



# TOWN COUNCIL REGULAR MEETING

Wednesday, April 16, 2025 at 6:00 PM  
Fulton Council Chambers, 201 N. 7th Street

---

## AGENDA

---

### CALL TO ORDER

**PLEDGE OF ALLEGIANCE – U.S. Flag and Texas Flag**

**OBSERVE A MOMENT OF SILENCE/PRAAYER**

### CITIZENS TO BE HEARD (PUBLIC FORUM)

*Public participation is valued and at this time, comments limited to three (3) minutes will be taken from persons who have signed the Speaker's Card located on the table inside the Council Chambers and delivered to the City Secretary before the meeting begins. Written comments received by submission to the City Secretary in person or emailed to [citysec@fultontexas.org](mailto:citysec@fultontexas.org) by 3:00 p.m. on the day of the meeting, on any subject matter that is not on the agenda, will be read and summarized in the minutes of the meeting. Persons wishing to address the Council and who have registered using the Speaker's Card will have up to three (3) minutes to speak. In accordance with the Open Meetings Act, Council may not discuss or take action on any item that has not been posted on the agenda. While civil public criticism is not prohibited; disorderly conduct or disturbance of the peace as prohibited by law shall be cause for the chair to terminate the offender's time to speak.*

### CONSENT AGENDA

*All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.*

- 1. Discuss/Approve/Disapprove** minutes of the Regular Meeting held on March 19, 2025.
- 2. Discuss/Approve/Disapprove** the March 2025 financials.

### ITEMS FOR CONSIDERATION

- 3. Discuss/Approve/Disapprove** Resolution No. R-01-2025; A Resolution of the Town Council of the Town of Fulton Approving and Adopting Internal Computer Controls.
- 4. Discuss/Approve/Disapprove** the updated police policy for the Fulton Police Department.

### CLOSED SESSION

*The Town Council may elect to go into closed session pursuant to Chapter 551, Government Code on any Agenda item where appropriate and particularly Sections 551.071 (consultation with attorney) and 551.074 (personnel matters), Government Code.*

## **OPEN SESSION**

*Discuss/Approve/Disapprove any and all action necessary with regard to the preceding matter(s).*

## **ANNOUNCEMENTS**

5. Mayor's Update.
6. The next Regular Fulton Town Council Meeting will be held Wednesday, May 7, 2025, beginning at 6:00 pm.

**EXECUTIVE SESSION - PUBLIC NOTICE** is given that the Town Council may elect to go into executive session at any time during the meeting in order to discuss any matters listed on the agenda when authorized by the Open Meetings Act, Chapter 551, Texas Government Code. If the Council elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the Mayor. The Council may deliberate and take action in open session on any issue that may be discussed in executive session.

## **ADJOURNMENT**

### **NOTICE**

*This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 361/729-5533 or by email at [citysec@fultontexas.org](mailto:citysec@fultontexas.org) for further information. Braille Is Not Available. The Town of Fulton reserves the right to convene into Closed Session under Government Code 551.071-551.074 and 551-086.*

## **CERTIFICATION**

*I certify that the above notice of meeting was posted at Town Hall, 201 N. Seventh Street, Fulton, Texas, on Friday, April 11, 2025, at 4:00 p.m., and at the U.S. Post Office located at 301 Cactus Street, Fulton, Texas. I further certify that the following News Media were properly notified of this meeting as stated above: The Rockport Pilot.*

**/S/ Stephanie Garcia, City Secretary**



## TOWN COUNCIL REGULAR MEETING

Wednesday, March 19, 2025 at 6:00 PM  
Fulton Council Chambers, 201 N. 7th Street

---

### MINUTES

---

#### CALL TO ORDER

##### PRESENT

Mayor Kelli Cole  
Mayor Pro Tem Robert Loflin  
Place 2 Chris Garis Place  
Place 3 MaryAnn Pahmiyer  
Place 4 Margo Nielsen  
Place 5 Laura McCorkle

##### STAFF PRESENT

Stephanie Garcia, City Secretary  
Ty Gerstenberger, Chief

Mayor Cole called the meeting to order at 6:00 p.m.

