



TMCA NEWS

Message from the President

Hurricane Harvey has caused extensive flooding and destruction in Texas cities. Now is the time for us to pull together in prayer and support for all those impacted by this devastation. The repercussions will linger for weeks and even years. I challenge all of you to find a means to help those in need. Whether it is a monetary donation, providing much needed supplies for a shelter, or volunteering your time, all help will be appreciated. Reach out to your colleagues with a call or email offering assistance. The show of support means more than you know. Thank you in advance to the many clerks who have already helped in one way or another. Listed below are resources provided by IIMC President and Forth Worth City Secretary Mary Kayser if you wish to help or donate.

Red Cross - Donations:

www.redcross.org or 1-800-733-2767

Red Cross Volunteers: www.redcross.org/volunteer

Salvation Army - Donations:

www.salvationarmy.org or 1-800-725-2769

Text STORM to 51555

Our thanks to Municode and Franklin Legal Publishing for offering to replace damaged code books free of charge to those municipalities affected by Harvey. Texas Municipal League has also stepped up to assist as noted on their website. One thing that I am sure of, we Texans stand together in times of tragedy.

“We Texans stand together in times of tragedy.”



TMCA President Lydia Lopez, TRMC City Secretary, Hewitt

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President's Message

“Communication, Communication, Communication!”

Communication is defined as the sharing of information or news and as the means of connection between people. In addition to face-to-face communication, there are several other ways to communicate in today's technological world. Most of us probably communicate daily on the phone (cellular and land line) and through Twitter, text, email, LinkedIn, Facebook, and other social media. Communication is a skill learned at a very early age. We begin communicating at birth. Effective communication requires a special set of skills. Sharpening those skills can lead to success in our personal and professional life.

“Skill in the art of communication is crucial to a leader's success. He can accomplish nothing unless he can communicate effectively.” ~Anonymous

Communication requires the ability to listen effectively. Listening effectively involves understanding what the other person is trying to say. I struggle with this daily as I must fight the urge

to jump in before I have even given someone the chance to finish what they are trying to communicate. Practicing your listening skills is practical advice. You can gain understanding and aid in effective communication by asking for clarification and repeating what you understood the person to say.

It is also important to be aware of nonverbal communication. A person's body language, eye contact, and posture can set the tone of the message being communicated. You can tell if someone is angry, happy, sincere, or just downright dishonest just by tuning in to their nonverbal cues. Nonverbal communications are most beneficial if you are speaking to someone face to face. Be aware of your body language. Make sure to make eye contact so that the person communicating with you feels that you are engaged in the conversation.

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PRESIDENT'S MESSAGE

Be clear and concise. Less can mean more when you are trying to get your message across. Keep your words direct and to the point. You do not want to make the mistake of losing the person's interest with too much clutter.

Be ever-mindful of your tone of voice. It is amazing how one can deflect a contentious situation by using a calm voice. City secretaries are known for being friendly and courteous. Soften up your message by being genuine, caring, and empathetic. There is no better way to gain respect.

Communication is a two-way street. Be willing and open minded to listen to the receiver's opinion, comments, and suggestions. We can learn so much from each other if we just take the time to listen. Choose wisely when determining your medium of communication. Although we live in a virtual world with modern technology, there is no better form of communication than face-to-face. Connecting with people is what life's all about! ☺

By the way, if you haven't registered for TMCCP's Graduate Institute, it's not too late. The seminar is entitled "**Overcoming Barriers to Effective Communication.**" Hope to see you there!

Lydia Lopez, TRMC
2017 TMCA President
citysecretary@cityofhewitt.com

Upcoming Education & Networking Opportunities

October 3-6, 2017 • Houston, Texas

Texas Municipal League Conference • [Learn more](#)

October 12, 2017 • Leon Valley, Texas

Alamo Chapter Training Event: "Effective Communication: Make it Simple!" • [Learn more](#)

October 25, 2017 • Austin, Texas

Athenian Dialogue: "Mandela's Way: Lessons on Life, Love, and Courage" • [Learn more](#)

October 26-27, 2017 • Austin, Texas

TMCCP Graduate Institute Seminar: "Overcoming Barriers to Effective Communication" • [Learn more](#)

Celebrate Municipal Clerks

Thursday, October 26, 2017, DoubleTree by Hilton Hotel, Austin

TMCA Annual Business Meeting, October 26, 11:30 a.m.

Including 2016 Annual Business Meeting minutes, treasurer's report, 2017 resolutions, election of 2018 officers

TMCA Annual Awards Banquet, October 26, 5:30 p.m.

Includes presentation of the 2017 TMCA Municipal Clerk of the Year, presentation of scholarship awards, recognition of our 2017 retirees, the installation of 2018 TMCA officers, and the 2018 president's acceptance speech.

A banquet ticket is included in your Graduate Institute registration. If you are not attending the seminar but would like to attend the banquet, please purchase your banquet ticket in advance. We hope to see you there!

PROFILE

2017 TMCA Certification Committee

The TMCA Certification Committee promotes the Texas Municipal Clerks Certification Program and sets the policies and procedures for the operation of the Certification Program.

This is a brief introduction of the TMCA members who have comprised this vital committee in 2017.

*Chair Lee Woodward, TRMC
City Secretary, Huntsville*

“The Certification Committee is a great chance to work with more seasoned members of the TMCA leadership. The committee was invaluable to my deputy and me as we were completing the TMCCP requirements, with scholarships and support making it possible. Education and lifelong learning are important for everyone to contribute meaningfully in our society. I am indebted to TMCA and appreciate the opportunity to give back to our members.”



Members of the 2017 Certification Committee. Front row, left to right: **Mary Supino, TRMC**, city secretary, Arlington; Committee Chair **Lee Woodward, TRMC**, city secretary, Huntsville; and **Melissa Brunner, TRMC**, city secretary, Flatonia. Second row: **Irma Parker, TRMC**, city secretary, Port Aransas; **Gretchen Mercer, TRMC**, city secretary, Canyon; **Peggy Burnside, TRMC**, administrative director, TMCA/TMCCP; and **Dr. Amy Holt, TRMC**, education director, TMCA/TMCCP. Not pictured: ex-officio members TMCA President **Lydia Lopez, TRMC**, city secretary, Hewitt; and TMCA President-Elect **Marie Balthrop, TRMC**, city secretary, Holliday; and TMCA Immediate Past President **Cheryl Salgado, TRMC**, city secretary/asst. city manager, Spearman.

CERTIFICATION COMMITTEE PROFILE

Certification Committee Chair Lee Woodward, city secretary, Huntsville, has served her city since September 2009 and handles the combined roles of city secretary, elections officer, public information officer, and records management officer. She is an instructor for TMCCP's annual Election Law Seminar and for the annual Houston-Galveston Area Council seminar on election law. She was a co-author of the tenth edition of TMCA's *Texas Municipal Clerks Handbook*.

Lee completed the requirements for her TMCA Texas Registered Municipal Clerk certification in November 2011 and holds both the Certified Municipal Clerk and Master Municipal Clerk designations with the International Institute of Municipal Clerks (IIMC). She is a graduate of the Certified Public Manager Program through the William P. Hobby Center, is a Registered Parliamentarian with the National Association of Parliamentarians, and is a charter member of the Texas State Association of Parliamentarians unit in the Brazos Valley. Lee is a cooperating member of the Texas City Management Association, a charter member and vice-president for the Gulf Coast Chapter of Texas Women Leading Government (through ICMA/TCMA), and a member of the Texas Association

of Municipal Information Officers.

Lee is active within TMCA, having served on the Scholarship and Certification Committees, and as the chair of the Resolutions Committee. She is also active in her local Salt Grass Chapter of TMCA, where she has performed the duties of president, vice president, secretary, and historian. Lee was a member of the 2012 Legislative Policy Committee on Personnel and Pension Reform for the Texas Municipal League and served as the 2013-14 Conference Chairman and on the Nominating Committee for the Texas State Association of Parliamentarians (TSAP). She was the 2015-16 Public Relations and Marketing Committee chairman for IIMC and served on their Policy Review Committee, is an IIMC Athenian Fellow, and in 2015 was approved as an IIMC Athenian Dialogue Facilitator. Lee is a 2017 presenter for the annual Salt Grass Chapter Public Information Seminar and the TML Newly Elected City Officials' Orientation. Locally, she is a member of the DAR and is the City of Huntsville representative on the Huntsville-Walker County Chamber of Commerce Board of Directors.

*Melissa Brunner, TRMC
City Secretary, Flatonia*

"I feel that the certification program provided by the Texas Municipal Clerks Association is such an amazing asset to our profession. I am pleased and honored to be able to serve on the Certification Committee."

