



**AGENDA
CITY COUNCIL
TUESDAY, JANUARY 22, 2019
1371 WEST FM 550 - MCLENDON-CHISHOLM, TEXAS 75032
6:30 PM**

Page

- 1. CALL TO ORDER**
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS**
- 3. RULES OF DECORUM**
- 4. CITIZEN COMMENTS**

Please complete a Speaker Card and provide to the City Secretary prior to the start of the meeting. This is an opportunity for citizens who reside inside the city limits of McLendon-Chisholm to speak to Council. Citizens should stand at the podium, state their name and address, and then express concerns or questions. Citizens should limit their comments to 5 minutes or less. State law does not permit the Council to deliberate items that are not on the agenda. Concerns may be referred to Staff or scheduled for consideration at a future City Council Meeting. Please hold your comments until called. If you are here to speak regarding a public hearing matter, you will be called to speak at the appropriate time.

5. DISCUSSION AND ACTION REGARDING APPROVAL OF MINUTES

- | | |
|---------|--|
| 6 - 26 | 5.1. November 13, 2018 Minutes |
| 27 - 42 | 5.2. November 26, 2018 Minutes |
| 43 - 52 | 5.3. December 11, 2018 Minutes |

53 - 56

5.4. [December 20, 2018 \(Revised\)](#)

6. DISCUSSION AND ACTION REGARDING APPOINTMENTS TO ECONOMIC DEVELOPMENT REVIEW PANEL

7. RESOLUTION RESCHEDULING REGULAR CITY COUNCIL MEETINGS

Discussion and action regarding a Resolution rescheduling the City Council Regular Meetings of March 12, 2019, April 23, 2019, June 25, 2019, August 27, 2019, October 8, 2019, and December 10, 2019.

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7.1. [Resolution Rescheduling Meetings](#)

8. WASTE SERVICE TRANSITION UPDATE

Discussion and action regarding services provided by Community Waste Disposal (CWD) and County Recycling, LLC. as well as a report on polycarts and bins collected by CWD. (Requested by Council Member Balkum)

58 - 59

8.1. [Staff Report](#)

9. ESTABLISH DATE FOR XTREME GREEN EVENT HOSTED BY CWD

Council Member Balkum will discuss the Extreme Green Event to be hosted by Community Waste Disposal (CWD) and Council will confirm a date for the event. (Requested by Council Member Balkum)

10. IMPROVEMENT OF PRIVATE ROADS

Discussion and action regarding directing staff to determine all available options for condition assessment and improvements of private roads and eventual creation of a committee for purpose of making recommendations for improving substandard private roads. (Requested by Council Member Bloom)

11. HEALTH AND SAFETY ISSUES DUE TO POOR ROAD CONDITIONS

Discussion and action regarding health and safety issues due to poor road conditions. (Executive Session Item on subject requested by Council Member

Balkum. Mayor Short requested item also be placed on regular agenda)

12. EXECUTIVE SESSION

Recess into Executive Session (Closed Meeting) in accordance with Texas Government Code: Section 551:071(2): Legal advice regarding health and safety issues due to poor road conditions. (Requested by Council Member Balkum)

13. RECONVENE REGULAR MEETING

14. EXECUTIVE SESSION ACTION

15. RESOLUTION ESTABLISHING MC50

Discussion and action regarding a Resolution authorizing Council Member Balkum or other Council Member(s) to take actions and approve establishing an event planning committee for the purpose of generating a plan, organizing and executing a marvelous event to celebrate the City of McLendon-Chisholm's 50th Anniversary in October 2019. Appointed citizens will help impart historical stories, honor long-time residents/businesses, plan commemorative activities and offer sponsorships. (Requested by Council Member Balkum)

60 - 61

15.1. [Proposed Resolution](#)

16. RESOLUTION ESTABLISHING KEEP MCLENDON-CHISHOLM BEAUTIFUL

Discussion and action regarding a Resolution authorizing Council Member Balkum or other Council Member(s) to take action and approve establishing a beautification program. Appointed citizens will volunteer their time by executing realistic preservation programs to address beautification, litter prevention, waste reduction, recycling and other group activities. (Requested by Council Member Balkum)

62 - 63

16.1. [Proposed Resolution](#)

17. RESOLUTION ESTABLISHING A VETERANS MEMORIAL COMMITTEE

Discussion and action regarding a Resolution authorizing Council Member Balkum or other Council Member(s) to take actions and approve establishing a committee to promote and preserve lasting memories of military veterans. The City needs help in reaching a goal amount of 50 to 100 bricks to be ordered for the Veteran's Memorial at City Hall. Personalizing a 4x8 laser engraved brick is \$150. The cost includes installation of the brick around the monument. The City Council

would like to host a celebration honoring veterans at the 2nd Annual Memorial Day event. Committee members will be informed about the preservation quality of bricks with the current vendor verses sandblasting bricks. Appointed volunteers will be able to assist in presenting a brick design layout and reviewing potential brick laying contractors to be approved by the City Council. Depending on the members involvement, members may volunteer to do the installation with approval by the City Council. (Requested by Council Member Balkum)

64 - 66 17.1. [Proposed Resolution](#)

18. RESOLUTION ESTABLISHING A CITIZENS FIRE ACADEMY

Discussion and action regarding Resolution authorizing Fire Chief Simmons, Council Member Balkum or other Council Member(s) to take actions and approve establishing a McLendon-Chisholm Fire Rescue (MCFR) Citizens Fire Academy. (Requested by Council Member Balkum)

67 - 68 18.1. [Proposed Resolution](#)

19. REPORTS

69 - 79 19.1. [Financial Report December 2018](#)

80 - 84 19.2. [Building Official Report December 2018](#)

85 - 92 19.3. [Sheriff Activity Report December 2018](#)

93 19.4. [McLendon-Chisholm Fire Rescue Report December 2018](#)

20. UPDATES, DISCUSSION AND DIRECTION TO STAFF

- a. McLendon-Chisholm Fire Rescue Status Report
- b. Subdivision, Zoning and City Map Updates
- c. Veterans Memorial Brick Campaign Fundraiser
- d. iCompass Agenda Implementation
- e. City Survey
- f. Request for Proposals for City Attorney, City Accountant, City Planner and Information Technology (IT) Services
- g. Future Agenda Items

94 - 95 20.1. [Staff Report](#)

21. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

- a. Mayor's Announcements – Events, Area Happenings, and Information
- b. Council Member Balkum – Communications and Community Engagement
- c. Council Member Larkin – NCTCOG 9-1-1 Initial Board and Related Items
- d. Mayor Pro Tem Turnbull – Budget and Finance
- e. Council Member Bloom – Economic Development
- f. Council Member Herren - Roads and transportation

22. ADJOURN

Public hearings regarding Subdivision Regulations, Zoning Regulations, Zoning Map and the Official City Limits/Extraterritorial Jurisdiction (ETJ) Map that were noticed for today's meeting have been cancelled. Public hearings will be rescheduled and noticed for a future date.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session in order to see confidential legal advice from the City Attorney on any agenda item herein.

I, Lisa Palomba, do hereby certify that the above Notice of Meeting of the City Council of McLendon-Chisholm, Texas was posted or before 9:00 p.m., January 18, 2019 on the outside bulletin board at City Hall, a place convenient and readily accessible to the public at all times.



**CITY COUNCIL
City of McLendon-Chisholm, Texas
Meeting Minutes
November 13, 2018**

The City Council of the City of McLendon-Chisholm convened in Regular Session on Tuesday, November 13, 2018, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

Keith Short	Mayor
Adrienne Balkum	Council Member
Herman Larkin	Council Member (Absent)
Scott Turnbull	Mayor Pro Tem
Jim Bloom	Council Member
James Herren	Council Member (Via Videoconference)

Staff Present:	David Butler	City Administrator
	Lisa Palomba	City Secretary
	Jim Simmons	Fire Chief/Fire Marshal

1. Call to Order.

Mayor Short called the meeting to order at 6:53 p.m.

Mayor Short asked for everyone to keep the firefighter that was involved in a serious accident yesterday in their prayers since he is still in the hospital.

2. Mayor Short delivered the Invocation and led the Pledge of Allegiance to the U.S. and Texas Flags.

3. Mayor Short announced the Rules of Decorum are in place and are to be observed throughout the meeting.

4. Proclamation.

Mayor Short asked the Council and David Butler to join him at the front of the room. Mayor Short recited many of Mr. Butlers accomplishments and then recognized and thanked Mr. Butler for his many years of dedicated service to the City.

5. Citizen Comments.

Mark Kipphut, 31 Fireside Drive, commented regarding the City Survey. He would like to see a cost analysis of the last two surveys including the total amount of staff time spent on the survey. He noted that it may not be the best use of staff time.

No one else spoke during the comment period.

6. Approval of Minutes.

a. August 28, 2018

Mayor Short stated this still needs to be reviewed by Ms. Palomba and will be tabled till the next meeting.

Commissioner Balkum motioned to table the August 28th, 2018 approval of Minutes till the next meeting. Mayor Pro Tem Turnbull seconded the motion.

Mayor Short called for a vote on the Motion. A vote was cast and the motion to table carried with 4 in favor, 0 opposed (Larkin, absent).

b. September 5, 2018

Council Member Balkum moved to approve the September 5, 2018 Minutes as a draft only. Mayor Pro Tem Turnbull seconded the Motion.

Mayor Short opened the floor for discussion on the Motion and then called for a vote. A vote was cast and the motion to accept the minutes as a draft only carried with 4 in favor, 0 opposed (Larkin, Absent).

c. September 11, 2018

Council Member Balkum moved to accept the September 11, 2018 Minutes as a draft. Council Member Bloom seconded the Motion. Mayor Short asked for any discussion on the Motion and then called for a vote. A vote was cast and the motion to approve the minutes as a draft only was approved with 4 in favor, 0 opposed (Larkin, absent).

Technical difficulties arose and the Mayor recessed the meeting at 7:06 p.m. to regain the remote connection allowing Council Member Herren's participation in the meeting.

The meeting reconvened at 7:13 p.m. The Mayor confirmed Council Member Herren, who was participating in the meeting remotely, could hear and see what was taking place.

d. September 26, 2018.

e. October 3, 2018

Mayor Short announced that the September 26, 2018 and October 3 will be tabled until the next meeting.

7. Contract with Community Waste Disposal (CWD), LP for Collection of Solid Waste and Recyclable Materials.

Council Member Balkum motioned to review the Contract with Community Waste Disposal, LP for Collection of Solid Waste and Recyclable Materials. Mayor Pro Tem Turnbull seconded the Motion.

Jason Roemer representing CWD stated he was there to address any questions Council had about their service that may not have been answered earlier. He added that he had been asked about a possible service date change. He spoke with the company's operations about a service date change and was informed the City could be serviced on a Thursday or Friday.

Mayor Short commented that as long as the trash is being picked up he does not have a preference on the service date.

Council Member Balkum stated that some people may be concerned about having pick up on Friday with holidays. She clarified that moving the service date to a Monday or Thursday would put a business day the day after for their trash to be picked up on instead of a week-end.

Council Member Bloom stated he believed the options were only for Thursday and Friday.

Mayor Short commented that he feels Thursday would be a better day because there are more Mondays with holidays which will disrupt service more often.

Council Member Balkum asked if they could come back in January to switch the pick-up date if they find through the Citizen Survey that people would prefer service on Friday.

Mr. Roemer responded they certainly can.

Council Member Balkum commented she thought it would be helpful to know how difficult of a process it would be to make a pick-up date change.

Council Member Bloom stated that he is not particularly concerned either way but is fine selecting Thursday based on the fact that it has an extra business day after it for trash pick-up in case of a holiday.

Mayor Pro Tem Turnbull asked if each service day is pushed back a day on weeks with holidays.

Mr. Roemer replied that it would depend.

Mayor Pro Tem Turnbull asked if there was a holiday if service would be a day later.

Mr. Roemer responded that the only two days they do not do trash pick-up are Christmas Day and January 1st.

Mayor Pro Tem Turnbull clarified that the company cannot double up its service on a day to catch up during weeks there is a holiday, so everyone's service is pushed back on those weeks. For example, if they were serviced on a Thursday, but there was a holiday on Monday their service would still be pushed back that week even if the holiday does not fall on their service day.

Mr. Roemer responded that the service would be pushed back a day for them.

Mayor Pro Tem Turnbull clarified it does not matter which day of the week they choose since if there is a holiday prior to the City's service day on a particular week service will be pushed back.

Mr. Roemer responded that was correct.

Council Member Balkum stated it sounds like everyone agrees with Thursday and there is no real need to take a vote on the date.

Mayor Pro Tem Turnbull asked if Mr. Roemer is wanting to print brochures before they start service January 1, 2019.

Mr. Roemer replied that is correct.

Mayor Pro Tem Turnbull clarified they will not have an opportunity to get feedback about a preferred service day from the January survey beforehand. Or if they do ask about it on the survey still and get feedback it should be switched the City will have to pay for the information to be reprinted.

Council Member Balkum commented that is why she asked Mr. Roemer how difficult difficulty it would be to change the pick-up day.

Mayor Pro Tem Turnbull asked if they would still like to include a question about the trash service date on the Survey or if they should go with Thursday.

Council Member Bloom stated he feels they should pick a date.

Mayor Short commented that he likes Thursday since the day after is still a work day so if there is a holiday or an issue of some sort they have more business days left in the week after for potential trash pick-up. He added that he feels that is what is best for their citizens.

Council Member Balkum asked if there were any other recommendations as far as the day of service.

Mr. Roemer responded that Thursday is good.

Mayor Short asked Mr. Roemer if the company feels the date is good so they can satisfy what they need.

Mr. Roemer replied yes.

Council Member Bloom asked to confirm that the Recycle Poly Cart with a lid is the same size as the 95-gallon regular trash bins.

Mr. Roemer stated that it is the same size.

Council Member Bloom asked if both are collected weekly.

Mr. Roemer replied that they are both collected weekly.

Council Member Bloom asked for clarification on the definition of overflow and how that would affect them. For example, would they generally pick up something that was leaning against the trashcan.

Mr. Roemer stated that it depends and would be pertaining more to the large bulk items and how many yards of it they are putting outside the bin.

Council Member Bloom clarified that if it is excessive that would be a problem, but if it is one item they would not be concerned about that.

Mayor Pro Tem Turnbull asked what the size was if someone was bundling something.

Council Member Bloom stated it was four feet.

Council Member Balkum commented the size of a washing machine is how she remembers it.

Mayor Pro Tem Turnbull asked if it was that much each week or if it would be a fourth of that each week.

Mr. Roemer responded it would be one washing machine (size) each week.

Mayor Pro Tem Turnbull commented that he likes the idea of bulk pick up each week.

Mayor Pro Tem Turnbull asked if he would be charged extra if he had 40, 50-gallon bags he would be charged extra.

Mr. Roemer replied that would be considered excessive.

Council Member Balkum stated she has put out things like chairs and had those picked up.

Mayor Short commented that it is one thing if the citizens are not managing their garbage properly but another when stuff gets knocked out of container by those collecting trash and not picked up afterwards.

Mr. Roemer assure Council their employees are very conscience of not allowing trash to scatter on the streets during the collection process.

Council Member Balkum asked if they are all in agreement about having the pick-up date on Thursdays and having both every week.

Mayor Pro Tem Turnbull stated he would like to amend his motion to include Thursday Pick-up with bulk each week.

Council Member Balkum stated she believed she was the one who made the Motion.

Mayor Short asked if everyone would still like recycling every week.

Council Member Balkum stated that there are a lot of people that want recycling. She added that this company would hold a household hazardous waste disposal day event instead of them getting vouchers to drop it off like they have in the past.

Mr. Roemer stated there are two options for household hazardous waste disposal, one being door side where people would call into customer service and schedule to have it picked up. They also have the Extreme Green Event where they would come into the City and hold an event where people could dispose of those types of items.

Council Member Balkum asked if the document shredding they would do at that event would take place here or somewhere else.

Mr. Roemer responded it would be shredded on site.

Council Member Balkum stated that in the past they have had a lot of community response and she feels this could be a good opportunity for a community outreach event at City Hall. She suggested doing it in the spring time.

Council Member Balkum asked if they would be able to dispose of lawnmowers.

Roemer confirmed lawnmower were acceptable.

Council Member Balkum asked what people thought of doing the event.

Council Member Bloom stated that he likes the idea for the same reasons Ms. Balkum had mentioned earlier.

Mayor Pro Tem Turnbull asked if they have a citizen call and ask them to pick an item up on a day other than the event and were willing to pay for it if they would do that.

Mr. Roemer stated that they would.

Mayor Pro Tem Turnbull stated he does believe the event would be effective.

Council Member Balkum clarified that she feels the event only needs to take place once a year and she would suggest in the spring. However, she is open to other people's preferences for a different time of year.

Mayor Short asked if anyone felt it should happen twice a year.

Mayor Pro Tem Turnbull asked if the one-time event was included in the price.

Mr. Roemer replied that it would be an additional 88 cents per month, per home in addition to the regular trash pickup price.

Mayor Short commented that he feels once a year is good based off what he has seen in other cities.

Mayor Pro Tem Turnbull stated they could keep it at once a year until they get requests to have it more often.

Council Member Balkum stated that if they have any complaints or a problem, they have Mr. Roemer's cell phone number.

Council Member Balkum asked if anyone else on Council started getting the e-blasts. She added that whoever is doing it is doing a great job.

Mayor Short asked if there was any more discussion on it.

Council Member Balkum asked if Mr. Roemer had been around the City and specifically if he had been down Frontier Trail.

Mr. Roemer stated he has been down Frontier Trail and that Frontier Trail and Meadowpark have been excluded from the contract. Residents on those streets may use a private trash hauler.

Council Member Balkum asked if the company will go down League Road.

Mr. Roemer responded they would.

Council Member Balkum asked if a reason was given such as the weight of the truck.

Council Member Balkum stated this is her first-time hearing about the situation with Meadowpark. However, issues with Frontier Trail are not new since even the Post Office has had problems there.

Council Member Balkum stated that in the past they have had events where they have had to contact a contractor to bring out big bins. She asked if that would be the same type of situation.

Mr. Roemer stated that is correct.

Mayor Short asked if there was any other discussion on the motion and then called for a vote to approve the contract with Community Waste Disposal for Trash and Recycling services. A vote was cast and the motion passed with 4 in favor, 0 opposed (Larkin, absent)

Mayor Short comment that he forgot to mention earlier that Mr. Larkin is not present since he had a family issue come up.

8. Fall Newsletter.

Council Member Balkum stated that she revised the newsletter with changes she received from the last meeting. She will now add honoring Dave Butler as well as the updates on garbage pickup. She also received the updated image from Fire Chief Simmons which may change as well. On page four she is looking for contributions such as a quick facts about the Council that she can add in the yellow box otherwise she can leave it blank.

Council Member Balkum clarified that she could add another factoid or replace one of the factoids. Her plan was to get them printed tomorrow. She added that she looked up other quotes since it turned out to be more expensive than she originally thought but they are still getting the best deal at \$900 for 1500 of them. She has also gone through the data base and removed several duplicate addresses which will save them a couple hundred dollars on stamps.

Ms. Palomba asked which company is printing the newsletters.

Council Member Balkum responded UPrinting.com.

Council Member Balkum commented that it should be fine to use a credit card and it would ship here. She added that the shipping cost is about \$15.

Turnbull asked about the time period for mailing the newsletter

Council Member Balkum indicated that if she is able to turn it in before three tomorrow it will possibly arrive by Monday or Tuesday.

