



450 Thunder Head Lane • PO 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, May 21, 2015, at 7:00 p.m. in the Stuard Elementary Cafeteria at 300 Thunder Head Lane and considered the following agenda:

- I. **Call to order.** Mayor Bruce Pinckard called the meeting to order at 7:00pm.
- II. **Pledge/Invocation.** Councilman Coffman led the pledge and Mayor Pinckard led the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Mayor Bruce Pinckard, Councilmen Kent Stasey, Danny Coffman, Chuck Sheridan, George Ripley and Shane Mudge were all present. City Administrator Chad Roberts, City Secretary Rico Remigio and City Clerk Diana Kotlinski were also present.
- IV. **Public Comments:** Alton Aars, Jessie Lackey and Mary Mock of Plantation Court spoke to the Council about agenda item VII. e. and that they believe the new Town map contains errors in the boundaries around Plantation Court and they request that the Town review the map for inaccurate information.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
 - a. **Consider the approval of Minutes from the Regular City Council Meeting on April 16, 2015.**
 - b. **Financial Report** - written report in the packet and a verbal report given by Administrator Roberts.
 - c. **Public Works Report** - written report in the packet and a verbal report given by Secretary Remigio.
 - d. **Planning and Zoning Report** – written minutes in the packet and a verbal report given by Administrator Roberts.

Councilman Ripley made a motion to accept all the consent items and reports as written, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.

- VI. **Old Business:**
 - a. **Discussion: Update on expenses and progress regarding repairs and renovations to the Administration Building.** Administrator Roberts briefed the Council of an up to date financial report on expenses and repair schedules to the administration building. Agenda Item was for discussion only and No Council Action was taken.
 - b. **Discussion and Action: Consider an Ordinance for Flood Damage Prevention which adopts new Federal Emergency Management Agency flood prevention standards as recommended by the Town's engineers.**

Mayor Pinckard explained to the Council the recommendations from the Town's engineer the need for the Town to have a flood prevention ordinance and as of the meeting time no new information was available from the Town engineer for the meeting. Agenda Item Table with No Action.

- c. **Discussion and Action: Consider awarding a qualified proposal for the lawn and grounds maintenance, care and up keep of all the properties owned by the Town as advertised in The Community News on March 27, 2015 and April 3, 2015 or establish a plan of action to direct City Staff.** Council discussed possible plans for the city owned land on Thunder Head Lane and two Councilmen were encouraged to research the potential plans and present them to City Staff and Council at a future time. Councilman Mudge made a motion to award the qualified proposal from CP Landscape for the lawn and grounds maintenance, care and up keep of all the properties owned by the Town and to authorize City Staff to oversee the operations and determine the amount of mowing on an as needed basis, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.
- d. **Discussion and Action: Consider amending the Town's Purchasing Policy Manual on the process for advertising and soliciting of quotes and proposals for products and services.** The Mayor and Council discussed amending the Town's Purchasing policy and agreed to table this agenda item until further research and legal recommendations could be given. No Action taken by Council and agenda item was tabled.
- e. **Discussion and Action: Consider an amendment to Ordinance 145, the Subdivision Ordinance, amending utility and street construction standards specifications.** No Action taken by Council and agenda item was tabled.
- f. **Discussion and Action: Consider awarding qualified proposals for the materials, construction, and installation of repairs and renovations to Annetta City Hall Administration Building as advertised in The Community News on March 13 & 20, 2015.** Councilman Stasey made a motion to award a proposal from Tim Ledford A/C for the amount of \$11,575 for the materials, construction, and installation of a new HVAC unit at the Annetta City Hall Administration Building, upon the recommendations of City Staff and the low bidder, seconded by Councilman Ripley with all Aye. Motion Passed Unanimously.

VII. New Business:

- a. **Discussion and Action: Administer the Oaths of Office to the Mayor and Council members Place 3 & 5.** City Secretary Remigio administered the Oaths of Office to Mayor Bruce Pinckard and Council member Chuck Sheridan place 3 and Council member Kent Stasey place 5.
- b. **Discussion and Action: Consider an addendum to the agreement with Parker County for street repairs and maintenance for paving projects.** Councilman Sheridan made a motion to approve the addendum to the agreement with Parker County for street repairs and maintenance for paving projects, seconded by Coffman with all Aye. Motion Passed Unanimously.
- c. **Discussion and Action: Consider amending Ordinance 148, the Town Budget, by adjusting line items from the reserve fund of the general fund in the amount of \$20,000 to the building fund of the general fund for expenditures for repairs and renovations to the Annetta City Hall Administration Building.** Councilman Mudge made a motion to adopt Ordinance 148-B, the Town Budget, by adjusting line items

from the reserve fund of the general fund in the amount of \$20,000 to the building fund of the general fund for expenditures for repairs and renovations to the Annetta City Hall Administration Building, seconded by Stasey with all Aye. Motion Passed Unanimously

- d. **Discussion and Action: consider a resolution determining the competitive sealed proposal method as providing the best value for construction of the wastewater treatment plant at fm5 and thunder head lane; selecting an engineer for the project; delegating authority to a committee to prepare a request for competitive sealed proposals, to receive and publicly open the proposals, and to rank and evaluate each proposal.** Councilman Stasey made a motion to adopt Resolution 15-4 determining the competitive sealed proposal method as providing the best value for construction of the wastewater treatment plant at FM 5 and Thunder Head Lane; selecting an engineer for the project; delegating authority to a committee to prepare a request for competitive sealed proposals, to receive and publicly open the proposals, and to rank and evaluate each proposal, seconded by Ripley with all Aye. Motion Passed Unanimously.

- e. **Discussion and Action: consider an Ordinance amending the Town map at the recommendation of the Town's Engineer or mapping and surveying company.** City Staff presented a letter and exhibit from Carter Surveying & Mapping giving an explanation on their determination of the overlaps of areas of the corporate limits along Briarwood Lane and including Plantation Court. Mayor Pinckard gave permission for public comments participation and Council's extensive interaction by discussion. It was the consensus of the Mayor and Council to direct City Staff to have the Town Attorney review the information and accuracy. No Action taken by Council and agenda item was tabled.

- f. **Discussion and Action: consider authorizing the Mayor to execute a letter of engagement to George, Morgan & Sneed CPA for the Town's financial audit year ending September 30, 2015.** Councilman Stasey made a motion to authorize the Mayor to execute a letter of engagement to George, Morgan & Sneed CPA for the Town's financial audit year ending September 30, 2015, seconded by Sheridan with all Aye. Motion Passed Unanimously.

VIII. Items of Community Interest:

- a. Thursday June 18, 2015 at 6:00 pm the Annetta Planning and Zoning Commission meeting and comprehensive plan workshop.
- b. Thursday, June 18, 2015 at 7:00 pm regular City Council meeting.

IX. Adjournment: With no further business before the council the Mayor adjourned the meeting at 8:32 pm.

These minutes were approved on the 18th day of June, 2015.

Attest: _____

Rico Remigio, City Secretary



Bruce Pinckard, Mayor