#### PLEDGE OF ALLEGIANCE – U.S. Flag and Texas Flag

Mayor Cole led everyone in the pledges.

#### OBSERVE A MOMENT OF SILENCE/PRAAYER

Mayor Cole led everyone in a moment of silence.

#### CITIZENS TO BE HEARD (PUBLIC FORUM)

*Public participation is valued and at this time, comments limited to three (3) minutes will be taken from persons who have signed the Speaker's Card located on the table inside the Council Chambers and delivered to the City Secretary before the meeting begins. Written comments received by submission to the City Secretary in person or emailed to [citysec@fultontexas.org](mailto:citysec@fultontexas.org) by 3:00 p.m. on the day of the meeting, on any subject matter that is not on the agenda, will be read and summarized in the minutes of the meeting. Persons wishing to address the Council and who have registered using the Speaker's Card will have up to three (3) minutes to speak. In accordance with the Open Meetings Act, Council may not discuss or take action on any item that has not been posted on the agenda. While civil public criticism is not prohibited; disorderly conduct or disturbance of the peace as prohibited by law shall be cause for the chair to terminate the offender's time to speak.*

No one came forward.

#### PROCLAMATION

1. Proclamation recognizing April 5 - 11, 2025 as Week of the Young Child

Mayor Cole read the joint proclamation regarding Week of the Young Child and the support and investment into the children's futures.

## CONSENT AGENDA

*All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.*

2. **Discuss/Approve/Disapprove** minutes of the Regular Meeting held on February 19, 2025.
3. **Discuss/Approve/Disapprove** the January and February 2025 financials.

Motion made by Mayor Pro Tem Loflin, Seconded by Place 2 Garis to approve the Consent Agenda as presented.

Alderwoman Pahmiyer mentioned funds allocated in the hotel motel fund. Mayor Cole addressed her question.

Voting Yea: Mayor Pro Tem Loflin, Place 2 Garis, Place 3 Pahmiyer, Place 4 Nielsen, Place 5 McCorkle

## ITEMS FOR CONSIDERATION

4. **Discuss/Approve/Disapprove** trash removal contract between the Town of Fulton and Coastal Bend Waste.

Mayor Cole read the item and informed the Council that the local company will be performing the same work and time schedule for a lesser fee. Brandon with Coastal Bend Waste introduced himself as the general manager and thanked the Council for the opportunity.

Motion made by Place 5 McCorkle, Seconded by Place 4 Nielsen to approve the trash removal contract between the Town of Fulton and Coastal Bend Waste.

Voting Yea: Mayor Pro Tem Loflin, Place 2 Garis, Place 3 Pahmiyer, Place 4 Nielsen, Place 5 McCorkle

5. Receive a report submitted by Mary Ellen Nies, Executive Director of the Aransas County Council on Aging of the quarterly expenditures and activity for the HOT funds for the Fulton Mansion.

Mayor Cole read the item and informed the Council that the representative was not present. The information was submitted for the Councils' review. There was a brief discussion regarding use of the funds.

## CLOSED SESSION

*The Town Council may elect to go into closed session pursuant to Chapter 551, Government Code on any Agenda item where appropriate and particularly Sections 551.071 (consultation with attorney) and 551.074 (personnel matters), Government Code.*

The Council did not convene into Closed Session.

**OPEN SESSION**

*Discuss/Approve/Disapprove any and all action necessary with regard to the preceding matter(s).*

**ANNOUNCEMENTS**

6. Mayor's Update.

Mayor Cole shared with the Council that the Town has allocated funds to contribute to the Leadership Aransas County project. This project will be the installation of large letters at the Fulton Park that read "FULTON". She mentioned that Oysterfest went very well and there was a large turnout. Mayor Cole thanked all the volunteers for their help. Mayor Cole informed the Council that the public bathrooms at the harbor had to be closed due to vandalism again. She noted that the Town has added an extra schedule to the cleaning of the portable bathrooms.