Council Member Bloom asked if it could be sent out with something like a water bill, so they can save on costs.

Palomba indicated that was not possible as the City does not send the utility bills and services are provided by private water companies.

Council Member Balkum commented that she found ways to reduce the stamps by getting rid of duplicate addresses.

She added the addressing would be done with the printer.

Council Member Balkum stated that the changes will include possibly the Fire Department's photo, information regarding the contract for trash/recycling services on page one, and if possibly far-left column on page four.

Mayor Short asked if there was any more discussion on the topic.

Council Member Balkum asked if they needed to vote on it.

Mayor Short responded that they did not since it was only a discussion.

Mayor Short moved to Item 9.

9. Code of Ordinance Updates.

Council Member Balkum motioned to review the Code Ordinance Updates with Mr. Ellis.

Mayor Pro Tem Turnbull seconded the motion. A vote was cast to discuss the Code Updates with 4 in favor, 0 opposed (Larkin, absent).

Mayor Short clarified that the motion is to open discussion with Mr. Ellis to speak on the Building Ordinance and the rest of the Ordinances they will table till the next City Council Meeting.

Mayor Short stated that he thinks they can still do their homework on the next chapters. Mayor Short then called for a vote.

A vote was cast and the motion carried with 4 in favor, 0 against (Larkin, absent).

Mayor Short began to ask questions of Mr. Ellis. Mayor Short asked how often the building codes change.

Mr. Ellis responded most of the time it is every four years.

Mayor Short asked if the code is about to change to a 2018 version but they will not see it till 2019.

Mr. Ellis stated there is not really a push to do it yet.

Council Member Balkum asked if these were separate memberships or manuals that you would have to pay licensing fees for.

Mr. Ellis responded that each one he mentioned is a sperate publication.

Council Member Balkum stated she remembers going back through the Fire Code and seeing how old some of the codes were and finding out that is relatively normal. She then asked if they needed to do an actual print version of it or if they could utilize an e-service.

Mr. Ellis commented that they could use an e-service.

Mayor Short commented that it would be nice to have but it would be very difficult for someone to put together.

Council Member Balkum stated she was thinking they could make a scan of it. She added that it would be nice if there was a way to search key words to find a code.

Ellis indicated it could be searched.

Council Member Balkum clarified they are not asking to do that. She then asked if there was an in-house PDF version they can have. She commented that would help them save on paper too.

Palomba indicated that since the Building Official duties are outsourced to a contractor, the City does not keep copies of Building Codes.

Mayor Short stated that over the years there are updates and things are taken out or added.

Council Member Balkum asked if that included all of these or if there are set individual prices for things like the Residential and non-residential.

Ellis indicated they were all included.

Mayor Short stated that certain individuals might have to reference a building code a lot more than the Council would have to.

Council Member Bloom commented that Council does not need to search it themselves especially if there are costs involved.

Council Member Balkum asked Mr. Ellis if they have the numbers or if those will be provided to the Board at the next meeting.

Ellis indicated he would research costs and bring back to Council.

Council Member Bloom asked if the numbers Ms. Balkum asked for were to buy it.

Council Member Balkum responded yes for us to have a license.

Council Member Bloom commented that he feels Council does not need it.

Council Member Balkum clarified that it would not be for the Council but for the secretary.

Council Member Bloom stated they do not need it at all.

Council Member Balkum stated the only other thing is Chief Simmons wants a hard copy.

Mayor Short clarified that Chief Simmons only wants the Fire Code.

Mayor Pro Tem Turnbull commented that Chief Simmons recently purchased that, so he will not need to renew it soon.

Palomba indicated she is unsure which version of the Fire Code the Chief purchased.

Council Member Balkum stated that was a discussion that took place about six months ago.

Mayor Short stated that unfortunately these things change so rapidly.

Mayor Pro Tem Turnbull stated that they should ask Ellis to provide them with pricing for access and put it on the next agenda for approval.

Mayor Short stated that if the Fire Chief needs a hard copy, he can give us the information on what that cost is going to be.

Ellis asked which for which codes should he seek pricing.

Mayor Short responded each one you recommend. He then stated they needed to move to the next item and that the next meeting will be Monday the 26th.

Council Member Balkum thanked Mr. Ellis for his time.

Mayor Pro Tem Turnbull asked if they took the appropriate action to table the rest of this.

Council Member Balkum responded yes.

10. Resolution Appointing a Council Member to the Initial 9-1-1 District Board as recommended by the North Central Texas Council of Governments.

Mayor Short introduced Agenda Item 10. He explained that this would be appointing Council Member Larkin to the 9-1-1 District Board. He added this needs to be done since Friday is the first meeting.

Mayor Short asked if there was a motion to appoint Mr. Larkin to the 9-1-1 District Board.

Council Member Bloom stated that he moved to do so. Council Member Balkum seconded the Motion.

Mayor Short asked if there was any questions or comments.

Council Member Herren stated that he feels Mr. Larkin is the right choice for the position.

Mayor Short called for a vote.

A vote was cast and the motion carried with 4 in favor, 0 opposed (Larkin, absent).

Mayor Short called for a recess at 8:15 p.m.

Mayor Short reconvened the meeting at 8:23 p.m.

11. City Survey.

Mayor Short introduced Item 11.

Council Member Balkum provided information relating to the process that would happen for the Survey to take place. It would start with her putting together all the questions Council would like included. She added that they have only one license for the survey program they will be using, which they pay \$899, and that will be given to Ms. Palomba the City Secretary. After Ms. Balkum has put the questions together Ms. Palomba will enter that information into the program and add response options.

Council Member Balkum continued stating that they will be cleaning up the list of who the survey will go out to since there are duplicates. Each person who the survey is sent out to will be associated with a random number which will act as their code to take the survey. After the survey is completed the City Secretary will take over and change the password and upload the information to a new database. She clarified that once the survey is taken and the password changed only the City Secretary will have access. For those that choose not to take the survey online they will come in and get a printout version which Ms. Palomba will later enter into the system herself. She added that she believed not many choose to do it that way.

Council Member Balkum stated that they have had good responses to the surveys in the past. She believes that a 20% response rate is considered good and last time they received a response rate that was closer to 30%. She would like to see them do even better in the future but clarified again that even a 20% response rate is good.

Ms. Balkum then motioned to have a subscription renewal. She added that the renewal needs to be done by November 21, 2018.

Mayor Pro Tem Turnbull asked for clarification on what the renewal is for.

Council Member Balkum stated that it is for \$899 for a subscription renewal.

Mayor Pro Tem Turnbull seconded the Motion.

Mayor Short asked for any discussion on the Motion.

Council Member Bloom stated that he does not feel they need a survey every year and he feels that the information would be academic at best but it will not help drive them forward. He added that he is not in favor of the \$900 expense as well.

Council Member Balkum responded that the cost is actually fairly cheap in comparison to having a consultant come out and do it which would have the City looking at a cost closer to \$10,000 possibly.

Council Member Bloom stated that he agrees with Mr. Kippit that they should look at previous surveys and see what the cost per response is, what actions came of those responses, and what the benefits are.

Council Member Balkum Stated that she felt they were helpful recently when they asked questions about the trash and fire services. She added that in the past she has thought the citizens felt differently than they did and was able to change her direction based on the survey responses and she feels this is a good way to be sure they are going in the direction the citizens want when making decisions.

Mayor Short stated that the Motion is on if they are going to renew the subscription or not and not what the benefit of a survey is.

Council Member Bloom stated they kind of go hand in hand.

Mayor Short responded that they do.

Council Member Bloom stated that he would have to say no to renewing the subscription.

Council Member Balkum responded that Mr. Bloom has the right to do that.

Mayor Short asked when the subscription ends.

Council Member Balkum stated it is the November 21, 2018. She added that they would be sending out two direct mail pieces which will be a post card and the cost was around \$150 not including shipping. The cards would be delivered to City Hall where they would print the addresses on them and then add a stamp.

Mayor Short asked if there were any more questions on the Motion.

Council Member Balkum commented it was about \$800 for stamps last time.

Council Member Balkum stated that she was not involved but she thought they had three postcards going out at the time.

Council Member Balkum responded that for printing cost alone for 2,000 is about \$150 not including shipping and stamps and last time they sent out 1,968. She added that they should spend more time making sure there are not duplicates on the mailing list.

Mayor Short asked for any more discussion. He then called for a vote.

A vote was cast and the motion carried with 3 in favor, 1 opposed (Bloom) (Larkin, absent).

Council Member Balkum stated that once they have the subscription renewed, she would like to have the Councils input on questions and categories. She would like to take time to do this well, so they can get good feedback from citizens to help them with their future deliberations.

12. Holiday Lighting Contest Sponsorship.

Council Member Balkum stated this is mainly an update. They have three vendors who are offering wonderful prizes in return for using their logo, mentioning what they donated in the fall newsletter as well as at the Holiday Lighting Event. She added that the prizes have already been added to the newsletter.

Mayor Short asked about the Holiday Lighting Event and when it was happening.

Council Member Balkum responded it will be on December 11th.

Council Member Bloom stated that it is on the 6th.

Council member Balkum suggested that maybe they were thinking of the judging of the lights. She clarified that the Tree lighting is on December 1st and December 11th is when they will give out the awards for the Holiday lighting contest.

Council Member Balkum stated that she is surprised by the response they got.

13. Request for Proposals for City Planner, City Engineer and City Accountant.

Mayor Short introduced Item 13.

Mayor Pro Tem Turnbull stated it is time for Council to start reaching out for request for proposals on these positions. Doing an RFP does not mean we are upset with the people they currently use, but it will allow them to see if they could get a better deal or not. He added that this does not need to be urgent, but he does feel they could have it posted by the first part of December and have the responses back for the first meeting in February.

Mayor Pro Tem Turnbull stated he would like it in time for them to review and discuss them at the first meeting in February. **He then motioned to issue RFP for the three positions City Planner, City Engineer and City Accountant with them going up in the first of December and being acted on by the first meeting in February of 2019.**

Council Member Bloom seconded the Motion.

Mayor Short asked if there was any discussion on the Motion.

Council Member Balkum asked if they are missing the Assistant position.

Mayor Pro Tem Turnbull replied that is different. He clarified that these are contracted positions.

Mayor Short stated that throwing the feelers out there does not mean they will make a change.

Mayor Pro Tem Turnbull stated this is the same thing they did with the Auditors. It is nothing personal and something that they probably should do more often. He added that if they get it started now, then everything will be in place by the next budget cycle.

Council Member Balkum asked if this is for January 2019.

Mayor Pro Tem Turnbull responded that it is not. It should be ready by the first meeting in February 2019.

Mayor Short asked if there was any more discussion on the Motion. He then called for a vote.

A vote was cast and the motioned carried with 4 in favor, 0 opposed (Larkin, absent).

14. Sonoma Verde PID Administration.

Palomba indicated staff has experienced some frustrations in dealing with the current PID Administrator and suggested it might be time to issue an RFP for a new provider.

Council Member Bloom motioned to send out an RFP based on Ms. Palomba's feedback and consider replacing the current vendor.

Mayor Pro Tem Turnbull seconded the Motion.

Mayor Short asked for any discussion on the Motion.

Mayor Pro Tem Turnbull stated that he agrees they should do the RFP and he thinks the RFP should be to start in the new fiscal year rather than starting right away. In the meantime, he thinks a large part of the problem is with the individual they are working with and maybe they should notify Municap that they wish for Josh to be their representative instead.

Palomba requested clarification.

Mayor Pro Tem Turnbull clarified that Municap needs to be notified that the City expects better service and for things to be done sooner. They should also notify Municap that the City would prefer to work with Josh until the end of year. He added that the person they have been working with is smart but can be confusing as well.

Mayor Short asked if Mr. Bloom was alright with the changes Mayor Pro Tem Turnbull wanted to make to the Motion.

Council Member Bloom stated he is. He added that they need to see improvement happen quickly.

Mayor Pro Tem Turnbull stated that Mr. Bloom's motion to do the RFP stands and if they have to accelerate it than they will.

Council Member Balkum emphasized that Josh should definitely be the representative.

Mayor Short asked if there was any further discussion.

A vote was cast and the motion carried with 4 in favor, 0 opposed.

15. Executive Session.

Mayor Short stated they do not have anything to move into Executive Session for so they will move on to item 18.

16. Executive Session was not convened.

17. Executive Session Action. No action occurred as there was no executive session.

18. Updates, Discussion and Direction to Staff.

Mayor Short asked if there was anything under Item 18 that needed to be discussed at this time.

a. McLendon-Chisholm Fire Rescue Report (integration, staffing and equipment status).

Mayor Short stated that Chief Simmons is not present, but he is moving along and keeping up with the deadlines that need to be met.

b. City Map Updates.

Palomba indicated she and the City Planner are in the process of reviewing the map updates.

Mayor Short asked if they are going to get a map for City Hall.

Council Member Balkum stated they would have to get a price on what it would cost, but she believes they were all were happy about the idea though.

Palomba indicated they were planning to replace the large maps at City Hall with updated maps but would also have some maps printed on foam board or similar material that could be moved from room to room or used away from City Hall if needed.

Council Member Balkum responded they have done that before.

Mayor Pro Tem Turnbull asked if they are also getting digital versions of them. He then commented that those would be easier to update.

Ms. Palomba stated they will have digital versions. She added that digital versions should be updated each time there is a change and she assumes that has been happening as changes to city limits/ETJ and zoning are approved.

Mayor Pro Tem Turnbull stated that within two weeks of a zoning change they should be able to have that updated on the digital version.

Council Member Bloom asked if surveyors are sent out each time changes are made.

Palomba indicated not necessarily and that a legal description is generally included in any application for change and that changes to the map can be made from that description.

Mayor Short stated more than likely that would be the case but sometimes they may have the survey done at that time.

Mayor Pro Tem Turnbull commented that sometimes they have to have a survey done if it is for something like rezoning.

c. Veterans Memorial Brick Campaign Fundraiser.

Council Member Balkum stated that she thought they had sold around 13 or 14 bricks.

Palomba thought the number was closer to 10 but admitted she has not checked recently.

Council Member Balkum stated that they have not hit their goal yet, but each time she has sent something out they have at least had one person make a purchase. She stated that she is not sure if the rest of the council is sharing the page or not.

Mayor Short stated that he has been sharing information on it. He added that he and some other veterans have shared some ideas of how to generate more participation. They also talked about purchasing bricks on behalf of the veterans that are buried in the McLendon-Chisholm Cemetery, but they are still working on that.

Mayor Pro Tem Turnbull asked if he had a list of who all those veterans would be.

Mayor Short responded that he did not have a list. However, he knows he can reach out to The Daughters of the American Revolution and the Girl Scouts had placed flags on those graves and they should have a list.

Council Member Balkum clarified that even with sharing he should be aware and explain to those he is working with the cost will still be \$150 since that is the cost for someone to come out and install the brick. She added that she has not investigated the idea much but would like to look into the possibility of putting some stone down and then replacing it with the bricks as they are purchased. She recognized that doing this may add additional fees or complexity to the design process.

Mayor Short commented that if only a few are done a time they may come out looking different than others.

Council Member Balkum added there could be problems with the shipping fees, time, and cost.

Mayor Pro Tem Turnbull asked if they know what the brick pattern will be around the memorial.

Council Member Balkum stated that she can ask the fundraising group.

Mayor Pro Tem Turnbull stated that his home town made a memorial and they put half bricks down to hold spots and then replaced them a certain number at a time as they were purchased. He realizes this may add some additional costs but feels having some sort of surface put down in the meantime would be best.

Council Member Balkum stated that essentially what she wanted to do was remind everyone to keep putting the word out there to have people purchase the bricks, since she does not have any hard information on the rest of the ideas they have discussed.

d. Christmas Tree Lighting Event.

Council Member Balkum stated that they do not have a Santa for the Tree Lighting and all of them have been booked, so if anyone knows someone that would volunteer to do that let her know.

Mayor Short stated that he might have someone who he could possibly talk into volunteering.

Council Member Balkum stated she knew that Ms. Palomba did a great job at creating a little treat station last time and all the kids had a good time. She then asked Ms. Palomba about her email update on decorating the tree.

Mayor Short asked if they have put anything out on the City website about citizens bringing an ornament to add to the Tree if they would like.

Council Member Balkum stated It will be in the newsletter and on the Facebook page.

Council Member Balkum stated that maybe they could ask someone to play a violin or a trumpet or something like that, since there are so many kids that participate in orchestras and musical groups. She then asked if anyone knows someone who might be willing to play a Christmas song at the event.

Mayor Short stated they could also contact the Church down the street about some music.

Council Member Balkum reminded them all to bring their own ornament as well. She added that she has also thought about sharing with the community instructions for how to make your own ornament. She added that the event is listed in the event pages.

e. Holiday Lighting Contest. No additional comments.

f. iCompass Agenda Software Implementation.

Palomba indicated she has had several training sessions with the company and implementation is moving forward.

g. Future Agenda Items.

Mayor Short congratulated Council on not been loaded down with too many agenda items and feels they are doing a great job getting through their agendas.

19. Council Member Reports and Announcements.

a. Mayor's Announcements – Events, Area Happenings, and Information.

Mayor Short stated that Saturday there was a Wreath Laying Event at the Veterans Monument at City hall. He stated his hat is off to Mr. Herren and Mr. Larkin, both veterans, who attended the service. It makes him very proud to stand next to his fellow veterans. He added that the Daughters of the American Revolution, the Girl Scouts, and the Sons of the American Revolution all did an excellent job putting it on. They also have the Christmas Tree lighting and the Lighting Contest coming up. He is glad the City is really stepping up and showing through these events that community is still important.

b. Council Member Balkum – Communications and Community Engagement.

Council Member Balkum stated that they had the food drive on Saturday as well that went well, but she will have to check with Chief Simmons to see exactly how many pounds of food they collected. She has also talked with the Firemen about being involved with more events in the future and is hoping they will do that. As for communication she has continued to have good responses to her e-blasts as well.

Mayor Short thanked Ms. Balkum on the good work she did on the food drive and stated it was a nice event.

c. Council Member Larkin –

Council Member Larkin was not present for comments.

d. Mayor Pro Tem Turnbull – Budget and Finance.

Mayor Pro Tem Turnbull stated he does not have anything new since he is still waiting to receive the October finances.

e. Council Member Bloom – Economic Development.

Bloom asked Palomba about the number of applicants. Palomba responded she believes she has five applications at this time.

f. Council Member Herren – Roads and Transportation.

Council Member Herren stated he went to the Roads Consortium Meeting and talked with Brenda from TxDOT. He has sent her an email now with about seven questions and is waiting to hear back from her. Some of the questions were about the situation with Hwy 205 and other problems they have seen in the City with congestion and adjusting the timing on lights to help with that. He will update everyone when he hears back from her on all that.

20. Adjourn.

Mayor Pro Tem Turnbull stated they have completed all of the items and asked if they could adjourn the meeting. No one objected.

Mayor short adjourned the meeting at 9:19 p.m.

ATTEST:

Lisa Palomba, City Secretary

APPROVED:

Keith Short, Mayor



CITY COUNCIL
City of McLendon-Chisholm, Texas
Meeting Minutes
November 26, 2018

The City Council of the City of McLendon-Chisholm convened in Regular Session on Tuesday, November 26, 2018, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

Keith Short	Mayor
Adrienne Balkum	Council Member
Herman Larkin	Council Member
Scott Turnbull	Mayor Pro Tem
Jim Bloom	Council Member
Jim Herren	Council Member (absent)

Staff Present:	Lisa Palomba	City Secretary
	Jim Simmons	Fire Chief
	David Paschall	City Attorney

1. Call to Order

Mayor Short called the meeting to order at 6:30 p.m.

