



**MINUTES FROM THE  
REGULAR CITY COUNCIL MEETING  
MONDAY, AUGUST 20, 2018**

**Council Present:**

Mayor Bob Golden  
Council Member Kathy Hopper  
Council Member Tanya Morrow

Mayor Pro Tem Warren Robb  
Council Member Patricia Hilborn

**Council Absent:**

Council Member Mitch Hill

**Staff Present:**

City Administrator James Quin  
Finance Director Marcy Lamb  
City Engineer Travis Attanasio  
Fire Chief Kirt Mays  
Economic Development Director Thad Chambers  
Building Official Mike Thetford

City Secretary Dianna Buchanan  
City Attorney Rob Allibon  
Planning Director Walter Reeves  
Library Director Barbara Thompson

- I. **Call to order and announce a quorum present**  
*Mayor Bob Golden called the meeting to order at 7:01 p.m. and announced that a quorum was present.*
- II. **Invocation and Pledge of Allegiance**  
*Mayor Pro Tem Warren Robb offered the invocation. Mayor Golden led the recitation of the Pledge of Allegiance.*
- III. **Hold the First of Two Public Hearings on the Proposal to Adopt a Tax Rate of \$0.305960 Per \$100 Valuation, which is a 6% Increase over the Effective Tax Rate**  
*Mayor Golden announced the item and opened the public hearing at 7:02 p.m. asking if there was anyone to speak for or against the item. There being no one, Mayor Golden closed the public hearing at 7:02:30 p.m.*
- IV. **Citizen Participation and Comments**  
*There were none.*

V. **Presentation**

Ms. Jeri Harwell, Municipal Services Manager, Republic Services will give presentation regarding a proposal to discontinue RecycleBank in Haslet.

*Ms. Harwell addressed City Council about the RecycleBank program. The program has become cost prohibitive for Republic Services and they will no longer partner with RecycleBank. Ms. Harwell recommends that the program be discontinued. Current points can still be used but new points will no longer be accrued. Council directed staff to include an action item on the next agenda to discontinue the RecycleBank program.*

VI. **Boards and Commissions**

A. Discuss, consider and act regarding appointment to Planning and Zoning Commission Place 8 (Alternate 1).

**Motion by Council Member Tanya Morrow and motion seconded by Mayor Pro Tem Warren Robb to appoint Ms. Jessica Clarke to Place 8 Alternate 1 of the Planning and Zoning Commission through the term ending September 30, 2020. Motion approved unanimously. Council Member Hill was absent.**

VII. **Items of Community Interest**

*Mayor Bob Golden spoke and presented reminders and upcoming events as follows:*

- A. *City Offices will be closed Monday, September 3, 2018 in observance of Labor Day*
- B. *Northwest Metroport COC Lonestar Legislative Report, Friday, September 14, 2018, 11 am to 1 pm, DFW Marriott at Championship Circle, Fort Worth*
- C. *National Night Out, Tuesday, October 2, 2018, 6 to 8 pm, Haslet Community Park. Council asked that staff contact Republic Services about having a booth at this event.*
- D. *Empowering Seniors, Friday, October 5, 2018, 9 am to 2 pm, First Euless Campus West, Bedford*

VIII. **Staff Reports**

A. Staff Reports to Update on Active Items, Projects, and Event Recaps

- 1. Project Update on Brentwood Park and Haslet Park Street Replacement Program

*City Engineer Travis Attanasio updated Council on the project progress, schedule and plan for completion of this street replacement program.*

B. City Staff Reports for July 2018

- 1. Finance
- 2. Water
- 3. Permits

4. Building Inspections
5. Plan Review
6. Code Enforcement
7. Library
8. Animal Control
9. Police
10. Fire Department
11. Municipal Court
12. Economic Development
13. Engineering

*Mayor Golden asked Building Official Mike Thetford for clarification regarding the report of the amount of permit fees received.*

**IX. Discussion Item**

- A. Discussion regarding procedures to qualify applicants for consideration of appointment as members of city boards, commissions and committees

