documents including Wills, Trusts, Directives to Physicians, HIPPA Releases, Power of Attorneys, Medical Power of Attorneys and Declaration of Guardianships

PROFESSIONAL EXPERIENCE

City of Fort Worth, Council Member Kathleen Hicks, District 8, Fort Worth, TX

District Administrator, October 2008 – March 2012

- Oversaw the operating budget for the office, staffed committee meetings, and assisted with constituent services and community outreach
- Managed public policy initiatives
- Worked with the Council Member on analysis of the City's budget
- Represented the Council Member in meetings with corporate and public officials, and constituents
- Drafted Council statements and speeches
- Briefed the Council Member on issues before Council

City of Houston, Council Member Jolanda “Jo” Jones, At-Large Position 5, Houston, TX

Deputy Chief of Staff, January 2008 – October 2008

- Managed public policy initiatives and oversaw community outreach
- Researched laws, bills, and other reference materials to fulfill requests for information by the City Council Member and constituents
- Assisted with policy issues at the local, state, and federal level
- Assisted the Chief of Staff in managing the office

City of Houston, Council Member Addie Wiseman, District E, Houston, TX

Chief of Staff, October 2007 – December 31, 2007

Council Aide, July 2006 – October 2006, July 2007 – October 2007

- Directed the public policy of the Council Office
- Oversaw Council staff, Council Agenda, committees, office operating budget, media and public relations, and constituent services and community outreach
- Served as record retention officer for the office ensuring compliance with Public Information Act

EDUCATION

Baylor University - Waco, TX

Candidate for Master of Business Administration (MBA), May 2021

- Concentration in Cyber Security

Western New England University School of Law - Springfield, MA

LL.M. in Estate Planning and Elder Law, May 2011

- GPA: 92.7 out of 100

Texas Southern University Thurgood Marshall School of Law - Houston, TX

Juris Doctor, May 2007

- Top 45% of Class; Class Rank: 87/210
- Dean's List: Summer 2006, Spring 2007
- CALI Excellence for the Future Award in Business Planning

- CALI Excellence for the Future Award in Family Based Immigration
- Phi Alpha Delta Law Fraternity International Member
- Hispanic Law Student Association Member
- Texas Bar Student Association Member

Texas A&M University - College Station, TX
Bachelor of Science in Psychology, May 2004

PROFESSIONAL ASSOCIATIONS AND TRAINING

- CompTIA Security+ (in progress) – Anticipated completion October 2020
- Recipient of the 2018 – 2019 “Rising Advocate in Government Law” – State Bar of Texas, Government Law Section
- Member of the State Bar of College
- Texas District and County Attorney Association's Prosecutor Trial Skills Course, 2014
- Obtained Attorney General certificates in all open government trainings

