



**MINUTES FROM THE
REGULAR CITY COUNCIL MEETING
TUESDAY, MAY 8, 2018**

Council Present:

Mayor Pro Tem Warren Robb
Council Member Patricia Hilborn
Council Member Kathy Hopper
Council Member Tanya Morrow

Council Absent:

Mayor Bob Golden
Council Member Mitch Hill
Council Member Harold Williams

Staff Present:

City Administrator James Quin	City Secretary Dianna Buchanan
Finance Director Marcy Lamb	City Attorney Rob Allibon
Planning Director Walter Reeves	City Engineer Travis Attanasio
Fire Chief Kirt Mays	Court Administrator Katie Potts
Library Director Barbara Thompson	
Economic Development Director Thad Chambers	

- I. **Call to order and announce a quorum present**
Mayor Pro Tem Warren Robb called the meeting to order at 7:00 p.m. and announced that a quorum was present.
- II. **Invocation and Pledge of Allegiance**
Mayor Pro Tem Robb offered the invocation and led the recitation of the Pledge of Allegiance.
- III. **Presentation to Outgoing Council Member Place 5, Harold Williams**
Presentation not made as Council Member Williams was not present.
- IV. **Administer Statement of Elected Officer and Oath of Office to Newly Elected Officials and Present them with Certificates Of Election**
Council Member Place 1 Warren Robb
Council Member Place 3 Kathy Hopper
Council Member Place 5 Tanya Morrow

City Secretary Dianna Buchanan administered statements of Elected Officer, Oaths of Office and presented Certificates of Election to Council Member Place 1 Warren Robb, Council Member Place 3 Kathy Hopper and Council Member Place 5 Tanya Morrow.

V. **Consider and Act to Elect a Mayor Pro Tem**

Motion by Council Member Patricia Hilborn and motion seconded by Council Member Kathy Hopper to nominate and elect Council Member Place 1 Warren Robb as Mayor Pro Tem. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

VI. **Appoint Municipal Court Clerk**

Court Administrator Katie Potts was present and introduced to City Council.

Motion by Council Member Kathy Hopper and motion seconded Council Member Patricia Hilborn to appoint Ms. Katie Potts as the Municipal Court Clerk of the Haslet Municipal Court of Record. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

VII. **Citizens Participation and Comments**

There were none.

VIII. **Items of Community Interest**

Mayor Pro Tem Robb spoke and presented reminders and upcoming events as follows:

- A. *Keller-Haslet Road Closed Tuesday May 8th thru Wednesday May 9th so BNSF can perform railroad track maintenance and repairs*
- B. *City Offices Closed on Monday, May 28, 2018 in observance of Memorial Day*
- C. *Haslet Lion's Club Memorial Day Celebration, Monday, May 28, 2018, 10 am, Haslet Community Park*
- D. *Kid's Fire Camp, Saturday, June 2, 2018, Haslet Fire Station, 8 am to 5 pm*
- E. *Annual Spring Clean Up Day, Saturday, June 9th, Haslet Fire Station, 8 am to 12 noon*

IX. **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 April 16, 2018 Regular City Council Meeting Minutes.
- B. Authorize the City Administrator to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County for the assessment and collection services of ad valorem taxes levied by the City of Haslet.
- C. Authorize the City Administrator to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County for the assessment and collection services of special assessments levied for the Haslet Public Improvement District No. 2 (The Bluffs aka The Heights).
- D. Authorize the City Administrator to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County for the assessment and collection services of special assessments levied for the Haslet Public Improvement District No. 3 (North Glen).
- E. Authorize the City Administrator to enter into a contract with Ron Wright, Tarrant County Tax Assessor-Collector, and Tarrant County for the assessment and collection services of special assessments levied for the Haslet Public Improvement District No. 4 (Regal Ridge).

Motion by Council Member Patricia Hilborn and motion seconded by Council Member Kathy Hopper to approve the consent agenda. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

X. Staff Reports

- A. LeTara Development Update
City Administrator James Quin provided the update. It is estimated that LeTara will be an active build site in 2019.
- B. John Day Road Extension Options
City Engineer Travis Attanasio provided several different options for a potential roadway extension. Council suggested other scenarios they would like staff to provide information for. Staff will prepare information for next council meeting.
- C. Keller Haslet Road Bridge Replacement Advanced Funding Agreement.
City Engineer Travis Attanasio reported that this project will be adjusted to appear in the City Capital Improvement Plan to be funded in FY 2020 to be in sync with TxDOT funding.