*Discussion held. Mayor Golden believes there is value in discussing the process of appointments to boards and the idea of council or staff conducting interviews of candidates. Council would like to better inform and educate candidates about the duties, training required, and how voting is conducted, in particular about alternate member's votes and how they are considered when a quorum of regular members are in attendance at a meeting. Staff provides information to new such as the code of ethics and regulations that include attendance rules, duties, and expected conduct. City Attorney Rob Allibon discussed other city's methods used to interview board applicants. Council does not want to discourage citizens from applying to be on boards. Mayor Golden said that in the future if there were two or three applicants for one board opening that having an interview process in place would help council make a better decision regarding the appointment. City Secretary Buchanan shared that one process followed by other cities is to provide each candidate for an open position with identical questionnaires to be answered, returned and used during the interview. Mayor Golden said council members are free to contact candidates by telephone prior to consideration of appointment. Staff will gather sample questionnaires used by other entities and distribute to council. If a council member wants the item on a future agenda, they will ask for it.*

**X. Consent Agenda**

*Consent items are deemed to need little Council deliberation and will be acted upon as one business item. Any member of the City Council may request that an item be withdrawn from the Consent Agenda and placed before the City Council for full discussion. Approval of the Consent Agenda authorizes the City Administrator, or a designee, to implement each item in accordance with staff recommendation.*

- A. Approve the August 6, 2018 Regular City Council Meeting Minutes
- B. Approve the August 7, 2018 Special City Council Meeting Minutes
- C. Approve the August 8, 2018 Special City Council Meeting Minutes

**Motion by Mayor Pro Tem Warren Robb and motion seconded by Council Member Patricia Hilborn to approve the Consent Agenda. Motion approved unanimously. Council Member Hill was absent.**

**XI. Public Hearings, Ordinances and Action Items**

- A. Hold a public hearing, discuss, consider and act on a recommendation regarding the final plat of John Day Road, consisting of 14.359 acres in the Coleman Boyd Survey, Abstract No. 225 and located on the south side of Avondale-Haslet Road approximately 1,800 feet west of FM 156.

- 1) Staff Presentation

*Item summarized by Planning Director Walter Reeves. The proposed John Day Road is part of Phase 1 of the LeTara residential project and will provide primary access to the property. The Planning and Zoning Commission recommends approval as does staff.*

- 2) Public Hearing

*Mayor Golden opened the public hearing at 8:08 p.m. There being no one to speak for or against the item, Mayor Golden closed the public hearing at 8:08:30 p.m.*

- 3) Discussion

*Discussion was held.*

- 4) Consideration and Action on Recommendation.

**Motion by Mayor Pro Tem Warren Robb and motion seconded by Council Member Patricia Hilborn to approve the final plat of John Day Road. Motion approved unanimously. Council Member Hill was absent.**

- B. Hold a public hearing, discuss, consider and act on a site plan for a parking lot expansion on Lot 1R, Block 3, Alliance Westport Addition (UPS facility). The subject property consists of approximately 41.4 acres, is located on the east side of FM 156 approximately 1,800 ft. south of Intermodal Parkway and is zoned (I) Industrial.

- 1) Staff Presentation

*Item summarized by Planning Director Walter Reeves. This site plan is to expand the parking lot by increasing the original number of parking spaces from 768 spaces to the proposed 1,151 parking spaces. Representatives of the applicant was present to answer questions. The Planning and Zoning Commission recommends approval as does staff.*

- 2) Public Hearing  
*Mayor Golden opened the public hearing at 8:13 p.m. Mayor Golden closed the public hearing at 8:15 p.m.*
- 3) Discussion  
*Discussion was held.*
- 4) Consideration and Action on Recommendation.

**Motion by Mayor Pro Tem Warren Robb and motion seconded by Council Member Tanya Morrow to approve the site plan as presented for a parking lot expansion on Lot 1R, Block 3, Alliance Westport Addition (UPS facility). Motion approved unanimously. Council Member Hill was absent.**

- C. Hold a public hearing, discuss, consider and act on regarding Ordinance 018-2018 amending the Master Thoroughfare Plan of the 2016 Haslet Comprehensive Plan
  - 1) Staff Presentation  
*Item summarized by City Engineer Travis Attanasio. The amendment will change the alignment of the Avondale Haslet/Haslet Parkway. Avondale-Haslet Road, Haslet Parkway and Intermodal Parkway will be designated as Principal Arterials. Westport Parkway Connector from Haslet Parkway to Westport Parkway will be removed as will the Intermodal Extension to Keller-Hicks Road. Federal functional Classification System (FFCS) designations will be added to the typical section of page 2 of the Master Thoroughfare Plan. The Planning and Zoning Commission recommends approval as does staff.*
  - 2) Public Hearing  
*Mayor Golden opened the public hearing at 8:28 p.m. Mayor Golden closed the public hearing at 8:28:30 p.m.*
  - 3) Discussion  
*Discussion was held.*
  - 4) Consideration and Action on Recommendation