2. Council Member Larkin delivered the Invocation and led the Pledge of Allegiance to the U.S. and Texas Flags.

3. Mayor Short announced the Rules of Decorum are in place and are to be observed throughout the meeting.

4. Citizen Comments. No Citizens Comments

5. Approval of Minutes.

Mayor Short requested that the council consider the Minutes all together unless someone has an issue and then he will pull that one out.

Council Member Balkum suggested Council approve the Minutes from August 28, September 5, and September 11 meetings. Noting that September 5th and 11th minutes only have minor changes yet to be made that need to be sent to Ms. Palomba. September 17th has yet to be reviewed.

Mayor Short called for a motion to accept August 28th, September 5th, September 11th as is with minor changes to be sent to secretary. Bloom made the motion, seconded by Council Member Larkin.

A vote was cast and the motion carried with 4 in favor, 0 opposed (Herren, absent).

Mayor Short added that September 17th minutes to be moved to next meeting.

6. Ordinance Approving Release of Excess Capacity in Wastewater Line to Rockwall Independent School District (RISD).

Mayor Short introduced a discussion and action item regarding an Ordinance approving release of excess capacity, reserved to MC 550 Land Holdings, L.P., in the wastewater line between Sonoma Verde and Buffalo Creek Interceptor to Rockwall Independent School District for a planned school site on FM 550 in the City. Mr. Russell Phillips addressed the council.

Mr. Phillips stated that the Rockwall Independent School District (RISD) had approached Council in August regarding a request for the City to release excess capacity for a future middle school site. At that time, RISD was asked to give Council some time to work through the budget and work through things with the Fire Department in order to have the time to better understand and consider the request. Those items have been decided and now the RISD request is that the City Council consider their request for 65 units to be released to Rockwall Independent School District for a future middle school that is to be built right down the road from City Hall. We don't know timing on it, but we want to make sure they have the capacity to take that step whenever it is necessary. We have an Elementary School in Sonoma Verde, which is in McLendon-Chisholm, we now would have a middle school out here as well, so we're excited at the prospect of having an opportunity to take that step whenever is necessary. Russell introduced Chris Cuny the designer of the line, and James Watson from the Rockwall Independent School District. Mr. Watson has been heavily involved in making sure there is adequate capacity. These experts are happy to speak to you more about this request and take questions.

Mayor Short asked if Council Member Balkum had a question.

Council Member Balkum invited Mr. Watson to share some thoughts as it is his first time in attendance of a Council Meeting.

Mr. Watson reiterated that it is important to secure the land as a possible location for a future middle school site. The timing of when or if that will be built is depending on enrolment growth. However, it is a great time to secure the sewer service for that site. It will be a great benefit for us and for our kids.

Council Member Balkum asked Mr. Watson to clarify his role at the RISD.

Mr. Watson responded that his job title is Executive Director of Operations which encompasses transportation, child nutrition, maintenance, grounds, new construction, land development, and land acquisition.

Council Member Balkum brought up a meeting with the board a couple of months ago, and asks Mr. Watson to enlighten the council on what happened at that meeting. Specifically, regarding the next steps after the acquisition would take place with the waste water line.

Mr. Watson said that the meeting involved a quarterly review, analyzing and evaluating the demographic projections, so that they can have a better understanding of when development might occur. He reiterated that the aim was to acquire the infrastructure and then wait to see what growth does. Then with further consultation with the City Council, when the time comes, they would seek to agree on when the best time would be to develop the land into a school.

Council Member Larkin clarified that the RISD is asking to take 16% of the available future development allocation. There's a lot of things that can happen before a school is built. And, it may be true that we may have to expand those lines also for other development if we are lucky enough to have growing economic development. I certainly understand the necessity to put your reservation in and make sure that you have adequate resources before you move forward with the plans.

Council Member Bloom asked if the projected LUE's include some wiggle room. Requesting clarification that the estimate was generous, is it more than the RISD believes it will need?

Mr. Watson responded that because he is not a civil engineer he wanted to be cautious when answering. However, there is typically a safety factor there, and that the suggested capacity is likely one they will never reach. The RISD is an off-peak user they will likely never get near that.

Council Member Bloom clarified that he is asking if he thinks there would ever be cause to come back to the city council and ask for more.

Mr. Watson assured that the proposal is on the top end of what they would ever need.

Mayor Short asked Mr. Cuny about his request of 65 units since he has estimated that 55 is probably all that will ever be required.

Mayor Short reiterated Council Member Larkin's point, he agreed that it is his only concern. If we allocate this and it takes longer for the demographics to build, and you're not ready to build and we need it for somebody else. The council is asked what they think about asking RISD to enter into an agreement where they have right of first refusal for the last 65 units if you haven't already taken them. The Council would then allocate those to

the RISD but if they aren't ready to use them, the Council might need to come in and request they be reallocated.

Council Member Balkum invited Mr. Cuny to address the council.

Mr. Cuny introduced himself as a Civil Engineer and President of FC Cuny Corporation, he explained that he is also a member of the school board. The school board owns the property of 40 acres that's adjacent. He has a map of the location. They purchased it at a price that was reflective of not having sewer. After which the school district started working with Mr. Phillips and the development team to talk about buying that excess capacity. It's important to understand why the system was designed the way it and what it means to the city. As part of the development agreement, Sonoma Verde was first on the drawing board and we were outside the city limits and there was a desire for the city at the time to bring part of the ETJ property within the city, so the development agreement contained that Sonoma Verde would voluntarily annex into the city limits and that we would build a sewer system that would provide sewer for the Sonoma Verde development, the commercial development along highway 205 and that's a defined area, we've got a map that shows that area, and the elementary school site – that land was donated to the school district by the developer to create the first elementary school in the city, and with that, and the investment that it took to build the line, we also would like the ability to size the line for 400 additional residential units so that we could help defer the cost because that line is an 8-inch force main that starts at Sonoma Verde and goes all the way to Heath. It goes all the way to the point at Rabbit Ridge or McDonald Road and then it breaks gravity and ties into Buffalo Creek.

The reason that that line was sized as an 8-inch and sized for 1,095 the commercial, the elementary school and the 400 units, was at the time, the City Council, they didn't want to serve any other development, they didn't want to serve any other areas, they didn't want to open the city to higher density development, and so that was how that number was determined. The 400 units that are excess capacity are units that are owned by the developer to help defray the cost of that initial investment, and the uprights that are required down the road. The caveat is that the City Council has to approve the allocation of those taps. Mr. Watson will talk about the right of first refusal, but before the school district could do any future planning for a school, they must know that a sewer is there. It can't be a conditional thing. It can't be known when or if a middle school can be done or if it will ever be done, but there's a likelihood that at some point in time it will. The land committee, which I also am on, is trying to secure sites now as the district grows, and this is a great location as we look at where the other schools in the area are. Now the middle schools come well after the elementary school, but the important thing is that we would need know that is a definitive deal. I don't want to speak for Mr. Watson, but I don't think a right of first refusal would be an option acceptable to the district.

Mr. Watson expressed appreciation at the right of first refusal but urged the Council to understand that they need to be definitive in the amount of sewer they have available to them. He explained that one cannot make plans on "if" it might come down the road. He offered to the Council that currently they have an agreement where they split the fee. AS

an example, your fee of 65 units would be \$1,200 per tap times 65. What we are willing to do is we get 65% of the tap fees as they move forward and our agreement has been, over the life of the agreement, we split that to help offset our costs in the line. So, what I would recommend to you today is that we're willing to forgo our part of the split of that fee, allow you the ability to keep it. You'll set your fees for commercial usage in the future, but you'll get all of the fee as it relates to the school district. Therefore, it would probably be very close to what you were going to get before – I have no idea what that normal fee is, and you can look at that yourselves, but I want to offer that to you. We think it's imperative that we give the school district what they need to have, and they know it, without a shadow of a doubt, that they have the ability to. If the city wanted to have more sewer and have more lot sizes and what have you to drive that sewer, but that's not what McLendon-Chisholm is wanting. So right now, we need to be definitive in the plan, and I'm asking the council to really look at that, to take that into consideration, we're happy to give our fee over to you, regarding our splitting taps in order to make that happen. We would like to leave here tonight with something that's more definitive. They need that in order to make plans, anyone who owned that property would need to have that more definitive.

Mayor Short clarified that he wants them to have that definite answer. The only way that 65 would go to somebody else is if in 7 years when, if we need them for somebody else and the school district has decided they don't need to put the school there anymore. Then in the future if the city needs it I would like the city to be able to ask to redistribute them.

Mr. Watson clarified what he meant about the units. For example, if the school district does not move forward, then they still need to own those 65 units, because if they own them then they can be sold to another user. So, it could still be used down the road, so it won't be wasted units, that is something of value to the district.

Council Member Larkin observed that we need to give a definitive answer on the allocation – I understand that, and I support that. The reality of it is if our economic growth takes off and we start seeing all kinds of stuff happening and we get to a point when we need additional sewage, that's just going to have to be an embedded cost to the development. Where we're drawing a line is we're saying ok, we've got 400 units here, available for commercial development, you want to allocate 16% of that to RISD, and I think that a middle school would be an economic boom for this community. So, I understand where you're coming from 100%, if RISD decides not to build on that site they could then reallocate those 65 units, with the blessing of the council, so essentially those units belong to RISD until such a time as they may not need them anymore and they would sell them.

Mr. Watson affirmed that was correct.

Council Member Balkum clarified, there is 400 LUE's, and this would use only 65 of that, so the rest of that we would have to agree on where we could use the other.

Mr. Watson responded that as long as we develop them ourselves under the agreement, we're able to move forward and use those taps, obviously with approval of the council. If for some reason those units are not used by us, then we have to come, just like we are today, before this council and ask permission to give them to another project. So, the council still has control of what is to be built and what they are used for outside of what we are but even then, you still have that control because you only approve the plans and there's no guarantee of what size other than what you want as a city.

Council Member Balkum asked Mr. Watson to clarify if he is saying that the City Council may use them for other commercial possibilities on Hwy 205.

Mr. Watson clarified that none of the 400 LUE's are to be used for commercial, Mr. Cuny has already figured that in your usage. All of the commercial area at 205 and 550 is included already in the calculations for that. So, you do not have to lose any of the LUE's the 400 LUE's as it applies to the commercial area there, because we were designed already to be able to handle that

Mayor Short requested that the council is shown the maps as referred to earlier by Mr. Cuny.

Mr. Watson agreed to show the maps to the council. Council reviewed the maps provided.

Mayor Short said that seeing the maps made a big difference in his understanding of the development and that this fixes his concerns.

Mr. Watson reiterated that the City Council will not have to give up any commercial capacity at all.

Council Member Balkum raised the point that because the fire station on Hwy. 205 would be moving, they would need to confirm another location for a fire station on Hwy. 205 in the future that is closer to the city. If they choose a location here for Fire Station one, can they tie the waste line into the main line?

Mr. Watson affirmed that is correct. He clarifies that money-wise, if the Council were to put a fire station on that property, it's probably less expensive for them to do a small aerobic system, or just a residential unit, like what has been done for City Hall. However, I've talked to Mr. Cuny about this and had you developed out in the future, you would have been able to tie into the line along there as well.

Mr. Cuny clarified that on the first sheet shows the 27,000 feet, the red line that's on there shows the line that runs along FM 550 all the way down to the Buffalo Creek station. And that's just kind of an overview. The second sheet's really the most telling sheet it shows a little bit more detail, it's a little zoomed in and it shows the red line that starts on the other side of Highway 205, that red line is existing force main, it comes across as highway 205, it comes past Chisolm crossing and the yellow site that I have marked out that says RISD site is the 40 acres that the RISD has, and of course the force main continues on

down and that's the existing force main and the proposed lift station is shown, there's a little arrow that you can see in yellow that's in the corner that's where the proposed lift station based on where RISD's engineers told us they'd like to locate it. And then the next two sheets show the 40-acre boundary survey of the land that we own as RISD and then the next line shows the actual easement that's been prepared for that force main and the lift station. He reiterated that the initial design that they had basically says that the system was designed for 1,095 units at Sonoma Verde which is a build out and all the commercial property along 205.

Mayor Short asked when you say all the commercial property you're referring to that between the entrance to Sonoma Verde and FM 550 and the four corners at FM 550?

Mr. Cuny affirmed that was correct. He then expanded, we took it from the existing fire station at McLendon-Chisholm, all the way down to four corners.

Mayor Short clarified that this includes through the cemetery.

Mr. Cuny affirmed that was correct. He went on to add that the lines that we've sized and the lift station that's existing in Sonoma Verde will accommodate that commercial growth. And we brought a line up Via Toscana all the way to Hwy 205, it's a gravity line from that point. Now, some of that property will be able to gravity into that line but as you go on the other side of the creek you won't be able to gravity it, we couldn't get it that deep. So, there will have to be small package plants, lift station booster pumps that will get it to that point, or not, it depends on the grades and what they do but that's a cost that any developer would have on a commercial scenario regardless. But the lines that connect to and the lift station all the way to Heath, we're sized to accommodate that commercial growth.

Council Member Balkum clarified that technically still just one lift station and then you don't know until the results get back on the grading if you may need another lift station

Mr. Cuny responded that if more lift stations were required they would be smaller. And adds that RISD is talking to a developer that's at the four corners area and they're saying 'can we gravity' and they're just kind of working with it and they're seeing if they can get some participation. What would make sense is one small lift station. Commercial development doesn't use that much sewer when you really look at it because they're off peak, they don't generate 1,000 gallons a day per dwelling unit. People are there shopping, or at a restaurant - even restaurants don't have the same usage so that's why we designed it the way we did.

Council Member Balkum responded that this added information was helpful in understanding how it all works with off peak hours. She clarified that if people are getting ready for work in the mornings then morning would be the peak time for this.

Mr. Cuny affirmed that is correct. And the question was asked, if the fire station and the City Hall tie into this line, they can, but the best way to tie into it is when the second lift

station for the school district is built because then you gravity to that line and that lift station puts it into the line. It wouldn't be economically feasible for this small usage that you have, to build the pumps that you would need to get it into the line, because you're forcing it into a force main so you need to have a pretty good-sized pump because you don't want to back up. So, at the time the school district develops would be the time to review the public system. It's going to be dedicated, we want to hook into it, and it's just a small jog down the road to do that, and gravity will let you get there, we've checked the grades.

Council Member Balkum thanked Mr. Cuny for clarifying.

Mayor Short asked if there was any other discussion, he commented that the last bit of the discussion has been very enlightening.

Mayor Pro Tem Turnbull asked Mr. Phillips about some recent assignments from the ownership interests of Sonoma Verde relating to the property itself and the reimbursement agreement, but does MC550 still hold the ownership to the 400 LUE's we've been discussing?

Mr. Phillips affirmed that they do. All of the 400 units were retained by this entity, so all of the entity and the documents and everything we have are correct.

Mayor Short asked Mr. Phillips to repeat his offer.

Mr. Phillips reiterated that what he offered to do is that currently there's a 60/40 split on the tap fees on all the residential units which would have been the 400 units we're speaking of. **What we're willing to do is allow the city to have all of the revenue, so once you calculate what a future commercial tap will be, there won't be a split with us.** We're willing, if you make a motion and accept that you guys get all of the fee, whatever that is, and I realize that might take time to look outside and see what's fair, and how you want to have the fees done in the future. **So, we understand that, the school district understands they have to pay those fees as well, so we're willing to do that to where you guys get all of the tap fee and it's not split with us.** We're here to make this work for the school district, there's no doubt in my mind that you are too.

Mayor Short clarified that the question was whether the tap fee was the original meter running in.

Mr. Phillips answered that it is the meter that goes in, that is correct.

Mayor Short asked about revenue generated.

Mr. Phillips clarified that the City gets all the revenue from usage fees anyway.

Mayor Short called for a motion and requests suggestions on the exact nature of the motion.

Mayor Pro Tem Turnbull moved to approve Ordinance 2018-11, the waste water line agreement, as presented, modified to accept the offer that the city receive 100% of the tap fees, and authorize the Mayor to execute the revised agreement.

Council Member Balkum agreed that motion was appropriate.

Mr. Phillips assured Council that he believed everyone was on the same page. It is \$3000 for each of the taps, so that would be on a residential unit. You'll have to calculate what you want to be on a commercial level, and be able to do that, we're saying you keep all of that fee.

City Attorney Paschall remarked that he did work with Mr. Howell on this waste water line agreement, are we still ok with the form that it's in, subject to that one revision?

Mr. Phillips affirmed that subject to that one revision we are fine.

Mayor Short invited Council Member Bloom to ask a question.

Council Member Bloom asked if subject to that one elementary school, if that is the existing one?

Mr. Phillips affirmed that is correct. The school district has already purchased land in Sonoma Verde, so we have enough capacity for that, if you vote that way.

Council Member Bloom seconded the motion made by Mayor Pro Tem Turnbull. A vote was cast and the motion carried with 4 in favor, 0 opposed (Herren, absent)

City Attorney Paschall requested that Mr. Howell send him a revision over the holidays.

Mr. Phillips said that he would be happy to have it revised and sent to him.

7. Code of Ordinance Updates

Mayor Short requested that if there was no objection that this agenda item be moved to the next meeting. So that everyone can be present when they discuss it and so that Ms. Palomba can have a little more time to work on them.

Council Member Balkum agreed. There were no objections to postponing the item to a future meeting.

8. Copier Lease

Mayor Short explained that Ms. Palomba wanted a new lease on the current copier. Her attached document is very explanatory of the request. Does anybody have any questions?

Council Member Balkum pointed out that if it hasn't changed since last time she saw it she was surprised it went lower.

Palomba indicated the price was lower and this was for a three-year lease.

Mayor Pro Tem Turnbull pointed out that it is because the copier is now older.

Ms. Palomba commented that she looked at many options including upgrading the copier to a newer model but that the current copier meets their needs at this time but she felt a three year rather than five-year lease was appropriate. By then, the copier will have been in use for 8 years and it may be difficult to find parts to repair at that point and in another three years the usage may change and we may need something faster or with more features.

Mayor Short pointed out that Ms. Palomba had not put many pages through the copier either.

Ms. Palomba said that she believed it was efficient enough and served current needs.

Mayor Short raised the question that when she has to call a repair man out, if the city is charged for that or if that is included in the lease.

Ms. Palomba said that she believes that routine issues are covered. There is an additional smaller fee based on numbers of copies printed each quarter.

Mayor Short asked for any questions.

Council Member Balkum agreed that as long as the city was not buying a copier, it was appropriate. She commented that a copier should always be leased.

Council Member Bloom moved to approve entering into the copier lease agreement as presented by Ms. Palomba.

Mayor Short asks for a second.

Council Member Larkin seconded the motion.

A vote was cast and the motion carried with 4 in favor, 0 opposed (Herren, absent).

9. Appointments to Economic Development Review Panel

Council Member Bloom suggested that the council discuss the agenda item later when Council Member Herren is present.

Mayor Short agreed to that suggestion and added that the council move the item to the next meeting on December 13th.

10. Determine Prizes for Holiday Lighting Contest

Mayor Short asked if the council had a list of prizes.

Council Member Larkin clarified that the next council meeting was on December 11th. Mayor Short recalled that it was the November meeting that was on the 13th and that he must have gotten them mixed up. Council Member Larkin explained that he just wanted to make that clarification.

Mayor Short remarked that the prizes were Council Member Balkum's request.

Council Member Balkum asked for clarification that there was no objection to the way she had organized it. She explained that the first prize is for the Rossini weekend getaway and the second one was On Time Experts membership and the third one was CWD gift baskets.

