



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, September 20, 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 Mayor Pinckard gave the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Mayor Bruce Pinckard and Councilmembers Kent Stasey, Mark Wohl, Shane Mudge and Jim Causey were all present. Councilman Danny Coffman was absent. Also present was Jamee Long, City Secretary.
- IV. **Public Comments:** Roger Wilson addressed the council with his request to be moved from Place 1 on the Planning and Zoning Commission to an alternate due to medical condition. Mr. Wilson also recommended Mr. Carter as Chairman, Shelby Kimball as Vice-Chairman and Sandy Roberts as Secretary.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
  - a. **Consider the approval of Minutes from the Regular City Council Meeting on August 16, 2018 and Special City Council Meeting on August 30, 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. **Public hearing on the Town of Annetta FY 2018-19 Budget:** The public hearing began at 7:04 p.m. and closed at 7:05 p.m. No public comments.
  - b. **Discussion and Action:** Consider an ordinance adopting the Town of Annetta FY 2018-19 Budget. Councilman Stasey moved to approve and authorize the Mayor to sign an ordinance adopting the Town of Annetta FY 2018-19 Budget, Councilman Mudge seconded the motion, with all aye. Motion passed unanimously.

- c. **Discussion:** Investment Policy review. Councilman Stasey discussed the Town's cash reserves and the increase in interest revenue. Mayor Pinckard discussed the interest revenue was approximately \$4,000 more than budgeted for FY 2017-18.
- d. **Discussion and Action:** Consider a resolution creating the Town of Annetta Finance Committee and appoint members for the purposes of budgeting and investment strategies of city resources. This committee will not be a decision making body but a recommending body for reporting to the Town of Annetta City Council. Mayor Pinckard stated this sub-committee will meet to strategize reserves and investments. The committee will meet quarterly. Councilman Wolh moved to approve and authorize the Mayor to sign a resolution creating the Town of Annetta Finance Committee and to appoint Mayor Pinckard, Councilman Stasey, Councilman Causey, and City Secretary, Jamee Long as members for the purposes of budgeting and investment strategies of city resources, Councilman Stasey seconded the motion, with all aye. Motion passed unanimously. Councilman Stasey discussed the interest revenue on each investment account for FY 2017-18.
- e. **Discussion:** Discuss revisions to the Town of Annetta Drought Contingency Plan and schedule public hearings as may be necessary. Mayor Pinckard discussed the contingency plan and TCEQ requirements regarding drought restrictions. The Drought Contingency Plan will be placed on the Town's website for public review and comment. Councilman Stasey moved to schedule a public hearing on the Drought Contingency Plan for October 18, 2018 at 7:00 p.m., Councilman Mudge seconded the motion, with all aye. Motion passed unanimously.
- f. **Discussion and Action:** Consider authorizing the Mayor to: (1) select an offeror that submits the proposal that offers the best value for the purchase of SCADA communications for Water Plant 7 and the two Lift Stations at Augusta and Branch Hollow based on the selection criteria and the weighted value for the criteria in the RFP as well as the Town's ranking evaluation and (2) negotiate and execute a final contract with the selected offeror. Councilman Mudge moved to approve authorizing the Mayor to (1) select an offeror that submits the proposal that offers the best value for the purchase of SCADA communications for Water Plant 7 and the two Lift Stations at Augusta and Branch Hollow based on the selection criteria and the weighted value for the criteria in the RFP as well as the Town's ranking evaluation and (2) negotiate and execute a final contract with the selected offeror, Councilman Causey seconded the motion, with all aye. Motion passed unanimously.
- g. **Discussion and Action:** Consider adopting an anti-harassment policy for Town employees. Councilman Mudge moved to adopt an anti-harassment policy for Town employees, Councilman Wohl seconded the motion, with all aye. Councilman Stasey discussed there not being a definition for the word "leering." Councilman Mudge and Councilman Wolh withdrew their motion. Councilman Mudge moved to adopt the anti-harassment policy for Town employees with the word "leering" having a line drawn through it, Councilman Stasey seconded the motion, with all aye. Motion passed unanimously.
- h. **Discussion and Action:** Consider adopting an electronic communication policy for Town employees. Councilman Mudge moved to adopt an electronic communication policy for Town employees, Councilman Stasey seconded the motion, with all aye. Motion passed unanimously.
- i. **Discussion and Action:** Consider a resolution appointing members of the Capital Improvement Advisory Committee. Mayor Pinckard discussed the purpose of the Capital Improvement Advisory Committee and the fees for developers in the ETJ. He also discussed the resolution should be edited to include Sandy Roberts and remove Roger Wilson. Councilman Mudge moved to approve and authorize the Mayor to sign a resolution appointing members of the Capital Improvement Advisory Committee with the change from Roger Wilson to Sandy Roberts, Councilman Wohl seconded the motion, with all aye. Motion passed unanimously.

