

CITY OF VAN ALSTYNE

MINUTES

City Council Meeting

Van Alstyne Community Center
262 N. Preston Ave

DECEMBER 12, 2017

6:35 P.M.

Members present: Mayor Larry Cooper, 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 Cooper called the meeting to order at 7:00pm.*
2. Citizens Communications. *Teddie Ann Salmon addressed the City Council and audience as a citizen regarding the Code Red program. The program provides those who sign up, with free emergency notifications. Mrs. Salmon encouraged everyone to sign up.*

PUBLIC HEARINGS

3. None.

CONSENT AGENDA

Items listed on the consent agenda allow the Council to approve all items together without discussion or individual motions. Items may be removed from the consent agenda on the request of any one member of the Council. Removed items will be discussed and action taken immediately after the consent agenda.

4. Consider and take any action necessary regarding approval of minutes from the November 1, 2017 Special Called meeting, November 1, 2017 Joint Work Session meeting, November 14, 2017 Regular meeting and the November 21, 2017 Special Called meeting.
5. Consider and take any action necessary regarding a final plat for Chapel Creek Farms at Van Alstyne, being an 89.974 acre tract out of the Ramon Rubio Survey Abstract No. 997, City of Van Alstyne, Grayson County, Texas. This property is generally located at the south-east corner of Old Highway 6 and Judd Road.

Suzon Crowell made a motion to approve items 4 and 5 listed on the consent agenda. Robert Jaska seconded the motion and the motion passed unanimously.

REGULAR AGENDA (NON-CONSENT)

6. Consider and take any action necessary regarding appointment of applicants to serve on the Planning and Zoning Commission, Place 2 and Planning and Zoning Commission, Alternate 1. *Teddie Ann Salmon advised that Donald Hash is recommended for appointment to Place 2 and Tiffany Clum is recommended for appointment to Alternate 1. Robert Jaska made a motion to appoint Donald Hash to Place 2 and Tiffany Clum to Alternate 1. Teddie Ann Salmon seconded the motion and the motion passed unanimously.*

7. Consider and take any action necessary regarding passage of an ordinance authorizing and ordering the issuance of City of Van Alstyne, Texas Certificates of Obligation, Series 2017; prescribing the terms and form thereof; providing for the payment of the principal thereof and interest thereon; awarding the sale thereof; and making other provisions regarding such certificates, including use of the proceeds thereof; and matter incidental thereto. *Jake Lawrence with Government Capital advised that thirty-nine bids were sent out. The best bid returned was at a rate of 2.69% for fifteen years. Robert Jaska clarified that the rate of 2.69% is fixed for fifteen years, committed for thirty days and callable at any point in the fifteen years. Suzon Crowell made a motion to approve the ordinance authorizing and ordering the issuance of Certificate of Obligation, Series 2017. Teddie Ann Salmon seconded the motion and the motion passed unanimously.*
8. Consider and take any action necessary regarding reimbursement of funds in the amount of \$1,600.00 to the Van Alstyne Economic Development Corporation due to overpayment on Phase I of the Shared Use Path. *Teddie Ann Salmon clarified that City Council did agree to refund the CDC. Robert Jaska made a motion to reimburse the EDC as requested. Suzon Crowell seconded the motion and the motion passed unanimously.*
9. 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. *Discussion was held regarding department head increases. Suzon Crowell made a motion to approve pay increases as indicated in the packet. Lee Thomas seconded the motion and the motion passed unanimously.*
10. Discussion regarding a financial overview of: (a) fiscal year 2017 budget items that varied from planned amount by \$2,500 or 10% or more, and (b) impact of eliminating shared use path expenditure and paying severance to fiscal year 2018 revenues and expenditures. *Suzon Crowell advised of the need to reforecast the FY2018 budget. It was determined that a work session meeting regarding the FY2018 budget will be held Saturday, January 6, 2018 at 1:00pm pending verification that the Community Center is available for use.*
11. Consider and take any action necessary regarding Requests for Proposals to conduct a forensic audit. *Jennifer Gould advised that requests for proposals were sent to twelve firms and two were returned. Julie Fort advised of the Professional Services Procurement Act that requires a selection to be made based on the qualifications of the firm rather than price. Suzon Crowell made a motion to select M. Vail and Associates for quotes. Robert Jaska seconded the motion and the motion passed with Suzon Crowell, Robert Jaska, Teddie Ann Salmon and Lee Thomas in favor and Brad Clough opposed.*
12. Consider and take any action necessary regarding authorizing advertisement for bids for the Water Line Relocation along East Jefferson Street (FM 121 E) from Moody Lane to Lincoln Park Rd. *Teddie Ann Salmon made a motion to authorize advertisement as requested. Suzon Crowell seconded the motion and the motion passed unanimously.*
13. Consider and take any action necessary regarding a proposal from Dunaway & Associates, LP to prepare a Parks Master Plan in the amount of \$48,850.00. *Brad Clough asked if the project will be funded by the Community Development Corporation. Rodney Williams, CDC Director, advised that the project is eligible for CDC funding however it has not been requested in FY2018. Brad Clough made a motion to accept the proposal from Dunaway & Associates, LP to prepare a Parks Master Plan. Lee Thomas seconded the motion and the motion passed with Brad Clough, Lee Thomas, Teddie Ann Salmon and Robert Jaska in favor and Suzon Crowell abstaining.*
14. Consider and take any action necessary regarding appointment of Gerald Smith to serve on the Parks and Recreation Board. *Suzon Crowell made a motion to appoint Gerald Smith to serve on the Parks and Recreation Board. Robert Jaska seconded the motion and the motion passed unanimously.*