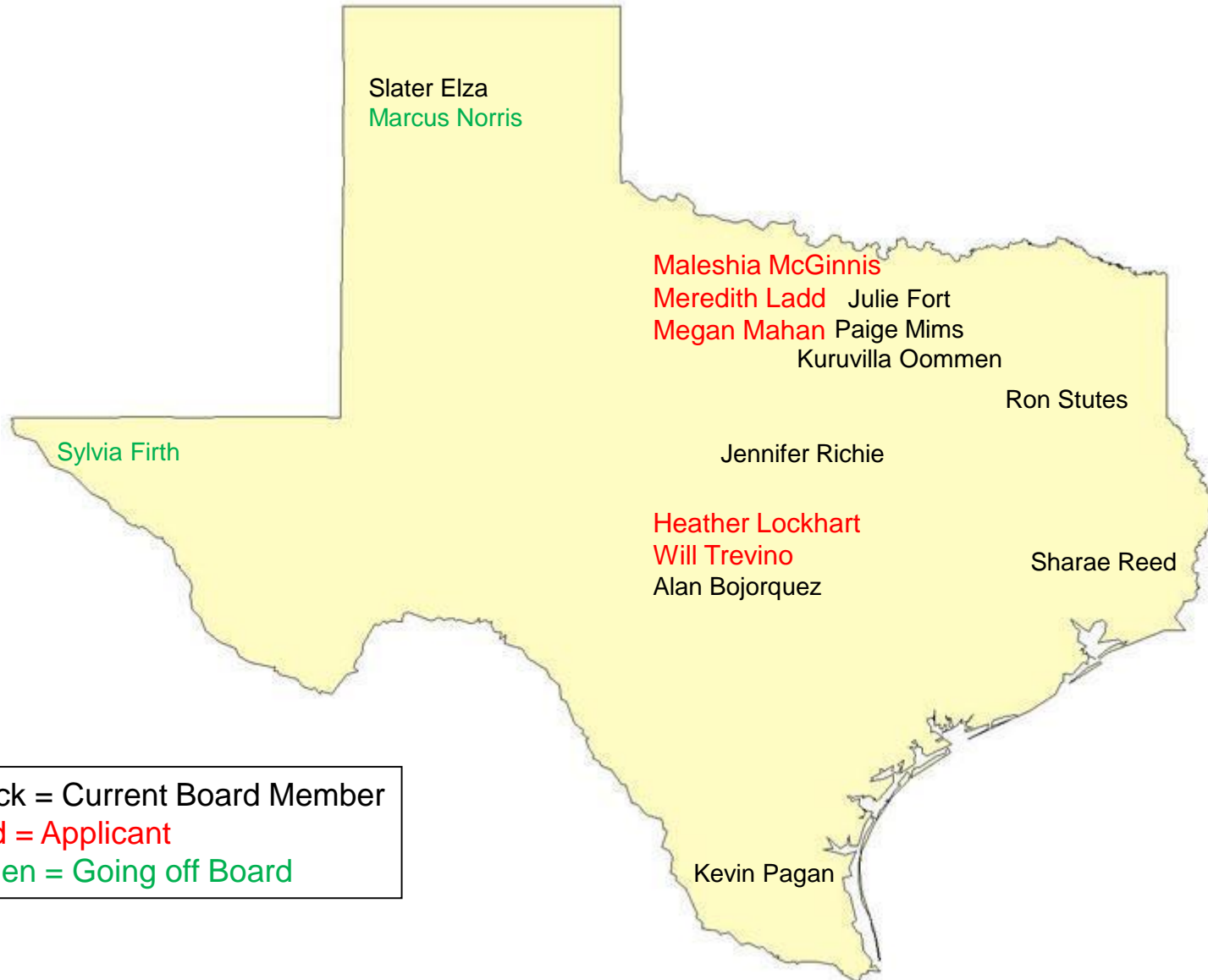
SPEAKING, WRITING & SELECTED ACCOMPLISHMENTS

- Cybersecurity Blogger for *TxCybersecurityGov.com* – a website dedicated to security issues affecting state and local governments 2020
- 2019 TPCA Employment Law, Civil Service & Public Information Act (PIA)/Open Records Seminar, *The Public Information Act for Law Enforcement – What you need to know* – Austin November 2019
- Local Government 101 Conference, The Cutting-Edge Issues, “*Open Meetings*” – Ennis County Texas May 2019
- Local Government 101 Conference, The Cutting-Edge Issues, “*Open Records*” – Grayson County Texas July 2018
- Open Government & Enforcement Conference, “*Open Government Training*” – Montague County Texas December 2017
- “*Municipal Election Law*” - Fort Worth City Attorney’s Office In-House CLE Training - Fort Worth, Texas November 2016

COMMUNITY ACTIVITIES

- Tarrant County Bar Association Elder Law Committee, Chair-Elect 2015-2016, Chair 2016-2017
- Tarrant County Bar Association Diversity Committee, Chair 2013 - 2014
- Participant in 5K runs; Training for half marathon race