Melissa Brunner, TRMC, has served as the city secretary of Flatonia since 1999. She earned her TRMC in 2003, recertified in 2008 and 2013, and is currently enrolled in her third recertification. Melissa received her CMC from IIMC in 2009.

Melissa is an active member of the Capital Chapter of TMCA. She has also held the offices in the chapter of past president, president, vice president, treasurer, and secretary, as well as having served on numerous committees.

Melissa is also active in TMCA. She is currently serving her fifth year on the Certification Committee. She has served on the Municipal Clerk of the Year Committee as a member and as chair; the Retirement Committee; the TML Booth Committee as chair; the Open Records Steering Committee (four years); and the Membership Committee as chair.

CERTIFICATION COMMITTEE PROFILE

Gretchen Mercer, TRMC City Secretary, Canyon

“It is an honor to serve the members of TMCA through the Certification Committee. I believe the TMCCP certification is key to the success of every municipal clerk; the incredible education, support, and networking are priceless. I’m grateful for the opportunity to be a part of setting and strengthening the policies and procedures for the Certification Program and encouraging others just as I was and continue to be. It makes me proud to hear TML Legal staff state over and over how Texas Municipal Clerks know their business due to the quality education received from the certification program, and they are right. I applaud all who are working their way through the homework and tests, have completed their certification, and those recertifying. Display your title with pride!”

Gretchen Mercer, TRMC, has served as the city secretary of Canyon since 2006. She previously served as the City of Canyon’s administrative assistant to the public works director. Gretchen earned her TRMC in 2014 and is currently enrolled in her first recertification.

She is an active member of the Panhandle Chapter of TMCA. She has held the offices of chapter president, vice president, secretary,

and historian. Her chapter committee service includes its Nomination Committee (both chair and member), TMCA Conference Hosting Committee (chair), and Notary Training Seminar Committee.

Gretchen is also active in TMCA. Her committee service includes the Membership Committee (2010-2012; chair, 2013), Resolutions Committee, and Nomination Committee. She has convened at TMCCP Election Law Seminars (2013-2017). She has also enjoyed volunteering for TMCA’s booth at the TML Conference since 2013, where she finds it “a great opportunity to meet our fellow city secretaries away from the [Texas-MunicipalClerks Yahoo Group] keyboards and promote the Certification Program to the elected officials and management of the cities.”

Irma Parker, TRMC City Secretary, Port Aransas

“I am honored to be given the opportunity to serve my fellow clerks as a member of the Certification Committee. TMCA and TMCCP’s educational programs provide us with the knowledge needed to perform our jobs and earn the respect and trust of our citizens. There is no occupation as rewarding as that of a municipal clerk! I thank the current and

past board members and staff for their vision and commitment to our profession and I appreciate the opportunity to work alongside people who honestly work to make our profession better, volunteers, who juggle as hectic a schedule, with work, family, and civic responsibilities, and at the same time, answering the call of service to our noble profession.”

Irma Parker, TRMC, has served as Port Aransas city secretary since 2013. Irma previously served as the city secretary for the City of Rockport from 1998 to 2013.

Irma earned her TRMC Certification in 2008 (No. 536), recertified in 2013, and is currently enrolled in her second recertification.

Irma is active in TMCA, where she has served on the Membership, Resolution, Scholarship, and Nominating Committees; this is her second year serving on the Certification Committee. She is a speaker for the TMCCP Election Law Seminar, and has also convened at TMCCP Election Law Seminars. Irma currently serves as Coastal Bend Chapter President having previously served as president, vice president, treasurer, and secretary. Her chapter committee service includes Membership, Athenian Dialogue Seminar Planning, Scholarship, Nominating, and Audit. She has been the

CERTIFICATION COMMITTEE PROFILE

Coastal Bend Chapter's Clerk of the Year and nominee for the TMCA Texas Municipal Clerk of the Year.

Irma holds membership in IIMC. She received her Certified Municipal Clerk designation and is actively pursuing her Master Municipal Clerk and IIMC Athenian Fellow certifications.

Irma is an active member of Region 11 of the Texas Municipal League, and served as Region 11 Secretary four times. In addition, she was selected as a member of the TML 100th Birthday Committee. Irma is active in community organizations including the Rotary International, Port Aransas Art Center, Rockport Little Theatre, and Rockport-Fulton Chamber of Commerce where she is a graduate of Leadership Aransas County Class VIII, served as the Government Class Facilitator and was selected Bay Blazer of the Year in 2007.

Mary Supino, TRMC City Secretary, Arlington

"It is an honor and privilege to serve as a member of the Certification Committee, as education and continued professional development is incredibly important to me. This committee has provided me with such a great opportunity to serve our

members and to work with our TMCA leadership. I hope that our TMCA members will continue to seek out education in our profession through participation in the certification and recertification programs. And, I encourage our members to take advantage of the many scholarship opportunities that are available through TMCA that can assist them in accomplishing their professional goals."

Mary Supino, TRMC, has served as the Arlington city secretary since 2010. Her previous municipal experience includes work as an assistant city attorney for the City of Dallas (2005-2010). She has also served as an assistant district attorney for Middlesex County in Massachusetts (2001-2005) and as an investigator and social worker for the Massachusetts Department of Children and Families (1994-1998).

Mary earned her TRMC in 2014 and is currently enrolled in her first recertification. Mary is active in TMCA, where she is currently serving her third year on the Certification Committee. Additionally, Mary has served as an instructor at the Election Law Seminar for the past two years, co-teaching a session on "Joint Election Agreements."

Mary is also an active member of the North Texas Chapter, and has held the chapter offices

of president, vice president, and treasurer, as well as having served on numerous chapter committees: Chair, By-laws Committee (2017), Chair, Professional Seminar Committee (2012 and 2013), Legislative Committee (2013), and Technology Committee (2013).

OBITUARY

Barbara Cabe



Barbara Cabe, 76, of Tulia, went to be with the Lord on June 2, 2017. Memorial services were held at First Baptist Church in Tulia in July, with the Rev. Charles Davenport officiating.

Barbara served as 2001 president of the Texas Municipal Clerks Association, Inc.

Mrs. Cabe was born April 27, 1941, in Brownfield, Terry County, Texas, to Wesley and Florence Bishop. She married David Cabe on June 7, 1959, in Brownfield, Texas.

Mrs. Cabe worked for the City of Tulia 33 years, where she served as Municipal Clerk and Finance Director. In 1999 she was TMCA's Texas Municipal Clerk of the Year. In 2001 she was president of the South Plains Chapter of Municipal Clerks. She was a member of the International Institute of Municipal Clerks.

She was survived by her husband, David Cabe, of Tulia; two sons, Todd and his wife, Gracie, of Lubbock and David of Providence Village, TX; one brother; and two granddaughters, Zoe and Sierra.

The family suggests memorials to the American Cancer Society, P.O. Box 22478, Oklahoma City, OK 73123.

Boxwell Brothers Funeral Directors

TMCCP Certificates Earned

Congratulations to the following enrollees who earned course certificates in the Texas Municipal Clerks Certification Program after completing the homework, attending the required seminars, and passing the examination for the designated course.

Course 1

Grace Cruzen, Alvin
Brittani Porter, La Vernia
Heather Van Dine, Friendswood
Elizabeth Walker, Weslaco

Course 2

Belinda Berg, Cedar Hill
Vickie Berglund, Missouri City
Donna Boner, Lake Dallas
Christina Cabrera
Laura Calcote, Oak Ridge North
Laurie Garber, Carrollton
Deborah Hale, Collinsville
Lola Hazel, Giddings
Caitlyn Huddleston, Gainesville
Jeannie Kenyon
Pamela King, Slaton
Tomika R. Lewis, Stafford
Crystal Montez, Odessa
Rae Ann Morris, Bickerstaff
Holly Owens, Keene
Imelda Rodriguez, Eagle Pass
Maria Rodriguez, Pearland
Allison Tidwell, Fort Worth
Vicki Watson, Vidor

Course 3

Imelda Barrera, Pharr
Sandra Barton, Lago Vista
Cynthia Chapman, Cleburne
Nellie De La Fuente, Galveston
Amy Dial, Royse City
April Hilbrich, Victoria
Virginia Raduechel, Fate
Kristine Vega, Gonzales

Course 4

Imelda Barrera, Pharr
Laurie Garber, Carrollton
Yael Forgey, Azle
Christine Loven, Colleyville
Erika McComis, Bridgeport

IIMC Bulletin

Congratulations to **Linda Asbell, TRMC**, town secretary, Lakewood Village; **René Dowl, TRMC**, city secretary, Garland; **Rebecca Huerta, TRMC**, city secretary, Corpus Christi; **Lydia Lopez, TRMC**, city secretary, Hewitt; **Erika McComis, city secretary, Bridgeport**; **Ellie Monteaux, TRMC**, city secretary, Livingston; **Alicia Richardson, TRMC**, city secretary, North Richland Hills; and **Deborah Sorensen, TRMC**, Royse City, on receiving the Certified Municipal Clerk (CMC) designation from IIMC.