Mayor Short asked what they were doing with the cash.

Council Member Balkum suggested that they do a split the money unevenly, higher for first, and then second and third. She asked if that sounded fair.

Mayor Short affirmed that it did.

Council Member Balkum asked if anyone had already requested their house be reviewed.

Council Member Balkum remarked that it was great that they had some interest this early. She suggested that if they get, by the end of the next week or two, if they start getting a whole bunch of houses on it, and they were good, she suggested adding a 4th or 5th. She said it depends and that they can make that decision later.

Council Member Larkin asked for a clarification on the judging date.

Council Member Balkum clarified that it was the 7th through the 9th. They had a situation last year when they didn't have the lights on so they came back the next day. So that could possibly happen.

Mayor Short asked if the council agreed on four prizes. The first one being the majority of the cash and then split part of the cash with the other three. Mayor Short remarked that there should be \$520 if everybody has contributed

Council Member Balkum added that she had yet to go to the ATM and contribute herself, and that they will have it by this weekend. She reiterated that they would split whatever the amount was.

Mayor Short asked if they could have Ms. Palomba split it up. That if it is \$500 they could have \$350 for 1st place and then 2nd, 3rd, and 4th, as she sees fit.

Council Member Larkin remarked that he felt that first place should be 50% of the money and then you can take the other 50% and divide it between 2nd, 3rd, and 4th. With small incremental changes, if something like that works. It's not ideal to go overboard for first, because it is good to encourage the competition such that people may feel that they can't compete so they won't do it.

Mayor Short said that he has personal experience that the donation by On Time Experts is worth about \$300

Council Member Balkum commented that she thought it was a pretty good deal when she was reading through all the stuff.

Mayor Short remarked that that is not a bad second place. He would hate if first place ended up actually being less than second place.

Council Member Larkin said that he had great trust that fairness would prevail if they would just delegate it.

Mayor Short clarified that they want to use cash as the first prize and how the rest is done can be up to Ms. Palomba.

Council Member Balkum clarified that they may have 4th place or they may not, and that it depends on how the things turn out.

Mayor Short asked if everybody understood what they were saying. He asked if they need to vote or if they can be informal about it. No vote was taken and there were no objections.

11. Executive Session

Mayor Short said that he would push the Executive Session to later. If that is alright with everybody.

Mayor Short moved to Item 14.

14. Reports

Mayor Short asked that all reports be accepted as presented unless somebody has an exception.

Council Member Balkum reminded about this weekend, December 1st.

Mayor Short clarified that this was 14 not 15.

Council Member Balkum noted that she had made an error and scrolled down too far.

15. Updates, Discussion and Direction to Staff

a. McLendon-Chisholm Fire Rescue Report

Mayor Short stated that Chief Simmons was not present at this time so the council will skip 15a. for now.

b. City Map Updates

Mayor Short asked for updates on City Maps.

Palomba commented that updates are moving forward and that P&Z will have a work session and then public hearing will be held prior to bringing forward for Council approval in January.

c. Veterans Memorial Brick Campaign Fundraiser

Mayor Short asked if there were any points to be made regarding the Veteran's Memorial.

Mayor Short said that he thinks it would look terrible if we have 50 bricks out there and there's room for 500. It's going to look bad until you get them all in.

Council Member Balkum raised another issue that she said she was talking about last week. That the council already had it designated for how much it was going to cost because it would have to be installed by someone. If they go this route – unless somebody wanted to donate their time and do a design on that kind of stuff that's a whole different matter – but we would have to consider if they were to replace the brick somebody has to come out and take that out and that's time for someone to do that, because it's not like one or two bricks that will happen.

Council Member Balkum pointed out that the cost of shipping the bricks was an issue and that's why they're trying to hit the goal of 50 so that they can maximize that shipping cost, because anything that's lower than that will be at an increased cost.

Mayor Short suggested that the council reach out to the company that donated the brick for the for the city hall.

Further discussion was held regarding ideas for placing unengraved bricks in place until enough engraved bricks are sold and installed. Palomba will do some research on options.

d. Christmas Tree Lighting Event

Mayor Short raised the topic of the Christmas Tree Lighting Event.

Council Member Balkum responded that on December 1st, 6pm-8 we're having our Christmas lighting and from my understanding the tree will be decorated before the event on Saturday. So, the council is encouraged to bring their families and have some pictures taken and the Mayor will be able to encourage the kids to switch on the light and have a little lighting ceremony, and we will have treats and that kind of thing.

Mayor Short asked if there were any questions.

e. Holiday Lighting Contest. No additional discussion.

f. iCompass Agenda Implementation

Mayor Short raised the topic of iCompass.

Ms. Palomba commented she continues to work with iCompass to move to the new agenda system.

g. City Survey

Mayor Short raised the topic of City Survey.

Council Member Balkum responded that the membership has already been purchased, and the process is now underway to get a layout of how the questions will look and then this will be a discussion point – how to prepare to ask questions and answers to hone in on the type of survey that we're going to have, and the login information and stuff will be taken care of in another week.

h. Future Agenda Items

16. Council Member Reports and Announcements.

a. Mayor's Announcements – Events, Area Happenings, and Information

Mayor Short said that he had nothing new to report and that because there are people absent, there will be no remarks on a, d, and f.

b. Council Member Balkum – Communications and Community Engagement

Council Member Balkum reported that last Tuesday the newsletter was prepared and sent out. The newsletter needs to be put onto the website, so she will make sure to send the updated version tomorrow.

c. Council Member Larkin – NCTCOG 9-1-1 Initial Board and Related Items

Mr. Larkin reported that he has nothing at this time as he has not attended the board meeting yet.

d. Mayor Pro Tem Turnbull – Budget and Finance

e. Council Member Bloom – Economic Development

Council Member Bloom reported that he went to a TML conference, made some good contacts and got a lot of helpful information. Will be following up with some companies that will do free surveys in hopes that you'll work with them someday, it's not a scam, some people have had good experiences with them. Looking forward to getting the committee off the ground.

f. Council Member Herren – Roads and Transportation

Mayor Short returned to Item 15a.

15a. McLendon-Chisholm Fire Rescue Report

Mayor Short asked if Chief Simmons would address the transition process, progress, station renovation, staffing and equipment status.

Chief Simmons reported that he had not transferred the title for Engine 41, a 1995 Pierce engine, because it is on the market to be sold. We didn't want to transfer the title and then somebody purchase it so we decided to wait, if it does not sell in the next month then we will discuss. Simmons then addressed desired renovations at the station. Simmons indicated he wanted to put in some counter tops, cabinets and some storage space to make it more livable. Council asked about costs. Simmons indicated he did not have a breakdown of costs at this time. Much of the materials will be discounted and the labor donated.

Mayor Short remarked that he would have liked to have seen pricing but suggests that Chief Simmons gives them to Palomba and if she says you spent too much, you're in trouble. Asks If everybody is good with that. There were no objections.

Mayor Short stated that he would like to see our roster of personnel so that people know who they are. Would that be appropriate? They are public employees so their information is public as far as their names and stuff.

Council Member Larkin remarked that is certainly true for the Officers and the people that are on staff, I believe when you get to the volunteers that may be a sensitive issue. He added that when he was with the MCVFD there were some sensitivity issues and they took everyone's picture and name off the websites. Mayor Short asked if it was because of harassment.

Council Member Larkin remarked that people can find out who someone is and target them, not even always harass them, but waste their time with unwanted solicitation or asking for favors.

Mayor Short reiterated that it would be something they would need to ask the volunteers if they had a problem with it, but believed it would be edifying to see the roster of everybody. He invited Chief Simmons to update the council on the firefighters

Council Member Balkum asked for an update on the command vehicle.

Chief Simmons replied that he requested an update again today and he was informed there is an oil leak.

Council Member Balkum asked for clarification that this was with the guys that work on the engines. Chief Simmons responded that is correct.

Council Member Balkum responded that she just wanted to make sure there was not a communication breakdown.

Mayor Short moved to Item 11.

11. Executive Session.

Mayor Short moved that the council adjourn into a recess into executive session at 7:38 p.m. in accordance with Texas Government Code section 551.074 personnel matters to deliberate the appointment employing the evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, City Administrator Assistant, City Administrator, City Secretary/ Treasurer, Fire Chief, Fire Marshall, Administrative Assistant and Assistant to the City Secretary.

12. Mayor Short reconvened the meeting at 7:59 p.m.

13. Announce Executive Session Action.

Council Member Larkin, seconded by Council Member Bloom, moved to appoint Lisa Palomba as City Administrator. Palomba will also continue to serve as City Secretary. A vote was cast and the motion carried with 4 in favor, 0 against (Herren, absent).

Mayor Short adjourned the meeting at 8:00 p.m.

ATTEST:

APPROVED:

Lisa Palomba, City Secretary

Keith Short, Mayor



CITY COUNCIL
City of McLendon-Chisholm, Texas
Meeting Minutes
December 11, 2018

The City Council of the City of McLendon-Chisholm convened in Regular Session on Tuesday, December 11, 2018, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

Keith Short	Mayor
Adrienne Balkum	Council Member
Herman Larkin	Council Member
Scott Turnbull	Mayor Pro Tem
Jim Bloom	Council Member
James Herren	Council Member

Staff Present:	Lisa Palomba	City Administrator/City Secretary
	Jim Simmons	Fire Chief/Fire Marshal

1. Mayor Short called the meeting to order at 6:32 p.m.
2. Council Member Herren delivered the Invocation and led the Pledge of Allegiance to the U.S. and Texas Flags.
3. Mayor Short announced the Rules of Decorum are in place and are to be observed throughout the meeting.

4. Citizen Comments.

Mayor Short opened the meeting up for Citizen Comments.

Mr. Donegan, 2620 Ridgelake Lane, asked about the approval of minutes. He questioned why it took three months to get minutes approved. He said there were six meetings without approved minutes. He asked the council to please discuss why/how this happened and how to keep this from happening again. Donegan reminded the Council of his request to serve on the Economic Development Advisory committee. He says he is qualified, has the experience and a vision for how the committee can operate and assist the council. He hopes the council will inform him and others who have requested to be on committees whether they have been selected or not.

5. Announcement of Holiday Lighting Contest Winners

Mayor Short introduced item 5.

Council Member Balkum described the voting process, each councilmember would vote for first, second, third, fourth, fifth, and sixth place. Nominations are as follows: 14 Dancing Waters; 1436 Via Toscana; 1437 Via Toscana; 1212 Artesia Lane; 7 Green Hollow Lane; and 103 Chaney Place.

First Place was awarded to 1437 Via Toscana. First prize is a weekend getaway to Rossini Vineyards and \$200 cash.

Second Place was awarded to 1212 Artesia. Second place prize is a one-year membership with On-Time Experts and \$100 cash.

Third Place: was award to 1436 Via Toscana. Third place prize is a CW gift bad including a \$50 Amazon gift card and \$50 cash.

Fourth Place was awarded to 103 Cheney Place. Fourth place prize is a CW gift bag, including a \$50 Amazon gift card, \$20 cash.

Fifth Place was awarded to 4 Dancing Waters. Fifth place is awarded to 14 Dancing Waters. Fifth place prize is \$25 cash.

Sixth Place was awarded to 7 Green Hollow. Sixth place prize is \$25 cash.

Mayor Pro Tem Turnbull recommended driving by 104 Fireside to see their Christmas display. They were not nominated but the display is excellent.

6. Wellington Manor Final Plat Phase 1 consisting of 60 residential lots on 108.16 acres our of Abstract AO175, R. Peckham Survey, Tract 14 (191.475 acres), generally located south of W. FM 550 and west of Smith Road. Requested by Gregg McGriff representing Altura Homes on behalf of Oak National Holdings.

Council Member Bloom motioned to discuss Wellington Manor Final Plat.

Council Member Balkum seconded the motion.

Staff explained that City Planner Coker had a prior commitment this evening. However, Robert Rohde, Chairman of the Planning and Zoning Commission, addressed Council and explained that City Planner Coker's original recommendation was for denial as there are aspects of the subdivision that do not comply with the City's Subdivision Regulations. However, Coker indicated that after he spoke with the City Attorney, he believes there are requirements in the Subdivision Regulations such as minimum lot widths and landscaping requirements that could be challenged. This property is in the ETJ and county and the City cannot enforce zoning. Rohde continued and indicated that P&Z recommended approval of the Final Plat subject to the following conditions:

1. Provide a chart showing lot widths at the building line.
2. Lots must be a minimum of 150' at the building line.

3. For any lots that do not have 150' width at the building line, the Applicant is required to request a variance from Rockwall County Commissioner's Court or must be otherwise approved by the appropriate County authority.
4. Correct dead-end streets on Liberty Drive and Freedom Court as they both are longer than 150' and do not have a turn-around. Street design must meet Fire Code Requirements.
5. Comply with all City Engineer requirements including addressing drainage issues.

Rohde indicated the required conditions have been satisfied at this time.

Council Members asked where the barricade will be and expressed concern the barricade will interfere with the building line for lot 15.

Matt Atkins, with Engineering Concepts and representing Mr. McGriff, stated that lot 15 will not be built upon until phase two is built and Freedom Drive is extended. They have a future phase that loops all the homes together so there will be a turnaround.

Palomba indicated the applicants have gone through a long process in meeting both City and county requirements and noted that all requirements have all been satisfied. Palomba commented that the City Planner was satisfied with the solution with the dead-end streets.

Council Member asked if all fees were up to date.

Ms. Palomba replied yes.

Council Member Bloom motioned to approve Wellington Manor Final Plat Phase 1 consisting of 60 residential lots on 108.16 acres out of Abstract AO175, R. Peckham Survey, Tract 14 (191.475 acres), generally located south of W. FM 550 and west of Smith Road, subject to compliance with conditions listed.

Council Member Balkum seconded the motion.

A vote was cast and the motion carried unanimously.

7. Sonoma Verde Phases 1C and 2 Public Improvement District (PID) Financing.

Andre Ayala representing the City's Financial Advisor, Hilltop Securities presented on the evolution of the Sonoma Verde development. Originally there were several amendments to the project and in the end the project ended up in the city. The City decided to create a Public Improvement District and levy assessments and assist the developer with roads, water and sewer funding. In 2015 there was a levy for phase 1A and 1B. \$7.6 million in assessments were levied. In addition, the funding being requested is for phase 2 – \$7.5 million to be bonded.

Additional discussion was held indicating the funding is for the it is the same phase, phase 2. The developer is asking for a lump-sum reimbursement rather than needing to wait for the full assessment to be paid through taxes. The developer is asking the city to create a bond against the assessments in order to give the developer the lump-sum reimbursement. The first step was the assessment, the second step is asking the council for the lump through a bond. If the council entertains the request in this meeting, the developer would develop an offer and present it to council in February. If the Council accepts the offer, they would execute the transaction in March. At that time the council will approve the bond deal and the developer will be reimbursed.

Council Member Balkum asked if February and March were tentative dates to discuss the bond.

Mr. Ayala stated after the holidays they will work on documentation for February. Boyd London likes to have all the documents in front of the Council so they will know what will be used in the marketplace. In March the council may consider the issuance of the bonds.

Phillip Duncan stated that the project interest has been sold. The prior developer, Russell Phillips is still involved, but sold his interests to Taylor Duncan. Duncan said they have a lot of experience developing around the metroplex area. They will work together with the other company through the transition. Phase 2, currently under development, is owned by Taylor Duncan and they will own the future developments as well.

Council Members asked why we went down from 252 lots to 211 and requested a confirmation of the numbers in the handout.

Mr. Ayala indicated that the numbers on page 5 of the handout provided shows 252 lots will be bonded, but that will go down to 211. The estimated appraisal will go down from 15.3 mil to 12.5 million. That number can go up as time goes on. The amount of bonds will go down from \$7.575 million to \$6.195 million. The remainder will be a note from Joey Howell, the prior developer. That will be separate from the bonds so the number of houses bonded has gone down.

Mr. Ayala said he just wanted to make the Council aware and for them to informally give the finance committee the green light to put the team together.

Council Member Balkum suggested Mr. Joshua Ardent from Municap should be in the next meeting as well so everyone is on the same page.

Council Members asked if the Phase 2 had been platted.

Ms. Palomba replied yes.

Council Members asked if lots have been sold to builders or if the developer was carrying the tax cost.

Mr. Duncan indicated they have agreements with builders to buy, but they have not been sold yet so the developer is carrying the tax cost.

No formal vote was taken but Council indicated the finance team could move forward with their plans.

Mayor Short recessed the meeting at 7:13 p.m.

The meeting reconvened at 7:20 p.m.

8. Appoint City Attorney

Mayor Short said he is unprepared to provide an answer tonight regarding recommendations for a City Attorney appointment. He has narrowed it down to 2-3 possible candidates. He would like a special meeting next Monday or Tuesday to discuss items in question.

Council Member Balkum commented that she had questions she would like to ask the candidates.

Mayor Short stated the Council Members can give him questions to ask the candidates.

Council Member Balkum asked if Mayor Short will ask their questions of the attorney firms.

Mayor Short indicated he would pass along their questions.

Council discussed days they can get together to discuss the appointment of a City Attorney and determined to have a Special Council Meeting on Thursday, December 20 at 6:30 p.m.

Mayor Short indicated that he will take recommendations and consider opinions of the council.

Mayor Pro Tem Turnbull stated he couldn't find the name Halla on an internet search and that concerns him. His recommendation excludes Halla as he felt there is no way to verify his information. He wonders if there is another person working for him or if he works along. DuBois is too expensive and lacks municipal law experience. Any of the remaining candidates would be acceptable.

Council Member Bloom indicated that he has comments that he will send to Mayor Short.

Council Member Larkin sent his comments to the Mayor. The Mayor acknowledged his comments. He eliminated the larger firm because they were based too far away and didn't believe the City would be given enough support or be a priority. Another he eliminated

because one firm was going to utilize a second firm for support. He commented that is a firm cannot handle their work, that disqualifies them.

Mayor Short closed item 8.

9. Executive Session. Mayor Short recessed into Executive Session at 7:32 p.m. (Closed Meeting) in accordance with Texas Government Code: Section 551.074: Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Attorney.

10. Mayor Short called the meeting back to order at 7:38 p.m.

11. Mayor Short announced no action was taken in Executive Session.

12. Citizen Survey 2018-2019.

Mayor Short introduced item 12.

Council Member Balkum stated they renewed their membership to the survey application system. She asked people to contribute questions/helpful ideas of things they would like to see in a survey. Some of the formatting is incomplete and needs to be cleaned up.

Council Member Balkum remarked that she is breaking down the questions into categories: demographics, residential information (what are citizens wants/needs), communications (how do citizens stay informed about City information?), transparency in government (are they aware of what we have passed?), opinion questions to help the Council better understand what the citizens want and how to promote the allure of the City. Questions include preferred lots sizes, the look of the frontage road, etc.

Council Member Balkum stated that this information will help the City when talking to businesses about their services – what services to add such as grocery delivery, what would do well, what would not, etc. Citizens who have ideas or other questions are encouraged to contribute to the survey questions.

Council Member Bloom asked if he could see the questions.

Council Member Balkum said the document needed to be cleaned up. She further stated that the 50-year anniversary of the town is coming up and she would like to organize a celebration. She would like to include questions about what they would like to see at the celebration.

Council Member Larkin cautioned the Council from asking the same questions as last year. He is in favor of a more concise survey with things that are actionable opposed to generalities. He said the town hasn't had a wide influx of people to have changed the overall opinion of the citizens. He does agree that a survey about the 50-year anniversary about what people would like to see, with actionable items would be good. He thinks this survey should be centered on economic development. He doesn't want the survey to be

the same every year. It needs to be focused, different than the generalities. He doesn't want it to be so repetitive that it turns people off.