TCAA Current Board Members and Director Applicants



Black = Current Board Member
Red = Applicant
Green = Going off Board

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Texas City Attorneys Association
Profit and Loss Statement
For the Twelve Months Ending June 30, 2020

	April	May	June	YTD	Budget	Favorable (Unfavorable) Variance
Membership Dues	\$830.52	\$260.37	\$1,625.51	\$36,544.96	\$29,980.00	\$6,564.96
Investment Income	469.22	406.75	341.38	4,726.14	2,000.00	2,726.14
Semi-Annual Meeting (Summer)	(8,116.05)	198.80	1,413.01	3,419.66	62,820.00	(59,400.34)
Sponsor Revenue	(7,500.00)			56,766.80	60,000.00	(3,233.20)
Riley Fletcher Seminar				14,586.05	7,500.00	7,086.05
CML Revenue			50.00	300.00		300.00
Total Revenue	(14,316.31)	865.92	3,429.90	116,343.61	162,300.00	(45,956.39)
Professional Fees				1,100.00	1,100.00	
Telephone					75.00	75.00
Postage			135.75	423.70	300.00	(123.70)
Boards and Committees	117.00	117.00	117.00	2,773.69	4,000.00	1,226.31
Semi-Annual Meeting (TML)				6,212.15	11,200.00	4,987.85
Semi-Annual Meeting (Summer)	3,290.61	1,690.27	11,997.84	25,529.87	85,048.00	59,518.13
Riley Fletcher Seminar	460.50	312.98	175.50	12,236.25	7,666.00	(4,570.25)
Public Relations				214.50	300.00	85.50
IMLA Scholarships				6,271.42	8,000.00	1,728.58
IMLA Small Cities Membership Contributions				3,000.00	3,000.00	
Printing and Reproduction				1.36	300.00	298.64
Dues and Publications			(443.68)			
Newsletter	1,326.00	1,326.00	1,326.00	15,912.00	15,912.00	
Awards & Recognition					1,300.00	1,300.00
Office Supplies				628.77	100.00	(528.77)
LisTCAA Listserve	52.00	52.00	52.00	624.00	624.00	
Web Site Expenses	78.00	78.00	141.51	2,254.28	10,936.00	8,681.72
Miscellaneous			443.68	1,627.81	3,000.00	1,372.19
Administrative Services	445.37	250.37	505.37	11,014.44	9,439.00	(1,575.44)
Total Expenses	5,769.48	3,826.62	14,450.97	89,824.24	162,300.00	72,475.76
Net Income (Loss)	(20,085.79)	(2,960.70)	(11,021.07)	26,519.37		26,519.37
Beginning Net Assets				169,926.75		
Ending Net Assets				196,446.12		

Texas City Attorneys Association

Budget Summary

FY 2020 - 2021

INCOME:

Membership Dues	29,470
Investment Income	2,000
Semi-Annual Meeting (Summer)	62,820
Riley Fletcher Seminar	0
Sponsor Revenue	<u>60,000</u>
TOTAL:	\$154,290

EXPENSES:

Board Meetings	4,000
Semi-Annual Meeting (TML)	11,200
Semi-Annual Meeting (Summer)	98,562
Riley Fletcher Seminar	2,306
Newsletter	15,912
Web site	10,936
Administrative Services	9,609
Miscellaneous	<u>21,599</u>
TOTAL:	\$174,124

2020 - 2021 BUDGETED DEFICIT:

\$19,834

TOTAL RESERVE FUNDS:

(Approximate) \$140,000.00

Texas City Attorneys Association

Budget Detail
FY 2020 - 2021

INCOME

Membership Dues:

125 City Attorneys (\$70.00)	8,750
285 Assistant City Attorneys (\$40.00)	11,400
115 Associate Members (\$80.00)	9,200
3 Paralegal (\$40.00)	<u>120</u>
Total:	\$29,470

Investment Income:

Current Rates	\$2,000
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Semi-Annual Meeting (Summer):

