

MINUTES OF REGULAR MEETING

July 8, 2020

SHENANDOAH CITY COUNCIL

The meeting was called to order by Mayor Pro Tem Charlie Bradt at 7:00 p.m. City Council members present, Councilmember McLeod, Councilmember Bradt, Councilmember Gristy, Councilmember Fletcher and Councilmember Raymaker. City Administrator Kathie Reyer, Finance Director Lisa Wasner, Public Works Director Joseph Peart, Interim Police Chief Troye Dunlap, and Communications Manager Debbie Pilcher.

1. CALL TO ORDER

Mayor Pro Tem Charlie Bradt called the meeting to order at 7:00 p.m.

2. CALL OF ROLL

Mayor Pro Tem Charlie Bradt stated for the record that Mayor Wheeler was absent and excused from the meeting.

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

Mayor Pro Tem Charlie Bradt 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 Pro Tem Charlie Bradt stated for the record that there were no citizens that wished to speak.

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.*

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**INDIVIDUAL CONSIDERATION:**

7. Introduction of new employees.

Mr. Peart introduced new Field Service Representative Dawson McGuire and Project Manager Rual Porras.

8. Discussion and possible action to approve a letter of intent with Siddons Martin for the purchase of Police Tahoes.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE THE LETTER OF INTENT, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

9. Discussion regarding the 2020 – 2021 fiscal year budget.

Councilmember Raymaker requested information regarding the line item that shows activity in GL accounts no longer used in 2020-2021 budget. Ms. Wasner stated that items that have been removed from each budget that were included in previous years are shown at the end of each departments budget for transparency purposes.

Councilmember Raymaker also suggested that overtime expenses accrued due to City events be broken down or notated for each department.

Councilmember McLeod requested that Council consider designating the reserve funds as its own account to provide precise view of the amount of funds held in reserves at any given.

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Please see department discussions below:

- Administration
  - Ms. Reyer stated that staff would need to get clear direction on how to move forward with the newsletter at the Budget Workshop meeting
  - Councilmember McLeod requested that line items for promoting the City should be moved to the promotions fund giving David's Dream Run as an example
- Finance
  - Councilmember Raymaker asked if the annual audit fee would ever be taken from MDD directly. Ms. Wasner stated that everything is billed together and then MDD reimburses later.
- Community Outreach
  - Councilmember Raymaker requested a notation on overtime allocated for this department
- Non-Department
  - Blue Cross Blue Shield rate came in higher than what was estimated, and the change would be reflected at the next review
- Fire Services
  - Mayor Pro Tem Bradt requested verification of where the percentages to cover fire services were located within the budget. Ms. Wasner stated that MDD covers 80% and the rest is taken from the General Fund
  - Councilmember Raymaker asked about the 5% increase estimation. Ms. Wasner stated that it is done per contract.
- Emergency Management
  - Councilmember Raymaker suggested increasing funds in order to do a big purchase of emergency items to have on hand for potential emergency situations in the future
- Public Works
  - Councilmember Bradt inquired about the removal of routine and preventative maintenance for vehicles. Mr. Peart stated that the public works vehicles do not require as much maintenance as the Police Department fleet
  - Councilmember McLeod requested that the cost of inflation be included in future estimates for equipment replacement funds

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- Pool
  - Councilmember Raymaker inquired about the increase in the pool budget. Ms. Wasner stated that an Assistant Pool Manager was added to salaries and wages
- Utility Billing
  - Councilmember Raymaker suggested a route to get rid of paper billing by offering residents an incentive to go paperless

10. CITIZENS FORUM

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11. City Administrator Updates – Monthly Reports.

Ms. Reyer provided the following updates

- Killen's Barbeque will not open in July. The press release states that they are looking to open in the Summer
- The City will be staking the property at Holly Hill to help spread the dirt that was transferred from the Vision Park drainage improvement
- The water tower is being painted with the City logo and is close to being completed

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Councilmember Raymaker stated that the July 4<sup>th</sup> event went well and that he was happy to see residents out.

Councilmember McLeod thanked the Civic Club and staff for their work on the Independence day event and that he thought everything was handled very well.

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.*

There being no further business, Mayor Pro Tem Charlie Bradt adjourned the meeting at 8:05 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.***

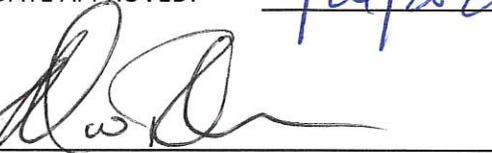
**Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.**

SUBMITTED BY:

  
Courtney Clary, City Secretary

DATE APPROVED:

  
8/26/2020

  
M. Ritchey Wheeler, Mayor

