

MINUTES OF REGULAR MEETING

May 13, 2020

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 Gristy, 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, Interim Police Chief Troye Dunlap, Communications Manager Debbie Pilcher, CVB Director John Mayner, and IT Manager Chris Grizzaffi 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 (CALL IN ONLY)

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.

Jean Teague – To hear citizen comments, please click [HERE](#)

6. COUNCIL'S 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.

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

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INDIVIDUAL CONSIDERATION:

7. Promotion of Sergeant Jake Reuvers.

Interim Police Chief Troye Dunlap pinned the lieutenant badge onto Jake Reuvers uniform.

8. Discussion regarding monument sign designs.

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

Mr. Peart stated that in February Council was presented with a proposal with Landology to do design work for an updated monument sign for the City. He added that the goal was to carry similar design elements of the new residential entrance signs to the proposed monument sign.

Councilmember McLeod asked if LifeTime Fitness would be covering the cost of the new monument sign. Mr. Peart stated that this was correct.

After some discussion Mayor Wheeler requested that the item be brought back with option A shown with elevation for a vote at the next meeting.

9. Discussion regarding the Water/Sewer rate study.

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

Mayor Wheeler pointed out that this is a discussion item only and that no vote would be taken. He added that a rate study was mentioned in 2019 and that the intention was to find out the true cost of water in the City.

Mr. Peart stated the discussion would cover a rate study concerning the water and sewer rates charged to residential and commercial customers and that revenue projections included predicted consumption based on past usage and anticipated growth.

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John Bleyl of Bleyl Engineering stated that he had exhibits to present and that the goal was to make the revenue and expenses line up. He stated that the exhibits included example billing information with the proposed rates and that option two was the recommended rate option.

10. Discussion regarding the residential permit fee schedule.

Ms. Reyer stated that new residential homes and additions over \$100,000 would incur fees due to a greater workload in regard to inspections and staff time.

Councilmember Fletcher stated that his understanding was that if a resident wanted to improve their property for less than \$100,00 that no permit fees would be paid.

Ms. Thompson stated the scope of the work on additions determine the extent of the inspections required and that, in regard to additions, it is not possible to include a threshold. In other words, there will be a fee for all additions or there will not be a fee required for additions.

Councilmember Fletcher stated that the intent is to give back to the residents, especially if residents are trying to improve their properties.

Councilmember McLeod stated that he would be in favor of removing all fees for remodels and new additions.

Mr. Ferebee stated that the City is not allowed to charge a fee based on the value and that fees were set at all or nothing.

After some discussion it was decided that the City Attorney would review the fee schedule and would bring the agenda item back to Council.

11. Discussion and possible action regarding an appointment to the Montgomery County Emergency

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Communication District Board of Managers.

COUNCILMEMBER BRADT MADE A MOTION TO NOMINATE RICHARD TRAMM TO SERVE IN THE UNEXPIRED TERM AND IN THE NEW TERM THAT WILL FOLLOW, COUNCILMEMBER MCLEOD SECONDED. THE MOTION CARRIED 5/0.

12. Discussion and possible action to renew a Mayoral Declaration of Local State of Disaster Due to Public Health Emergency.

COUNCILMEMBER MCLEOD MADE A MOTION TO RENEW A MAYORAL DECLARATION OF LOCAL STATE OF DISASTER DUE TO PUBLIC HEALTH EMERGENCY THROUGH JUNE 10, 2020, COUNCILMEMBER GRISTY SECONDED. THE MOTION CARRIED 5/0.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, PROVIDING FOR THE APPOINTMENT TO FILL THE POSITIONS OF PLACE TWO (2) AND PLACE THREE (3) ON THE SHENANDOAH PLANNING AND ZONING COMMISSION.

COUNCILMEMBER RAYMAKER MADE A MOTION TO ADOPT A RESOLUTION APPOINTING JOHN ESCATO TO PLACE 2 AND ROBERT CLONINGER TO POSITION 3 ON THE PLANNING AND ZONING COMMISSION, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 5/0.