The International Institute of Municipal Clerks' CMC designation program is designed to enhance the job performance of clerks in small and large municipalities. To earn the CMC designation, a municipal clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality. The program prepares the participants to meet the challenges of the complex role of the municipal clerks by providing them with quality education in partnership with 47 institutions of higher learning.

Congratulations to **Theresa Scott, TRMC**, town secretary, Flower Mound, on receiving the Master Municipal Clerk (MMC) designation from IIMC.

To qualify for entrance into the Master Municipal Clerk Academy, which prepares participants for achieving the MMC status, one must have earned the CMC designation. The MMCA is an advanced continuing education program that prepares participants to perform more complex municipal duties. The program has an extensive and rigorous educational component, a professional and social contributions component, and a commitment to lifelong learning. The Academy members must demonstrate that they have actively pursued educational and professional activities and have remained informed of current socio-political, cultural, and economic issues that affect local governments and municipalities.

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

Conchita Torrez, TRMC, City Secretary, Seymour, earned her Texas Registered Municipal Clerk Certification in January 2008 and recertified in 2013; she will earn her second recertification in January 2018. Conchita has served with the City of Seymour since 1996. She is active in TMCA and the Red River Chapter.



Conchita Torrez, TRMC
City Secretary, Seymour

How long did you work on achieving your TRMC?

Going to seminars and completing book reports took me about four years. I always try to finish my requirements before my deadline. I try to stay organized while at the same time continue to work and have a personal life!!

What inspired you to pursue the TRMC designation?

My inspiration for pursuing the TRMC was Lydia Ozuna, City Clerk of Wichita Falls at the time.

Lydia is a great motivator and up until that time I had never given it a thought. Lydia encouraged me to step out of my comfort zone and to this day am grateful I took this step.

How do you feel your TRMC validates your professionalism?

TRMC provides the necessary learning tools to use in our everyday work experience. It has challenged me to experience new opportunities and meet great people.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

In the struggles of maintaining a balanced budget, the City of Seymour has graciously allowed me the opportunity to attend the necessary seminars throughout my years. When I attend meetings I look forward to the opportunity to learn new ideas to implement into my home town. I feel I owe it to the mayor and city council to inform myself of all there is to learn.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

When I attend the council meeting that follows my certifications, council will acknowledge my achievement.

What would you say to encourage others to pursue the TRMC designation?

Pursuing the TRMC is a great reward!! It allows us to connect with a group of great people and at the same time achieving goals at different times in our lives. You receive knowledge and learning tools to pursue your career. I would highly recommend it for those that are debating whether to step into it or not.

CONCHITA TORREZ, TRMC

What type of ongoing education do you have planned for the future?

I attended an Athenian Class last year and loved it!!! Other than that, no, I haven't pursued any ongoing education. The future is always open for new opportunities!!

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

The TMCA staff and board are not only very professionals, but very helpful in listening and answering your questions. They put a lot of time, energy and effort to make sure that the group is well informed.

Anything else you would like to add?

As I earn my second recertification, I feel very honored to serve my city and at the same time be a part of an amazing group of people who are willing to dedicate and impart their knowledge and time to each of us.

Texas Registered Municipal Clerks

This series of articles spotlights your fellow Texas clerks who have earned the TRMC Certification.

Michelle Hicks, TRMC, City Secretary, Lacy Lakeview, earned her Texas Registered Municipal Clerk Certification in 2015 and is working on recertification. She has served the City of Lacy Lakeview since 2003. Michelle is a member of both TMCA and the Central Texas Chapter.



Michelle Hicks, TRMC
City Secretary, Lacy Lakeview

How long did you work on achieving your TRMC?

I started working for the City of Lacy Lakeview in 2003. In 2009, I became city secretary and had a lot to learn. I started working on my certification shortly after, at the same time trying to complete my Bachelor's Degree. I received my degree and completed my certification in 2014.

What inspired you to pursue the TRMC designation?

When I became a city secretary, the mayor gave me an encouraging talk about pursuing a career as a city secretary. He talked to me about getting some training and giving me the support I needed to do the job well. Mayor Calvin Hodde was my inspiration to becoming the best city secretary I could be, and earning my certification.

How do you feel your TRMC validates your professionalism?

The certification program is a very in-depth and informative program that covers all aspects of a municipal clerk. Once I completed the program, I felt validated because it increased my confidence to do my job and it shows my commitment to my city and the profession.

If you felt your employer supported your efforts in earning your TRMC, tell about a time you felt especially supported.

I felt my employer supported my efforts in earning my TRMC when I simply mentioned I was graduating and the city manager and mayor choose to attend the graduation ceremony to support my efforts. It is a special feeling to know your employer cares enough to travel and attend your graduation and acknowledge your hard work.

Did you receive any special recognition from your municipality for achieving this certification? If so, what?

The Mayor publicly acknowledged my certification and the local newsletter wrote a story about me completing the program.

What would you say to encourage others to pursue the TRMC designation?

This program is a detailed program; however, it is in my opinion the best preparation and reference a city secretary could have to help with learning the job. The homework teaches you to research for answers and make you think and

MICHELLE HICKS, TRMC

interpret the questions. The seminars are informative and are a great way to network. One thing I have learned being a City Secretary, this job is always changing, but City Secretaries have a great resource which is each other to make sure we are all successful.

What type of ongoing education do you have planned for the future?

Each year I try to set a goal for myself to motivate me to continue learning. Currently, I am working on completing the CPM program in December. So, my next goal is to join IIMC and first obtain my CMC designation, then move on to the MMC. I am a big advocate of education and I feel the more I educate myself, the better I am able to serve my city.

Was the TMCA staff and/or TMCA board helpful to you during your certification journey?

The TMCA staff has always been very helpful in my journey to completing

my certification. From the quick responses to my emails, to the friendly faces at the seminars, they make sure you feel supported while going through the program. Also, there have been two ladies who have been very helpful and encouraging throughout this process: Patricia Ervin, past TMCA president, retired City of Waco city secretary, and Lydia Lopez, current TMCA president, City of Hewitt city secretary. These two ladies pushed me to finish the program and get more involved and I am a better city secretary because of them.

Anything else you would like to add?

Currently, I am working on my recertification. I am thankful and grateful to the TMCA staff for the training opportunities we have as city secretaries. I encourage any city secretary who is not enrolled in the program to get enrolled. TMCA offers a host of materials and educational opportunities that assist us in being great city secretaries.

TMCCP Legislative Update Seminar

August 17-18, San Marcos

The TMCCP Legislative Update in San Marcos in August was a great success! Moderator and attorney Alan Bojorquez and his panel of seventeen expert consultants provided a wealth of up-to-the-minute information to attendees on legislative changes, as well as updates from the special legislative session which had ended just the day before. Handouts from the seminar are **available on our website**.

Almost 300 were in attendance, and the feedback was very positive:

"The best legislative update I've attended this year. I appreciate that all areas are covered."

"Another great conference. I appreciate everything that TMCA does to help us be the most effective for our citizens."

"It all was very valuable. I was exhausted with the amount of information covered!"



Texas Municipal League Report

By TML Representative **Marie Balthrop, TRMC**

City Secretary, Holliday



Marie Balthrop, TRMC

On June 23 I attended the TML Board meeting in Live Oak. At the Board of Directors meeting the following items were discussed and considered:

1. Presidential Appointments: 2017 TML Nominating Committee

President Mary Dennis appointed the following individuals to the 2017 TML Nominating Committee:

TML Past President C.J. Wax, Mayor Rockport, Chair

TML Past President Guy Goodson, City Attorney, Orange

TML Past President Jungus Jordan, Councilmember, Fort Worth

Suzanne de Leon, Mayor, Balcones Heights

Marcus Knight, Mayor, Lancaster

Ramiro Rodriguez Jr., Mayor, Palmhurst

Tamara Young-Hector, Councilmember, Willis

2. Legislative Update: Bennett Sandlin, Executive Director; Scott Houston, Deputy Executive Director and General Legal Council; Shanna Igo, Deputy Executive Director; and Bill Longley, TML Legislative Council, provided an in depth Legislative Update on the 85th regular legislative session, and a preview of the upcoming special session. Details can be found

in the June 2, 2017 TML Legislative Update.

