

City of Meadowlakes Stated Meeting Minutes December 14, 2010

I. CALL TO ORDER AND QUORUM DETERMINATION:

Mayor Don Williams called the meeting to order at 5:00 p.m. declaring that the required quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Council members present were Rusty Crawford, Christine Forsyth, Franzella Jones and Bill Pickard. Also present were City Manager Johnnie Thompson and City Secretary Linda Wendling. Councilmember Mike Tepper was not in attendance.

II. PLEDGE OF ALLEGIANCE AND PRAYER:

Mr. Herb Lewis led the meeting members and guests in the Pledge of Allegiance. Mr. Roy Belcher led the meeting members and guests in prayer.

III. MONTHLY STANDARD LIVE REPORTS: *(Progress & Status Reports Only - Recommendations or action discussions not allowed)*

A. City Manager Activity; including discussion on Public Safety Agencies (Police Enforcement & Protection) – Johnnie Thompson (Attachment A)

i.) Patrol Activity for November and related items

ii.) Vandalism/Incidents for November and related items

Mr. Thompson provided his activity report, highlighting City Hall office hours are now 8:00 a.m. to 4:00 p.m. and will remain open during the lunch hour, City Hall will be closed on December 24th and 27th for the Christmas holiday and that emergency personnel will be on-call, positive input from citizens regarding the newsletter, patrol officer's hours and activity during last month, vandalism reports for November and that the activity was down from October, upcoming proposals for two filters at the water plant, two new programs being offered by the LCRA, the need to make a timeline for ordinance review and one correction on the financial report. Mayor Williams stated that he noticed two homes which were toilet papered but were not called into City Hall for addition to the vandalism report.

IV. CONSENT ITEMS *(The items listed are considered to be routine and non-controversial by the Council and may be approved by one motion. No separate discussion or action on any of the items is necessary unless desired by a Council Member.)*

A. November 9, 2010, Workshop and Stated Meeting Minutes - Linda Wendling, Secretary (Attachment B)

B. November 18, 2010, Workshop and Called Meeting Minutes – Linda Wendling, Secretary (Attachment C)

C. Ordinance Enforcement November Activity Report - Joe Hernandez, Officer (Attachment D)

D. Animal Control November Activity Report - Robbie Galaway, Officer (Attachment E)

E. Patrol Activity November Report – provided by Ricky Bindseil, Officer (Attachment F)

F. Vandalism/Incident November Activity Report – Linda Wendling, Secretary (Attachment G)

- G. City Building Committee November Activity Report - Don Wheeler, Chairman** (Attachment H)
- H. Public Works Department November Activity Report - Mike Williams, PWD** (Attachment I)
- I. General Fund November Detail Financials Report - Eileen Harrison, Treasurer** (Attachment J)
- J. Utility Fund November Detail Financials Report - Johnnie Thompson, City Manager** (Attachment K)

Councilmember Jones made a motion to approve the consent items as presented. Councilmember Pickard seconded the motion. The motion carried by unanimous vote of the council members present.

- V. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda items. Agenda Item specific comments should be made as part of agenda item council discussion.)*

- A.** There were no citizen comments.

- VI. OLD BUSINESS**

- A. Action/discussion: Ordinance 2010-17; Employee Policy updates and new issue of Personnel Policy - Thompson** (Attachment L & M)

Mr. Thompson introduced this item highlighting that the final draft of the personnel manual was attached in their agenda package, recent changes were provided by Councilmember Pickard, and provided explanation of TMRS and how they calculate their contributions. Council discussion ensued. Mr. Thompson continued highlighting vacation discussion and stated he recommends acceptance of the manual if council is comfortable with it and allowing for future incorporation of Councilmember Pickard's changes and grammatical/spelling review. Council discussion ensued. Councilmember Crawford made a motion to accept the personnel manual with redlines and the authority to make grammatical and punctuation corrections as discussed. Councilmember Jones seconded the motion. The motion carried by unanimous vote of the council members present. Discussion ensued regarding Ordinance 2010-17 (Attachment M). Councilmember Jones made a motion to adopt Ordinance 2010-17 as presented and waive the second reading. Councilmember Forsyth seconded the motion. The motion carried by unanimous vote of the council members present.

