

NOTICE OF REGULAR MEETING
October 13, 2021
SHENANDOAH CITY COUNCIL

STATE OF TEXAS
COUNTY OF MONTGOMERY
CITY OF SHENANDOAH

AGENDA

NOTICE IS HEREBY GIVEN that a Meeting of the Shenandoah City Council will be held on Wednesday, October 13, 2021 at 7:00 p.m. at the City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas for the purpose of considering the following:

1. CALL TO ORDER
2. CALL OF ROLL
3. PLEDGE OF ALLEGIANCE
4. INVOCATION
5. CITIZENS FORUM

Citizens are invited to speak for three (3) minutes on matters relating to city government that relate to agenda or non-agenda items. Speakers are asked to stand up and approach the podium to address Council and give their name and address before sharing their comments.

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

6. COUNCIL INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

INDIVIDUAL CONSIDERATION:

7. Discussion regarding American Rescue Plan Act Funds.
8. Discussion and possible action to set meeting dates for November and December.
9. Discussion and possible action to adopt the following Resolution:

A RESOLUTION DESIGNATING THE COURIER AS THE OFFICIAL NEWSPAPER FOR THE CITY OF SHENANDOAH, TEXAS.

10. Discussion and possible action to adopt the following Resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, PROVIDING SUPPORT FOR LEGISLATIVE REDISTRICTING TO APPROVE DISTRICTS PRIMARILY REPRESENTING MONTGOMERY COUNTY.

11. Discussion and possible action to approve third and fourth quarter budget amendments.

12. Discussion and possible action to adopt the minutes of the July 14, 2021, July 28, 2021, and August 11, 2021 regular meetings.

13. CITIZENS FORUM

Citizens are invited to speak for three (3) minutes on matters relating to city government that relate to agenda or non-agenda items. Speakers are asked to stand up and approach the podium to address Council and give their name and address before sharing their comments.

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

14. City Administrator updates.

15. COUNCIL INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

EXECUTIVE SESSION

Public notice is given that the City Council may elect to go into Executive Session at any time during the meeting in order to discuss any matters listed on the Agenda when authorized by the provisions of the Open Meeting Act, Chapter 551 of the Texas Government Code, to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this Agenda. Prior to any such closed session, the Mayor, in open session, will identify the agenda item to be discussed and the Section or Sections of Chapter 551 under which the closed discussion is authorized.

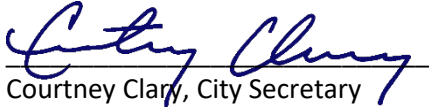
ADJOURN

The Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency. The Council may retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.

Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

City Hall is wheelchair accessible. A sloped entry is available at the entrance with specially marked parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 281-298-5522 or Fax 281-367-2225 for information.

I certify that the attached notice of meeting was posted on the bulletin board at City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas, on the 10th day of October 2021 at 6:38 o'clock p.m.


Courtney Clary, City Secretary





Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	<u>October 13, 2021</u>	ITEM NUMBER:	<u>7</u>
DEPARTMENT:	<u>Finance</u>	PREPARED BY:	<u>Lisa Wasner</u>
PRICING:	<u></u>	EXHIBITS:	<u></u>

SUBJECT/PROCEEDING:

Discussion of American Rescue Plan Act Funds

RECOMMENDED ACTION:

Discussion Only

BACKGROUND/DISCUSSION:

As a result of the American Rescue Plan Act signed by President Biden, the City is estimated to receive a total of \$740,136.64. The City received its first tranche payment on August 23 in the amount of \$370,068.32 and a second payment will be received in August 2022. All funds will need to be spent by the end of calendar year 2024.

Preliminary information from the IRS allows for the funds to be spend on the following:

- Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency,
- COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery,
- Premium pay for essential workers,
- Investments in water, sewer, and broadband infrastructure.

Restrictions on the uses of these funds include:

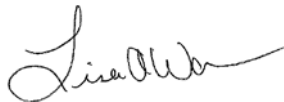
- Funds allocated to states cannot be used to directly or indirectly to offset tax reductions or delay a tax or tax increase;
- Funds cannot be deposited into any pension fund.