3. TML Budget & Audit Committee Report/Consider the Proposed FY 2017-18 TML Operating Budget.

TML President-Elect Holly Gray-McPherson presented the proposed budget with an amendment of \$100,000 to fund litigation on SB1004, small cell nodes. The amendment and budget were both approved.

4. TML Intergovernmental Risk Pool Report: Mary Gauer and TML-IRP

Executive Director Jeff Thompson, provided an update on the TML-IRP activities, including legislative updates and revisions to the property coverage documents.

5. TML MultiState IEBP Benefits Pool Report:

Steven Haynes provided an update on the TML MultiState IEBP, including a legislative update.

6. Legal Update: Scott Houston, Deputy Executive Director and General Legal Counsel updated the board on a case between TML MultiState IEBP and

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an individual on behalf of her husband's estate. The case has been dismissed.

7. **Communications Report:** Chris Corrigan, Director of Communications, provided the communications report and updated the board on how TML communicates with their members. Currently TML has the following social media accounts:

- *Twitter - @TML_Texas TML has 1,964 followers as of June 1, 2017.*
- *Facebook - @TexasMunicipalLeague TML had 1,509 likes as of June 1.*
- *Instagram - TML_Texas TML cites are encouraged to use #MyTexasCity and #CitiesProvide or tag TML. TML had 374 Instagram followers as of June 1.*
- *LinkedIn - www.linkedin.com/groups/6591082 The TML LinkedIn Group had 215 members as of June 1, 2017.*

8. **Membership Report:** Rachael Pitts, Deputy Executive Director, presented the membership report. There are currently 1154 member cities. Sixty-four cities are not members, and of that sixty-four, sixty-two have a population of 2,000 or less, and two have a population of 2,001-5,000.

Two meetings will be held in Houston in conjunction with the 2017 TML Annual Conference. Tuesday, October 3, meeting at 10:00 a.m. and Friday, October 6, at 9:15 a.m.

TMCA CHAPTER NEWS

Alamo Chapter

By Chapter President **Sandra Passailaigue, TRMC**
City Secretary, Leon Valley

July 25, 2017

The Alamo Chapter met on June 23 at the Triple C Steakhouse in Devine. We were graciously welcomed by Mayor William Herring.

Our speaker was Clarissa Rodriguez of Denton, Navarro, Rocha, Bernal, Hyde & Zech P.C. Ms. Rodriguez spoke on the topic of “Responding to Requests for Public Information from City Council Members, Including Information That is Confidential Like Tax Reports.”

President Passailaigue announced on behalf of the Municipal Clerk of the Year Committee that the Alamo Chapter nominee for the 2017 Municipal Clerk of the Year was Lisa Hernandez, TRMC, city administrator/secretary, Natalia. Ms. Hernandez was presented with a small gift.

Grace Tamez, TRMC, city secretary, Helotes, was presented with flowers and a gift in honor of her retirement.

President Passailaigue presented a brief update on recent legislative updates relating to elections. The update included items such as HB 1661 – withdrawal of candidate; HB 2157 – relating to the requirements for a candidate’s application or petition for a place on the ballot; SB 957 – relating to the content and numbering of propositions on the

ballot; and HB 658 – relating to voting by voters with certain disabilities or voters who reside at a residential care facility. Ms. Passailaigue told members she would email them out but suggested they discuss each one with their city attorneys to see how they would be affected.

We are excited to announce that the Alamo Chapter is hosting our first training seminar for all public/municipal employees: **“Effective Communication: Keep It Simple!”** The event is scheduled for Thursday, October 12, 9:00 a.m.–1:00 p.m. at the Leon Valley Conference Center located at 6427 Evers Road, Leon Valley, Texas, 78238. The training opportunity is focused on effective communication and is to all municipal government employees, at all different professional levels.

Honorable Secretary of State Rolando Pablos will be the introductory speaker who will welcome attendees and highlight his role and the importance of communication and municipal clerks. Our keynote speaker, Ms. Kelly Kuentler, is the city manager for Leon Valley, and has over 20 years of public administration experience. She will present information on improving communication skills in your work and outside agencies.

ALAMO CHAPTER

Our next regular meeting was scheduled for August 23 at the Voight Center in Hollywood Park.

If you are in our area and would like to join the Alamo Chapter, we would love to have you. Please contact the Alamo Chapter Membership Committee at s.pass@leonvalleytexas.gov or jreyna@alamoheightstx.gov for more information.

Members present at the June meeting were:

President Sandra Passailaigue, City of Leon Valley
Vice President Jennifer Reyna, City of Alamo Heights
Treasurer Lisa Hernandez, City of Natalia
Brittani Porter, City of LaVernia
Delia Sanchez, City of Balcones Heights
Elsa T. Robles, City of Hondo
Debby Goza, City of Live Oak
Peggy Cimics, City of Cibolo
Amanda Valdez, Assistant City Secretary, Cibolo
Grace Tamez, City of Helotes
Joy Hart, Franklin Legal
Christina Picioccio, City of Fair Oaks Ranch
Mary Badillo, City of Devine
Dora Rodriguez, City of Devine
Yolanda Benitez, retiree

TMCA CHAPTER NEWS

Capital Chapter

By Chapter Secretary **Seth Gipson, TRMC**
 City Secretary, Hutto

August 1, 2017

The Capital Chapter met on May 17 at the Old Fish Hatchery Community Building at the City of San Marcos with 17 members and 2 guests present. Jamie Lee Case, TRMC, City Clerk, San Marcos, and Tammy Cook, Deputy City Clerk, San Marcos, hosted the group. The attendees enjoyed lunch and a presentation by Kristi Wyatt, Director of Communications and Intergovernmental Relations with the City of San Marcos, concerning crisis communications, social media, and the importance of archiving social media.

Following the presentation, the business meeting began and the membership discussed the nominations and cast ballots for the TMCA Clerk of the Year Nomination and the Capital Chapter Clerk of the Year. The chapter also heard updates from the current subcommittees.

The Capital Chapter next met on July 12 at the City of Lakeway City Hall with 15 members and 2 guests present, including Lydia Lopez, President of TMCA. JoAnn Touchstone, TRMC, City Secretary, Lakeway, hosted the group. The attendees en-



The July Capital Chapter meeting.

Those present at the July chapter meeting:

Lydia Lopez, City Secretary, Hewitt – TMCA President

Jeana Bellinger, City Secretary, Brenham – President

Jamie Lee Case, City Clerk, San Marcos – Vice President

Lacie Hale, City Secretary, West Lake Hills – Treasurer

Seth Gipson, City Secretary, Hutto – Secretary

Lucretia Alvarez, former City Secretary, Elgin – Historian

Rachel Austin, City Secretary, Jonestown
 Lluvia Tijerina, Deputy City Secretary, Jonestown

Tammy Cook, Dep. City Clerk, San Marcos

Christine Martinez, Retired City Secretary, Round Rock & Hutto

Melissa Brunner, City Secretary, Flatonia
 LeAnn Quinn, City Secretary, City Park

JoAnn Touchstone, City Secretary, Lakeway

Debora Penberg, Deputy City Secretary, Leander

Joy Hart, City Secretary, Franklin Legal Publishing

Debbie Loesch, Retired City Secretary, Bojorquez Law Firm

Alan Bojorquez, Lakeway City Attorney, Bojorquez Law Firm

CAPITAL CHAPTER

joyed lunch and a presentation by Alan Bojorquez, City of Lakeway City Attorney, concerning ethical standards, integrity, legal versus ethical situations, and included real life examples and dilemmas.

Following the presentation, the business meeting began and the membership discussed swag bags for the upcoming TMCCP Seminar that will be held in San Marcos and heard reports from the Membership, Scholarship, and Bylaw Subcommittees.

TMCA President Lydia Lopez, TRMC, City Secretary, Hewitt, was in attendance to provide the group with updates that included statistics on memberships, the amount of scholarship money that has been

awarded this past year, volunteer opportunities at the state level, and projects that the board is working on which include updating policies and procedures.

The next Capital Chapter meeting was scheduled for September 13 in Cedar Park.

Please contact Chapter President Jeana Bellinger, TRMC, City Secretary, Brenham, at jbellingercityofbrenham.org, if you would like to join or would like more information concerning the TMCA Capital Chapter.