- j. **Discussion:** Discuss recommendation from Planning and Zoning Commission to reinstate original accessory building rules provided by Mitchell Planning Consultants on special exceptions and provide for an exception process allowing the Mayor or his/her designee to review and grant special exceptions for accessory buildings based on certain criteria developed by the commission, approved by the City Council and added to the Zoning Ordinance by amendment. Mayor Pinckard discussed scheduling a meeting with the Town's planning consultant and two members of the Planning and Zoning Commission (Roger Wilson and Mike Herring). Councilman Mudge discussed defined boundaries for accessory buildings.
- k. **Discussion and Action:** Consider appointments to the Planning and Zoning Commission for Place 1 and Alternate #1. Mayor Pinckard moved to appoint Sandy Roberts to Place 1 and Roger Wilson as Alternate #1 of the Planning and Zoning Commission, Councilman Mudge seconded the motion, with all aye. Motion passed unanimously.
- l. **Discussion and Action:** Consider approval of Planning and Zoning Commission's selection of Chairman, Vice-Chairman and Secretary positions. Councilman Mudge moved to approve Robert Carter as Chairman, Shelby Kimball as Vice-Chairman and Sandy Roberts as Secretary of the Planning and Zoning Commission, Councilman Causey seconded the motion, with all aye. Motion passed unanimously.
- m. **Discussion:** Discuss solutions for speed and traffic control. Mayor Pinckard discussed the need for Council input and criteria regarding speed humps. He discussed meeting with Commissioner Dugan regarding communication about city streets and traffic control. Councilman Stasey discussed the need for speed humps for speed and traffic control. Mayor Pinckard discussed the specs that were submitted with the council packet that have been approved by the Town's engineer. Councilman Stasey moved that the specs submitted with the council packet be sent to Commissioner Dugan for the purposes of establishing pricing and the possibility of the installation on the roads in Annetta, and that the same specs for the striping be sent to contractors for striping bids according to these specs, so that an all-inclusive price and establish criteria to determine the location of speed humps in the future, Councilman Mudge seconded the motion, with all aye. Motion passed unanimously. Councilman Stasey also discussed establishing a policy related to the distance spacing for the appropriateness of the speed humps as a guideline.
- n. **Discussion:** Update on Tri-County Electric Franchise Agreement status. Councilman Stasey discussed the Town's Franchise Agreement with Tri-County Electric. He also discussed other utility franchise fees, how fees are calculated, and dual certified areas. It was discussed that Mayor Pinckard will negotiate with Tri-County Electric for a new agreement and attempt to obtain a 4.5 - 5% franchise fee for 10 years (no longer than 15 years).
- o. **Discussion:** Update on Republic Services Franchise Fees status. Councilman Stasey discussed the Republic Services Franchise Fees. He stated we are still in negotiations with Republic Services regarding the audit of the addresses. Mayor Pinckard discussed the accuracy of the Annetta address list and map boundaries. Councilman Causey discussed the Town being reimbursed for back franchise fees.

**VII. Old Business:**

**VIII. Items of Community Interest.** Councilman Causey discussed the Deer Creek Garage Sales on October 6. Mayor Pinckard discussed the planning and legal training scheduled for October 6 at Town Hall. Councilman Stasey discussed the Aledo ISD homecoming. Jamee Long discussed an appreciation lunch for Precinct 4, Master Gardeners and Hudson Oaks scheduled for September 21 at noon.

**IX. Adjournment:** With no further business before the council, the Mayor adjourned the meeting at 8:36 p.m.

*These minutes were approved on the 18<sup>th</sup> day of October, 2018.*

*Jamee Long*

Jamee Long, City Secretary



*Bruce Pinckard*

Bruce Pinckard, Mayor