15. Consider and take any action necessary regarding approval of a Dog Park at Forrest Moore Park funded by the Van Alstyne Community Development Corporation. *Discussion was held regarding the proposed location of the Dog Park, its features, signage and liability. Suzon Crowell made a motion to approve the Dog Park at Forrest Moore Park funded by the CDC. Brad Clough seconded the motion and the motion passed unanimously.*
16. Departmental Reports. *Jennifer Gould provided the Administrative Department statistics for the prior month, Chief Tim Barnes provided Police Department statistics for the prior month, Judy Kimzey provided the Library Department statistics for the prior month, Chief Ryan Dockery provided Fire/EMS Department statistics for the prior month, Steve White provided Public Works Department statistics for the prior month and Len McManus provided an update on various projects. Teddie Ann Salmon thanked the Fire Department for their quick response to the housefire on Umphress.*
17. City Manager's Report. *Teddie Ann Salmon wished everyone a Merry Christmas and encouraged sign up for Code Red.*
18. Mayor and Council Closing Comments. *Lee Thomas wished everyone a Merry Christmas. Robert Jaska thanked small business owners, volunteers, attendees, citizens and staff. Kaaren Teuber invited all attend the laying of the wreaths at the National Cemetery for Wreaths Across America on December 16th at 9:30am. Teddie Ann Salmon thanked all in attendance adding that it is important to know people are interested. Brad Clough thanked the newly appointed board members for their service.*

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.

19. 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) procedures for filling City Manager position, (ii) record retention laws, (iii) separation and release agreement with former officer, and (iv) real estate sales contract for OTP Van Alstyne Addition, Block 3, Lots 1-5.
- b) Section 551.072 [Deliberation regarding Real Property] to deliberate the purchase and real estate sales contract for OTP Van Alstyne Addition, Block 3, Lots 1-5.
- c) Section 551.074 [Personnel Matters to deliberate appointment, employment, evaluation, reassignment, duties, discipline, resignation or dismissal] of City Manager and applicants for the interim position.

Council recessed into closed session at 8:16pm.

Council reconvened into open session at 10:38pm.

OPEN MEETING

20. Consider and take any action necessary as a result of each item listed in executive session, including but not limited to:
 - a) Separation and release agreement with former officer and authorize execution. *Teddie Ann Salmon made a motion to approve the separation and release agreement for David Trevino*

and authorize the Mayor to sign upon expiration of the seven-day period. Robert Jaska seconded the motion and the motion passed unanimously.

- b) *Real estate sales contract for OTP Van Alstyne Addition, Block 3, Lots 1-5. Teddie Ann Salmon made a motion to authorize the Mayor to sign for the purchase of the property and the real-estate contract with deal terms as discussed in executive session. Suzon Crowell seconded the motion and the motion passed with Teddie Ann Salmon, Suzon Crowell, Robert Jaska and Lee Thomas in favor and Brad Clough opposed.*
- c) *Interim City Manager applicants. Mayor Cooper advised that Council will be looking to interview three applicants in the coming week. No action taken.*

21. *Adjournment. Brad Clough made a motion to adjourn at 10:41pm. Teddie Ann Salmon seconded the motion and the motion passed unanimously.*

Larry Cooper, Mayor

ATTEST:

Jennifer Gould, City Clerk