Staff would like for Council to explore using these funds for an advanced metering infrastructure (AMI) project. This project would replace the incomplete automatic meter reading (AMR) system we currently have. AMI is a consumer friendly, information driven system that will allow all water customers to control their water usage through real time updates. The new system will regularly send read information and be available for viewing at any time to each water customer via an online portal and smart phone app. Customers will only be able to view their own data. This project will help the City pinpoint water loss as it occurs and save a significant amount of time for the public works staff and the utility billing clerk. Water revenues will also increase because much of the water loss is due to old, inaccurate meters. This project will also help the City meet conservation requirements by state and federal regulatory entities.

Joseph Peart and Lisa Wasner have been in communication with Ameresco, a meter project consulting group for research.

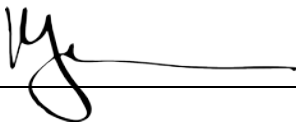
APPROVALS:

DEPARTMENT HEAD



DATE: October 5, 2021

CITY ADMINISTRATOR



DATE: October 7, 2021



Shenandoah City Council

AGENDA REPORT

AGENDA DATE: <u>October 13, 2021</u>	ITEM NUMBER: <u>8</u>
DEPARTMENT: <u>Administration</u>	PREPARED BY: <u>Courtney Clary</u>
PRICING: _____	EXHIBITS: _____

SUBJECT/PROCEEDING:

November and December City Council meeting dates

RECOMMENDED ACTION:

Set dates

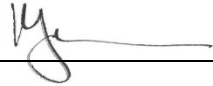
BACKGROUND/DISCUSSION:

Due to the holidays, City Council meets once in November and December. Council typically meets on the second Wednesday of the month, but Council has the option to choose alternative dates.

The dates for the second Wednesday in November and December are as follows:

- November 10
- December 8

APPROVALS:

DEPARTMENT HEAD _____	DATE: _____
CITY ADMINISTRATOR  _____	DATE: <u>October 6, 2021</u>



Shenandoah City Council

AGENDA REPORT

AGENDA DATE: <u>October 13, 2021</u>	ITEM NUMBER: <u>9</u>
DEPARTMENT: <u>Administration</u>	PREPARED BY: <u>Courtney Clary</u>
PRICING: _____	EXHIBITS: _____

SUBJECT/PROCEEDING:

Designate Official Newspaper for FY 2021/2022


RECOMMENDED ACTION:

Staff recommends designating the Courier as the City's official newspaper as it is the area's only daily print publication.

BACKGROUND/DISCUSSION:

The City is required by Section 52.004 of the Local Government Code to contract with a public newspaper to be the official newspaper for publishing ordinances, notices or other matters required by law. The resolution represents the renewal of this contract for the current fiscal year. The Courier's publication schedule provides the City with ample opportunities to publish notices within our required timeframes.

APPROVALS:

DEPARTMENT HEAD _____	DATE: _____
CITY ADMINISTRATOR  _____	DATE: <u>October 6, 2021</u>

RESOLUTION NO. R-21-016

A RESOLUTION DESIGNATING THE COURIER AS THE OFFICIAL NEWSPAPER FOR THE CITY OF SHENANDOAH, TEXAS.

WHEREAS, the City is required by Section 52.004 of the Local Government Code by Ordinance or Resolution to contract with a public newspaper to be the Official Newspaper for publishing Ordinances, notices or other matter required by law; and

WHEREAS, The Courier is a public newspaper of the community in which such matters may be published and is open to contract with the City for such services; and

WHEREAS, it is hereby found and determined by the City Council of the City of Shenandoah, Texas, that it is in the best interest of the City to contract with The Courier for such services.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS THAT:

Section 1. The City hereby designates The Courier as the official newspaper of the City and grants to the City Administrator the authority to contract with The Courier to provide such services and to do such other acts as are necessary to carry out the instructions of the City.

Section 2. This Resolution shall become effective and continue to remain in effect immediately upon its passage, approval and adoption.

PASSED AND APPROVED this 13th day of October, 2021.