TMCA CHAPTER NEWS

Central Texas Chapter

By Chapter Secretary **Amber Fuller, TRMC**
City Secretary, Hubbard

July 27, 2017

The Central Texas Chapter of Municipal Clerks held a quarterly meeting on June 28 at the City of Robinson Volunteer Fire Department. The Chapter enjoyed a delicious lunch catered by the Olive Garden. Jenny Wood with Records Consultant, Inc. provided a brief overview of the services they provide and gave a summary regarding record storage standards. Althea Wall, City Secretary, City of Morgan's Point Resort was named the 2017 Central Texas Chapter Clerk of the Year. The Chapter's Membership Committee created a new brochure in hopes to welcome new participants from surrounding cities. Lydia Lopez provided an overview of TMCA Board news and statistics. Chapter members also shared exciting news occurring within their cities. The next scheduled meeting will be in Hubbard in September.



At the Central Texas Chapter June meeting. *At front:* Wanda Brooks. *Second row:* Lydia Lopez, Jana Lewellen, Patricia Ervin, Crystal Briggs. *Third row:* Althea Wall, Michelle Hicks, Donna Barkley.

Chapter members present at the June meeting:
President Jana Lewellen, City Secretary, Robinson
Michelle Hicks, City Secretary, Lacy Lakeview
Liz Caraway, Assistant City Secretary, Waco
Melanie Grellhesl, Open Records Coordinator, Waco
Lydia Lopez, City Secretary, Hewitt
Althea Wall, City Secretary, Morgan's Point Resort
Patricia Ervin, Interim City Secretary, Bellmead
Wanda Brooks, Administrative Assistant, Bellmead
Crystal Briggs, City Secretary, Nolanville
Amy Casey, City Secretary, Belton
Donna Barkley, City Secretary, Woodway

TMCA CHAPTER NEWS

Lone Star Chapter

By Chapter President **Alice Holloway, TRMC**
City Secretary, Pilot Point

August 7, 2017

The Lone Star Chapter did not hold a meeting in May due to elections.

The chapter held their June meeting in Murphy. Past President Jenny Page presented the Character First report – Endurance: The inner strength to withstand stress and do my best. Angie Whitney with TrainerAngie.com was our guest speaker and spoke on “Emotional Intelligence – Getting across the generational divide.” Ms. Whitney discussed how the different generations communicate and how to effectively communicate between the generations (Greatest Generation, Baby Boomers, Gen X, Gen Y, and Gen M - Millennials). The chapter also received nominations for next year’s officers.

Congratulations to Susie Quinn, TRMC, CMC, city secretary, Murphy, as Lone Star Chapter Clerk of the Year (*pictured at top right*) and Alice Snyder, TRMC, deputy city secretary, Plano, as Lone Star Chapter Member of the Year (*pictured at near right*). Congratulations also to Jenny Huckabee, city secretary, Aubrey, on passing her TMCCP Course 2 exam in June!

In July, the chapter met in McKinney and held a roundtable discussion on “Regarding Performance Measures for Budget Purposes.” Past President Jenny Page presented the Character First report – “Courage: Overcoming



Baby Boomer
41% w
80 million
Gen X → 27
24% w
40 million
Gen Y → 1
24% w
Gen M → 199
70 million

Greatest Gen
46% w
70 million
Baby Boomers →
41% w
80 million
Gen X → 1945 -
24% w
40 million
Gen Y → 1980 -
24% w
Gen M → 1993 - 2000
70 million

LONE STAR CHAPTER

fear by saying and doing what is right.” The chapter received a report on nominations for next year’s officers and received an update on the Records Management Workday that they will be hosting in September.

The next Lone Star Chapter meeting is scheduled for August 2 in Greenville. The Lone Star Chapter’s “Records Management Workday”

was scheduled to be held on Wednesday, September 13, in Garland.

If you would like to join or would like more information concerning the TMCA Lone Star Chapter, please contact Alice Holloway at the above listed phone number or email address.

TMCA CHAPTER NEWS

Lower Rio Grande Valley Chapter

By Chapter Historian **Norma Cantu, TRMC**
Executive Assistant for City Manager, Weslaco

July 26, 2017

The Lower Rio Grande Valley Chapter met on June 21 and July 19.

At our June 21st Chapter meeting, our host- City of South Padre Island had a speaker from the Texas Alcoholic Beverage Commission (TABC). Our speaker Jessica Montemayor touched basis on the update of the Alcohol Licensing and their Processes and how it relates to the responsibilities of a City Secretary/Clerk. Ms. Montemayor talked about “Certifying the application for a License/Permit”, the “Collection of State Fees”, and “What’s new with TABC and how they are looking at going paperless on some of their services.”

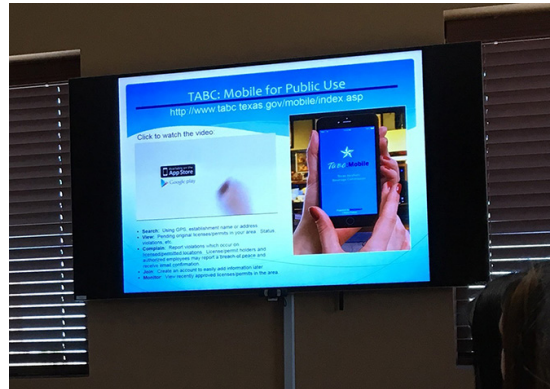
Before the meeting commenced, the drawing of the Chapter Fund-raiser Raffle was conducted. The winners are as follows (pictured at right, clockwise from top left): 4th place: McAllen Mayor Jim Darling won the \$100 Sephora Gift Card (pictured with City Secretary Perla Lara and Deputy City Secretary/Chapter Vice President Yesenia Rodriguez); 3rd place: Muleshoe City Manager LeAnn Gallman won the Google Home; 2nd place: Lyford City Commissioner Rick Salinas won the Acer Tablet (pictured with City Secretary Lydia Moreno); and 1st place: Pharr Executive Secretary Vanessa Castillo won the Coach Purse (pictured with Assistant City Clerk/Chapter Secretary/Treasurer Imelda Barrera).



LOWER RIO GRANDE VALLEY CHAPTER

Our sincere gratitude to all who assisted in this fundraiser and our great appreciation to those who purchased tickets.

The City of Weslaco hosted the July meeting at the Weslaco Visitor and Event Center with speaker Carlos Martinez from Advocacy Alliance Center of Texas (ACCT Now). Mr. Martinez informed us on the “It’s Your Vote and Your Voice” campaign. He emphasized on the importance of educating citizens to vote so that our voices can be heard. He talked about the different Voter Engagement Techniques and made himself readily available to join any group and stress the importance of voting.



Screen shot of TABC mobile app.

For those wishing to join the LRGV Chapter please contact President Ana M. Valdez at citysecretary@cityofpenitas.com. Meetings are held the third Wednesday of every month at 11:30 a.m. Also be sure to like our Facebook page at www.facebook.com/lrgvsecretaries.

OFFICERS: President Ana M. Valdez, City Secretary, Peñitas; Vice President Yesenia Rodriguez, Deputy City Secretary, McAllen; Secretary/Treasurer Imelda Barrera, Assistant City Clerk, Pharr; and Historian Norma Cantu, Executive Assistant, Weslaco.

MEMBERSHIP CITIES: Alamo, Alton, Brownsville, Donna, Edcouch, Edinburg, Elsa, Granjeno, Harlingen, Hidalgo, La Feria, La Joya, La Villa, Laguna Vista, Los Fresnos, Los Indios, Lyford, McAllen, Mercedes, Mission, Palmview, Penitas, Pharr, Port Isabel, Palmhurst, Raymondville, Town of Rancho Viejo, San Benito, San Juan, South Padre, Sullivan City, Weslaco



At top: LRGV Chapter members with TABC speaker Jessica Montemayor at the chapter’s June meeting. Above: LRGV Chapter group at their July meeting with ACCT speaker Carlos Martinez and Weslaco City Manager Mike R. Perez.

TMCA CHAPTER NEWS

North Texas Chapter

By Chapter President **Carol Borges, TRMC**
Deputy City Secretary, Southlake

August 6, 2017

Greetings TMCA Members!

I can hardly believe summer is over (even though Texas heat is not!). I hope you all enjoyed vacation time with your families, got your youngsters off to begin a new school year, college students moved into their new 'digs', and are ready for the next fiscal year. I wish you all well during this time of renewed energy and goal-setting.

NTMCA members continue to thrive and support each other in so many ways. During the month of May, i.e., election season, we saw many of our experienced members reach out to new clerks with guidance on conducting elections, campaign rules, and the dissemination of public information. It always makes me proud of our organization when I witness the spirit of camaraderie and support shared among our members.

