



450 Thunder Head Lane • P.O. Box 1150 • Annetta, Texas 76008 • (817) 441-5770

City Council Meeting Minutes

The City Council of Annetta met in a regularly scheduled meeting on Thursday, August 16, 2018, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane to consider the following agenda:

- I. **Call to order.** Mayor Bruce Pinckard called the meeting to order at 7:00 p.m.
- II. **Pledge of Allegiance/Invocation of Prayer.** Councilman Wohl led the pledge and Councilman Mudge gave the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Mayor Bruce Pinckard and Councilmembers Kent Stasey, Mark Wohl, Danny Coffman, Shane Mudge and Jim Causey were all present. Also present was Jamee Long, City Secretary.
- IV. **Public Comments:** Roger Wilson addressed the council with his recommendation to re-appoint Shelby Kimball and Robert Carter for another term on the Planning & Zoning Commission.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
 - a. **Consider the approval of Minutes from the Regular City Council Meeting on July 19, 2018.**
 - b. **Financial Report.**
 - c. **Public Works Report.**
 - d. **CCPD Report.**

Councilman Stasey moved to accept all consent items, Councilman Causey seconded the motion, with all aye. Motion passed unanimously.

- VI. **New Business:**
 - a. **Discussion and Action:** Consider authorizing the Mayor to negotiate, finalize, and sign a License and Warranty Agreement with Zenner for the purchase of Automated Meter Infrastructure (AMI) system. Councilman Stasey moved to authorize the Mayor to negotiate, finalize, and sign a License and Warranty Agreement with Zenner for the purchase of Automated Meter Infrastructure (AMI) system, Councilman Coffman seconded the motion, with all aye. Mayor Pinckard discussed the bid is for meters and not labor. He discussed the amount of the bid is \$170,169.87 with an annual maintenance expense of \$2,866. Motion passed unanimously.
 - b. **Discussion and Action:** Consider an ordinance amending the fee schedule to add a monthly fire hydrant meter charge and permit fees for accessory buildings and structures. Councilman Coffman moved to approve amending the fee schedule to add a monthly fire hydrant meter charge and permit fees for accessory building and structures, Councilman Mudge seconded the motion, with all aye. Mayor Pinckard

discussed the need for the monthly fire hydrant meter charge due to development requests for water. Councilman Causey discussed the need for tracking fee changes. Motion passed unanimously.

- c. **Discussion and Action:** Nomination and appointment of Planning and Zoning Commission members for Place 3, Place 4 and Alternate #1. Councilman Causey moved to nominate and appoint Shelby Kimball, Place 3, and Robert Carter, Place 4, as Planning and Zoning Commission members for another term, Councilman Coffman seconded the motion, with all aye. Mayor Pinckard made the recommendation to move Alternate #2, Sandy Roberts, to Alternate #1, and to continue the search for another alternate. Councilman Stasey moved to nominate and appoint Sandy Roberts as Alternate #1 Planning and Zoning Commission member, Councilman Coffman seconded the motion, with all aye. Motions passed unanimously.
- d. **Discussion and Action:** Nomination and appointment of Zoning Board of Adjustment members for Place 1, Place 3 and Place 5. Councilman Stasey moved to nominate and appoint Brian Losos, Place 1, Perry Malik, Place 3, and Ricky Bradshaw, Place 5, as Zoning Board of Adjustment members for another term, Councilman Mudge seconded the motion, with all aye. Motion passed unanimously.
- e. **Discussion and Action:** Consider the final version of a longevity pay policy for Town employees. Councilman Mudge moved to approve the final version of a longevity pay policy for Town employees, Councilman Wohl seconded the motion, with all aye. Councilman Causey discussed the need for “bridging of service” for employees that leave and come back. Councilman Mudge commented the policy states “consecutive months.” Mayor Pinckard stated this policy could be amended at a future date should council choose to do so. Motion passed unanimously.
- f. **Discussion and Action:** Consider the final version of a Code of Conduct policy for Town employees. Councilman Wohl moved to approve the first document presented as the final version of a Code of Conduct policy for Town employees, Councilman Coffman seconded the motion. Mayor Pinckard discussed the differences in the two documents. Councilman Wohl discussed the necessity of a Code of Conduct policy. Councilman Causey discussed that the first document was the “culture” of the Town and the documents should go together. Councilman Wohl, Coffman, Mudge and Stasey voted aye, Councilman Causey voted no. Motion passed.
- g. **Discussion and Action:** Consider the submission of a Final Plat for Deer Creek Phase IX for approval. Mayor Pinckard stated that the Planning and Zoning Commission reviewed the Final Plat last week and has recommended denial. He stated the Final Plat does not satisfy the Town’s subdivision regulations or state law, and the Town’s engineer is also recommending denial. Councilman Stasey moved to deny the Final Plat for Deer Creek Phase IX due to professional recommendations and due to incomplete drainage plans, Councilman Coffman seconded the motion, with all aye. Motion passed unanimously.
- h. **Discussion and Action:** Consider the submission of a Final Plat for Panther Creek for approval. Mayor Pinckard stated that construction plans and developer’s agreement have been received. He stated the only item lacking is the payment of fees and that the Planning and Zoning Commission has recommended approval. Councilman Stasey moved to approve the Final Plat for Panther Creek, pending receipt of fees, Councilman Coffman seconded the motion, with all aye. Motion passed unanimously.

VII. Old Business:

- a. **Discussion and Action:** Presentation of the draft 2018-2019 Town of Annetta Budget for Council consideration and approval. Authorize publication of the 2018-19 Town of Annetta Budget Hearing in the Community News. Mayor Pinckard discussed the draft budget and payment options for AMI. Councilman Stasey discussed cash reserves and payment options for AMI. Mayor Pinckard discussed forming a committee regarding reserves and future budgets. Councilman Coffman moved to approve the draft 2018-

2019 Town of Annetta Budget, post of the Town's website, and publish the public notice regarding the public hearing in the Community News, Councilman Mudge seconded the motion, with all aye. Motion passed unanimously.

- b. **Discussion and Action:** Consider an ordinance amending Ordinance No. 180, the Town's Subdivision Ordinance, adding survey and drainage requirements for plat submittals, and provisions related to street signage. Mayor Pinckard stated this is under review with the Town's attorney. No action taken.

VIII. Items of Community Interest. Councilman Wohl discussed the CCPD report and the proposed purchase of the UTV. Mayor Pinckard stated this needs to be discussed in the future. Mayor Pinckard and Council also recognized Jamee Long, City Secretary, for completing her certification as a Texas Registered Municipal Clerk. Roger Wilson discussed the possibility of installing emergency sirens. City Secretary, Jamee Long, discussed the bids received from vendors for speed humps.

IX. Adjournment: With no further business before the council, the Mayor adjourned the meeting at 7:52 p.m.

These minutes were approved on the 20th day of September, 2018.



Jamee Long, City Secretary



Bruce Pinckard, Mayor