CITY OF SHENANDOAH, TEXAS

M. RITCHEY WHEELER, Mayor

ATTEST:

COURTNEY CLARY, City Secretary

APPROVED AS TO FORM:

WILLIAM C. FEREBEE, City Attorney



Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	<u>October 13, 2021</u>	ITEM NUMBER:	<u>10</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Kathie Reyer</u>
PRICING:	<u></u>	EXHIBITS:	<u>Resolution</u>

SUBJECT/PROCEEDING:

Resolution supporting legislative districts primarily representing Montgomery County

RECOMMENDED ACTION:

Adopt the Resolution


BACKGROUND/DISCUSSION:

Following completion of the Census, the state legislature is required to redraw district boundaries of elected members of Congress, the Texas Legislature, and the State Board of Education to proportion the population more equally between districts. Proposed redistricting maps divide Montgomery County into districts dominated by residents of Harris County, which would dilute Montgomery County's representation and conservative base.

The Resolution supports the creation of at least one congressional district and one state senate district made up of a majority of Montgomery County residents.

The City Attorney has reviewed the Resolution.

APPROVALS:

DEPARTMENT HEAD	<u></u>	DATE:	<u></u>
CITY ADMINISTRATOR		DATE:	<u>October 6, 2021</u>

RESOLUTION NO. R-21-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, PROVIDING SUPPORT FOR LEGISLATIVE REDISTRICTING TO APPROVE DISTRICTS PRIMARILY REPRESENTING MONTGOMERY COUNTY

WHEREAS, every 10 years following the U.S. Census, the Texas Legislature is required to redraw the district boundaries of elected members of Congress, the Texas Legislature, and the State Board of Education to proportion the population more equally between districts;

WHEREAS, initial maps proposed in the Texas Senate call for weakening the influence of Montgomery County;

WHEREAS, proposed maps for both Congressional District 2 and Congressional District 8 divide the residents of Montgomery County into districts dominated by residents of Harris County by approximately 89,000 and 110,000 respectively;

WHEREAS, proposed maps for Texas Senate districts split Montgomery County residents into three districts, with Montgomery County containing the minority of residents in every district;

WHEREAS, Montgomery County is the 11th largest county in Texas; and

WHEREAS, the City Council desires for its citizens to have full representation in the State and Federal Legislative Branches.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS:

That the Texas Legislature create at least one congressional district and one Texas Senate district made up of a majority of Montgomery County residents.

PASSED AND APPROVED this the 13th day of October, 2021

CITY OF SHENANDOAH

M. RITCHEY WHEELER, Mayor

ATTEST:

COURTNEY CLARY, City Secretary

APPROVED AS TO FORM:

WILLIAM C. FEREBEE, City Attorney



Shenandoah City Council

AGENDA REPORT

AGENDA DATE: <u>October 13, 2021</u>	ITEM NUMBER: <u>11</u>
DEPARTMENT: <u>Finance</u>	PREPARED BY: <u>Lisa Wasner</u>
PRICING: _____	EXHIBITS: <u>Detailed Chart – General Fund</u>

SUBJECT/PROCEEDING:

Fiscal Year 2021 Quarter 4 Budget Amendments

RECOMMENDED ACTION:

Staff Recommends that Council approve the presented budget amendments

BACKGROUND/DISCUSSION:

Staff is seeking approval of the proposed budget amendments. A budget amendment is either an increase or a decrease to a particular line item within the budget to account for any unexpected expenditures or unexpected increase or decrease in costs on budgeted items. This is just to confirm that we are to perform the amendment to expense towards the surplus in the budget and record the following expenses in the budget.

General Fund 2021 Quarter 4 Amendments	
Description	Amount
Increase to Elections Cost	\$ 4,744.00
Bank Fees	\$ 27,073.00
TOTAL	\$ 31,817.00
2020-2021 Budget Surplus	\$ 38,678.51
3rd Quarter Budget Amendments	\$ (31,817.00)
Surplus Total	\$ 6,861.51

APPROVALS:

DEPARTMENT HEAD		DATE: <u>October 7, 2021</u>
CITY ADMINISTRATOR		DATE: <u>October 7, 2021</u>

QUARTER 4 FYE 2021 - BUDGET AMENDMENTS - GENERAL FUND

GL Account	Issue Date	Vendor Number	Vendor Name	Description/ Reason	Council Approved (Y/N)	Council Approved Date	Total Cost
100-11-67-670100	04/20/2021	03069	Montgomery County Elections Administrator	2021 Montgomery County Elections - No Joint Election - Higher Share Cost for City	Y	N/A	\$ 15,744.00
100-12-62-620100	Misc Payments	N/A	Wells Fargo Bank N.A	Monthly Client Analysis Charges - (Due to Low Interest Rates)	N	N/A	\$ 27,073.00
							\$ 42,817.00