In June, we held our annual awards luncheon at the modern Innovate Flower Mound Entrepreneur Center. The location, menu, and fun beach decorations were enjoyed by all. Mary



At the annual awards luncheon in June in Flower Mound. *From left to right, front row:* Art Camacho (Haltom City), Lindsay Wells (Euless), Laura Bell (Addison), Monica Solko (Lake Worth), Mary Kayser (IIMC President, Fort Worth), Lydia Lopez (TMCA President, Hewitt), Jean Dwinnell (Coppell), Sheila Morales (Copper Canyon), Carol Borges (Southlake);

Second row: Aimee Nemer (Richardson), Shanae Jennings (Irving), Yael Forgey (Azle), Susie Hiles (Azle), Lisa Cabrera (Joshua), Ingrid Rex (Flower Mound), Shannon Montgomery (Trophy Club), Laurie Garber (Carrollton), Diane Callahan (retired Highland Village), Theresa Scott (Flower Mound), Allison Tidwell (Fort Worth), Miriam Sheehan (TMCCP/TMCA), Peggy Burnside (TMCCP/TMCA), Erika McComis (Bridgeport), Kim Sutter (Euless), Alicia Richardson (North Richland Hills).

Back row: Jennifer Phillips (Irving), Christine Green (University Park), Tammy Dixon (Bartonville), Ingrid Rex (Flower Mound), Ron Gonzales (Fort Worth), Traci Henderson (North Richland Hills), Alicia Smith (Boyd), Mary Supino (Arlington).

NORTH TEXAS CHAPTER

Kayser of Fort Worth, our IIMC President, was presented the NTMCA Clerk of the Year award. Mary had a very eventful year in her city, volunteering for our Chapter, and working on the IIMC Board. We can't thank her enough for her dedication and support. We are very proud of Mary's achievements! Kim Sutter of Euless was honored with the NTMCA nomination for the TMCA Clerk of the Year award. Kim has been a longtime volunteer for our Chapter, has worked diligently on legislative issues, and continues her work on the TMCA Board of Directors. Kim is the 2017 TMCA Treasurer and has served as Trustee. We also recognized our FY16-17 committee members. We appreciate their time and devotion to our organization. We all thrive as a result of the efforts of our dedicated members. We extend congratulations to the seven recertification, two first certification, and five enrollees passing exams this year. We are proud to have such an involved and educated workforce in our chapter!

Our July meeting was held at the Texas Star Golf Course & Conference Center in Euless. We all love the views, the food, and the hospitality of our hosts. The meeting was a big hit, featuring guest speakers TMCA/TMCCP Education Director Dr. Holt and Dr. Benavides of the University of North Texas. Their topic, "Cultivating Confidence & Presence in the Workplace," resonated with all of us. Their helpful insights will make us better employees and leaders.



From left to right, front row: Erika McComis (Bridgeport), Tammy Dixon (Bartonville), Laurie Garber (Carrollton), Christine Green (University Park), Theresa Scott (Flower Mound), Lindsay Wells (Euless);

Back row: Mary Kayser (IIMC President, Fort Worth), Art Camacho (Haltom City), Kim Sutter (Euless), Shannon Montgomery (Trophy Club), Ron Gonzales (Fort Worth), Mary Supino (Arlington), Alicia Smith (Boyd), Jean Dwinnell (Coppell), Aimee Nemer (Richardson),

NORTH TEXAS CHAPTER

We all need reminders of how our words, tone, and body language say more about us than what we intend sometimes. Dr Benavides, with the help of a few members, amused us with his demonstration of “personal space invasion” and dominance. Dr Holt spoke about the difference between “presence” and “being present.” To do our jobs adequately and to be responsive to our elected officials and residents, we need to remain constant, present, and engaged. We thank our speakers for their time and engaging presentation.

The NTMCA Board is wrapping up another productive year. In FY 16-17, we maintained a balanced budget, saw improvements to our web hosting plan, created a Facebook page, continued our efforts to preserve historical documents and photos, and have been taking steps to improve communication and provide for regular social events. We appreciate all our committee volunteers, host cities, supporters, and members for their time and devotion to our chapter.

Now, this being my last TMCA newsletter as president, I'd like to take this opportunity to express my personal gratitude to each of our Board members. Vice President Sheila Morales, Treasurer Amy Shelley, Secretary Laura Bell, and Historian Monica Solko have done



From left to right: Lydia Lopez (TMCA President, Hewitt), Carol Borges (Southlake), and Mary Kayser (IIMC President, Fort Worth).

a fabulous job this year! In addition to their “real jobs” and families, these ladies put in numerous hours supporting the programs and events our members enjoy each month. It truly is a group effort and I have been honored to work with this team! We have shared laughs and frustrations, grown to depend on each other’s experience and insights, and created a lifetime bond. I thank you, from the bottom of my heart, for all your hard work, encouragement, and friendship! I wish you the best as you carry the torch next year. I know you will all do great work on behalf of our members. Cheers!

TMCA CHAPTER NEWS

Northeast Texas Chapter

By Chapter President **Doris Crockett**

City Secretary, Bullard

July 28, 2017

The Northeast Texas Chapter met on June 1 at Canton City Hall. Our host city secretary Debbie Johnson gave a tour of their new city hall. It was our pleasure to have TMCA President Lydia Lopez, TRMC, city secretary, Hewitt, as our guest speaker. Even with her busy schedule of agenda preparation that day, she took the time to meet with our chapter. We appreciate her dedication and

time of service to the organization. Following the meeting, attendees were invited to tour Famous First Monday Trade Day and lunch at local vendors. If you haven't been to "First Monday," it is a must for your bucket list. You can find "it" there!

Our next chapter meeting will be Friday, September 15, in Bullard. We are excited to

have TML's Scott Houston, deputy executive director policy and general counsel, as our scheduled speaker. The East Texas City Management Association is expected to join us for the meeting. Following the lunch, members and guests will have an opportunity to explore the outstanding American Freedom Museum on the campus of The Brook Hill School in Bullard.

TMCA CHAPTER NEWS

Panhandle Chapter

By Chapter Secretary **Machiel Covey, TRMC**

City Secretary, Clarendon

July 25, 2017

Since the last newsletter, the Panhandle Chapter of Texas Municipal Clerks met once: June 22, for our bi-monthly meeting at The Amarillo Club in Amarillo. The following members were in attendance: Vice President Kimberly Sloat, TRMC, City Secretary, Canadian; Secretary Machiel Covey, TRMC, City Secretary, Clarendon; Gretchen Mercer, TRMC, City Secretary, Canyon; Nelwyn Ward, City Secretary, Memphis; Stella Sauls, TRMC, City Secretary, Borger; Kim Rehkopf, City Secretary, Dumas; and Kim Fowler, City Secretary, Perryton. Guests in attendance were Kathy Harber, Deputy City Secretary, Borger, and speaker Beth Duke, Executive Director of Center City of Amarillo.



Beth Duke

The June meeting was called to order by Vice President Sloat, which was followed by our presentation.

Our guest speaker was Mrs. Beth Duke, the co-author of the college textbook *A Woman's Place: Management* and the executive director of Center City of Amarillo, a Texas Main Street City. Through its



The Panhandle Chapter met in June at the Amarillo Club. *Second row, left to right:* Machiel Covey, Kimberly Sloat, Stella Sauls, Kim Fowler, and Kathy Harber. *Front row, left to right:* Nelwyn Ward, Gretchen Mercer, guest speaker Beth Duke, and Kim Rehkopf.

PANHANDLE CHAPTER

mission of downtown revitalization, Center City has established the Amarillo Community Market, the Downtown Dining District, and the Amarillo Cultural District.

Mrs. Duke went over the four main events that changed Downton Amarillo in the 70's and 80's. First, the closing of the Air Force Base virtually overnight affected everyone from suppliers and schools to real estate values. Secondly, when the Amarillo High School burned in the 1970's, it moved over 2,000 students and their families from the downtown area to the southwest part of Amarillo. Then in the 1980's, shopping patterns changed from downtown shopping to stores located closer to where people lived. Shopping malls were popping up everywhere! Lastly, branch banking was illegal in Texas until the 1980's when Texas legislature changed and approved branch banking, which pulled more business from the downtown area.

Around 25 years ago, a group of citizens formed and started the "Center City Amarillo" group to bring downtown Amarillo back to life. One of their main fundraisers is called the "Hoof Prints Program." It is the selling of life-size horse statues that have been painted by local artists. You can find these in front of many different businesses throughout Amarillo.

Through the dedication of Mrs. Duke and her associates at Center City Amarillo, the downtown area has been revitalized! There are now 32 restaurants in the downtown area with 6 more under construction and a new Embassy Suites Hotel, opening in August with 226 rooms.



"ANB Blue," pictured above, is one of the horses painted by a local artist as part of the "Hoof Prints Program."

Many of the old buildings have been renovated and are now restaurants, pubs, and retail businesses. In the summer, every Wednesday 600-700 people get together at noon on the courthouse lawn to listen to live music for "High Noon on the Square." In October, there is a jazz concert every Tuesday at 6:00 p.m. at the Old Bivins Mansion.