**Motion by Mayor Pro Tem Warren Robb and motion seconded by Council Member Patricia Hilborn to approve regarding Ordinance 018-2018 amending the Master Thoroughfare Plan of the 2016 Haslet Comprehensive Plan consistent with Supporting Document 2 (copy made a part of these minutes). Motion approved with 3 ayes and 1 nay by Council Member Hopper. Council Member Hill was absent.**

- D. Discuss, consider and act regarding an application for a Master Sign Plan at 1195 FM 156 S., Suite 140.

*Building Official Mike Thetford summarized the item. This is a request to install a sign that does not comply with the requirements of Section 4.04.047(b)(3) of the city's codes and is 22.5 square feet larger than the allowable sign size. Staff recommends denial of the request.*

*Applicant and business owner Mr. Ahmed Naim, Smoke & Vape DZ, 1195 FM 156 S., Haslet, spoke in favor of the request.*

*Representative of applicant, sign contractor, Mr. Yumin Zhao, 605 N. Bowser Rd., #7a, Richardson, spoke in favor of the request.*

**Motion by Mayor Pro Tem Warren Robb and motion seconded by Council Member Patricia Hilborn to deny the application for a Master Sign Plan at 1195 FM 156 S., Suite 140. Motion approved with 3 ayes and 1 nay by Council Member Hopper. Council Member Hill was absent.**

- E. **CONTINUED** Discuss, consider and act regarding Ordinance 017-2018 providing for the regulation of short term rental of property in the City, amending the fee schedule regarding registration and inspection fees for short term rental property

*Item summarized by City Attorney Rob Allibon. Changes that were made to the ordinance after the packet was sent out are: the registration fee has been updated to \$100 in lieu of \$75; and Section 4.08.004 Inspection Required added.*

**Motion by Council Member Patricia Hilborn and motion seconded by Mayor Pro Tem Warren Robb to approve Ordinance 017-2018 providing for the regulation of short term rental of property in the City, and to amend the Fee Schedule regarding registration and inspection fees for short term rental property effective September 1, 2018, with the conditions to change the registration fee to \$100; to add that the inspection will be annual; and to ask the attorney to word it so that it is upon initial registration and subsequent renewals thereof. Motion approved unanimously. Council Member Hill was absent.**

- F. Discuss, consider and act to authorize the City Administrator to execute a waiver of conflict of interest letter to Lloyd Gosselink Rochelle & Townsend, P.C.

*Item summarized by City Attorney Rob Allibon.*

**Motion by Council Member Patricia Hilborn and motion seconded by Mayor Pro Tem Warren Robb to authorize the City Administrator to execute a waiver of conflict of interest letter to Lloyd Gosselink Rochelle & Townsend, P.C. changing the last sentence of the letter from "...specifically focused on" to "...specifically related to the City of Haslet." in the letter. Motion approved unanimously. Council Member Hill was absent.**

G. Discuss, consider and act to excuse Mayor and Council absence(s), if any.  
*Council Member Kathy Hopper will not be present at the September 17<sup>th</sup> meeting. Council Member Tanya Morrow has a conflict for the same date but can arrive late. As there is a public hearing that has already been advertised for the FY 2018/2019 budget on September 17<sup>th</sup>, Council will start the September 17<sup>th</sup> meeting at 7:45 p.m. instead of the usual 7:00 p.m. so there will be a quorum to conduct business.*

**XI. Executive Session**

The City Council reserves the right to adjourn into Executive Session during the course of the meeting to seek legal advice from its attorney regarding any item on the posted agenda as authorized by Section 551.071 of the Texas Government Code.  
*Executive Session was not held.*

**XII. Consider and Take Any Action Resulting from Executive Session**

*There was none.*

**XIII. Proposed Future Agenda Items**

*Council Member Tanya Morrow would like an item to discuss and consider live streaming council meetings.*

**XIV. Adjourn**

Mayor Golden adjourned the meeting at 9:04 p.m.

Bob Golden  
Bob Golden, Mayor

9/4/2018  
DATE

ATTEST:

Dianna Buchanan  
Dianna Buchanan, City Secretary

9-5-2018  
DATE

