

CITY OF VAN ALSTYNE
MINUTES
City Council Special Called Meeting
Van Alstyne Community Center
262 N. Preston Ave

OCTOBER 23, 2017
5:30 P.M.

Members present: Mayor Larry Cooper (*arrived at 5:46pm*), Brad Clough, Teddie Ann Salmon, Robert Jaska, Lee Thomas and Suzon Crowell.

Staff present: Jennifer Gould, Tim Barnes, Ryan Dockery, Judy Kimzey and Steve White.

AGENDA

1. Call to Order. *Mayor Pro Tem Salmon called the meeting to order at 5:34pm.*
2. Invocation. *Recited by Robert Jaska.*
3. Pledges of Allegiance. *US and Texas pledges led by Brad Clough.*
4. Consider and take any action necessary regarding a resolution authorizing execution of a Financial Advisory Agreement and the hiring of Government Capital Securities Corporation as Financial Advisor, Orrick, Herrington & Sutcliffe LLP as bond counsel, and Hutchinson, Shockey, Erley & Co. as placement agent for the issuance of Certificates of Obligation, Series 2017. *D'Anne Carson of Government Capital advised that changes are provided as per the City Attorney's request. Julie Fort clarified that she added that any additional charges must be approved in writing by the issuer prior to the cost being incurred and that the Financial Advisor Agreement is non-exclusive. Suzon Crowell questioned the auto-renewal clause to which Mrs. Fort advised that such a clause is fairly common. Suzon Crowell made a motion to approve as stated with the City Attorney's changes. Lee Thomas seconded the motion and the motion passed unanimously.*
5. Consider and take any action necessary awarding a bid in the amount of \$153,873.00 and authorizing the Mayor to execute documents necessary to purchase vehicles and equipment for the Public Works Department. *Steve White advised this is for the vehicles and equipment discussed in the budget process and described the need. Suzon Crowell made a motion to approve the bid in the amount of \$153,873.00 and authorize the Mayor or Mayor Pro Tem to execute the documents. Robert Jaska seconded the motion and the motion passed unanimously.*
6. Consider and take any action necessary regarding adopting a resolution to authorize the Mayor to execute a financing agreement for vehicles and equipment for the Public Works Department with Government Capital Corporation to finance the bid awarded by Item 5, above. *Steve White advised this is financing in the amount of \$153,873.00 to purchase the vehicles and equipment discussed in agenda item 5. Robert Jaska made a motion to approve the resolution. Lee Thomas seconded the motion and the motion passed unanimously.*
7. Consider and take any action necessary regarding authorizing a 3% maximum pay increase for city personnel based on merit to be decided by the various department heads. *No action taken.*
8. Consider and take any action necessary regarding review and updates to the city personnel policies. *Teddie Ann Salmon advised of the need as the policies do not mention the Fire Department at all.*

Mrs. Salmon suggested several revisions and recommended striking what was added by Frank Baker in September of 2017 as it was not approved by City Council. Brad Clough advised that per ordinance this is the City Manager's duty and questioned if this is under the purview of the City Council. Julie Fort advised that setting policy is generally direction provided to a City Manager. Suzon Crowell suggested adding the Fire Department to the policies and have legal review adding necessary federal and state requirements. The review should include department heads. Teddie Ann Salmon made a motion to table the item to a later date for review by department heads and the City Attorney to be brought back to City Council for approval. Suzon Crowell seconded the motion and the motion passed unanimously.

9. Discussion, provide direction to staff and take any action regarding the city manager search process and desired skills/traits necessary in the new city manager. *Suzon Crowell requested that each director identify the characteristics they believe are necessary in the new city manager. Discussion held for executive session.*

11. Consider and take any action necessary regarding ordering a joint work session meeting with the Planning and Zoning Commission. *Teddie Ann Salmon suggested this may be premature and would like to have a day workshop/training for Planning and Zoning and City Council to be more knowledgeable. This could include speakers from other communities who have experienced the growth that we are anticipating. Mayor Cooper advised that this is a good suggestion for the future however Len McManus has some prospective on issues he would like to discuss. What Len wants to discuss will likely be a short meeting. Suzon Crowell asked for a specific agenda from Len McManus regarding what he plans to cover. Also, councilmembers should provide to Jennifer a collection of topics to be discussed in a joint conversation with the various boards and begin to craft a workshop as suggested by Mrs. Salmon. Teddie Ann Salmon made a motion to order a joint work session meeting with the Planning and Zoning Commission on November 1st at 6:30pm. Brad Clough seconded the motion and the motion passed unanimously.*

10. Consider and take any action regarding a policy on standards of conduct for Board members. *Suzon Crowell suggested not naming the EDC and CDC boards because the policy should apply to all city boards. Julie Fort advised that they are nonprofit corporations which is why they are named specifically adding that the intent is to set for expectations rather than procedures. A resolution will be brought back to City Council for passage at a future meeting. Teddie Ann Salmon made a motion to table the items until the next meeting. Suzon Crowell seconded the motion and the motion passed unanimously.*

EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code (Open Meetings Law), the City Council may meet in a closed Executive Session pursuant to applicable laws.

12. All items below for Executive Session:

Pursuant to the following designated sections of Texas Government Code, Annotated, Subchapter 551, the Council will enter into executive session to discuss the following items:

- a) Section 551.071 [Consultation with Attorney] regarding (i) Personnel Policies, (ii) Interim or regular city manager, (iii) Interim fire chief.

- b) Section 551.074 [Personnel Matters to deliberate appointment, employment, evaluation, reassignment, duties, discipline, compensation, resignation or dismissal] of (i) Interim or regular city manager, and (ii) Interim fire chief.

Council recessed into closed session at 6:32pm.

Council reconvened into open session at 9:05pm.

OPEN MEETING

13. Consider and take any action necessary as a result of each item listed in executive session. *No action taken.*
14. Adjournment. *Teddie Ann Salmon made a motion to adjourn at 9:05pm. Lee Thomas seconded the motion and the motion passed unanimously.*

Larry Cooper, Mayor

ATTEST:

Jennifer Gould, City Clerk