



May 9, 2023

7:00 PM

Council Chambers

ATTENDEES: Mayor L. Kelly Jones
Council Member Phillip Poole
Council Member Brian Libbey
Council Member Michael Dingman
Council Member Robert Fitzgerald
Council Member Halden Griffith
City Administrator/Sec Brandy Barrett
Police Chief Kevin Reaves
City Attorney Will Pruitt

ABSENT:

CALL TO ORDER by Mayor Jones at 7:01 PM

INVOCATION was given by Councilman Libbey.

PLEDGE OF ALLEGIANCE was led by Mayor Jones.

REGULAR SESSION:

1. MOTION to approve the agenda.

- MADE BY: Phillip Poole. SECOND: Michael Dingman.
Motion passed by a vote of 5 Ayes and 0 Nays.

2. Approval of the Consent Agenda:

All matters listed as Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

a) Approval of the Minutes:

- Council Meeting – April 11, 2023

b) Approval of the Financial Reports:

- TexPool Report
TexStar Report
A/P Disbursements

Table with 10 columns: BALANCES, GENERAL, WATER, CAPITAL PROJECTS, CRIME CONTROL, DEBT SERVICE, WRA, HCGC, STREET, GAS ROYALTIES. Rows include March 2023 Revenue, Disbursement, Cash on Hand, TexPool, and TexStar.

\* Month end postings/JEs and bank reconciliation pending.

**MOTION to approve the Consent Agenda.**

- **MADE BY:** Michael Dingman. **SECOND:** Phillip Poole.
- **Motion passed** by a vote of 5 Ayes and 0 Nays.

**3. Action Items:**

**A. Mayor Jones**

Discuss and take action to adopt Ordinance 497, Canvassing Returns and Declaring Results of a General Elections held on May 6, 2023, for Council Places 1, 5, and Mayor.

Ms. Barrett announced the election results, Phillip Poole in Place 1, Kelly Jones as Mayor, and Halden Griffith in Place 5.

**MOTION to adopt Ordinance 497 Canvassing Returns and Declaring Results of a General Elections held on May 6, 2023, for Council Places 1, 5, and Mayor.**

- **MADE BY:** Brian Libbey. **SECOND:** Michael Dingman.
- **Motion passed** by a vote of 5 Ayes and 0 Nays.

**B. Mayor Jones**

Administer the Oath of Office, issuing Certificates of Election to the elected.

Ms. Barrett administered the Oath of Office to Councilmen Poole and Griffith; Judge Nelms administered the Oath to Mayor Jones.

Mayor Jones following a 5-minute recess to allow for photos & reset, Mayor Jones called the meeting back to order in Regular Session at 7:13pm.

**4. STAFF UPDATES:** *The Department Directors recapped their monthly reports.*

**5. MAYOR'S REPORT** *(A recap of the mayor's previous 30 days in office)*

**6. COMMITTEE UPDATES** *(A recap of the meetings held in the previous 30 days).*

**7. PUBLIC INFORMATION/ANNOUNCEMENTS**

**A. Announcements and Proclamations**

- Declaring the month of May 2023, as Military Appreciation Month
- Declaring National Police Week, May 11-17, 2023
- Declaring National Emergency Medical Services Week, May 15-21, 2023
- Declaring National Public Works Week, May 16-22, 2023
- Volunteer Committee Service applications are available online or at city hall.

**B. Meetings**

- CCPD/Public Safety May 9<sup>th</sup> at 6pm
- Long Range Planning meeting, tentative scheduled May 16<sup>th</sup> at 6pm
- CCPD/Public Safety meeting, June 8<sup>th</sup> at 6pm
- WRA Board meeting, June 8<sup>th</sup> at 7pm
- Regular Council meeting, June 13<sup>th</sup> at 7pm

**C. Citizen Comments**

- Virginia Zwick, 305 Kenshire, Benbrook
- There were no other comments.