* Revenue Adjustments Will Display as a Negative Number Due to System Requirements

MINUTES OF REGULAR MEETING

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SHENANDOAH CITY COUNCIL

The meeting was called to order by Mayor M. Ritchey Wheeler at 7:00 p.m. City Council members present, Councilmember Bradt, Councilmember Escoto, Councilmember Fletcher and Councilmember Raymaker. City Administrator Kathie Reyer, City Secretary Courtney Clary, City Attorney William Ferebee, Finance Director Lisa Wasner, Police Chief Troye Dunlap, Community Development Director Jackie Thompson, IT Manager Chris Grizzaffi, and Communications Manager Debbie Pilcher were also present.

1. CALL TO ORDER

Mayor Wheeler called the meeting to order at 7:00 p.m.

2. CALL OF ROLL

Mayor Wheeler stated for the record that Councilmember McLeod was absent and excused from the meeting.

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

Mayor Wheeler gave the invocation.

5. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Esther Lum: To hear citizen comments, please click [HERE](#)

6. COUNCIL'S INQUIRY

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Mayor Wheeler stated for the record that there were no councilmembers wishing to speak.

MINUTES OF REGULAR MEETING

July 14, 2021

SHENANDOAH CITY COUNCIL

INDIVIDUAL CONSIDERATION:

7. Discussion and possible action regarding a purchase from the equipment replacement fund.

COUNCILMEMBER FLETCHER MADE A MOTION TO APPROVE THE PURCHASE OF ONE (1) VEST REPLACEMENT FOR THE POLICE DEPARTMENT AND FOR FUNDS TO CONVERT THE MARY PAT CASE POOL FROM THE CURRENT SALT SYSTEM TO A LIQUID BLEACH SYSTEM, COUNCILMEMBER ESCOTO SECONDED. THE MOTION CARRIED 4/0.

8. Discussion and possible action to adopt the following Ordinance:

AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS REGULATING TEMPORARY OUTSIDE SALES, INCLUDING TENT SALES; PROVIDING FOR A PENALTY IN THE AMOUNT OF \$2,000.00 FOR VIOLATIONS THEREOF; PROVIDING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

COUNCILMEMBER BRADT MADE A MOTION TO ADOPT AN ORDINANCE REGULATING TEMPORARY OUTSIDE SALES, INCLUDING TENT SALES, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 4/0.

9. Discussion and possible action to adopt the following Ordinance:

AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS AMENDING CHAPTER 91 OF THE CODE OF ORDINANCES REGULATING CERTAIN ASPECTS OF MAJOR HOSPITALS; SIGNS.

COUNCILMEMBER FLETCHER MADE A MOTION TO ADOPT AN ORDINANCE REGULATING MAJOR HOSPITAL SIGNS, COUNCILMEMBER ESCOTO SECONDED. THE MOTION CARRIED 3/0/1 WITH COUNCILMEMBER RAYMAKER ABSTAINING.

10. Discussion and possible action to nominate a member to the Montgomery County Emergency Communication District Board of Managers.

COUNCILMEMBER BRADT MADE A MOTION TO NOMINATE PAUL VIRGADAMO TO THE MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT BOARD OF MANAGERS, COUNCILMEMBER ESCOTO SECONDED. THE MOTION CARRIED 4/0.

MINUTES OF REGULAR MEETING

July 14, 2021

SHENANDOAH CITY COUNCIL

11. Discussion and possible action to adopt the following Resolutions needed for the Texas Water Development Board loan application:

- a) Application Filing and Authorized Representative Resolution - Resolution by the City Council of the City of Shenandoah, Texas requesting financial participation from the Texas Water Development Board; authorizing the filing of an application for financial participation; and making certain findings in connection therewith.

COUNCILMEMBER BRADT MADE A MOTION TO ADOPT A RESOLUTION REQUESTING FINANCIAL PARTICIPATION FROM THE TEXAS WATER DEVELOPMENT BOARD; AUTHORIZING THE FILING OF AN APPLICATION FOR FINANCIAL PARTICIPATION; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 4/0.

