

MINUTES OF REGULAR MEETING

August 12, 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, Interim Police Chief Troye Dunlap, Communications Manager Debbie Pilcher, 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

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.

Alex Warmath – 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. Introduction of new employee.

Ms. Reyer introduced the new Records Management Officer, Andrea Williams.

8. Promotion of Officer Justin Atherton to Sergeant.

Lieutenant Jake Reuvers provided background information for Officer Atherton followed by the pinning of the Sergeant badge by Interim Chief of Police Troye Dunlap.

9. Discussion and possible action regarding a water/sewer rate study.

COUNCILMEMBER RAYMAKER MADE A MOTION TO APPROVE THE RATE INCREASE WITH THE LOAN OPTION, COUNCILMEMBER BRADT SECONDED. THE MOTION CARRIED 4/1 WITH COUNCILMEMBER FLETCHER AS THE OPPOSING VOTE.

10. Discussion regarding a utility billing update and bill credit procedure.

Ms. Wasner stated that the goal was to incentivize residents to use the ACH draft payments and paperless billing and that the last resident information update for utility billing was done in 2003. She stated that updating resident contact information would help the Finance and Public Work departments to reach residents. Ms. Wasner suggested sending an insert with the water bill to request current contact information and making the form available online as well.

Ms. Wasner explained that ACH fees cost less than credit card fees for the City and that e-billing would also save the City money as well. Ms. Wasner stated that if a resident signed up for ACH payments and paperless billing the resident would receive a recurring credit of one dollar, which would help to offset the potential rate increase.

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

RESOLUTION APPROVING THE MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT

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BUDGET FOR FISCAL YEAR 2021.

COUNCILMEMBER BRADT MADE A MOTION TO ADOPT A RESOLUTION APPROVING THE MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT'S 2021 FISCAL YEAR BUDGET, COUNCILMEMBER GRISTY SECONDED. THE MOTION CARRIED 4/1 WITH COUNCILMEMBER RAYMAKER AS THE OPPOSING VOTE.

12. Discussion and possible action regarding the appeal of an administrative or interpretation decision – Lot 161, Block 14, Shenandoah Valley Section 3, 702 Rosewood Drive.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE AN APPEAL OF AN ADMINISTRATIVE OR INTERPRETATION DECISION FOR 702 ROSEWOOD DRIVE, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 5/0.

13. Discussion and possible action regarding the 2020 Tax Rate.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE THE 2020 TAX RATE OF \$0.1807, COUNCILMEMBER BRADT SECONDED. THE MOTION CARRIED 5/0.

14. Discussion and possible action regarding 2020 third quarter budget amendments.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE THE PRESENTED 2020 THIRD QUARTER BUDGET AMENDMENTS, COUNCILMEMBER GRISTY SECONDED. THE MOTION CARRIED 5/0.

15. 2020-2021 Budget Discussion – workshop follow-up.

Ms. Wasner stated that software company Questica had offered options for savings with the purchase of the new program and that the software would significantly help with budgeting in the future.

16. Discussion and Possible action regarding the 2019-2020 general fund surplus.

COUNCILMEMBER MCLEOD MADE A MOTION APPROVE THE DESIGNATION OF GENERAL FUND SURPLUS, CREATION OF THE FUND, AND THE TRANSFER OF FUNDS FROM THE GENERAL

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FUND TO THE RESERVES FUND, COUNCILMEMBER FLETCHER SECONDED. THE MOTION CARRIED 5/0.

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS APPOINTING A RECORDS MANAGEMENT OFFICER FOR THE CITY OF SHENANDOAH, TEXAS.

COUNCILMEMBER FLETCHER MADE A MOTION TO APPOINT ANDREA WILLIAMS AS RECORDS MANAGEMENT OFFICER FOR THE CITY OF SHENANDOAH, TEXAS, COUNCILMEMBER MCLEOD SECONDED. THE MOTION CARRIED 5/0.

18. Discussion and possible action regarding the trash and recycling rate increase.

COUNCILMEMBER MCLEOD MADE A MOTION TO APPROVE THE RECYCLING RATE CHANGE ENACTED BY ORDINANCE, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

19. Discussion and possible action to approve the minutes of the June 10, 2020 and the June 24, 2020 regular meetings.

COUNCILMEMBER BRADT MADE A MOTION TO APPROVE THE MINUTES OF THE JUNE 10, 2020 AND THE JUNE 24, 2020 REGULAR MEETINGS, COUNCILMEMBER RAYMAKER SECONDED. THE MOTION CARRIED 5/0.

20. CITIZENS FORUM

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Mayor Wheeler stated for the record that there were no citizens that wished to speak.

21. City Administrator Updates – Monthly Reports.

Ms. Reyer provided the following updates:

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- The annual TML conference would be virtual for 2020
- The activity at the end of Holly Hill was due to dirt being spread that had been placed there

22. COUNCIL'S INQUIRY

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Councilmember Gristy stated that the apartment complex attached to LifeTime Fitness was interested in using brick on the exterior rather than stucco and that he wanted to ensure that Council and the Planning and Zoning Commission (P&Z) were all made aware. Ms. Reyer stated that Mayor Wheeler had requested that the change go through P&Z and Council.

Councilmember Raymaker inquired about the red string line marked on Holly Hill. Mr. Peart stated that the markings help staff to keep from pushing dirt off and effecting drainage for the neighbors.

Mayor Wheeler thanked Ms. Wasner for the information regarding tax revenue. Mayor Wheeler then asked if staff was aware of any businesses reopening or closing. Ms. Wasner stated that Justice would be shutting down and that a few other brands would be closing stores, but the locations were still unknown. Ms. Reyer stated that G&C would also be closing.

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

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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 Wheeler adjourned the meeting at 8:16 p.m.

ADJOURN

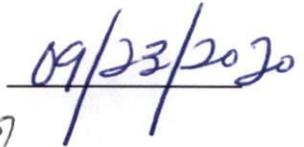
The Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered together for purposes of convenience and efficiency. The Council may retire into executive session concerning 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.

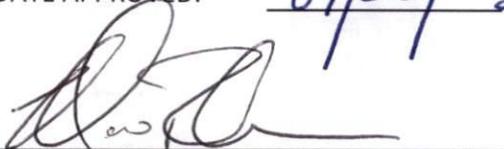
SUBMITTED BY:


Courtney Clary, City Secretary

DATE APPROVED:






M. Ritchey Wheeler, Mayor