Police: Chief Gerstenberg shared that a man that was intoxicated high centered his vehicle on the Fulton seawall. He also mentioned that the spring break week has gone well.

7. The next Regular Fulton Town Council Meeting will be held Wednesday, April 2, 2025 beginning at 6:00 pm.

Mayor announced the date and time of the next meeting.

**ADJOURNMENT**

There being no further business, Mayor Cole entertained a motion to adjourn.

Motion made by Mayor Pro Tem Loflin, Seconded by Place 2 Garis to adjourn the meeting.

Voting Yea: Mayor Pro Tem Loflin, Place 2 Garis, Place 3 Pahmiyer, Place 4 Nielsen, Place 5 McCorkle

The meeting was adjourned at 6:10 p.m.

\_\_\_\_\_  
Kelli Cole, Mayor

\_\_\_\_\_  
Stephanie Garcia, City Secretary

**RESOLUTION NO. R-01-2025****A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FULTON APPROVING AND ADOPTING INTERNAL COMPUTER CONTROLS**

**WHEREAS**, the Town contracts with Straight Edge Technology, Inc., Hereafter referred to as “IT” for IT work on an as-needed basis.

**WHEREAS**, backup is done daily through CLOUD storage.

**WHEREAS**, the IT adds/deletes users and determines application access for the appropriate employees.

**WHEREAS**, the battery backup is located in the computer mechanical room located in the Building Official’s office.

**WHEREAS**, the Town has established a Disaster Recovery Team (DRT) to coordinate the disaster recovery process. The DRT should include representatives from all departments and should be responsible for developing and implementing the disaster recovery plan.

**WHEREAS**, the DRT should establish backup and recovery procedures for critical systems and data. This includes procedures for backing up data on a regular basis and for restoring data in the event of a disaster.

**WHEREAS**, the IT is committed to protecting the privacy and security of personal data in accordance with applicable laws and regulations.

**WHEREAS**, all computers are password protected. Passwords are not shared. The City Secretary has all passwords for emergency use.

**WHEREAS**, the Comptroller and Bookkeeper can access payroll and accounts payable. The City Secretary/Municipal Court Clerk, Administrative Assistant, Building Official, and the Fulton Convention Center Coordinator record payments from customers in their respective software systems.

The Town respects the privacy of its employees. However, an employee may not expect such privacy rights to extend to the use of Town - Owned systems, Property, equipment, or supplies.

- a. All Computers and related equipment used by the Town must be used in accordance with the Towns policies and procedures.
- b. All computers and computer systems owned by the Town are to be used for official business only.
- c. All users must respect the privacy of others and not access, modify, or delete any files or data belonging to another user without their permission.

- d. All users must respect the intellectual property rights of others and not copy, distribute, or otherwise use any software or data without the permission of the copyright holder.
- e. All users must respect the security of the computer systems and not attempt to gain unauthorized access to any system or data.
- f. All users must respect the integrity of the computer systems and not attempt to damage or disrupt any system or data.
- g. All users must respect the confidentiality of any sensitive information stored on the computer systems and not disclose any information to unauthorized persons.
- h. All users must respect the privacy of others and not sue the computer systems for any illegal or unethical activities.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF FULTON, TEXAS:**

Section 1. The Town Council approves the Internal Controls Policy as presented in this Resolution.

Section 2. The Town Council adopts the above Whereas clauses as the Internal Computer Controls.

Section 3. The City Secretary shall disseminate the Internal Controls Policy to all Town employees.

Section 4. The Mayor, or presiding officer, is hereby authorized to affix her signature to this Resolution signifying its adoption by the Town Council of the Town of Fulton and the City Secretary, is directed to attest thereto.