- b) Application Resolution – Certificate of Secretary - Resolution by the City Council of the City of Shenandoah, Texas requesting financial participation from the Texas Water Development Board; authorizing the filing of an application for financial participation; and making certain findings in connection therewith.

COUNCILMEMBER FLETCHER MADE A MOTION TO ADOPT A RESOLUTION REQUESTING FINANCIAL PARTICIPATION FROM THE TEXAS WATER DEVELOPMENT BOARD; AUTHORIZING THE FILING OF AN APPLICATION FOR FINANCIAL PARTICIPATION; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 4/0.

12. Discussion and possible action regarding the second discussion for the 2021 – 2022 budget.

Ms. Wasner stated that as of the last discussions she was working with a consulting firm regarding requests for primary depository services. Ms. Wasner then went through the draft budget and provided updates for any department changes.

Councilmember Raymaker asked for updates on the license plate readers. Chief Dunlap replied that there are numerous problems and the maintenance for the cameras had increased. Councilmember Bradt stated that he and Chief Dunlap had viewed a completely different system that was monitored and maintained by the company and included access to a database that would

MINUTES OF REGULAR MEETING

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SHENANDOAH CITY COUNCIL

allow officers to search license plates nationwide. Ms. Wasner stated that she and Chief Dunlap would look at different options and would provide council with more information.

13. CITIZENS FORUM

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Mayor Wheeler stated for the record that there were no citizen's wishing to speak.

15. City Administrator Updates.

Ms. Reyer provided the following updates:

- Memorial Hermann Hospital agreed to pay the design fees for phase one of the ACP water line replacement project as requested by Council
- The Army Corp of Engineers contacted the City regarding wetland permits for the David Memorial roadway extension project and stated that the review process would start within the week

16. COUNCIL'S INQUIRY

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Councilmember Raymaker requested that staff review the fence ordinance with regards to which way the fence superstructure faces.

Mayor Wheeler thanked everyone who attended the meeting.

MINUTES OF REGULAR MEETING

July 14, 2021

SHENANDOAH CITY COUNCIL

EXECUTIVE SESSION

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Mayor Wheeler stated for the record that Council would move into executive session at 7:53 p.m.

Executive Session – According to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code as follows:

- i) Government Code Sec. §551.071. Consultation with Attorney; Pending Litigation
 - Tachus LLC
- ii) Government Code Sec. §551.087. Deliberation Regarding Economic Development Negotiations
 - PILOT Agreements
 - Point of Sale Agreement
 - PDD #11
- a) Consideration and if determined appropriate, take action resulting from the item(s) listed under Executive Session.

Mayor Wheeler reconvened the regular meeting at 8:32 p.m. and stated for the record that no action was taken in executive session.

There being no further business, Mayor Wheeler adjourned the meeting at 8:33 p.m.

ADJOURN

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SHENANDOAH CITY COUNCIL

Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

SUBMITTED BY: _____ DATE APPROVED: _____
Courtney Clary, City Secretary

M. Ritchey Wheeler, Mayor

DRAFT

MINUTES OF REGULAR MEETING

July 28, 2021

SHENANDOAH CITY COUNCIL

The meeting was called to order by Mayor M. Ritchey Wheeler at 7:00 p.m. City Council members present, Councilmember Bradt, Councilmember Fletcher and Councilmember Raymaker. City Administrator Kathie Reyer, City Secretary Courtney Clary, Finance Director Lisa Wasner, Public Works Director Joseph Peart, Police Chief Troye Dunlap, Community Development Director Jackie Thompson, IT Manager Chris Grizzaffi, and Communications Manager Debbie Pilcher were also present.

1. CALL TO ORDER

Mayor Wheeler called the meeting to order at 7:00 p.m.

2. CALL OF ROLL

Mayor Wheeler stated for the record that Councilmember McLeod and Councilmember Escoto were absent and excused from the meeting.

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

Mayor Wheeler gave the invocation.

5. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Glenna Sloan: To hear citizen comments, please click [HERE](#)

6. COUNCIL'S INQUIRY

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Mayor Wheeler stated for the record that there were no councilmembers wishing to speak.