Council Member Balkum agreed that the survey can be changed and used for whatever purpose the Council supports.

Mayor Pro Tem Turnbull suggested each councilmember should submit a category of interest and 3-5 questions that apply to that category and Council Member Balkum can compile them. That way the Council won't leave out something that someone wants to talk about and they won't include something that no one wants to talk about.

Council Member Balkum indicated she wants everyone on the Council to give input because everyone has expertise in different areas. She wants the survey to inform about the process of new school construction and let people know of the private school operating from Chisholm Baptist Church and about the school that will be built in the future. She wants to give everyone the opportunity to volunteer for committees.

13. Approval of Minutes

- a. September 17, 2018**
- b. September 24, 2018**
- c. September 26, 2018**
- d. October 3, 2018**
- e. October 9, 2018**
- f. October 23, 2018**

Mayor Short asks if anyone wants to exclude any of these dates for minute approval.

Mayor Pro Tem Turnbull, seconded by Council Member Larkin, moved to approve all minutes presented with correction of minor typographical errors. A vote was cast and the motion carried unanimously.

14. Updates, Discussion and Direction to Staff

- a. Fire Rescue Report. The station remodel is still going well. All deadlines related to the Integration Agreement between the City and MCVFD have been met at this time.

Mayor Pro Tem asked if the station remodel is just the dayroom/sleeping quarters. He had heard that it was under consideration to add a spot for another apparatus.

Mayor Short stated he had not heard that.

Mayor Pro Tem Turnbull indicated there was not enough land to expand the structure. The Council only approved money to improve the bunkhouse. He just

wants to make sure there is nothing more being added. Mayor Short said this is not happening as far as he knew – only the dayroom.

b. City Map Updates.

Ms. Palomba stated that the P&Z is having another workshop in December to review the maps. The meeting time may need to be changed now due to the Special Council Meeting. She will adjust and move forward. Once P&Z is satisfied with the revisions, public hearings will be scheduled for January.

c. Veterans Memorial Brick Campaign Fundraiser.

Council Member Balkum contacted Senator Ron Paul and he said he would support it. She created a flyer and shared it in multiple places.

Mayor Short asked the cost of the bricks and how the cost was determined and also asked about shipping, design and installation.

Council Member Balkum has heard of other cities offering bricks for sale for as little as \$35, but they can't get that price. She isn't sure how the price was originally determined.

d. Transition of Trash/Recycling Services.

Council Member Balkum stated there was an issue with Waste Connections billing and some people were charged for the upcoming quarter by mistake. She tried to make sure the people knew that they could get refunded if they were overcharged. Starting December 21st new cans will be delivered. There is a brochure that will come through the mail. Billing statements will be issued by the new company.

Ms. Palomba indicated the billing issue should automatically be corrected, but if not, residents can call Waste Connections and request a refund.

e. Future Agenda Items.

Ms. Palomba would like the deadline to be moved back in January for new agenda items. She would like them a week before they are to be published.

Council Member Balkum stated if there isn't a special meeting, they should be able to do that for her.

Council Member Balkum asked if Ms. Palomba needs assistance purchasing a video camera. Ms. Palomba is waiting on spending authority and suggestions for a suitable camera. Council reminded her she could proceed with the purchase.

Council Member Balkum suggested that she wants to amend the peddler ordinance for a possible clerical error.

City Survey visual aid will be provided next meeting by Council Member Balkum

15. Council Member Reports and Announcements.

a. Mayor's Announcements – Events, Area Happenings, and Information.

Mayor Short stated there are Christmas events going on all over the county. There are Toys for Tots locations all over. There are so many ways to give. He acknowledged the City Christmas Tree Lighting Event. Those who can watch or hear our Council meetings know that there are times when construction is prohibited. Citizens should reach out to the City if construction is going on at a time that is not allowed.

b. Council Member Balkum – Communications and Community Engagement.

There was good turnout for the Tree Lighting Event and some Council Members added ornaments. Facebook engagement is going well.

Mayor Short thanked the fire department present at the event.

c. Council Member Larkin –

Council Member Larkin stated he attended the first meeting of the North-Central 911 District. Their job is to coordinate the usage of 911 fees that everyone pays. These fees have not been utilized properly. They have been going to the state instead of the community. Now with this 911 district the funds will stay in the community. The group won't meet often. There will be a board of directors set up. Each county will have one representative except Collin County will have 6 representatives because of their size and volume. The bylaws state that Collin County can't make up a majority.

d. Mayor Pro Tem Turnbull – Budget and Finance.

Mayor Pro Tem Turnbull stated he does not have anything new.

e. Council Member Bloom – Economic Development.

Council Member Bloom agrees with Mr. Donegan that he needs to get with Council Member Herren and notify those they select and have their first meeting in January.

f. Council Member Herren – Roads and Transportation.

Council Member Herren mentioned he missed the last meeting but would update the Council soon with new information.

16. Mayor Short adjourned the meeting at 8:20 p.m.

ATTEST:

Lisa Palomba, City Secretary

APPROVED:

Keith Short, Mayor

DRAFT



**CITY COUNCIL
City of McLendon-Chisholm, Texas
Meeting Minutes
December 20, 2018**

The City Council of the City of McLendon-Chisholm convened in Special Session on Thursday, December 20, 2018, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

Keith Short	Mayor
Adrienne Balkum	Council Member
Herman Larkin	Council Member
Scott Turnbull	Mayor Pro Tem
Jim Bloom	Council Member
James Herren	Absent

Staff Present: Lisa Palomba City Secretary

1. Call to Order.

Mayor Short called the meeting to order.

2. Invocation and Pledge of Allegiance to U.S. and Texas Flags.

3. Rules of Decorum. Mayor Short announced the Rules of Decorum are in place and are to be observed throughout the meeting.

4. Citizen Comments.

Mayor Short said there were no citizen comment cards submitted.

5. Appoint City Attorney.

Mayor Short introduced item 5. He stated his job is to recommend a City Attorney for appointment and bring that recommendation to City Council for their approval. There were five individuals/firms that applied. After a discussion with the law firm, the Mayor selected the Halla Law Firm based on the City's size and needs. He asked for a motion to appoint the Halla Law Firm.

Council Member Larkin moved to appoint the Halla Law Firm as the City Attorney.

Council Member Bloom seconded the motion.

The Mayor opened the floor for discussion. He explained how he eliminated firms. One firm that applied said they would be the main law firm and appoint another law firm for other needs. The Mayor believes the law firm the City hires should not hire-out the City's needs. Another individual he eliminated had a good resume, but not enough experience. Another firm, after checking references, did not have favorable reviews. Another firm had a great resume but is very expensive. The price concerned the Mayor.

The individual the Mayor selected enjoys working with small cities. He is available on Tuesday nights for meetings. He said they did have a website at one time, but in 2010 he shut his website down as he did work with another firm. This individual had better pricing his references were positive as well.

Council Members discussed his pricing. Mayor Short said \$150/hour.

Council Member Bloom indicated he reached out to another council member from another city who spoke favorably of this individual. He liked the price structure as well.

Mayor Short stated that this individual has assisted in writing city ordinances as cities grow.

Council Member Larkin likes this firm is located close by and he also had two citizens recommend this law firm.

Mayor Pro Tem Turnbull commented and was hesitant to hire the Halla Law Firm because he could not find his website on an internet search. He is still concerned that he does not have staff to assist him. Mayor Short said Halla Law is teamed with his wife who is also a practicing attorney. Mayor Pro Tem Turnbull preferred the firm out of Austin for several reasons, but believed the firm was too pricey. He sent an email to the firm and they said with a retainer, they would knock their price down to 10%- 4% of the cost so they are no longer the priciest option. He asked if Halla Law billed quarter hours or in tenths of an hour.

Mayor Short stated that Halla Law billed quarter hours.

Mayor Pro Tem Turnbull then presented a chart showing how quarter-hour billing can be more expensive than tenth-hour billing. He wants the Council to be aware of how this can affect pricing. He indicated the Austin firm has a City Planner on staff with a lower rate than what the City is now spending. He asked how many years' experience Halla Law had.

Council Member Balkum asked the Mayor if he forwarded her questions to the remaining law firms.

The Mayor replied that he had not. He indicated that was his decision.

Council Member Balkum commented that she would have appreciated having her questions answered.

The Mayor reminded Council Member Balkum that it is his decision to call or not to call firms.

Council Member Bloom asked Mayor Pro Tem about the retainer fee for the Austin firm. Mayor Pro Tem Turnbull said it was \$25,000 prepayment, but the return was 7% or more than what they currently get.

After discussion the Mayor called for a final vote on the motion that was made to accept Halla Law Firm as the City's lawyer.

A vote was cast and the motion carried with 3 in favor (the Mayor voted to break the tie), and 2 against (Balkum, Turnbull) (Herren, absent)

Council Member Balkum requested an Executive Session. Mayor Short indicated there was no need for an Executive Session.

Mayor Short stated there is no need for an Executive Session.

Council Member Balkum would like to move into an Executive Session regarding the City Attorney.

6. Executive Session.

Executive Session was not held.

7. Reconvene Regular Meeting.

Executive Session was not held.

8. Executive Session Action.

Executive Session was not held. N action was taken.

9. Adjourn.

Council Member Bloom requested the Mayor adjourn the meeting.

Mayor Short adjourned the meeting at 6:50 p.m.

ATTEST:

APPROVED:

Lisa Palomba, City Secretary

Keith Short, Mayor

**CITY OF McLENDON-CHISHOLM
RESOLUTION NO. 2019 -**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS RESCHDULING REGULAR CITY COUNCIL MEETINGS IN MARCH, APRIL, JUNE, AUGUST, OCTOBER, AND DECEMBER 2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of McLendon-Chisholm, Texas (the “City”) holds its regularly scheduled meetings starting at 6:30 p.m. on the second and fourth Tuesdays of each month at City Hall located at 1371 West FM 550, McLendon-Chisholm, Texas 75032; and

WHEREAS, to accommodate Council Member Jim Bloom’s Firefighter Duty Schedule and to provide for Council Member Bloom’s participation at City Council meetings, it is necessary that six regularly scheduled City Council meetings for March 12, April 23, June 25, August 27, October 8, and December 10 be rescheduled to start at 6:30 p.m. on March __, April __, June __, August __, October __ and December __ 2019 at City Hall.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS:

SECTION 1: The recitals set forth in the WHEREAS clauses of this Resolution are true and correct, constitute findings and determinations by the City Council and are incorporated herein.

SECTION 2: That the regular City Council meetings scheduled for March 12, April 23, June 25, August 27, October 8 and December 10, 2019 shall occur on March __, April __, June __, August __, October __ and December __ 2019 starting at 6:30 p.m. with all meetings being at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas 75032

SECTION 3: That this Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED THIS THE 22nd DAY OF JANUARY 2019.

ATTEST:

Lisa Palomba, City Secretary

APPROVED:

Keith Short, Mayor



City of McLendon-Chisholm

Agenda Brief

Item 8 – Waste Service Transition Update

DATE:

January 22, 2019

BACKGROUND OF ISSUE:

Community Waste Disposal was awarded a contract for waste disposal and recycling services effective January 1, 2019. The transition from the previous company, Waste Connections, was less than smooth. There appeared to be several factors at play regarding the difficulties with the transition including an incomplete customer list and confusion, especially near the City/ETJ limits as to which houses were in the City and which were in the ETJ. In some places, one side of a road may be in the City while the other is in the ETJ. Waste Connections, understandably, wants to continue servicing their ETJ customers. Other service related issues included missed pickups on some streets and old carts not collected and replaced on the original timetable.

The City Planner adjusted our City Limit Map to better reflect street names and provided to CWD. This helped with service issues. To staff's knowledge, these issues appear to be resolved at this time. Anyone in the City experiencing issues with carts, trash collection or billing are encouraged to call CWD customer service at 972-392,9300 or email CustomerService@CWD.to.

During the transition period, CWD learned they were unable to service some small commercial size containers and unable to service Herron Circle and Serene Haven. CWD did exclude Frontier Trail and Meadowcreek from the original contract due to concerns of poor road conditions. However, they did try to service Frontier Trail the first week but their truck became stuck.

Following CWD's attempt to service Frontier, it became apparent that residents on Frontier Trail, Herron and Serene Haven were going to have to use an alternate trash provider. County Recycle, LLC. had agreed to provide services to these streets and CWD is agreeable to allowing County Recycle to service those streets. There is a service level difference in that County Recycle does not actually provide recycling services. Also, they will only offer bulk collection once per month and for an added cost of \$10.

Staff is working on amending the CWD contract to exclude Herron Circle and Serene Haven. Staff is also interested in amending the end date of the contract so that the City will not have a future transition around the Christmas and New Year's Day holidays. Staff is also working on a contract with County Recycle, LLC. Both contracts are anticipated to be on the next agenda for consideration.

FINANCIAL IMPACT:

The new proposed contract with County Recycling, LLC. will include a franchise agreement. The cost of basic monthly service for CWD is \$24.64 or \$73.92 quarterly. The cost for basic monthly service with County Recycle is \$25.25 per month and they bill monthly.

OPERATIONAL IMPACT:

Due to an immediate need for service and concerns regarding health and sanitation, County Recycle has already begun servicing the agreed upon streets. Regarding commercial containers, CWD is subcontracting with Titan Waste to service small commercial bins.

RECOMMENDATION:

Palomba will work with the CWD representative to amend the contract to exclude Frontier Trail, Herron Circle, Serene Haven and Meadowcreek. Palomba also recommends amending the end date of the contract to move beyond a holiday period.

Lisa Palomba, City Administrator/City Secretary

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McLendon-CHISHOLM, TEXAS ESTABLISHING MC50 AN ANNIVERSARY EVENT ADHOC COMMITTEE FOR THE CITY AND APPOINTING COUNCIL MEMBER AS DIRECTOR OF MC50.

WHEREAS, Members of the City Council of the City of McLendon-Chisholm (“City”) take on various roles and responsibilities and actively participate in guiding and directing various functions and services of the City; and

WHEREAS, City Council desires the City to celebrate fifty (50) years of incorporation in October 2019.

WHEREAS, the City Council, after due consideration, has determined to appoint the Member of the City Council identified herein as Director of MC50 for the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF McLendon-CHISHOLM, TEXAS:

SECTION 1: The recitals set forth in the WHEREAS clauses of this Resolution are true and correct, constitute findings and determinations by the City Council and are incorporated herein.

SECTION 2: That Council Member Adrienne Balkum, is hereby appointed as Director of MC50 for the City of McLendon-Chisholm.

SECTION 3: The duties and responsibilities of Director of MC50 are as follows: Set meeting dates with appointed citizens to coordinate and plan an event for the community to attend and partake in the celebration. Work with committee members of all aspects of generating a plan, organizing and executing hosting a city event. Present any event date schedules (special appearances with public officials or local celebrities), financial requests and overall plan to the City Council for approval.

SECTION 4: The duties and responsibilities of MC50 are as follows: Members will attend meetings either in person, by voice and/or video conferencing. Members will help imparting historical stories, honor long-time residents/businesses, participate in commemorative activities and offer sponsorships to individuals to businesses. The committee may need to operate a social media page(s) to promote and share information about the event. Members may need to be grouped to work on specific assignments and/or individuals may be assigned a single task to fulfill.

SECTION 5: Type of event may involve the following: Food, beverages, live entertainment, family-friendly games, auctions, juried shows, parades, pyrotechnics, airshow, contests, rodeo activities, and/or partnerships with livestock organizations in facilitating animals or venues.

SECTION 6: The appointment made herein are for a term of one (1) year. In the event of a vacancy, the City Council may appoint another Member of the City Council to fill the vacancy.

SECTION 7: The establishment of MC50 made herein are for a term of two (2) years.

SECTION 8: That this Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED THIS THE 22ND DAY OF JANUARY 2019.

Keith Short, MAYOR

ATTEST:

Lisa Palomba, CITY SECRETARY

[CITY SEAL]

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS ESTABLISHING KEEP M-C BEAUTIFUL COMMITTEE FOR THE CITY AND APPOINTING COUNCIL MEMBER AS DIRECTOR OF KEEP M-C BEAUTIFUL.

WHEREAS, Members of the City Council of the City of McLendon-Chisholm (“City”) take on various roles and responsibilities and actively participate in guiding and directing various functions and services of the City; and

WHEREAS, City Council desires to educate and engage the citizens of McLendon-Chisholm to take responsibility for improving their community environment. We can accomplish this through educational programs addressing our three main areas of beautification, litter prevention, and waste reduction.

WHEREAS, the City Council, after due consideration, has determined to appoint the Member of the City Council identified herein as Director of Keep M-C Beautiful Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS:

SECTION 1: The recitals set forth in the WHEREAS clauses of this Resolution are true and correct, constitute findings and determinations by the City Council and are incorporated herein.

SECTION 2: That Council Member Adrienne Balkum, is hereby appointed as Director for the Keep M-C Beautiful Committee.

SECTION 3: The duties and responsibilities of Director of Keep M-C Beautiful are as follows: Set meeting dates with appointed member citizens to coordinate, plan community events for the public to attend. Work with committee members of all aspects of generating plans, organizing activities and overseeing projects. Present any event date schedules (special appearances with public officials or local celebrities), financial requests and overall activities to the City Council for approval.

SECTION 4: The duties and responsibilities of Keep M-C Beautiful are as follows: Members will attend meetings either in person, by voice and/or video conferencing. Members will help establish a program to help inspire and empower citizens to keep our community beautiful and clean. This committee will volunteer their time to address beautification, litter prevention, waste reduction, recycling and more. Members will be expected to review Texas grant programs available to executing realistic preservation programs of our natural environments from education to group activities.

SECTION 5: Type of activities may involve the following: speaking, reading and writing assignments, gardening, planting, debris pick-up, wildlife programs, restoration and/or preservation projects.

SECTION 6: The appointment made herein are for a term of two (2) years. In the event of a vacancy, the City Council may appoint another Member of the City Council to fill the vacancy.

SECTION 7: The establishment of Keep M-C Beautiful committee made herein are for a term of two (2) years.

SECTION 8: That this Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED THIS THE 22ND DAY OF JANUARY 2019.

Keith Short, MAYOR

ATTEST:

Lisa Palomba, CITY SECRETARY

[CITY SEAL]

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS AMENDING RESOLUTION 2018-07, SECTION 1.D. A RESOLUTION CREATING THE VETERAN MEMORIAL BRICK CAMPAIGN; CONTAINING A REPEALING CLAUSE FOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, March 13, 2018, the City Council of the City of McLendon-Chisholm passed Resolution 2018-07 creating the Veteran Memorial Brick Campaign and appointing the mayor and two councilmembers to lead the campaign; and

WHEREAS, the City Council for the City of McLendon-Chisholm believes it is in the best interests of the citizens of the City to efficiently lead the campaign for veterans, and making a single council member the lead of the campaign promotes efficiency and streamlines duties and responsibilities of the City Council; and

WHEREAS, Members of the City Council of the City of McLendon-Chisholm (“City”) take on various roles and responsibilities and actively participate in guiding and directing various functions and services of the City; and

WHEREAS, the City Council desires to promote and preserve lasting memories of our military veterans by appointing volunteers to assist in generating personalized laser engraved bricks at the cost of \$150 each; and

WHEREAS, the City Council understands that the monies collected is to provide ongoing funding to not be a financial burden for the privately donated monument that was given to the City of McLendon-Chisholm; and

WHEREAS, the City Council, after due consideration, has determined to appoint the Member of the City Council identified herein as Director of the Veterans Memorial Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS:

SECTION 1: The recitals set forth in the WHEREAS clauses of this Resolution are true and correct, constitute findings and determinations by the City Council and are incorporated herein.