Mrs. Duke provided a very interesting and informative presentation of Center City of Amarillo, and we can't thank her enough for her time.

The Panhandle Chapter's nomination for "Clerk of the Year" was Spearman City Secretary/Assistant City Manager Cheryl Salgado, TRMC. Everyone is so proud of Cheryl and all that she has accomplished.

PANHANDLE CHAPTER

Karen Price and Kimberly Sloat had previously discussed creating a “Chapter Clerk of the Year” award. Members could nominate someone in October to be awarded at the December chapter meeting. They would also like to create a Committees Responsibility and Procedures Manual. It was also suggested to create a chapter logo. We received a lot of great input and support from the group!

The December meeting was moved up a week from the 21st to the 14th.

Kimberly Sloat said she had contacted Texas Municipal Human Resources Association (TMHRA) to see if they could possibly move their annual conferences away from the May elections so that more city secretaries could attend. She received a response from the president of TMHRA indicating that they were looking to move their annual conference.

When Lorraine Moreno, Regional Manager TMRS, was our guest speaker at our April 2017 meeting, she told us about the TMRS Certification training that was available to us. This training is very similar to the training you can receive in Austin. The training is free and will provide anyone in attendance with CPE’s and a lot of TMRS knowledge. TMRS provides breakfast and lunch.

Ms. Moreno came back on July 19 from 9:00 a.m. to 4:00 p.m and presented a training course on benefits and administrative

Panhandle Chapter members:

Frances Hibbs, TRMC, city secretary, Amarillo
 Stella Sauls, TRMC, city secretary, Borger
 Kimberly Sloat, TRMC, city secretary, Canadian
 Gretchen Mercer, TRMC, city secretary, Canyon
 Machiel Covey, TRMC, city secretary, Clarendon
 Frances Childers, city secretary, Dalhart
 Kim Rehkopf, city secretary, Dumas
 Patricia Phipps, TRMC, city secretary/city mgr., Friona
 Lynn Vela, city secretary, Gruver
 Ginger Burnett, city secretary, Hedley
 Suzanne Finch, TRMC, city secretary, Hereford
 Lindy Forsyth, TRMC, city secretary, Lefors
 Nelwyn Ward, city secretary, Memphis
 Karen Price, TRMC, city secretary, Pampa
 Charlene Gardner, TRMC, deputy city secretary, Pampa
 Veronica Willburn, city secretary, Panhandle
 Kim Fowler, city secretary, Perryton
 Cheryl Gibson-Salgado, TRMC, city secretary/asst. city mgr., Spearman
 Lynette Sloan, city secretary, Stinnett
 Kathy Rendon, city secretary, Stratford
 Kristina Solomon, city secretary, Tulia

PANHANDLE CHAPTER

duties at the Panhandle Regional Planning Commission building in Amarillo. Attendees received a certificate and earned 6 CPE credits. Ms. Moreno covered subjects such as “Introduction to TMRS,” “Pre-Assessment,” “Understanding TMRS,” “Duties and Responsibilities of the Benefits Administrator,” “Enrollment,” “TMRS Basics,” “Service Credit,” “Beneficiaries,” “USERRA,” “USC,” “Proportionate Retirement,” “Working with Multiple Cities,” “Retiring with TMRS,” “COLAs,” “Return to Work,” “Refunds,” “Buybacks,” “Divorce,” “Death,” “Occupational Disability,” “City Portal,” “TMRS Website,” “MyTMRS,” and “Publications.”

It was a very good training experience for all who attended! If you haven’t checked in to bringing this training to your chapter or area, you should!

Our next meeting was scheduled for August 24 at the Red River Steakhouse.

If you are interested in attending a meeting or joining the TMCA Panhandle Chapter, please contact: Machiel Covey, 806-874-3437, m.covey@cityofclarendontx.com.

Top right: Attendees of the TMRS training held July 19 in Amarillo. *Near right:* Speaker Lorraine Moreno, TMRS Regional Manager.



TMCA CHAPTER NEWS

Red River Chapter

By Chapter Secretary **Amy Anderson, TRMC**

City Secretary, Lakeside City

July 24, 2017

The Red River Chapter, who are we? We are a group of dedicated city secretaries and city clerks who make a difference in our cities. Our territory ranges west to Seymour, east to Bowie, south to Jacksboro, and north to Quanah that touches the Red River. Hence, our name.

Our motto is “No clerk left behind.” With all our years of service combined, there is not a question, scenario, or issue we cannot solve together. We are a tight knit group who have become the best of friends over the years.

Our chapter held our quarterly meeting on June 21 at Johnny Carinos. We honored Linda Byers, city secretary, Vernon, on her retirement. Linda retired after serving her community with distinction. The chapter presented Linda with a monogrammed TMCA blanket. We will all miss Linda immensely.

Our next meeting will be held September 20 at Johnny Carinos. Everyone is invited to attend any of our chapter meetings. You will be welcomed with a smile and a hug.

For more information about the chapter, please contact Tracy Norr, TRMC, City Clerk, City of Wichita Falls, at tracy.norr@wichitafallstx.gov.



TMCA CHAPTER NEWS

Salt Grass Chapter

By Chapter Secretary **Marisela Garcia, TRMC**
Deputy City Secretary, Webster

July 19, 2017

Salt Grass Summer

The Salt Grass Chapter took a three-month hiatus after its April meeting. However, the chapter hosted an Athenian Dialogue in Webster with 15 in attendance. Those in attendance had an exclusive tour of NASA Mission Control Center and Vehicle Mock-Up Facility, as well as visiting the original MOCR2 or Apollo Mission Control Center, before it is forever closed to the public and restored as a historical landmark, thanks to the City of Webster's \$3.5 million grant to NASA for the project. The city secretaries even got the chance to meet Astronaut Tracy Dyson!

The chapter will gear up for an exciting next few months returning with a meeting on August 9 in Spring Valley. Salt Grassers hoped to see everyone!

In other chapter news, everyone was reminded that the annual Salt Grass Chapter Public Information Act Seminar was relocated to Stafford for September 13. This seminar

Above right: Chapter group photo in front of NASA Mission Operations Control Room. *At near right:* Mission Operations Control Room.



SALT GRASS CHAPTER



Top left: Group photo with the American Flag flown around the moon on Apollo 17. *Center:* Mock-up of Orion Spacecraft. *At top right:* Trio of Tracy's! From left to right, Tracy Dutton, astronaut Tracy Dyson, and Tracy Norr.

offers not only the ABCs of the Public Information Act, open records policies, processing public information requests, and calculating cost estimates, but we will also have a NEW session regarding notes, IMs, tweets, Facebook posts, and PMs during council meetings.

Guests are always welcome! For more information on the Salt Grass Chapter, please contact President Doris Speer, TRMC, city secretary, City of Tomball, at dspeer@tomballtx.gov.

Salt Grass Chapter Member Certification

Congratulations to the following members for achieving another

milestone towards their certification: Laura Calcote, Oak Ridge North; Giani Cantu, Richwood; Dayl Cooksey, Sealy; Lori Hollingsworth, El Campo; Megan Kaltenbach, Huntsville; Tomika Lewis, Stafford; Maria Rodriguez, Pearland; Angela Smith, Cleveland; and Heather Van Dine, Friendswood.

Invitation

Salt Grass Chapter meetings are typically held on the second Wednesday of the month, January through April and August through December. Our meetings are open to anyone and we love visitors!

TMCA CHAPTER NEWS

South Plains Chapter

By Chapter Secretary **Kim Perez, TRMC**
City Secretary, Ralls

July 21, 2017

Hello from the South Plains Chapter members!

The South Plains Chapter held their quarterly meeting in Lubbock on June 21 at the South Plains Food Bank. The meeting was hosted by Jodie House, city secretary, Crosbyton.

Chapter President, Sharon Trumble, city secretary, New Deal, called the meeting to order and introduction of members and guest took place. The meal was graciously prepared and provided by the South Plains Food Bank. Volunteers and workers spoke to the members about the mission of the food bank. The South Plains Food Bank prepares and delivers meals to Lubbock and the surrounding communities all year long. They provide meals to after school programs and children are also able to have a meal during their summer program. Families are also able to receive food boxes to help provide meals at home.

Staff from the food bank gave us a tour of their new facility. The door we first walked through read “Through this door, we are feeding our future.” This was the beginning of a real



SOUTH PLAINS CHAPTER

eye-opener on what it takes to provide less fortunate children and families with a healthy meal. The facility included a large kitchen where every meal is prepared, a sorting station, a large walk-in refrigerated area and cooler area. We also got to view the apple orchard and they also have a vegetable garden that is located in another area not too far away from the facility. What a true blessing it is to have such an organization in our area. If you have a chance to visit your local food bank, please do so.