180 Registered (\$349.00)	\$62,820
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Riley Fletcher Seminar:

Webinar views are free	\$0
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Sponsor Revenue:

\$60,000

TOTAL INCOME: \$154,290

EXPENSES

Board Meetings:

3 Board Meetings (\$1,404 services agreement), plus board gift and misc	3,000
Out of town Board Meeting staff travel	<u>1,000</u>
Total:	\$4,000

Semi-Annual Meeting (TML):

MCLE	200
Refreshment Breaks	6,000
AV Charges	4,000
Miscellaneous (Including publicity)	<u>1,000</u>
Total:	\$11,200

Semi-Annual Meeting (Summer):

Conference Gift for attendees	0
MCLE	200
Refreshment Breaks/Reception	60,000
TML Services Contract	5,460
TML Staff Expenses	2,000
Conference Supplies	1,650
Postage	500

Texas City Attorneys Association

Budget Detail

FY 2020 - 2021

AV Charges	20,000
Galen Sparks/ Susan Rocha/ Mentor Attendees	3,000
Speaker Expenses	1,000
Publicity	1,500
Miscellaneous	<u>3,252</u>
Total:	\$98,562

Riley Fletcher Seminar:

MCLE	200
TML Services Contract	<u>2,106</u>
Total:	\$2,306

Newsletter:

12 issues (\$1,326 per issue)	\$15,912
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Website:

Annual Service Agreement	936
New Additions	2,000
Video Replay Posting and Admin Costs	<u>8,000</u>
Total:	\$10,936

Administrative Services:

528 Members (\$15.00)	7,920
Financial Charges	<u>1,689</u>
Total:	\$9,609

Miscellaneous:

TCAA Affiliate Groups	2,000
Printing and Reproduction	300
Awards and Recognition	1,300
Office Supplies	100
Public Relations	300
Professional Fee - Audit	1,100
Telephone	75
LisTCAA Listserv Service Fee	624
Postage	300
IMLA Small City Membership Contributions	3,000
Four IMLA Conference Scholarships	8,000
Other Associaton Sponsorships	1,500
Miscellaneous	<u>3,000</u>
Total:	\$21,599

TOTAL EXPENSES:	\$174,124
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TAB

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TCAA Affiliate Application

Thank you for your interest in partnering with the Texas City Attorneys Association (TCAA) to support and promote your local/regional attorney group! There is no cost to become a formal affiliate of TCAA. Any local club or society may submit to the TCAA executive committee a written request for formal affiliation with TCAA. The request must be made by a member of the club or society who is also an active TCAA member. In order to qualify as an affiliate of TCAA, the local club or society must:

- Further the purpose of TCAA as set out in Article II, Section 1, of the TCAA Constitution;
- Not overlap with the geographical area served by any other club or society affiliated with TCAA;
- Have at least two officers, who are active members of TCAA, selected annually by the members of the club or society;
- Hold at least one meeting of the club or society's membership each year in the geographical area served by the club or society in order to encourage fellowship among the members and to promote the study of municipal law; and
- Not hold meetings in conflict with the annual meeting or semi-annual meeting of the TCAA.

To submit your request for formal affiliation with TCAA, please fill out the form on the following page and return it by email to:

Christy Drake-Adams
Assistant General Counsel
Texas City Attorneys Association
christy@tml.org
512-231-7400

Please provide the following information:

CONTACT INFORMATION

Organization Name:

Application Contact (Name/Position in organization):

Address:

Address 2:

City/Zip:

Contact Phone:

Contact Email:

CURRENT OFFICERS (List the name and title of two officers who are active TCAA members*)

1.

2.

*The TCAA membership directory is available here:

http://members.tml.org/Web/Online/Directories/TCAA_Directory.aspx.

GEOGRAPHIC AREA (List all cities included in your local/regional group)

MEETING SCHEDULE (If irregular, please provide the date, time and location of both the most recent and next scheduled meeting.)



TCAA Affiliate Application

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