SECTION 2: That Council Member Adrienne Balkum, is hereby appointed as Director for the Veterans Memorial Committee.

SECTION 3: The duties and responsibilities of Director of Veterans Memorial Committee are as follows: Set meeting dates with appointed member citizens to coordinate and plan a Memorial Day event. Work with committee members of all aspects of promoting

and overseeing the brick fundraising campaign. Present any event date schedules (special appearances with public officials), financial requests and overall activities to the City Council for approval.

SECTION 4: The duties and responsibilities of Veterans Memorial Committee are as follows: Appointed members will attend meetings either in person, by voice and/or video conferencing. Members will help make contact to generate personalized laser engraved brick purchases from Fundraising Brick. Assist in designing a brick layout around the City Hall monument to present to the City Council for approval. Assist in reviewing contractors to potentially lay the brick and advise the City Council of the best quality service. A member may offer to volunteer their professional brick laying service for installation by seeking approval from the City Council.

SECTION 5: Type of activities may involve the following: speaking, reading, designing and writing correspondence to minor outdoor labor of a brick design, physical installation to minor maintenance.

SECTION 6: Financial transactions: must be made to the City of McLendon-Chisholm for those whom would like to purchase a personalized laser engraved brick. Payments may also be processed through PayPal or a check written to the City of McLendon-Chisholm. Monies deposited will be recorded by City Accountant accordingly and added to the Budget line item. The City Administrator shall pay for the costs of the bricks as necessary to process shipments to be delivered to City Hall. If there is no volunteer to donate their time and/or service for the installation. Remaining monies from the campaign budget to be used to pay for installation services.

SECTION 7: The appointment made herein are for a term of two (2) years. In the event of a vacancy, the City Council may appoint another Member of the City Council to fill the vacancy.

SECTION 8: The establishment of Veterans Memorial committee made herein are for a term of two (2) years.

SECTION 9: All resolutions, current or previous, in conflict with this resolution are hereby repealed, and all resolutions or portions thereof not in conflict with this resolution shall remain in full force and effect.

SECTION 10: That this Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED THIS THE 22ND DAY OF JANUARY 2019.

Keith Short, MAYOR

ATTEST:

Lisa Palomba, CITY SECRETARY

[CITY SEAL]

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS ESTABLISHING A CITIZENS ACADEMY FOR THE CITY.

WHEREAS, Members of the City Council of the City of McLendon-Chisholm (“City”) take on various roles and responsibilities and actively participate in guiding and directing various functions and services of the City; and

WHEREAS, the City Council desires to offer a free educational program that provides McLendon-Chisholm citizens with safety training that can be utilized both at home and in the workplace.

WHEREAS, the City Council would like the Fire Chief of McLendon-Chisholm Fire Rescue to utilize a standard curriculum that is common practice of other municipal-owned fire departments that lasts 5 to 6 weeks of scheduled meetings planned for citizens that enroll by submitting an application.

WHEREAS, the City Council would like to honor the graduates with a ceremony at a City Council Meeting where they will receive a certificate of completion and any other additional awards to announce.

WHEREAS, the City Council, after due consideration, has determined to appoint two members of the City Council and Fire Chief.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF McLENDON-CHISHOLM, TEXAS:

SECTION 1: The recitals set forth in the WHEREAS clauses of this Resolution are true and correct, constitute findings and determinations by the City Council and are incorporated herein.

SECTION 2: That two Council Members and Fire Chief, is hereby appointed as Director for the MCFR Citizen Academy.

SECTION 3: The duties and responsibilities of Director of the Citizen Academy are as follows: Set meeting dates with citizens who applied. Work with committee members of all aspects of promoting and overseeing the success of a Citizen Academy. Produce the curriculum and any educational material needed for the classes. Present any event date schedules (special appearances with public officials), financial requests and overall activities to the City Council for approval.

SECTION 4: Type of activities may involve the following: speaking, reading, designing safety related scenarios and writing correspondence to minor outdoor labor of a live fire burn.

SECTION 5: All classes will be instructed by McLendon-Chisholm Fire Rescue personnel and it will include: providing a variety of useful information of emergency preparedness, learn about the services of MCFR, illustrate issues one may encounter by Fire Service personnel and conclude with a live fire event.

SECTION 7: The appointment made herein are for a term of two (2) years. In the event of a vacancy, the City Council may appoint another Member of the City Council to fill the vacancy.

SECTION 8: The establishment of Citizens Academy made herein are for a term of two (2) years.

SECTION 9: That this Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED THIS THE 22ND DAY OF JANUARY 2019.

Keith Short, MAYOR

ATTEST:

Lisa Palomba, CITY SECRETARY

[CITY SEAL]

City of McLendon-Chisholm
Operating Fund Financial Summary
For the Third Month Ended December 31, 2018

	Current Period Revenue & Expenditures				Prior Period Revenue & Expenditures				
	Dec 2018 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2018-2019 Budget	Dec 2017 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Amended Budget	FY 2017-2018 Actual
Revenue									
301 · SpringFest	\$ -	-	- %	\$ -	\$ -	-	- %	\$ -	\$ -
302 · Franchise Income	11,923	24,877	16%	154,830	11,283	22,540	15%	154,839	159,914
303 · Development Income	-	10,800	37%	29,000	198	38,828	34%	114,314	96,764
304 · Building Permit Income	12,472	37,354	8%	492,419	29,292	81,976	16%	514,577	570,038
305 · Municipal Court Income	359	359	120%	300	-	-	0%	2,012	2,118
306 · Interest Income	1,064	3,286	- %	-	392	781	- %	-	10,445
307 · Sign Permit Income	-	-	- %	-	-	-	- %	-	-
308 · Septic Fees	-	500	3%	17,885	1,100	4,600	26%	17,885	19,900
309 · Food Enforcement	300	450	75%	600	-	600	70%	855	900
310 · Sales Tax Revenue	15,730	50,279	33%	154,603	11,949	35,687	23%	154,603	206,341
311 · PID Admin Expense Reimbursement	-	690	- %	4,750	-	-	0%	4,750	150
312 · Sewer Utility Admin Reimbursement	-	-	- %	-	-	-	- %	-	-
313 · Donations	-	1,449	290%	500	-	-	- %	-	210
314 · Copies Public Inf. Income	-	40	- %	-	-	-	- %	-	203
315 · Miscellaneous Income	-	-	- %	-	1,766	1,766	100%	1,763	69,928
317 · Ad Valorem Tax	88,509	107,892	31%	350,579	178,280	202,777	59%	341,183	346,822
318 · Tax Certifications	1	4	- %	-	-	5	- %	-	8
320 · NSF Fee Revenue	-	-	- %	-	-	-	- %	-	8
321 · Credit Card Fee Revenue	35	45	3%	1,501	888	1,039	78%	1,328	1,529
Total Revenue	\$ 130,393	\$ 238,025	20%	\$ 1,206,967	\$ 235,148	\$ 390,599	30%	\$ 1,308,109	\$ 1,485,277
Expenditures									
Operating Expenditures									
401 · Municipal Court	\$ 7	\$ 7	- %	\$ 1,515	\$ -	\$ -	0%	\$ 1,008	\$ 1,515
402 · Election Expense	-	-	- %	10,000	-	-	0%	11,000	8,580
404 · Citation Delivery	-	-	- %	-	-	-	0%	79	-
410 · Building Inspections	5,950	20,975	13%	155,818	7,650	20,425	11%	186,040	117,752
411 · Environment Regulation Expense	250	1,200	11%	10,465	540	1,790	17%	10,519	9,905
415 · Section 380 Grant Program	-	-	-	-	-	-	- %	-	1,931
416 · Bad Debt	-	-	-	-	-	-	- %	-	20,620

City of McLendon-Chisholm
Operating Fund Financial Summary
For the Third Month Ended December 31, 2018

	Current Period Revenue & Expenditures				Prior Period Revenue & Expenditures				
	Dec 2018 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2018-2019 Budget	Dec 2017 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Amended Budget	FY 2017-2018 Actual
418 · Membership Fees	100	375	13%	3,000	-	900	33%	2,751	3,840
422 · Public Notice Expense	153	255	11%	2,243	132	382	42%	918	3,463
423 · Community Functions	23	156	3%	5,464	116	116	6%	1,803	1,781
426 · Appraisal District Collection		-	0%	5,883	-	1,471	24%	6,178	5,883
430 · Public Safety	32,463	82,097	22%	375,211	1,103	3,046	3%	100,192	116,417
Total 400 Operating Expenditures	38,946	105,064	18%	569,599	\$ 9,540	\$ 28,129	9%	\$ 320,488	\$ 291,687
Occupancy Expenditures									
502 · Electricity	\$ 194	\$ 673	17%	\$ 3,915	\$ 276	\$ 981	21%	\$ 4,661	\$ 3,712
506 · Water	268	977	11%	8,952	771	3,507	35%	9,928	8,892
510 · Propane Gas	-	-	0%	788	-	-	0%	788	-
514 · Building Maint/Improvements	439	3,506	65%	5,356	538	934	14%	6,907	6,145
516 · Lawn Maintenance	685	2,055	25%	8,144	685	2,055	20%	10,131	8,829
517 · Council Meeting Expenses	-	-	- %	-	-	-	- %	-	-
518 · Janitorial	-	40	1%	4,181	457	1,489	26%	5,736	4,281
520 · Telephone & Internet	462	1,548	20%	7,593	692	1,962	25%	7,902	7,444
521 · iPad Data Plan	-	-	- %	-	-	-	- %	-	-
522 · Website Expense	180	180	15%	1,202	-	167	73%	228	1,826
Total 500 Occupancy Expenditures	\$ 2,228	8,979	22%	\$ 40,131	\$ 3,418	\$ 11,093	24%	\$ 46,281	\$ 41,130
General & Administrative Expenditures									
601 · Architect Fee	\$ -	\$ -	- %	\$ -	\$ -	\$ -	- %	\$ -	\$ -
602 · County Clerk Ordinance Filings	-	-	- %	-	-	-	- %	-	-
603 · Citizen Recognition	-	-	0%	500	-	-	0%	500	-
604 · Municipal Manuals, Books & Maps	-	-	0%	12,803	219	219	20%	1,073	1,022
606 · Employee Costs	8,912	64,464	32%	199,218	23,760	57,470	23%	250,371	247,144
618 · Liability Insurance		7,063	77%	9,227	-	6,705	94%	7,120	9,896
619 · Software Subscriptions	377	14,856	99%	15,000	-	286	14%	2,081	7,757
621 · IT Support	225	675	14%	5,000	225	855	28%	3,024	2,880
622 · Office Supplies - City Hall	1,396	1,624	52%	3,124	397	817	19%	4,221	3,195
623 · Office Equipment	233	1,120	42%	2,655	189	656	24%	2,735	2,654

City of McLendon-Chisholm
Operating Fund Financial Summary
For the Third Month Ended December 31, 2018

	Current Period Revenue & Expenditures				Prior Period Revenue & Expenditures				
	Dec 2018 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2018-2019 Budget	Dec 2017 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Amended Budget	FY 2017-2018 Actual
624 · Office Equip Maintenance	468	1,083	39%	2,798	631	841	32%	2,625	5,614
625 · Printed Materials	-	869	58%	1,502	217	217	8%	2,732	2,192
626 · Postage-City Hall	38	770	22%	3,491	63	163	4%	4,451	3,485
627 · County Plat Expense	0	-				150	95%	158	150
Total 628 · Bank Fees	45	244	24%	1,010	69	212	12%	1,801	1,600
630 · Legal & Professional	16,718	49,231	23%	215,376	19,429	83,480	38%	218,433	230,091
633 · Penalties & Fees	32	32	- %		-	-	- %	-	-
634 · Storage	-	-	- %	-	-	-	0%	1,045	-
645 · Transcription Services	-	2,414	- %	-	1,238	1,238	95%	1,300	1,238
646 · Mileage Expense	-	132	13%	1,052	-	784	82%	961	950
647 · Council Meetings & Development	-	33	1%	3,996	66	297	20%	1,463	1,369
648 · Training	295	1,851	37%	5,000	-	3,002	82%	3,666	6,377
649 · Expense Account - City Administrator	-	-	0%	126	-	-	0%	126	-
650 · Expense Account - Mayor	-	-	0%	105	-	-	0%	105	-
652 · Staff Appreciation	167	760	380%	200	-	-	0%	105	29
655 · Code of Ordinance	-	-	0%	8,000	-	-	0%	14,100	1,375
699 · Miscellaneous Expense	-	-	0%	150	-	-	0%	103	98
Total G & A Expenditures	\$ 28,905	147,220	30%	\$ 490,333	\$ 46,503	\$ 157,393	30%	\$ 524,299	\$ 529,117
700 · Capital Expenditures - Public Safety	\$ 3,298	\$ 71,751	120%	\$ 60,000			0%	\$ 223,950	\$ 250,341
700 · Capital Expenditures - Operating	\$ -	\$ 9,900	31%	\$ 32,000	\$ 195	1,590	6%	\$ 27,000	\$ 17,166
Total Capital Expenditures	\$ 3,298	\$ 81,651	89%	\$ 92,000	\$ 195	\$ 1,590	1%	\$ 250,950	\$ 267,507
Total Expenditures	\$ 73,377	\$ 342,914	29%	\$ 1,192,063	\$ 59,657	\$ 198,205	17%	\$ 1,142,018	\$ 1,129,441
Surplus (Deficit)	\$ 57,016	\$ (104,889)	-704%	\$ 14,904	\$ 175,491	\$ 192,394	116%	\$ 166,091	\$ 355,836

City of McLendon-Chisholm
Utility Fund Financial Summary
For the third Month Ended December 31, 2018

	Current Period Revenue & Expenditures				Prior Period Revenue & Expenditures			
	Dec 2018 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Budget	Dec 2017 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Amended Budget
Revenue								
306 · Interest Income	\$ 740	\$ 2,103	40%	\$ 5,206	\$ 262	\$ 677	14%	\$ 4,755
Sewer Utility Revenue						-		
32200 · Sewer Usage Fees	19,183	56,671	35%	159,653	9,690	35,197	22%	159,518
32201 · Sewer Tap Fees	6,000	15,000	8%	189,000	21,000	33,000.00	17%	189,000
32204 · Sewer Deposit Refunds	(140)	(470)	31%	(1,540)	(175)	(610)	40%	(1,525)
32206 · Sewer Warranty Reimbursements	-	-	- %	-	-	-	- %	-
Total Revenue	\$ 25,783	\$ 73,304	21%	\$ 352,319	\$ 30,777	\$ 68,264	19%	\$ 351,748
Expenditures								
Operation & Maintenance Expenditures								
Sewer Operation & Maintenance								
41304 · O&M Agreement	2,894.38	12,598	27%	\$ 47,094	8,987.84	15,423	35%	\$ 44,640
41308 · Electricity	-	-	0%	42	-	42	16%	258
41310 · Sewer Treatment	-	20,220	26%	78,000	6,182	24,808	73%	34,204
41312 · Tap Fee Developer Rebate	3,600	9,000	8%	113,400	12,600	19,800	17%	113,400
Total Operations Expenditures	\$ 6,494	\$ 41,818	18%	\$ 238,536	\$ 27,770	\$ 60,073	31%	\$ 192,502
600 · General & Administrative Exp	\$ 593	\$ 2,427	18%	\$ 13,260	\$ 965	\$ 3,634	28%	\$ 13,200
Total Expenditures	\$ 7,087	\$ 44,245	18%	\$ 251,796	\$ 28,735	\$ 63,707	31%	\$ 205,702
Surplus (Deficit)	\$ 18,696	\$ 29,059	29%	\$ 100,523	\$ 2,042	\$ 4,558	3%	\$ 146,046

City of McLendon-Chisholm
Detail Statement of Revenue Expenditures by Fund
For the Month of December, 2018

	Interest and Sinking Fund	Operating Fund	Public Safety Fund	Utilities Fund
Income				
302 · Franchise Income				
30220 · Oncor Electric Delivery	0.00	11,923.18	0.00	0.00
Total 302 · Franchise Income	0.00	11,923.18	0.00	0.00
304 · Building Permit Income				
30401 · Contractor Registration Fee Inc	0.00	500.00	0.00	0.00
30404 · Re-Inspection Income	0.00	2,700.00	0.00	0.00
30405 · Building Permit & Plan Review	0.00	8,312.00	0.00	0.00
30408 · Swimming Pool Permits	0.00	960.00	0.00	0.00
Total 304 · Building Permit Income	0.00	12,472.00	0.00	0.00
305 · Municipal Court Income	0.00	359.00	0.00	0.00
306 · Interest Income				
30600 · Alliance Interest Income	0.00	251.31	0.00	184.40
30602 · Logic Interest Income	2.81	776.35	0.00	555.92
30603 · Tex Pool Interest Income	0.00	36.11	0.00	0.00
Total 306 · Interest Income	2.81	1,063.77	0.00	740.32
309 · Food Enforcement				
30904 · Health Permit	0.00	300.00	0.00	0.00
Total 309 · Food Enforcement	0.00	300.00	0.00	0.00
310 · Sales Tax Revenue	0.00	15,730.39	0.00	0.00
317 · Ad Valorem Tax				
31701 · Ad Valorem Tax - M&O	0.00	88,584.77	0.00	0.00
31702 · Ad Valorem Tax - City Hall	57,860.52	0.00	0.00	0.00
31703 · Ad Valorem Refunds - M&O	0.00	-90.07	0.00	0.00
31705 · Ad Valorem Tax - Prior Years	6.11	10.50	0.00	0.00
31706 · Ad Valorem Tax - Penalty	0.73	1.26	0.00	0.00
31708 · Ad Valorem Refunds - City Hall	-59.76	0.00	0.00	0.00
31709 · Ad Valorem Tax - Interest	1.34	2.31	0.00	0.00
31710 · Ad Valorem Tax - Misc Adj	0.00	0.16	0.00	0.00
37112 · Ad Valorem Business Property	0.00	0.00	0.00	0.00
Total 317 · Ad Valorem Tax	57,808.94	88,508.93	0.00	0.00
318 · Tax Certifications	0.00	0.88	0.00	0.00
319 · Grants	0.00	0.00	35,606.38	0.00
321 · Credit Card Fee Revenue	0.00	34.75	0.00	0.00
322 · Sewer Utility Revenue				
32200 · Sewer Usage Fees	0.00	0.00	0.00	19,183.00
32201 · Sewer Tap Fees	0.00	0.00	0.00	6,000.00
32204 · Sewer Deposit Refunds	0.00	0.00	0.00	-140.00
Total 322 · Sewer Utility Revenue	0.00	0.00	0.00	25,043.00
Total Income	57,811.75	130,392.90	35,606.38	25,783.32
	57,811.75	130,392.90	35,606.38	25,783.32
Expense				
400 · Operating Expenditures				
401 · Municipal Court				
40105 · Court Postage	0.00	6.70	0.00	0.00
Total 401 · Municipal Court	0.00	6.70	0.00	0.00

City of McLendon-Chisholm
Detail Statement of Revenue Expenditures by Fund
For the Month of December, 2018