- B. Action/discussion: Public Safety Services (Police Enforcement & Protection); increasing Police Presence status, forward actions and options - Williams/Thompson** (Attachment N)

Mayor Williams introduced this item stating that a meeting has taken place with the POA to request that they contribute funds in relation to this item. Mayor Williams highlighted that discussions are still in the works with the POA, he hopes that next year this item may be budgeted for, options of increasing patrol during Spring and Summertime, and in closing stated that resolutions have not been met yet due to ongoing discussions. Council discussion ensued including funding, number of patrol hours to be increased, the number of complaints received from the citizens, coverage hours, budgeting for next year, private security firms and the neighborhood watch program.

- VII. NEW BUSINESS**

- A. Action/discussion: Request from M Squared Building Solutions, LLC regarding amendment to zoning language of Neighborhood Office (NO):**

Council Stated Meeting
Minutes for December 14, 2010

i.) Action/discussion: Review request by property owner to amend the zoning ordinance to add Single/Multi-Family Residential (R-3) uses to the Neighborhood Office (NO) zoning district – Thompson

(Attachment O) Mayor Williams introduced this item by stating that discussions with the city attorney have taken place regarding this item, provided explanation of the conclusions of those discussions and Mr. Thompson provided additional information in relation to same. Council discussion ensued including opinions and statements by council members, Planning & Zoning procedures and permit expiration dates. Mayor Williams outlined his recommendation requesting that we begin the spirit of cooperation with Mr. Saenz since a finished structure and additional revenue from sewer and water would be beneficial to the city. Mr. Saenz stated that he will remove the old forms by this weekend in good faith to show his willingness to work with the council. Council discussion ensued. Councilmember Pickard made a motion that we recommend to the P&Z commission to review the request to change the zoning on the subject property to match the POA restrictions. Councilmember Forsyth seconded the motion. The motion carried by unanimous vote of the council members present.

ii) Action/discussion: Consider request to waive zoning change application fee of \$650.00 referenced in code language Appendix A, Section A10, Subsection E (1), related to above amendment - Thompson
B. Action/discussion: Request from property owner of Lots 1232 and 1233 requesting variance; extension of construction time limits, reference §150.15 (A) (1), including discussion on building committee decision – Thompson

Mayor Williams introduced this item by stating that we could waive the entire fee, not waive the fee or amend the fee to a lower amount. Councilmember Jones made a motion to amend the fee to seventy-five dollars (\$75.00) which is the cost incurred by the city for publication to the newspaper. Councilmember Crawford seconded the motion. The motion carried by unanimous vote.

B. Action/discussion: Request from property owner of Lots 1232 and 1233 requesting variance; extension of construction time limits, reference § 150.15 (A) (1), including discussion on building committee decision – Thompson

(Attachment P) Mayor Williams introduced this item by stating his recommendation to extend the building permit by one month and in April the council could reexamine at another point after considering the site's progress. Council discussion ensued. Mr. Saenz addressed the meeting members and guests by stating that the 400 square foot building will not be built there if the multi/single-family residential change takes effect. Mr. Saenz additionally stated that he would like workshops to ensure that the council and building committee are happy with the proposed plans before paying an architect. Upon additional discussion, Mr. Saenz stated he will provide the city with paperwork requesting cancellation of the permit for the 400 square foot building. There was no motion by council on this item in light of Mr. Saenz comments.

C. Action/discussion: Ordinance 2010-09; Meadowlakes Court of Record #1, addition of Technology Fund Fees and Building Security Fund Fees for convictions of Transportation Code Violations – Thompson/Wendling

(Attachment Q) Mayor Williams introduced this ordinance by providing a summary of its purpose and origination. Council discussion ensued. Councilmember Forsyth made a motion to adopt the ordinance as written and waive the second reading. Councilmember Crawford seconded the motion.

Council discussion ensued with one redline. Councilmember Forsyth amended her motion to include the discussed redline. Councilmember Crawford seconded the amended motion. The amended motion carried by unanimous vote of the council members present.

VIII. COUNCIL & MAYOR ANNOUNCEMENTS:

A. Mayor Williams stated congratulations were in order to Mr. Mike Williams for the birth of his first grandchild.

B. January 11, 2011 – Stated council meeting

C. City Hall closed for the Christmas Holidays on December 24th and 27th.

IX. ADJOURNMENT

Mayor Williams adjourned the meeting at 5:58 p.m.

Approved:

/s/ Don Williams _____ **Date: 1/11/2011**

Mayor, Don Williams

Attest:

/s/ Linda A. Wendling _____ **Date: 1/11/2011**

City Secretary, Linda A. Wendling