The City Council of the City of Alvord, Texas met in regular session on **Thursday,**

**August 19, 2021** in the Council Chambers of City Hall. The meeting was called to order at

6:00 p.m. and a quorum was present. Mayor Enochs was present and presiding with Council Members Hatzenbihler, Raney, Redder and Caviness. Mayor Pro-Tem Sherwood was absent. Also in attendance were City Administrator Clint Mercer, City Secretary Pam Gregg, Public Works Director Doug Baker, Code Enforcement Officer Matthew Roberts, City Bookkeeper Susan Raines and City Engineer Mark Hill. City Attorney Jim Shepherd joined the Council meeting by phone for Executive Session. There were five people in attendance from the public.

Council Member Redder gave the invocation and the Pledge of Allegiance to the American flag was recited.

**CITIZENS FORUM**

No one from the public requested to speak at this time.

**EXECUTIVE SESSION**

The regular session of the Alvord City Council recessed at 6:02 p.m. and Council entered into Executive Session in the staff office area to discuss matters pertaining to confidential legal advice regarding pending legal discussions with the Council and owners of the Aloha RV Resort property.

The Executive Session adjourned at 6:35 p.m. and the Alvord City Council reconvened into regular session in the Council Chambers.

No action was taken as a result of the discussion during Executive Session.

**PUBLIC HEARINGS AND POSSIBLE ACTION**

A public hearing was opened at 6:36 p.m. to hear comments for or against the Alvord municipal budget for fiscal year 2021-2022, maintenance and operations tax rate and interest and sinking fund tax rate (debt tax rate) to support the budget and public debt payments. No one from the public requested to speak.

The public hearing closed at 6:37 p.m. and the regular session reconvened. Council Member Redder made a motion to adopt the General Fund budget proposed for the fiscal year 2021-2022. Council Member Caviness seconded the motion. A roll call vote was taken: Caviness: aye. Redder: aye. Raney: aye. Hatzenbihler: aye. The motion carried.

Council Member Redder made a motion to adopt the proposed Water Sewer budget for fiscal year 2021-2022. Council Member Caviness seconded the motion. A roll call vote was taken: Caviness: aye. Redder: aye. Raney: aye. Hatzenbihler: aye. The motion carried.

Council Member Redder made a motion to adopt Ordinance No. 2021-08-02 (levying the ad valorem taxes for fiscal year 2021-2022 at a rate of $0.458239 per one hundred dollars ($100) assessed valuation on all taxable property within the corporate limits of the City of Alvord as of January 1, 2021). Council Member Caviness seconded the motion. A roll call vote was taken: Caviness: aye. Redder: aye. Raney: aye. Hatzenbihler: aye. The motion carried.

**NEW ITEMS FOR CONSIDERATION**

**a. Consider and take appropriate action to approve a final plat for the Howard Breeze Subdivision**

There was some discussion about exactly what was needed in order for Council to approve the final plat for the Howard Breeze Subdivision. City Engineer Mark Hill was unable to present his letter of approval to Council without a complete utility plan which included the size of pipes to be installed and slope of the lines. Mark explained that the final plat is a legal document filed with the County and in order for him to recommend approval, he needs to make sure that the subdivision has adequate access to roads, adequate water and sewer and drainage that does not adversely impact anyone else.

It was determined that the developer had a working plan but that all the details needed to be worked out. Mark informed the Council that he was very comfortable with them approving the final plat subject to his approval of the utility plan. He also suggested a pre-development meeting for all future developments in order to ensure the developer knows what is expected from the City.

Council Member Redder made a motion to approve the final plat of the Howard Breeze Subdivision subject to the approval of the utility plan by the City Engineer. Council Member Hatzenbihler seconded the motion. All votes were yes. The motion carried.

**b. Consider and take appropriate action to approve a zoning change in order to place an ice vending machine at 207 West Franklin**

Clay Stephens distributed his preliminary site plans to Council that had been prepared by his engineer. There was discussion about fencing, drainage, asphalt and zoning of surrounding property.

City Administrator Clint Mercer offered to work with Clay to make sure changing to a Commercial zoning district is feasible. He requested an electronic version of the plans so he can check it against the zoning ordinance and address anything that might be a problem.

This agenda item was tabled.

**c. Consider and take appropriate action to approve a service agreement with Proud City for city website services**

City Administrator Clint Mercer presented a short video of the website services available through Proud City. He informed Council of the $4,000 start up cost to build the website and train the City staff. The website could be used for posting information on budget and tax rate publications, agendas, minutes, and boil water notices. Citizens would be able to pay their water bills through the site and access other forms and information.

Council Member Caviness made a motion to approve a service agreement with Proud City for the city website services. Council Member Raney seconded the motion. All votes were yes. The motion carried.

**d. Consider and take appropriate action to approve renewal of TML health insurance for city employees**

City Bookkeeper Susan Raines informed Council that the coverage and benefits will remain the same but the rate will increase by 5%.

Council Member Hatzenbihler made a motion to approve renewal of TML health insurance for city employees. Council Member Redder seconded the motion. All votes were yes. The motion carried.

**e. Consider and take appropriate action to approve a revised fee schedule for plats**

City Secretary Pam Gregg presented Council with a draft of a revised fee schedule that applies to plats submitted for approval. The revised fees would enable the city to cover the cost of the engineer’s review, administration fees, notification to the public and filing fees. City Administrator Clint Mercer added that it costs the city way more to get the plats reviewed than what we are taking in according to the current fee schedule and the goal of our fees is to cover the cost so that the taxpayers are not paying for development.

Council Member Redder made a motion to approve the revised fee schedule for plats. Council Member Caviness seconded the motion. All votes were yes. The motion carried.

**f. Consider and take appropriate action to approve the minutes from the regular meeting on July 15, 2021 and the special meeting on August 5, 2021**

Council Member Caviness made a motion to approve the minutes from the meeting on July 15, 2021 and August 5, 2021. Council Member Raney seconded the motion. All votes were yes. The motion carried.

**STAFF REPORTS**

City Secretary Pam Gregg reported one new single family home construction on Grand Oaks.

Public Works Director Doug Baker gave a report for his department that included:

* Assisting the school with sewer and water lines
* Issues at one of the lift stations – lost two pumps but both are under warranty and in the shop
* Multiple sewer backups but all taken care of
* Potholes

City Administrator Clint Mercer gave a report that included:

* American Rescue Plan funds – should receive the first half in 3-4 weeks
* Electricity for water well project on hold – will need an easement on the park property and a possible special meeting to approve the easement
* Received timeline from tower manufacturer for the sake of funding – probably will see more action on the site in December or January depending on weather, COVID and steel
* City logo on two opposite sides on water tower
* Matthew finished Code Enforcement classes

Council Member Redder discussed the two open positions on the EDC. She also stated that she will be taking a position with Air Evac and will be resigning her position on the EDC. Council Member Raney applied to be her replacement.

**FUTURE AGENDA ITEMS**

* Approve EDC applicants
* Approve as to form ordinance regarding new fee schedule for plats
* Tabled item – 207 W Franklin zoning change

**ADJOURN**

There being no further business, Council Member Redder made a motion to adjourn the regular session of the Alvord City Council at 7:48 p.m. on Thursday, August 19, 2021. Council Member Caviness seconded the motion. The Council voted four (4) in favor and none (0) opposed. The motion carried.

These minutes were approved on the 16th day of September, 2021.

APPROVED: ATTEST:

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Jim Enochs, Mayor Pam Gregg, TRMC, City Secretary