	Interest and Sinking Fund	Operating Fund	Public Safety Fund	Utilities Fund
410 · Building Inspections				
41003 · Building Inspections	0.00	4,050.00	0.00	0.00
41004 · Engineer Fees-Douphrate & Assoc	0.00	1,900.00	0.00	0.00
Total 410 · Building Inspections	0.00	5,950.00	0.00	0.00
411 · Environment Regulation Expense				
41101 · Septic Inspection Fee	0.00	250.00	0.00	0.00
Total 411 · Environment Regulation Expense	0.00	250.00	0.00	0.00
418 · Membership Fees	0.00	100.00	0.00	0.00
422 · Public Notice Expense	0.00	153.00	0.00	0.00
423 · Community Functions				
42302 · Christmas Tree Lighting	0.00	23.15	0.00	0.00
Total 423 · Community Functions	0.00	23.15	0.00	0.00
Total 400 · Operating Expenditures	0.00	6,482.85	0.00	0.00
413 · Sewer Operation & Maintenance				
41304 · O&M Agreement	0.00	0.00	0.00	2,894.38
41312 · Tap Fee Developer Rebate	0.00	0.00	0.00	3,600.00
Total 413 · Sewer Operation & Maintenance	0.00	0.00	0.00	6,494.38
430 · Public Safety				
43001 · Liability Insurance	0.00	0.00	8,767.08	0.00
43002 · Fuel	0.00	0.00	112.19	0.00
43003 · Maintenance & Repair - Vehicles	0.00	0.00	1,832.32	0.00
43004 · Maintenance & Repair - Station	0.00	0.00	470.00	0.00
43005 · Gear and Supplies	0.00	0.00	5,031.93	0.00
43009 · Training	0.00	0.00	35.94	0.00
43010 · Software	0.00	0.00	48.00	0.00
43030 · EMS	0.00	0.00	993.26	0.00
43035 · Street Lights	0.00	0.00	223.25	0.00
Total 430 · Public Safety	0.00	0.00	17,513.97	0.00
500 · Occupancy Expenditures				
502 · Electricity	0.00	193.96	196.93	0.00
506 · Water	0.00	267.73	0.00	0.00
514 · Building Maint/Improvements	0.00	439.09	0.00	0.00
516 · Lawn Maintenance	0.00	684.94	0.00	0.00
520 · Telephone & Internet	0.00	462.18	177.50	0.00
522 · Website Expense	0.00	180.00	0.00	0.00
Total 500 · Occupancy Expenditures	0.00	2,227.90	374.43	0.00
600 · General & Administrative Exp				
606 · Employee Costs				
60601 · Staff Salaries	0.00	7,751.67	39,223.20	0.00
60603 · Sick Pay	0.00	367.79	0.00	0.00
60609 · Payroll Tax Expense	0.00	621.16	3,000.54	0.00
60610 · Payroll Processing Fees	0.00	47.44	0.00	0.00
60612 · Retirement Plan Contributions	0.00	672.81	3,152.57	0.00
60613 · Health Insurance Expense	0.00	-548.52	3,042.36	0.00
Total 606 · Employee Costs	0.00	8,912.35	48,418.67	0.00
619 · Software Subscriptions	0.00	377.45	495.00	0.00
621 · IT Support	0.00	225.00	0.00	0.00
622 · Office Supplies - City Hall	0.00	1,395.85	0.00	0.00
623 · Office Equipment	0.00	232.57	0.00	0.00
624 · Office Equip Maintenance	0.00	468.10	0.00	0.00
626 · Postage-City Hall	0.00	37.69	0.00	0.00
628 · Bank Fees				

City of McLendon-Chisholm
Detail Statement of Revenue Expenditures by Fund
For the Month of December, 2018

	Interest and Sinking Fund	Operating Fund	Public Safety Fund	Utilities Fund
62801 · Service Charges	0.00	45.45	0.00	0.00
62804 · Fee - NSF Returned Check	0.00	0.00	0.00	7.50
Total 628 · Bank Fees	0.00	45.45	0.00	7.50
630 · Legal & Professional				
63001 · Accounting & Payroll Services	0.00	5,632.75	0.00	585.25
63005 · City Planner	0.00	10,766.00	0.00	0.00
63008 · Financial Consulting	0.00	318.75	0.00	0.00
Total 630 · Legal & Professional	0.00	16,717.50	0.00	585.25
633 · Penalties & Fees	0.00	31.82	0.00	0.00
646 · Mileage Expense	0.00	0.00	0.00	0.00
648 · Training	0.00	295.00	0.00	0.00
652 · Staff Appreciation	0.00	166.50	1,267.50	0.00
660 · Bond Interest Expense	4,988.50	0.00	0.00	0.00
Total 600 · General & Administrative Exp	4,988.50	28,905.28	50,181.17	592.75
Total Expense	4,988.50	37,616.03	68,069.57	7,087.13
Net Ordinary Income	52,823.25	92,776.87	-32,463.19	18,696.19
Other Income/Expense				
Other Expense				
700 · Capital Expenditures			-3,298.00	
802 · Bond Cost Amortization	-242.66	0.00	0.00	0.00
803 · Bond Premium Amortization	828.48	0.00	0.00	0.00
Surplus (Deficit)	53,409.07	92,776.87	-35,761.19	18,696.19

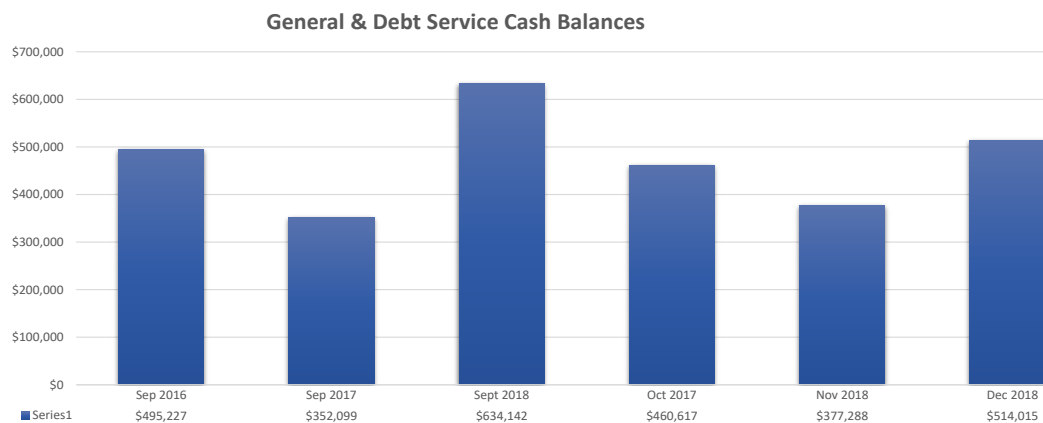
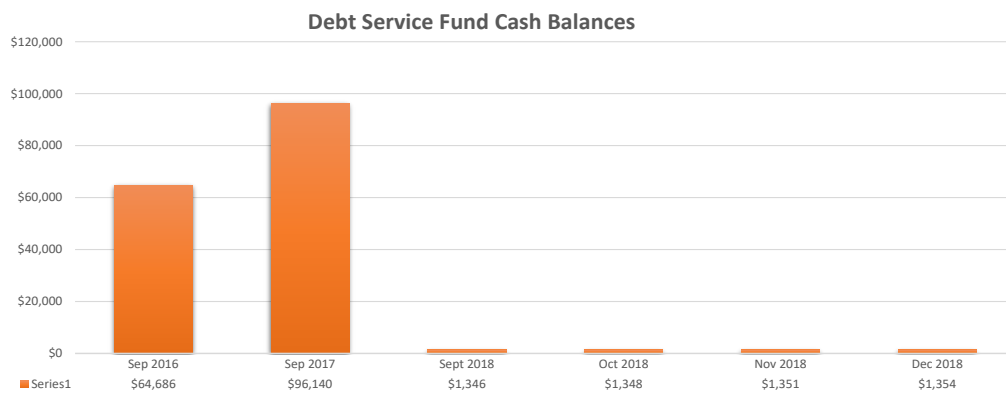
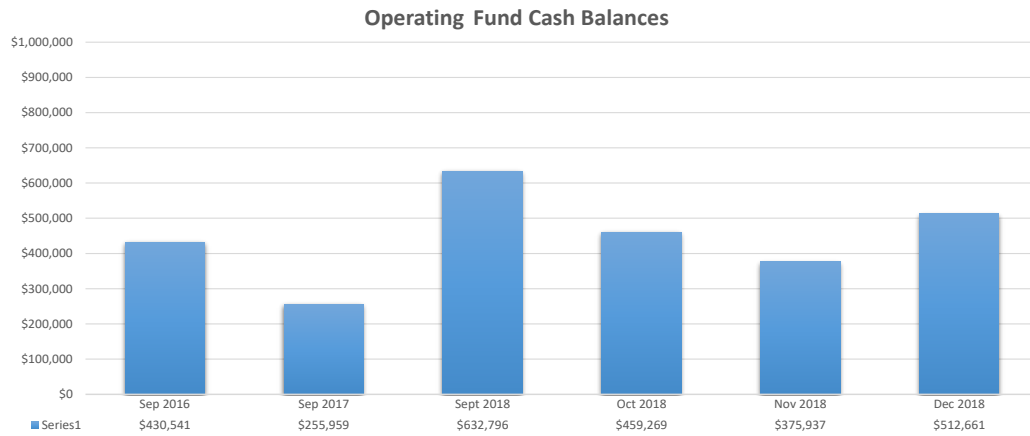
City of McLendon-Chisholm
Cash Account Balances
For the Second Month Ended December 31, 2018

Fund	Account	Sept 30,18	Oct 31,18	Nov 30,18	Dec 31,18
I&S	121 · 7002 - Alliance Sinking Fund	18	18	18	18
I&S	130 · 9003 Logic I&S Fund	1,328	1,330	1,333	1,336
I&S Total		1,346	1,348	1,351	1,354
Operating	100 · 3738 - Alliance Operating	186,087	55,746	21,632	217,687
Operating	103 · Texpool 300001	18,527	18,561	18,595	18,631
Operating	122 · 1587 - Alliance Money Market	64,235	-	-	-
Operating	125 · Logic - 9001 General Fund	78,706	78,862	29,005	29,066
Operating	127 · 9004 Logic Operating	285,487	286,053	286,619	227,148
Operating	128 · 9005 Logic Operating	20,007	20,047	20,087	20,129
Operating Total		653,049	459,269	375,937	512,661
Utility	106 · 5071 - Alliance Utility Fund	175,400	156,341	167,336	73,406
Utility	126 · Logic - 9002 Utility Fund	194,938	195,324	195,710	296,266
Utility Total		370,338	351,664	363,046	369,672
Grand Total		1,024,733	812,282	740,334	883,686

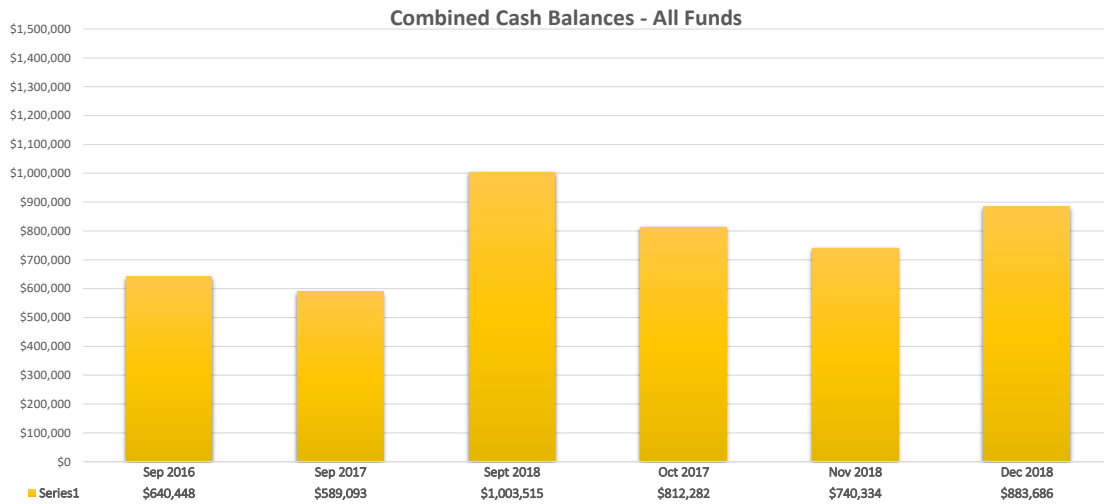
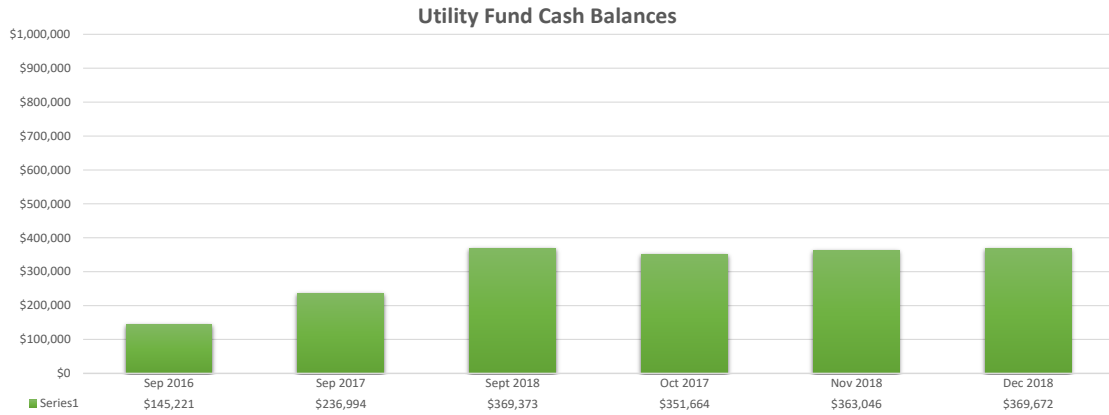
City of McLendon-Chisholm
Interest Sinking Fund Financial Summary
For the Third Month Ended December 31, 2018

	Current Period Revenue & Expenditures				Prior Period Revenue & Expenditures			
	Dec 2018 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2018-2019 Budget	Dec 2017 Actuals	Current YTD Actuals	% of Budget Current YTD	FY 2017-2018 Amended Budget
Revenue								
Ad Valorem Tax								
317 · Ad Valorem Tax	\$ 57,809	70,429	31%	\$ 228,985	\$ 120,217	135,804	57%	\$ 238,651
306 · Interest Income	3	8	- %	-	10	24	1%	1,586
Transfer from Excess Bond Proceeds	-	-	- %	-	62,532	62,532	100%	62,352
Transfer From 2017 Surplus	-	-	- %	-	33,714	33,714	100%	33,714
Total Revenue and Transfers In	\$ 57,812	\$ 70,438	31%	\$ 228,985	\$ 216,472	\$ 232,074	69%	\$ 336,303
Expenditures								
660 · Bond Interest Expense	\$ 4,989	14,966	25%	\$ 59,862	\$ 5,112	15,336	25%	\$ 61,562
802 · Bond Cost Amortization	243	728	- %	-	243	728	25%	2,914
803 · Bond Premium Amortization	(828)	(2,485)	- %	-	(842)	(2,527)	25%	(10,104)
Transfer To Bond Principal	-	-	0%	85,000	-	-	0%	85,000
Transfer to Early Redemption Sinking Fund	-	-	0%	78,512	-	-	0%	196,931
Total Expenditures and Transfers Out	\$ 4,403	\$ 13,208	6%	\$ 223,374	\$ 4,512	\$ 13,537	4%	\$ 336,303
Surplus (Deficit)	\$ 53,409	\$ 57,229	1020%	\$ 5,611	\$ 211,960	\$ 218,537		\$ -

City of McLendon-Chisholm
Cash Balance Report
As of December 31, 2018



City of McLendon-Chisholm
Cash Balance Report
As of December 31, 2018



North East Texas Inspections

638 Chisholm Ranch Dr. Rockwall, Texas 75032, 972-998-3415

There were 3 new single family residential home permits issued in December 2018. The attached addendum reflects the home address, valuation, square footage and name of the Builder.

There were 6 new accessory projects permitted including single trades, swimming pools, outdoor living, shop buildings and other accessory endeavors that are also attached.

Thank you for choosing North East Texas Inspections for your Building Services provider.

December 2018

David Ellis, Building Official

December 2018 New SFR	Valuation	Square ft.	Fee	Builder
1607 amalfi	\$ 288,715.00	2555	\$ 875.00	altura
1718 amalfi	\$ 314,931.00	2787	\$ 875.00	altura
269 Pheasant Hill Dr.	\$ 554,152.00	4904	\$ 1,025.00	Perry Bowen
			\$ 2,775.00	

Accessory permits December 2018	Project	Valuation	Fee
500 highwater crossing	garage	\$ 50,000.00	\$300.00
1320 somerset	gas install	\$2,000.00	\$75.00
628 Stampede run	Patio	\$7,000.00	\$375.00
1271 Hwy 205	C.O		\$75.00
820 abington way	pool	\$50,000.00	\$375.00
1271 Hwy 205	plmbg	\$2,000.00	\$75.00
			\$1,275.00

December 2018 Onsite inspections actual

1705 bertino	frame mep
1711 bertino	frame mep
817 abington	flatwork
828 abington	gas&electric
1711 bertino	frame mep
1648 veneto	pool
1318 arizzo	frame mep
1387 arizzo	frame mep
828 abington	gas&electric
904 compton	electric
712 kensington	electric
1711 amalfi	frame mep
1500 corrara	final c.o
1174 livorno	final c.o
813 abington	flatwork
1300 siena	flatwork
1320 somerset	gas test
1762 connie	final c.o
1742 amalfi	t-pole
1748 amalfi	t-pole
708 kensington	electric
712 kensington	gas & electric
1320 somerset	gas test
1711 amalfi	flatwork
817 abington	gas&electric
708 kensington	gas&electric
1711 bertino	flatwork
817 abington	gas&electric
708 kensington	gas meter
784 kensington	gas & electric
1705 bertino	flatwork
1324 prato	frame mep
1320 somerset	gas install
904 campton	flatwork
1271 hwy 205	C.O
708 kensington	flatwork
712 kensington	flatwork
817 abington	flatwork
904 compton	flatwork
1501 Pisa Crt.	plmbg rough
1807 amalfi	final c.o
1501 Pisa Crt.	plmbg rough
1363 arizzo	frame mep
1354 arizzo	frame mep
1186 livorno	final c.o
609 stamped run	belly steel

704 abington	flatwork
704 abington	gas and electric
784 kensington	flatwork
1479 correra	final c.o
1524 firenza	pool electric
904 campton	gas meter
1717 bertino	plmbg rough
1742 amalfi	plmbg rough
603 stampede run	water heater
817 abington	final c.o
712 kensington	final c.o
1619 amalfi	final c.o
1251 S. hwy 205	grease trap
828 abington	final c.o
114 windsor	t-pole
817 abington	final c.o
1300 siena	gas&electric

**ROCKWALL COUNTY SHERIFF
972 TL TOWNSEND ROCKWALL , TX 75087**

CC.IncDate Between '12/01/2018' And '12/31/2018' AND CC.District = '41' AND
IsNull(CC.Jurisdiction, 'Default') = 'Default'