14. Discussion and possible action to amend the Civic Club bylaws.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE THE PROPOSED AMENDMENTS TO THE CIVIC CLUB BYLAWS, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

15. Discussion and possible action regarding approval of the 2020 Budget Workshop dates.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE THE 2020 BUDGET WORKSHOP DATES AS JULY 31, 2020 AND AUGUST 1, 2020, COUNCILMEMBER GRISTY

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SECONDED. THE MOTION CARRIED 5/0.

16. Discussion regarding 2020-2021 Council Budget Requests.

Ms. Wasner stated that one request was submitted regarding Holly Hill park and that staff would like to get more feedback from Council.

Mayor Wheeler stated that he did not feel it was the right time to build a park.

Councilmember McLeod stated that he wanted to see where the City would be financially by the end of July at Budget Workshop.

Ms. Reyer stated that staff would look at drainage improvements as a possible option to bring to budget and then look at other updates in the future.

17. Discussion and possible action to approve the minutes of the April 8, 2020 regular meeting.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE THE MINUTES OF THE APRIL 8, 2020 REGULAR MEETING, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

18. CITIZENS FORUM

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Collete White – To view the citizens comments, please click [HERE](#)

Maria Vasquez – To view the citizens comments, please click [HERE](#)

Shannon Sullivan – To view the citizens comments, please click [HERE](#)

19. City Administrator Updates.

Ms. Reyer presented the following updates:

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- The water tower was completely tented and exterior sandblasting had begun
- Parks were open Monday, May 11, 2020 with the exception of the splash pad
- The pool was scheduled to open May 16, 2020, with 25% capacity maximum, which is equal to 50 patrons

20. COUNCIL'S INQUIRY

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Councilmember McLeod inquired about the ad campaign as the City would begin to open back up. Ms. Reyer stated that Mr. Mayner's had mapped out a one, two, and three month plan and had locked in good rates. Ms. Reyer stated that the goal was to be ready once the restaurants were open. Mr. Mayner added that he was reviewing unique digital campaigns along with working with the Houston Chronicle and Community Impact.

Councilmember Fletcher asked if there were time limits at the pool with the new restrictions. Mr. Peart stated that a low number of residents had registered. He stated that if residents began waiting outside the pool that staff would announce it during the breaks and ask for volunteers to leave so that others would have the option to swim.

Mayor Wheeler asked that residents be responsible and practice social distancing. Mayor Wheeler also inquired about updates on the Entergy project on the Wellman Loop. Ms. Reyer stated that some staking had been done and that cabinets had been delivered. She stated that they were also working remotely due to COVID-19 which had delayed some of the communication. Councilmember Raymaker stated that he had seen the foundation and the transformer when he was out in the neighborhood and that the project was moving forward.

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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.

Mayor Wheeler stated for the record that Council would move into executive session at 8:41 p.m.

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

- i) Government Code § 551.074. Personnel Matters
 - Police Chief
- a) Consideration and if determined appropriate, take action resulting from the item(s) listed under Executive Session.

Mayor Wheeler reconvened the regular meeting at 9:06 p.m. and stated for the record that no action was taken in executive session.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE THE AGREEMENT WITH RAYMOND SHAW, COUNCILMEMBER GRISTY SECONDED. THE MOTION CARRIED 5/0.

There being no further business, Mayor Wheeler adjourned the meeting at 9:07 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.

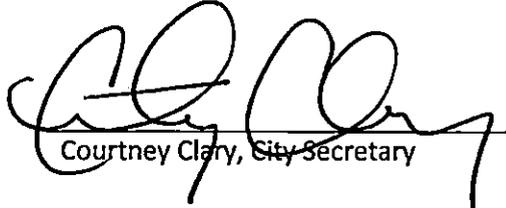
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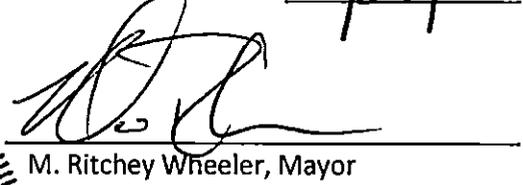
Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

SUBMITTED BY:


Courtney Clary, City Secretary

DATE APPROVED:

06/24/2020


M. Ritchey Wheeler, Mayor

