



V. Consent Items

a. July Minutes

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

City Council Meeting Minutes

The City Council of Annetta will meet in a regularly scheduled meeting on Thursday, July 21, 2016, 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 pm.
- II. **Pledge of Allegiance / Invocation of Prayer.** Councilman Mudge led the pledge and Councilman Coffman gave the invocation.
- III. **Roll call / Quorum check.** A quorum check revealed that Mayor Bruce Pinckard, Councilmembers Kent Stasey, Danny Coffman, Mark Wohl, and Shane Mudge were all present. Councilman Rico Remigio was absent. Also present, City Secretary Alyson Wolf.
- IV. **Public Comments:** No requests to speak forms were submitted.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
 - a. **Consider the approval of Minutes from the Regular City Council Meeting on June 16, 2016:** Councilman Stasey made a motion to accept the minutes from June, seconded by Councilman Wohl with all Aye. Motion Passed Unanimously.
 - b. **Financial Report:** The Mayor presented the financial report to the council stating the total amounts were correct but some allocations were incorrect. He recommended to the council that the financial report not be approved until the next meeting. No Action.
 - c. **Public Works Report:** Mayor Bruce Pinckard presented the public works report, along with the following bids. Councilman Stasey made a motion to accept the public works report as written, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
 - i. **Split Rail Electrical Bid Report**
 - ii. **Interior Tank Repair Bid Report**
- VI. **New Business:**
 - a. **Discussion and Action: Presentation from East Parker County Library regarding upcoming events and expression of gratitude for the Town of Annetta's support.** Sue Shaw from the EPC Library gave a short presentation on their success with the summer reading program and exponential growth. She praised the town on always being extremely responsive and welcoming. She also expressed her appreciation for all of the Town's support for the library. No Action Taken.
 - b. **Discussion and Action: Consider recommendation from the Planning and Zoning Committee to implement a case numbering system for Planning and Zoning requests.** Chairman Carter suggests using a system in which the Town numbers any Planning case as follows, P-2016-001, etc. And any Zoning

case as follows, Z-2016-001, etc. Councilman Stasey suggested we retroactively begin numbering Planning and Zoning Cases in this way. Councilman Mudge made a motion to accept the recommendation, seconded by Councilman Wohl with all Aye. Motion Passed Unanimously.

- c. **Discussion and Action: Consider recommendation from the Planning and Zoning Committee to revise Goal 8.2 in the Comprehensive Plan to read “The Town should consider ordinances to require 1 acre of open space or park land to each dwelling unit.”** The Town will make revisions to the Comprehensive Plan annually, so this recommendation will be noted on the draft for the next revision. Councilman Mudge made a motion to accept this recommendation be added to the draft for revision, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
- d. **Discussion and Action: Consider a bid from Logan Ware for work to be done on the Town Hall Building.** Councilman Stasey made a motion to accept the bid, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
- e. **Discussion and Action: Rescind Ordinance 156, Police Department, in its entirety.** No Action Taken.
- f. **Discussion and Action: Authorize the Mayor to negotiate contract terms with specific parties to fulfill the Annetta Municipal court of record established in Ordinance 155 and present to Council for Action.** Mayor Pinckard recommended an interlocal agreement with the City of Hudson Oaks to hire a code compliance officer on an as needed, hourly, basis, as well as getting aid from them regarding the Municipal Court. Councilman Stasey made a motion to authorize the Mayor to begin these negotiations, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
- g. **Discussion and Action: Review the Sub-Division Ordinance and required fees and consider adoption into the Town’s fee schedule.** The Mayor discussed the addition of drainage fees mentioned in the Sub-Division Ordinance be added to the Town Fee Schedule for easier access by developers. No Action Taken.
- h. **Discussion and Action: Amend the Town Fee Schedule to address the subject of drainage study fees.** No Action Taken.
- i. **Discussion and Action: Consider NCTCOG mapping data upgrades offered through a cooperative purchasing program to include 2017 LiDAR measured elevation and other information.** Councilman Coffman made a motion to accept the upgrades, seconded by Councilman Mudge with all Aye. Motion Passed Unanimously.
- j. **Discussion and Action: Consider accepting the written resignation of the City Secretary, Alyson Wolf.** Councilman Wohl made a motion to accept resignation of City Secretary, Alyson Wolf, seconded by Councilman Mudge with all Aye. Motion Passed Unanimously.
- k. **Discussion and Action: Review and consider appointing Diana Kotlinski, City Clerk, as interim City Secretary effective July 25, 2016.** Councilman Stasey made a motion to appoint City Clerk, Diana Kotlinski, as interim City Secretary, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
- l. **Discussion and Action: Consider a contract with Dennis Thompson for professional services in the areas of Book Keeping and Financial / Operational Analysis in the absence of necessary staffing.** Councilman Coffman made a motion to accept the contract with Dennis Thompson for professional services, seconded by Councilman Mudge with all Aye. Motion Passed Unanimously.

VII. Old Business:

- a. **Discussion and Action: Consider ordinance adopting the 2015 Editions of the International Building Code, International Residential Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Fire Code, and the 2014 Edition of the National Electrical Code.** No Action Taken.
- b. **Discussion and Action: Consider adoption of revisions to the Town of Annetta Personnel Policy Manual as proposed at the May council meeting.** No Action Taken.

- c. **Discussion and Action:** Consider city staffing needs and discuss potential job description(s) of needed positions. No Action Taken.

VIII. **Executive Session: 8:12 PM to 8:23 PM** as authorized by Chapter 551 of the Texas Government Code, the City Council Reserves the Right to adjourn into executive session at any time during the course fo this meeting to discuss the following:

- a. **§ 551.074. Deliberation regarding Personnel Matters.** The City Council may convene in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, including deliberation regarding the following officers or employees:

- i. **City Secretary**

IX. **Items of Community Interest:**

- a. Hot Topics for Texas Cities Seminar on August 12, 2016 in Richardson.
- b. The Parker County Cowboy Church is hosting a clay shoot to raise money for children’s mission trips.

X. **Adjournment:** With no further business before the council the Mayor adjourned the meeting at 8:39 pm.

These minutes were approved on the 18th day of August, 2016.

Attest: 

Diana Kotlinski, Interim City Secretary



Bruce Pinckard, Mayor