**CFS History Search
Public Report**

CFS #	Create When	Location	Type Disposition
2018-039352	12/30/2018 11:09:15 PM	100B STATE HIGHWAY 205 MCLENDON CHISHOLM	CRIMINAL MISCHIEF ASSIGNMENT COM
2018-039338	12/30/2018 8:40:05 PM	2200B HODGES LAKE DR ROCKWALL COUNTY	MEDICAL CALL ASSIGNMENT COMPLET
2018-039246	12/29/2018 6:24:07 PM	E FM 550 / MEADOWCREEK LN	ACCIDENT MAJOR ASSIGNMENT COMPI
2018-039234	12/29/2018 3:44:35 PM	700B KENSINGTON DR MCLENDON CHISHOLM	THEFT ASSIGNMENT COMPLETE
2018-039222	12/29/2018 1:25:16 PM	SB 205/550	RECKLESS DRIVER ASSIGNMENT COMF
2018-039093	12/28/2018 1:21:46 PM	1400B ARTESIA LN MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COI
2018-039044	12/28/2018 9:18:03 AM	100B LOST COLT DR MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-039035	12/28/2018 7:28:51 AM	1100B FRONTIER TRL MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COI
2018-038884	12/27/2018 11:09:41 AM	1800B FM 1139 MCLENDON CHISHOLM	WELFARE CHECK ASSIGNMENT COMPL
2018-038787	12/26/2018 9:54:06 PM	SB 205/ S OF MCFD	TRAFFIC HAZARD ASSIGNMENT COMPL
2018-038778	12/26/2018 8:48:13 PM	1600B VISTA CT MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038777	12/26/2018 8:47:50 PM	700B E FM 550 MCLENDON CHISHOLM	ALARM ASSIGNMENT COMPLETE
2018-038683	12/26/2018 3:38:30 AM	9600B S FM 548 ROCKWALL COUNTY	MEDICAL CALL ASSIGNMENT COMPLET
2018-038672	12/26/2018 1:18:48 AM	100B SERENE HAVEN MCLENDON CHISHOLM	ALARM UTL
2018-038637	12/25/2018 6:35:54 PM	900B YORK HOUSE CT MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038635	12/25/2018 6:07:40 PM	1200B MANCHESTER DR MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038598	12/24/2018 8:25:46 PM	1400B CORRARA DR MCLENDON CHISHOLM	DISTURBANCE FAMILY ARREST
2018-038588	12/24/2018 5:23:50 PM	1200B S STATE HIGHWAY 205 MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038564	12/24/2018 9:37:42 AM	0B GRANITE RIDGE DR MCLENDON CHISHOLM	BURGLARY VEHICLE RSO REPORT TAK
2018-038548	12/24/2018 3:27:56 AM	CHISHOLM RANCH DR ROCKWALL COUNTY	NEIGHBORHOOD CHECK ASSIGNMENT
2018-038547	12/24/2018 3:11:57 AM	1300B S FM 550 MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038540	12/24/2018 1:31:27 AM	5000B WHITE PINE DR ROCKWALL COUNTY	ALARM ASSIGNMENT COMPLETE

CAD Report 71

Page 1 Of 4

CFS #	Create When	Location	Type Disposition
2018-038527	12/23/2018 11:34:00 PM	HIGH POINT	NEIGHBORHOOD CHECK ASSIGNMENT
2018-038455	12/23/2018 7:24:01 AM	FM 1139 / ROCHELLE RD	ANIMAL LOOSE LIVESTOCK ASSIGNMENT
2018-038362	12/22/2018 2:12:46 PM	1300B S STATE HIGHWAY 205 MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COMPLETED
2018-038210	12/21/2018 7:55:00 PM	900B HAMILTON CT MCLENDON CHISHOLM	BURGLARY VEHICLE RSO REPORT TAKEN
2018-038201	12/21/2018 4:52:33 PM	0B FIRESIDE DR MCLENDON CHISHOLM	THEFT RSO REPORT TAKEN
2018-038197	12/21/2018 3:38:35 PM	N STATE HIGHWAY 205 / FIRESIDE DR	ACCIDENT MINOR RSO REPORT TAKEN
2018-038190	12/21/2018 1:59:45 PM	2400B ROCHELL RD MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COMPLETED
2018-038184	12/21/2018 12:58:50 PM	2500B DOWELL RD MCLENDON CHISHOLM	RECOVERED PROPERTY RSO REPORT TAKEN
2018-038177	12/21/2018 11:40:04 AM	100B LAVENDER PLACE MCLENDON CHISHOLM	RECOVERED PROPERTY ASSIGNMENT COMPLETED
2018-038172	12/21/2018 10:17:44 AM	0B CHAPEL HILL LN MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-038166	12/21/2018 9:50:37 AM	1000B FRONTIER TRL MCLENDON CHISHOLM	TRAFFIC HAZARD ASSIGNMENT COMPLETED
2018-038157	12/21/2018 8:59:16 AM	200B CHISHOLM RIDGE DR ROCKWALL COUNTY	BURGLARY VEHICLE RSO REPORT TAKEN
2018-038155	12/21/2018 8:21:20 AM	700B KENSINGTON DR MCLENDON CHISHOLM	BURGLARY VEHICLE RSO REPORT TAKEN
2018-038151	12/21/2018 7:40:16 AM	100B LAVENDER PL MCLENDON CHISHOLM	BURGLARY VEHICLE RSO REPORT TAKEN
2018-038073	12/20/2018 4:25:35 PM	500B BRIGGS RD MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COMPLETED
2018-037976	12/19/2018 10:12:40 PM	200B PHEASANT HILL DR MCLENDON CHISHOLM	MEDICAL CALL ASSIGNMENT COMPLETED
2018-037918	12/19/2018 11:48:17 AM	ARTESIA LN MCLENDON CHISHOLM	SUSPICIOUS PERSON/VEHICLE UTL
2018-037863	12/18/2018 9:06:53 PM	400B TUCKER RD MCLENDON CHISHOLM	MEDICAL CALL ASSIGNMENT COMPLETED
2018-037650	12/17/2018 9:55:29 AM	100B KLUTTS RD MCLENDON CHISHOLM	ALARM FALSE ALARM
2018-037627	12/17/2018 4:39:34 AM	300B S SMITH RD MCLENDON CHISHOLM	SMOKE INVESTIGATION ASSIGNMENT COMPLETED
2018-037560	12/16/2018 12:31:05 PM	100B BRIAR GLEN LN MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COMPLETED
2018-037497	12/15/2018 5:37:54 PM	900B FM 1139 MCLENDON CHISHOLM	ANIMAL VISCIOUS ASSIGNMENT COMPLETED
2018-037390	12/14/2018 7:12:53 PM	100B STATE HIGHWAY 205 MCLENDON CHISHOLM	TRAFFIC HAZARD ASSIGNMENT COMPLETED
2018-037385	12/14/2018 5:39:48 PM	1200B S STATE HIGHWAY 205 MCLENDON CHISHOLM	SHOTS FIRED ASSIGNMENT COMPLETE
2018-037313	12/13/2018 4:58:18 PM	0B WINTER HAWK DR MCLENDON CHISHOLM	ALARM ASSIGNMENT COMPLETE
2018-037303	12/13/2018 2:05:43 PM	VIA TOSCANA LN MCLENDON CHISHOLM	MEDICAL CALL ASSIGNMENT COMPLETED
2018-037288	12/13/2018 11:44:51 AM	100B STATE HIGHWAY 205 MCLENDON CHISHOLM	WELFARE CHECK ARREST

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CFS #	Create When	Location	Type Disposition
2018-037188	12/12/2018 3:06:52 PM	200B HARVEST RIDGE DR MCLENDON CHISHOLM	SUSPICIOUS PERSON/VEHICLE ASSIGN
2018-037181	12/12/2018 2:04:59 PM	100B HARVEST RIDGE CV MCLENDON CHISHOLM	FRAUD ASSIGNMENT COMPLETE
2018-037165	12/12/2018 12:53:59 PM	900B HAMILTON CT MCLENDON CHISHOLM	ALARM ASSIGNMENT COMPLETE
2018-037132	12/12/2018 8:04:50 AM	5700B S STATE HIGHWAY 205 MCLENDON CHISHOLM	ACCIDENT MINOR ASSIGNMENT COMPL
2018-037079	12/11/2018 7:15:57 PM	1300B S FM 550 MCLENDON CHISHOLM	TRAFFIC HAZARD UTL
2018-036952	12/10/2018 6:35:35 PM	200B HARVEST RIDGE DR MCLENDON CHISHOLM	SUSPICIOUS ACTIVITY ASSIGNMENT CC
2018-036940	12/10/2018 3:06:44 PM	S STATE HIGHWAY 205 / KENSINGTON DR	RECKLESS DRIVER UTL
2018-036909	12/10/2018 10:04:56 AM	1200B WALES DR MCLENDON CHISHOLM	SUSPICIOUS PERSON/VEHICLE ASSIGN
2018-036838	12/9/2018 4:00:13 PM	500B HIGHWATER CROSSING MCLENDON CHISHOLM	ALARM ASSIGNMENT COMPLETE
2018-036766	12/8/2018 7:13:19 PM	100B PADDOCK LN MCLENDON CHISHOLM	MISCELLANEOUS ASSIGNMENT COMPL
2018-036737	12/8/2018 11:35:21 AM	1000B FRONTIER TRL MCLENDON CHISHOLM	ASSIST ASSIGNMENT COMPLETE
2018-036707	12/7/2018 8:49:28 PM	AREZZO LN MCLENDON CHISHOLM	DISTURBANCE NOISE ASSIGNMENT CO
2018-036703	12/7/2018 7:11:37 PM	N STATE HIGHWAY 205 / E FM 550	RECKLESS DRIVER ASSIGNMENT COMF
2018-036695	12/7/2018 3:11:27 PM	600B STAMPEDE RUN MCLENDON CHISHOLM	FRAUD RSO REPORT TAKEN
2018-036659	12/7/2018 8:57:53 AM	1100B FRONTIER TRL MCLENDON CHISHOLM	ANIMAL COMPLAINT ASSIGNMENT COM
2018-036506	12/5/2018 5:16:57 PM	1200B SOMERSET LN MCLENDON CHISHOLM	ALARM RESIDENTIAL FIRE FALSE ALAR
2018-036504	12/5/2018 4:50:14 PM	550/276	SMOKE INVESTIGATION UTL
2018-036486	12/5/2018 12:28:05 PM	1500B FIRENZA CT MCLENDON CHISHOLM	MEDICAL CALL ASSIGNMENT COMPLET
2018-036423	12/4/2018 9:43:21 PM	800B FM 1139 MCLENDON CHISHOLM	MENTAL PERSON ASSIGNMENT COMPL
2018-036270	12/3/2018 3:22:41 PM	100B PARADE PT MCLENDON CHISHOLM	MEET COMPLAINANT ASSIGNMENT COM
2018-036207	12/2/2018 11:44:41 PM	SAVANNA HILL LN	NEIGHBORHOOD CHECK ASSIGNMENT
2018-036181	12/2/2018 5:00:15 PM	100B STATE HIGHWAY 205 MCLENDON CHISHOLM	MEET COMPLAINANT ARREST
2018-036116	12/2/2018 12:36:21 AM	0B FIRESIDE DR MCLENDON CHISHOLM	SUSPICIOUS PERSON/VEHICLE ARRES
2018-036072	12/1/2018 4:51:28 PM	2200B MCLENDON DR ROCKWALL COUNTY	ANIMAL VISCIOUS ASSIGNMENT COMPL
2018-036063	12/1/2018 3:26:23 PM	1600B W FM 550 MCLENDON CHISHOLM	ALARM ASSIGNMENT COMPLETE
2018-036062	12/1/2018 3:06:11 PM	2100B CHISHOLM TRL ROCKWALL COUNTY	ANIMAL VISCIOUS RSO REPORT TAKEN

Total: 75

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McLendon Chisholm VFD

Fire and EMS Combined List by Incident Number

Alarm Date Between {12/01/2018} And {12/31/2018}

Incident	Type	Date	Location	Description
18-0036247-0	FIRE	12/03/2018	158 Eagle Pass	321 EMS call, excluding
18-0036252-0	FIRE	12/03/2018	4095 Bridgecreek DR	321 EMS call, excluding
18-0036410-0	FIRE	12/04/2018	4338 Hwy 276 HWY	143 Grass fire
18-0036486-0	FIRE	12/05/2018	1542 Firenza CT	311 Medical assist, assist
18-0036504-0	FIRE	12/05/2018	W FM 550 FM & W HWY 276 HWY	651 Smoke scare, odor of
18-0036506-0	FIRE	12/05/2018	1280 Somerset LN	743 Smoke detector
18-0036611-0	FIRE	12/06/2018	S FM 548 FM & Kuban RD	322 Motor vehicle accident
18-0036708-0	FIRE	12/07/2018	1100 Streetman RD	100 Fire, Other
18-0036737-0	FIRE	12/08/2018	1060 Frontier TRL	542 Animal rescue
18-0036766-0	FIRE	12/08/2018	103 Paddock LN	500 Service Call, other
18-0036796-0	FIRE	12/09/2018	375 Sonora TRL	321 EMS call, excluding
18-0037256-0	FIRE	12/16/2018	Air Park East & S Hwy 205 HWY	631 Authorized controlled
18-0037303-0	FIRE	12/13/2018	Via Toscana LN & S Hwy 205 HWY	321 EMS call, excluding
18-0037561-0	FIRE	12/16/2018	778 Chisholm Ridge DR	321 EMS call, excluding
18-0037573-0	FIRE	12/16/2018	S FM 548 FM & Kuban RD	510 Person in distress,
18-0037575-0	FIRE	12/16/2018	12992 S FM 548 FM	631 Authorized controlled
18-0037627-0	FIRE	12/17/2018	301 S Smith RD	531 Smoke or odor removal
18-0037633-0	FIRE	12/17/2018	229 Pioneer CT	321 EMS call, excluding
18-0037688-0	FIRE	12/17/2018	2477 FM 1139 FM	561 Unauthorized burning
18-0037706-0	FIRE	12/17/2018	590 Briggs RD	552 Police matter
18-0037708-0	FIRE	12/17/2018	W FM 550 FM & S Hwy 205 HWY	322 Motor vehicle accident
18-0037863-0	FIRE	12/18/2018	411 Tucker RD	321 EMS call, excluding
18-0037898-0	FIRE	12/19/2018	662 Chisholm Ridge DR	746 Carbon monoxide detector
18-0037962-0	FIRE	12/19/2018	S Hwy 205 HWY & E FM 550 FM	324 Motor Vehicle Accident
18-0037976-0	FIRE	12/19/2018	233 Pheasant Hill RD	321 EMS call, excluding
18-0038197-0	FIRE	12/21/2018	S Hwy 205 HWY & Fireside DR	324 Motor Vehicle Accident
18-0038388-0	FIRE	12/22/2018	980 FM 1139 FM	321 EMS call, excluding
18-0038405-0	FIRE	12/22/2018	200 Sonora TRL	611 Dispatched & cancelled
18-0038406-0	FIRE	12/22/2018	939 Candice CIR	321 EMS call, excluding
18-0038458-0	FIRE	12/23/2018	705 Horseshoe Bend	321 EMS call, excluding
18-0038641-0	FIRE	12/25/2018	5 Greenhollow LN	550 Public service
18-0038683-0	FIRE	12/26/2018	9689 S FM 548 FM	321 EMS call, excluding
18-0039053-0	FIRE	12/28/2018	1251 S Hwy 205 HWY	553 Public service
18-0039246-0	FIRE	12/29/2018	E FM 550 FM & Meadowcreek LN	324 Motor Vehicle Accident
18-0039338-0	FIRE	12/30/2018	2230 Hodges Lake DR	321 EMS call, excluding
18-0039408-0	FIRE	12/31/2018	440 Silver Spur TRL	321 EMS call, excluding
18-0039456-0	FIRE	12/31/2018	100 Cornstalk	631 Authorized controlled

1/18/2019 09:08 Total Incident count - 37



January 22, 2019 Updates/Status Reports

a. McLendon-Chisholm Fire Rescue Report

Chief Simmons will deliver a status report at Council's Request.

b. Subdivision, Zoning and City Map Updates

Public hearings for proposed revisions to the Subdivision and Zoning Regulations, Zoning Map and official City Limit/ETJ Map were scheduled for the January 17, 2019 P&Z Meeting and January 22, 2019 Council Meeting. However, the January 17th P&Z Meeting was cancelled that evening when a quorum did not arrive. P&Z must make a recommendation prior to any Council action. Staff is in the process of rescheduling public hearings. They will be advertised again.

c. Veterans Memorial Brick Campaign Fundraiser

Staff met with Jerry Packer, representing Packer Brick Inc. regarding an alternative brick for the Veterans Memorial. Mr. Packer indicated he is able to obtain bricks at a cost of \$1 per brick. Mr. Packer has provided samples if Council wishes to move forward in selecting another brick.

Brick and Stone Graphics would provide the engraving using a sandblasting method. The company will engrave up to three lines for \$20 per brick. The company representative indicated that blank bricks could be placed in the ground, removed when needed, engraved and then placed in the ground again.

The City Engineer measured the circle surrounding the monument and indicated that approximately 1,155 bricks are required to complete the circle. The City will have to pay to have the bricks installed so Council may want to consider pricing the bricks to cover the costs.

As such, Council may wish to consider the following options:

- 1) Consider Council Member Balkum' s proposed Resolution regarding the Veterans Memorial Committee and allow for their input and actions.
- 2) Continue using the Fundraising Brick company at \$150 per brick as currently arranged and wait until enough bricks are sold to install the engraved bricks.
- 3) Continue using the Fundraising Brick company at \$150 per engraved brick but purchase blank bricks at \$5 per brick to fill in the circle and replace the blanks with engraved bricks as they are sold and installed.
- 4) Cancel the current arrangement, decide on a new brick, a new price point for engraved bricks, offer a partial refund to those who already purchased a brick at the \$150 price and

complete the circle with engraved and blank bricks sooner and replace the blanks as engraved bricks are sold.

d. iCompass Agenda Implementation

Staff has requested some formatting changes which should be effective for the next Agenda. Staff is arranging for an iCompass representative to provide a tutorial for Council Members to ensure Council is getting maximum benefit when using the agenda program. My Computer Guy has confirmed the internet connection will support the streaming. The next steps are to get Axios to City Hall to install the camera and then for Axios, Adfinity and staff to web conference with iCompass to arrange video setup and other hardware installation.

e. City Survey

Staff awaits direction from Council.

f. Request for Proposals for City Engineer, City Accountant, City Planner and Information Technology Services

As requested by Council, Request for Qualifications for City Engineer, City Accountant, City Planner and Information Technology Services have been issued and advertised in various media. The submittal date is February 18.

g. Future Agenda Items

The next scheduled meeting is Tuesday, February 12, 2018. Items expected for the next agenda include:

- o Approval of Minutes for January 8 and January 22 City Council Meetings
- o Resolution Calling the General Election
- o Resolution Approving Contract with Rockwall County for Election Services
- o Receive City Audit Report and approval
- o Receive Sonoma Verde PID Audit Report and approval
- o Action to Amend CWD Contract
- o Action to Approve County Recycle Contract
- o Code of Ordinance Review and Discussion for Chapter 4-6 (Business Regulations, Fire Prevention and Protection, and Health and Sanitation) Staff requests Council review and forward recommendations for change by February 4th.
- o Agenda notes tutorial for Council Members – possible workshop prior to the meeting.

Items expected for the February 26 Council Meeting include:

- o Approval of Minutes for February 12 City Council Meeting
- o Discussion and Action Regarding Review of City Planner Proposals
- o Discussion and Action Regarding Review of City Accounting Services Proposals
- o Discussion and Action Regarding Review of Engineering Services Proposals
- o Discussion and Action Regarding Review of Information Technology Services
- o Code of Ordinance Review for Chapters 7-9 (Municipal Court, Offenses and Nuisances, and Personnel)