**PASSED AND APPROVED this the 16<sup>th</sup> day of April, 2025.**

**TOWN OF FULTON**

\_\_\_\_\_  
**Kelli Cole, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Stephanie Garcia, City Secretary**

# **Town of Fulton Information Technology Control Policy**

## **1. Purpose**

The aim of this policy is to govern the management, operation, and use of the Town of Fulton's ("Town") IT resources, guarantee data integrity, confidentiality, and availability, and meet compliance with relevant legislation, regulations, and best practice guidelines.

## **2. Scope**

This policy applies to all hardware, software, networks, data, and information systems owned or managed by the Town of Fulton, and all users thereof including employees, contractors, consultants, and the contracted IT service provider.

## **3. Roles and Responsibilities**

### 3.1. Town Management:

- Responsible for overall IT governance and policy compliance.

### 3.2. Contracted IT Service Provider:

- Manage all software.
- Executes routine IT services in accordance with the service level agreement (SLA).
- Develop and implement IT security measures and protocols.
- Ensures system availability, performance, and maintenance.
- Inform Town Management promptly of any security threats or breaches.

### 3.3. Users:

- Adhere to IT policy rules and regulations.
- Protect sensitive and confidential information from unauthorized access or disclosure.
- Notify IT service providers of any observed or suspected security incidents.

## **4. IT Service Management**

4.1. The contracted IT service provider should adhere to the guidelines and standards outlined in the SLA.

4.2. All proposed changes to the IT infrastructure, systems, applications, or data must be approved by Town.

4.3. The IT service provider must maintain a comprehensive inventory of all IT assets.

## 5. Security Controls

### 5.1. User Access Control:

- Multi-factor authentication should be used where feasible.
- User access privileges should be granted based on roles and responsibilities and should be regularly reviewed.

### 5.2. Physical Security:

- Restricted physical access to IT assets like servers and network equipment.

### 5.3. Network Security:

- Implement network firewalls, intrusion detection and prevention systems.
- Regularly update anti-virus and anti-malware programs.

### 5.4. Data Protection:

- A disaster recovery plan should be in place.

### 5.5. Security Awareness:

- Regular training and awareness sessions should be conducted to educate users about IT security risks and best practices.
- 

## 6. Compliance and Audit

The IT service provider must comply with applicable legal, regulatory, and contractual requirements, including those pertaining to data protection and privacy.

## 7. Policy Review and Amendments

This policy should be reviewed as needed, with amendments made as necessary following approval by Town Council.

**Effective Date:** April 16, 2025.

**Approved by:** Kelli Cole, Mayor

By adhering to this policy, the Town of Fulton strives to safeguard its IT resources, uphold the privacy and security of its data, ensure continuity of operations, and maintain the trust of its residents and stakeholders.

# Fulton Police Department



Ty Gerstenberger-Chief of Police  
201 N. 7<sup>th</sup> Street, Fulton, Texas 78358  
Ph: 361-729-5533; Fax: 361-729-7029  
After Hours: 361-729-1111



## Revised Policy Changes

- 1.0 Date and Severability
- 1.1 Mission Values and Written Directives
- 1.2 Jurisdiction, Organization, and Authority
- 2.1 Rules of Conduct
- 2.2 Based Policing
- 2.3 Sexual or other Illegal Harassment
- 2.7 Court Appearance
- 2.8 Use of Social Media
- 6.1 Use of force
- 6.2 Non-lethal and Less than Lethal Weapons
- 7.10 Prisoner Restraints
- 7.11 Prisoner Transport
- 7.13 Domestic Violence and Protective Orders
- 7.14 Vehicle Operations
- 7.15 Vehicle Pursuits
- 7.16 Vehicle Impound and Inventory
- 7.30 Traffic Enforcement
- 7.41 Crime Scene Processing
- 8.1 Unusual Occurrences and Special Events
- 8.2 Civil Disturbances and Mass Arrests
- 8.6 Active Shooter Response
- 12.2 Use of 40mm Weapon System