XI. Action Items

- A. Discuss, consider and act regarding acceptance of a proposal for Professional Delinquent Tax Collection Services.

Finance Director Marcy Lamb summarized the item. Staff recommends awarding the contract to Perdue Brandon Attorneys at Law.

Motion by Council Member Patricia Hilborn and motion seconded by Council Member Tanya Morrow to approve award of the contract for Delinquent Tax Collection Services to Perdue Brandon Attorneys at Law. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

- B. Discuss, consider and act regarding Resolution 004-2018 Finding that Oncor Electric Delivery Company LLC's Application for Approval of a Distribution Cost Recovery Factor pursuant to 16 Tex. Admin. Code § 25.43 to Increase Distribution Rates within the City Should Be Denied.

City Attorney Rob Allibon summarized the item. The Steering Committee of Cities Served by Oncor legal counsel recommends approval of the Resolution to deny Oncor's application as does staff.

Motion by Council Member Kathy Hopper and motion seconded by Council Member Tanya Morrow to approve Resolution 004-2018 finding that Oncor Electric Delivery Company LLC's application for approval of a Distribution Cost Recovery should be denied. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

- C. Discuss, consider and act regarding approval of the location of the temporary batch plant for the purpose of constructing the 2018 Capital Improvement Program – Haslet Park Street Replacement and 43rd Year CDBG Brentwood Street Replacement Projects.

City Engineer Travis Attanasio summarized the item. In order to obtain TCEQ approval for operation of a temporary batch plant, City Council must approve allowing the temporary batch plant on city property. This facility is needed to complete the 2018 Capital Improvement Program-Haslet Park Street Replacement and 43rd Year CDBG Brentwood Street Replacement Projects.

Motion by Council Member Patricia Hilborn seconded by Council Member Kathy Hopper Council Member Kathy to approve the location of the temporary batch plant for the purpose of constructing the 2018 Capital Improvement Program – Haslet Park Street Replacement and 43rd Year CDBG Brentwood Street Replacement Projects stipulating that there be an alternative access route to reach the practice fields from Blue Mound Road. Motion approved unanimously by all present.. Mayor Golden and Council Member Mitch Hill were absent.

- D. Discuss, consider and act regarding an appeal of denied vendor's permit to locate a vending unit on property located at 1395 FM 156 to operate as Yummy Café and Sweets.

Item summarized by Planning Director Walter Reeves. Staff recommends upholding the applicant's appeal as presented and instructs staff to issue the vendor's permit to allow the applicant to leave the vending unit on-site at the location requested for the permit duration of May 9, 2018 to November 9, 2018.

Motion by Council Member Kathy Hopper and motion seconded by Council Member Patricia Hilborn to uphold the appeal of denied vendor's permit to locate a vending unit on property located at 1395 FM 156 to operate as Yummy Café and Sweets and instructing staff to issue the vendor's permit to allow the applicant to leave the vending unit on-site at the location requested for the permit duration of May 9, 2018 to November 9, 2018. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

- E. Discuss, consider and act regarding a Master Sign Plan application for Rockin J Cleaners at 1090 Schoolhouse Road, Suite #200, Haslet.

Item summarized by Planning Director Walter Reeves. The applicant has applied to install a second sign on the rear of the building facing FM 156 to help promote business at this location.

Motion by Council Member Patricia Hilborn and motion seconded by Council Member Tanya Morrow to approve the Master Sign Plan for Rockin J Cleaners at 1090 Schoolhouse Road, Suite #200. Motion approved unanimously by all present. Mayor Golden and Council Member Mitch Hill were absent.

- F. Discuss, consider and act to excuse Mayor and Council absence(s), if any.
None were mentioned.

XII. **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.

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

No action as Executive Session was not held.

XIV. **Proposed Future Agenda Items**

Council Member Hopper asked that staff assist residents in getting FEMA back out to revise the floodplain. City Engineer Attanasio will research and provide a staff report.

XV. **Adjourn**

Mayor Pro Tem Robb adjourned the meeting at 7:51 p.m.



Bob Golden, Mayor

5/22/2018
DATE

ATTEST:



Dianna Buchanan, City Secretary

5-22-2018
DATE