The South Plains Chapter Annual Seminar was held on July 12 in Ransom Canyon. Dr. Terry Waldren presented “Understanding and Working with Generational Differences and Personality Styles.” Dr. Waldren is currently an alderman for the City of Ransom Canyon and the owner of the Waldren Group, a management consulting and training group and psychotherapy private practice.

Our next meeting is set for September 20 and will be hosted by Beth Walls, city secretary, Levelland. If you would like to join us please contact Kim Perez at kim@cityofralls.org.

Members in attendance at the June meeting:

Rosa Angel, City of Amherst

Lillian Atkinson, City of Dickens

Jo Ann Beard, TRMC, City of Smyer

Jennifer Bellar, City of Amherst

Kelly Burris, City of Brownfield

Zanea Carpenter, TRMC, City of Muleshoe

Sue Castles, Xcel Energy

Ofelia Corral, City of Ropesville

Amanda Cummings, City of Shallowater

Kathy Field, City of Slaton

LeAnn Gallman, TRMC, City of Muleshoe

Lesley Gama, City of Bovina

Teresa Grimaldo, City of Lubbock

Jodie House, City of Crosbyton

Patricia Isaguirre, City of Hale Center

Monica Longoria, City of Lorenzo

Rosa Mendez, City of Friona

Elizabeth Mercado, City of Lubbock

Kim Perez, TRMC, City of Ralls

Lisa Richardson, City of Anton

Pam Rowe, TRMC, City of Plains

Brenda Shaw, TRMC, City of Morton

Sharon Trumble, City of New Deal

DeAnn Villegos, City of Ropesville

Beth Walls, TRMC, City of Levelland

Renée Wilbanks, City of Idalou

Guests:

South Plains Food Bank staff and volunteers

Inell Atkinson

Tommy Combs, City of Lubbock, Retired

TMCA CHAPTER NEWS

West Texas Chapter

By Chapter Historian **Diana Franco**
City Secretary, Kermit

June 15, 2017

The West Texas Chapter held their quarterly meeting May 17, hosted by the City of Odessa at Café at the Gardens Aldridge in Midland. Chapter President Norma Grimaldo called the meeting to order and welcomed all chapter members.

President Grimaldo introduced guest speaker Barbara Graft who was the first lady to become County Commissioner for Ector County. Mrs. Graft spoke on being a great leader by being confident, ambitious, speaking up and being direct. Mrs. Graft gave a wonderful lecture and quoted, “Be yourself, you are who you are.”

In other matters of business Chapter President Norma Grimaldo discussed business by approving minutes, treasurer’s report, and payment of bills. President Grimaldo mentioned we have 22 members in our Chapter including a new member from the City of Alpine, Kalea Cotton, who joined us for the first time.

The next quarterly meeting will be given by Sara Copeland, City of Andrews, on September 20, with guest speaker TMCA President Lydia Lopez, City of Hewitt.



Front row: SueAnn Lopez, City Of Midland Deputy City Sec.; Sara Copeland, City of Andrews City Sec.; Kalea Cotton, City of Alpine City Sec.; Diana Franco, City of Kermit City Sec. Second row: Karla Mata, City of Midland Deputy City Sec.; Latrina Little, City of Crane City Sec.; Chapter President Norma Grimaldo, City of Odessa Deputy City Sec.; guest speaker Barbara Graft; and Crystal Montez, City of Odessa Deputy City Sec.

TMCA CHAPTER NEWS

Yellow Rose Chapter

By Chapter President **Amanda McCrory, TRMC**

City Secretary, Burleson

July 25, 2017

The bi-monthly meeting of the Yellow Rose Chapter took place on June 1 at the Ennis Public Theatre, hosted by Ennis City Secretary Angie Wade. We thank the City of Ennis for hosting in the beautiful theater and granting us a behind-the-scenes look.

The June meeting speaker was Jenny Wood, representative of Records Consultants, Inc. Jenny began the presentation by relating a case study of migration from paper records to electronic records. Tips and pointers were given on how to successfully make the change and also retain the information accessibility. Several members had questions on various approaches to make the change and how to

make sure retention policies are followed. The membership enjoyed the discussion and gained knowledge not only from Jenny Wood, but from our membership.

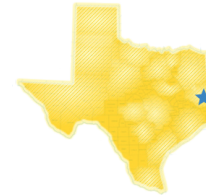
Our next meeting was scheduled for August 4 in the City of Mesquite. The membership will be reviewing our by-laws. All guests are welcome to attend any meeting. For more information on our chapter please visit our website at www.yellowrosetmca.com or you can contact President Amanda McCrory, TRMC, CMC, city secretary, Burleson, at amccrory@burlesontx.com.

TMCA Chapters



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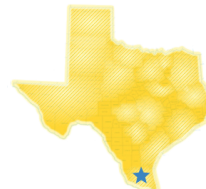
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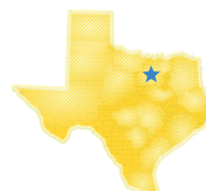
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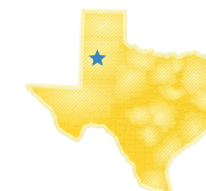
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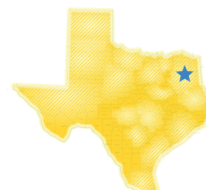
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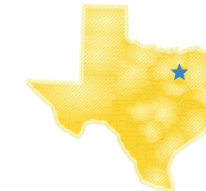
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2017 TMCA Executive Board & Committees

Exec. Board

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Immediate Past Pres. Cheryl Salgado
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Trustee Christi Shivers
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EX-OFFICIO MEMBERS: *Advisory Mgmt. Committee Chair Art Camacho, City Sec., Haltom City; Peggy Burnside, TMCA/TMCCP Administrative Dir.; Dr. Amy Holt, TMCA/TMCCP Education Dir.*

Committees

Advisory Management Committee

Art Camacho, Haltom City, Past President, Chair

Lydia Lopez, Hewitt, President

Cheryl Salgado, Spearman, Immediate Past President

Marie Balthrop, Holliday, President Elect

Lee Woodward, Huntsville, Certification Committee Chair

Peggy Burnside, *TMCCP/TMCA Admin. Dir.**

Dr. Amy Holt, *TMCCP/TMCA Education Dir.**

Audit Committee

Esmeralda Hudson, Waco, Chair

Art Camacho, Haltom City

Alice Holloway, Pilot Point

Aimee Nemer, Richardson, Board Liaison

Historian

Jana Lewellen, Robinson

Membership Committee

Kristi Gilbert, Argyle, Chair

Comprised of Chapter Presidents

Cara McPartland, Wimberley, Board Liaison

**non-voting member*

Municipal Clerk of the Year Committee

Ron Gonzales, Fort Worth, Chair

Tracy Norr, Wichita Falls

Baudelia Rojas, Alton

Kimberly Sloat, Canadian

Laure Morgan, Hemphill, Board Liaison

Nominating Committee

Norma Aguilar-Grimaldo, Odessa, Chair

Jeana Bellinger, Brenham

Lisa Henderson, Plano

Susie Quinn, Murphy

Alicia Richardson, North Richland Hills

Lydia Lopez, Hewitt, President

Marie Balthrop, Holliday, President Elect

Open Records

Steering Committee

Jannette Goodall, Austin

Resolutions Committee

Ellie Monteaux, Livingston, Chair

Tina Broussard, Beaumont

Doris Speer, Tomball

Jo Ann Touchstone, Lakeway

Christi Shivers, Mexia, Board Liaison

Retirement Committee

Leticia Vacek, San Antonio, Chair

Jamie Lee Case, San Marcos

Michelle Hicks, Lacy Lakeview

Sherry Roberts, White Oak

Wendy Withers, Shady Shores

Amanda McCrory, Burleson, Board Liaison

Scholarship Committee

Beth Walls, Levelland, Chair

Janine Butler, Littlefield

Amber Fuller, Hubbard

Cathy DiMaggio, Grand Prairie

Jennifer Reyna, Alamo Heights

Crystal Roan, Webster

Teresa Valdez, Rockport

Peggy Cimics, Cibolo, Board Liaison

Technology Committee

Patrice Fogarty, La Porte, Co-Chair

Melinda Welsh, Friendswood, Co-Chair

Jannette Goodall, Austin

TML Booth Committee

Crystal Roan, Webster, Chair

Salt Grass Chapter members

Maria Jackson, Missouri City, Board Liaison

TML Representative

Marie Balthrop, Holliday

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