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INDIVIDUAL CONSIDERATION:

7. Presentation of the MDD monthly report.

To view the presentation, please click [HERE](#).

8. Presentation and discussion regarding amenity changes for LifeTime Fitness located at 9000 and 9002 Six Pines Drive.

To view the presentation, please click [HERE](#)

Ms. Thompson stated that LifeTime Fitness was presenting a redesign of the fitness club with changes that included removal of entire fourth level Tennis program at parking garage, removal of entire third level link and associated Tennis program between fitness club and parking garage, and revision of building signage and site monument signage to remove tennis logo. Ms. Thompson stated that due to the special use permit and development agreements for the project the redesign did not violate the SUP requirements or development standards and that the presentation was for informational purposes and transparency.

9. Discussion and possible action regarding a bank RFA policy.

COUNCILMEMBER FLETCHER MADE A MOTION TO APPROVE THE POLICY PRESENTED AND TO ADOPT A RESOLUTION ADOPTING A POLICY PERMITTING THE CONSIDERATION OF APPLICATIONS FOR PRIMARY DEPOSITORY BANK SERVICES RECEIVED FROM FINANCIAL INSTITUTIONS THAT ARE NOT DOING BUSINESS WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 3/0.

10. Discussion and possible action to approve payment over 15,000 to the Montgomery County Elections Office.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE PAYMENT TO THE MONTGOMERY COUNTY ELECTIONS OFFICE, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 3/0.

MINUTES OF REGULAR MEETING

July 28, 2021

SHENANDOAH CITY COUNCIL

11. Discussion and possible action to approve the TMLIRP Re-rate.

COUNCILMEMBER FLETCHER MADE A MOTION TO APPROVE THE TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL RE-RATE, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 3/0.

12. Discussion and possible action to approve the minutes of the May 12, 2021 and the May 26, 2021 regular meetings.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE THE MINUTES OF THE MAY 12, 2021 AND THE MAY 26, 2021 REGULAR MEETINGS, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 3/0.

13. Discussion and possible action to ratify the accounts payable for June, 2021.

COUNCILMEMBER FLETCHER MADE A MOTION TO RATIFY THE ACCOUNTS PAYABLE FOR JUNE, 2021, COUNCILMEMBER BRADT SECONDED. THE MOTION CARRIED 3/0.

14. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Mayor Wheeler stated for the record that there were no citizen's wishing to speak.

15. City Administrator Updates – Monthly Reports.

Ms. Reyer provided the following updates:

- The final water board loan application had been submitted and the City anticipated a response within 6 months
- The budget workshop meeting was scheduled for Thursday, August 12, 2021. The start time was moved to 6:00pm

16. COUNCIL'S INQUIRY

MINUTES OF REGULAR MEETING

July 28, 2021

SHENANDOAH CITY COUNCIL

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

Councilmember Fletcher thanked Bleyl Engineering and staff for their work with the water board application.

Councilmember Bradt stated that he and Mayor Wheeler represented the City at the Ethan hotel opening presented by the Woodlands Chamber and that he received a lot of positive feedback.

Mayor Wheeler stated that he attended an Economic Development Partnership meeting where he viewed a presentation for the University of St. Thomas Houston nursing school located in the City on Vision Park and stated that he was impressed when he learned about the number of nurses graduating the post graduate nursing program.

EXECUTIVE SESSION

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There being no further business, Mayor Wheeler adjourned the meeting at 7:24 p.m.

ADJOURN

The Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency. The Council may retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.

MINUTES OF REGULAR MEETING

July 28, 2021

SHENANDOAH CITY COUNCIL

Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

SUBMITTED BY: _____ DATE APPROVED: _____
Courtney Clary, City Secretary

M. Ritchey Wheeler, Mayor

DRAFT

MINUTES OF REGULAR MEETING

August 11, 2021

SHENANDOAH CITY COUNCIL

The meeting was called to order by Mayor M. Ritchey Wheeler at 7:00 p.m. City Council members present, Councilmember McLeod, Councilmember Bradt, Councilmember Escoto, Councilmember Fletcher and Councilmember Raymaker. City Administrator Kathie Reyer, City Secretary Courtney Clary, City Attorney William Ferebee, Finance Director Lisa Wasner, Public Works Director Joseph Peart, Police Chief Troye Dunlap, CVB Director John Mayner, Community Development Director Jackie Thompsons, IT Manager Chris Grizzaffi, and Communications Manager Debbie Pilcher were also present.