## 8. Public Hearings, Briefings and Action Items:

- A. Mayor Jones reopened the public hearing from the April 11<sup>th</sup> meeting, at 7:43pm, to receive citizen comment and input on Ordinances regulating the annual registration, occupancy inspections and contact information on all short- and long-term residential rental properties and vacant residential and commercial buildings within the city limits.

*Ms. Barrett provided a detailed overview of the ordinance changes since the prior meeting based on feedback from landlords and council members.*

Comments were received from the following:

- Tom Purvis, 222 W Exchange Ave
- Christina Cowden, 3848 Sarra Lane
- Geordan Strain, 5601 Twin Lane
- Virginia Zwick, 305 Kenshire Drive

Based on comments, the council requested staff to review the ordinance again and make additional changes including:

1. Review the fee structure for landlords with more than one rental property in the city.
2. Consider application requirements that are not burdensome to the landlords.

Mayor Jones closed the public hearing at 8:01, noting the council consider action on this item until the June meeting.

### B. Mayor Jones

Discuss and take action on Ordinance 497 adding Article 3.09 Registration of Short-term Rentals and Long-term Rentals and Article 3.10 Vacant Buildings; regulating the annual registration, requiring proof of insurance, occupancy inspections and contact information on all short- and long-term residential rental properties and vacant residential and commercial buildings within the city limits. *(This is the second review of this topic, in response to citizen concerns about on-going issues at rental and vacant properties.)*

**No action was taken as the council is considering additional changes, this will be on the June meeting agenda.**

### C. Mayor Jones

Discuss and take action on Ordinance 498 amending section 3.05.002 and 3.05.003 regarding Certificate of Occupancy and Inspections. *(This amendment is needed to update Certificate of Occupancy requirements to be in line with Ordinance 497. If Ordinance 497 is not approved this action will not be needed.)*

**No action was taken as the council is considering additional changes, this will be on the June meeting agenda.**

### D. Mayor Jones

Mayor Jones opened the public hearing at 8:06pm, to receive citizen comment and input regarding changes in solid waste removal (trash/recycling) services. The city's current solid waste removal contract expires on August 31, 2023. A request for proposals was published on January 26, 2023, and bids for services were received from three companies: Waste Connection, CWD and Frontier. *Ms. Barrett provided a detailed recap, included staff's recommendation to stay with the current provider. Under the new contract the service days would change to Tuesday and Friday, the fee would increase by \$1.26 per month per account and recycling would be 95 gallon bins and picked up by an automated truck.*

Comments were received from the following:

- Shannon Hart, 114 Koldin, submitted a statement.
- Geordan Strain, 5601 Twin Lane
- Melva Campbell, 124 Smallwood

Mayor Jones closed the public hearing at 8:40

**E. Mayor Jones**

Discuss and take action to authorize the mayor to negotiate and execute a contract for solid waste removal services.

**MOTION to authorize the mayor to negotiate and execute a contract for solid waste removal services with Waste Connections.**

- **MADE BY:** Phillip Poole. **SECOND:** Halden Griffith.

**Motion passed** by a vote of 5 Ayes and 0 Nays

**F. Mayor Jones**

Review and discuss the FY2024 Budget process and timeline.

*Mayor Jones, provided a recap of the budget process and scheduled committee review meetings.*

**Mayor Jones called for an Executive Session at 8:46pm.**

**EXECUTIVE SESSION:**

A. Consultation with attorney pursuant to Texas Government Code Sections 551.071

- Regarding the legal representation of individual members of the council, boards and committees in pending or contemplated litigation.

**Mayor Jones closed the Executive Session at 9:21pm and reconvened in Regular Session.**

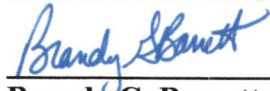
**No further action was taken, and the meeting was adjourned at 9:21 PM by Mayor Jones.**

**MINUTES APPROVED BY:**



**L. Kelly Jones, Mayor**

**SIGNATURE ATTESTED BY:**



**Brandy G. Barrett, TRMC**  
City Administrator/City Secretary

