

# City of Shoreacres



## NOTICE OF MEETING

Notice is hereby given that a Special Meeting of the  
**City Council**  
of the City of Shoreacres, Texas, will be held on  
**Thursday, August 22, 2013 at 6:00 p.m.**  
in the City Council Chambers on the first floor at City Hall, 601 Shore Acres Blvd.,  
Shoreacres, Texas, at which time the following subjects will be discussed, to wit:

**1.0 CALL TO ORDER / ROLL CALL:** Members Present and Absent

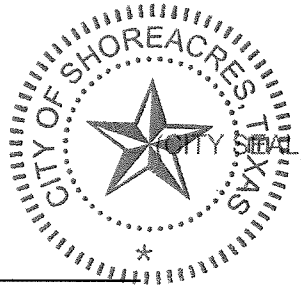
**2.0 BUSINESS**

2.1 Consideration and approval of Resolution No. 2013-119 authorizing the Mayor to hire a full-time temporary employee to serve as the acting Chief of Police in the absence of the Chief of Police. <sup>Webber</sup>

**3.0 ADJOURNMENT**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Shoreacres, Texas is a true and correct copy of said Notice and that I posted a copy of said Notice on the bulletin board at City Hall on August 19, 2013 at or before 6:00 p.m., at a place convenient and readily accessible to the general public at all times; to remain so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

DATED THIS 19TH DAY OF AUGUST 2013.



SHOREACRES, TEXAS

BY:   
David K. Stall, CFM, City Administrator / City Secretary

**The City Council Chamber is wheelchair accessible and accessible parking spaces are available.**

**Requests for accommodations or interpretive services must be made at least two (2) working days prior to the meeting. Please contact City Office at 281.471.2244 or fax 281.471.8955 for additional information.**

I, the undersigned, do hereby certify that this Notice of Meeting was removed from the City Hall bulletin board at \_\_\_\_\_ AM/PM on \_\_\_\_\_, 2013.

BY: \_\_\_\_\_

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**RESOLUTION No. 2013-119  
CITY OF SHOREACRES**

A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXTEND AN OFFER OF TEMPORARY EMPLOYMENT FOR AN ACTING CHIEF OF POLICE; TASKING THAT EMPLOYEE WITH THE INVESTIGATION AND RESOLUTION OF ALLEGATIONS, COMPLAINTS AND/OR GRIEVANCES BROUGHT BY, OR AGAINST, OFFICERS OF THE POLICE DEPARTMENT; DESIGNATING THE SOURCE OF FUNDS FOR SUCH EMPLOYMENT; MAKING VARIOUS FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF.

\* \* \* \*

WHEREAS, the City of Shoreacres has budgeted (6369-10) for outside consulting services in the Administrative Department during Fiscal Year 2012/2013; and,

WHEREAS, the City Council desires to expend from that line item the funds necessary to retain a temporary acting Chief of Police; and,

WHEREAS, such acting Chief of Police shall be specifically tasked with investigating, reporting and seeking the resolution of allegations, complaints and/or grievances brought by, or against, officers of the Police Department;

NOW, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREACRES:

THAT the City Council hereby approves and authorizes the Mayor, with concurrence of the Mayor pro tem, to enter into a temporary employment agreement for services of an acting Chief of Police.

THAT the Mayor may expend such funds as necessary up to, but not to exceed, fifteen thousand dollars (\$15,000.00) for such purpose including all employee benefits and costs of employment.

The City Council officially finds, determines, recites, and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this resolution and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED, this 22nd day of August, 2013.

CITY OF SHOREACRES

( CITY SEAL )

By: \_\_\_\_\_  
Matt Webber, Mayor

ATTEST:

\_\_\_\_\_  
David K. Stall, CFM, City Secretary

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## DRAFT DOCUMENT

- Position:** Acting Chief of Police (Special Assignment)
- Employment:** Full-time, temporary (estimated 4 to 8 weeks).
- Term:** Estimated 4 to 8 weeks. (160 to 320 hours).
- Agreement:** Yes. A professional employment agreement with an initial term of four weeks with provisions to extend for additional periods of seven days to a predetermined maximum limit of hours and/or employment expense.
- FLSA:** Overtime exempt.
- Benefits:** Health Insurance – Yes; Retirement – No.
- Work Hours:** As required to meet the expectations of employment.
- Commission:** Full-time City of Shoreacres peace officer commission (TCOLE).
- Duties:** Those customarily assigned to the Chief of Police; investigating, reporting and seeking the resolution of any known allegations, complaints and/or grievances brought by, or against, officers of the Police Department; report weekly on activities, actions taken, and findings on completed inquiries and/or investigations; and, other duties as may be assigned. There is no expectation that the position will require any patrol or traffic enforcement duties.
- Authority:** Full authority to act as Chief of Police including authority to effect policy changes, assign schedules and duties, take disciplinary action, promote, demote and terminate officers, purchase supplies and equipment, providing all actions fall within the limitations of the City Code and approved budget. Purchases in excess of \$1,000 will require approval of the City Administrator and contracts will require council approval.
- Access:** Full access to all police department facilities, records, and documents.
- Uniform:** Business attire (non-uniformed).
- Facilities:** Use of the office space, equipment, and facilities provided for the Chief of Police.
- Vehicle:** Use of any Police Department vehicle as may be required. Mileage reimbursed for use of personal vehicle, excluding travel to and from residence to Shoreacres.

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