1. CALL TO ORDER

Mayor Wheeler called the meeting to order at 7:00 p.m.

2. CALL OF ROLL

Mayor Wheeler stated for the record that all members were present.

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

Mayor Wheeler gave the invocation.

5. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Mayor Wheeler stated for the record that there were no citizen's wishing to speak.

6. COUNCIL'S INQUIRY

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Mayor Wheeler stated for the record that there were no councilmembers wishing to speak.

MINUTES OF REGULAR MEETING

August 11, 2021

SHENANDOAH CITY COUNCIL

INDIVIDUAL CONSIDERATION:

7. Discussion and possible action regarding the 2021 Tax Rate.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE A TAX RATE ABOVE THE NEW REVENUE RATE (NRR) OF \$0.1799, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 4/1 WITH COUNCILMEMBER FLETCHER AS THE OPPOSING VOTE.

8. Discussion regarding an Ordinance regulating vehicle maintenance.

Mr. Ferebee stated that over time there had been more reports of junked vehicles on residential properties that were left on jacks or were clearly being worked on sometimes for up to a month's time.

Code Enforcement Officer Stefanie Sadler stated that the current wording of the ordinance allowed up to 30 days to comply, per property, which made it possible for residents to leave junked vehicles on their property for 29 days before remedying the problem.

Councilmember Fletcher stated that the intent of the ordinance was to prevent vehicles from being dismantled in driveways for long periods of time. He stated that residents would still have the ability to work on their vehicles if needed but would be required to take care of the vehicle.

Mayor Wheeler shared concerns about the ability to enforce the issue.

Councilmember Bradt stated that he agreed with the idea but suggested that the wording of the ordinance be reviewed.

9. Discussion regarding the 2021 – 2022 proposed budget.

Councilmember Bradt inquired about a skid loader. Ms. Wasner stated that council would have to take a vote in order to move funds. Councilmember McLeod suggested an agenda item for the next meeting to vote.

MINUTES OF REGULAR MEETING

August 11, 2021

SHENANDOAH CITY COUNCIL

Councilmember Raymaker inquired about credit card fees for utility billing. Ms. Wasner stated that she was working with a consultant to put out a Request for Applications for banking and that there would be discussions regarding bill pay options and attached fees. Councilmember Fletcher requested to review the credit card fees for commercial versus residential payments.

10. Discussion and possible action regarding the following:

a. Excess debt collections for 2020

COUNCILMEMBER MCLEOD MADE A MOTION TO ACCEPT THE EXCESS DEBT COLLECTIONS FOR 2020, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

b. Certification for debt service collection rate for 2021-2022

COUNCILMEMBER FLETCHER MADE A MOTION TO ACCEPT THE SERVICE COLLECTION RATE FOR 2021-2022, COUNCILMEMBER ESCOTO SECONDED. THE MOTION CARRIED 5/0.

11. Discussion and possible action to approve the minutes of the June 9, 2021 regular meeting.

COUNCILMEMBER ESCOTO MADE A MOTION TO ADOPT THE MINUTES OF THE JUNE 9, 2021 REGULAR MEETING WITH THE CHANGES SUGGESTED BY COUNCILMEMBER MCLEOD, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 5/0.

12. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

Mayor Wheeler stated for the record that there were no citizen's wishing to speak.

15. City Administrator Updates.

Ms. Reyer stated that there were no updates.

16. COUNCIL'S INQUIRY

MINUTES OF REGULAR MEETING

August 11, 2021

SHENANDOAH CITY COUNCIL

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Councilmember Escoto stated that he attended the TML Newly Elected Officials Orientation and found it very informational.

Mayor Wheeler thanked the City staff for everything they do.

EXECUTIVE SESSION

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There being no further business, Mayor Wheeler adjourned the meeting at 7:53 p.m.

ADJOURN

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SUBMITTED BY: _____
Courtney Clary, City Secretary

DATE APPROVED: _____

M. Ritchey Wheeler, Mayor