

THE CITY OF
BALCH SPRINGS
GROWING COMMUNITY

**REGULAR CITY COUNCIL MEETING
CITY OF BALCH SPRINGS
JANUARY 14, 2019
7:00 PM**

MINUTES

Identification of a quorum.

Present: Councilmember Moon
Councilmember Shelby
Councilmember Segroves
Councilmember Rushing
Councilmember Tucker
Mayor Pro Tem Hill
Mayor Gorwood

A quorum was present and Mayor Gorwood called the meeting to order at 7:00PM.

Staff: Susan Cluse, City Manager
Mark Morris, Assistant to City Manager
Cindy Gross, City Secretary
Jon Haber, Police Chief
Randy Smith, Fire Chief
Bianca Sauls, Chief Financial Officer
William Freeman, Public Works Director
Chris Dyser, Planning
Monte Akers, City Attorney

Invocation was given by Pastor Bryan Chance, Bible Way Tabernacle Church.

Pledge to the US Flag and the Texas Flag was led by Monte Akers, City Attorney.

Items of Community Interest - City Secretary:

January 17th – The Chamber Quarterly Luncheon: 11:00 am-1:00 pm at the Civic Center (12400 Elam Rd.)

January 21st – All City Offices will be closed in observance of Martin Luther King Jr. Day.

January 29th - Dallas County Replacement Housing Program: 11:00 am-1:00 pm at City Hall (13503 Alexander Rd.)

January 31st – Chamber Network Breakfast: 8:00 am- 9:00 am at Whataburger (12100 Lake June Rd.)

February 5th – Subdivision Ordinance Re-Write City Council Workshop: 6:00 pm at City Hall (13503 Alexander Rd.).

February 27th – EDC Business Summit: 10:30 am-1:00 pm at the Civic Center (12400 Elam Rd.)

April 6th – KBSB Trash Round-Up & Boyd Rogers Park Revitalization Project: 8:00 am-1:00 pm at the Recreation Center (4372 Shepherd Ln.)

The City's General Election is scheduled for Saturday, May 4, 2019, for the purpose of electing the following positions: Mayor (At-Large), Place 3, Place 5 and Place 7. The first day to file application for place on the ballot begins January 16, 2019 and the last day is February 15, 2019, by 5:00PM.

Presentation(s):

Neighborhood Pride Winner for December 2018.

Santosha Pratt, Neighborhood Services Coordinator, presented the December 2018 Neighborhood Pride Award to Jose Puente and Inglaterra Robledo, for their housing beautification efforts and helping to enhance the City.

Police Chief Haber to present the Meritorious Service Award to Officers Cory Jones, Tyler Gross and David Fields.

Jonathan Haber, Police Chief, presented the Meritorious Service Award to officers Cory Jones, Tyler Gross and David Fields to honor them for their selfless service to the community, and also for their bravery and courage of a structural fire that occurred on December 10, 2018, at the Quail Village Apartments where two individuals were trapped.

Citizen Comments.

Speaker: Marie Tedei, 4708 Pioneer Rd., Balch Springs, TX. 75180
Subject: Spoke in regards to the safety of the citizens and sustainable safety options and procedures.

Mayor Gorwood closed citizen's comments.

CONSENT AGENDA:

A. APPROVAL OF MINUTES:

- 1. November 5, 2018 - Regular Meeting**
- 2. November 12, 2018 - Regular Meeting**
- 3. December 3, 2018 - Regular Meeting**
- 4. December 10, 2018 - Regular Meeting**

B. Approval of re-appointment(s):

Economic Development Type A Board: Felicia Rettig

Parks and Recreation Advisory Board: Johnny Adams

Councilmember Rushing moved to approve the consent agenda with the exception of Item B. Councilmember Segroves seconds the motion. Voting for this motion were Councilmember

Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**

REPORTS/UPDATES:

1. Report by the Executive Staff regarding any significant event that has occurred since the last regular Council meeting.

Monte Akers, City Attorney, introduced Ashley White with Messer, Rockefeller and Fort, Municipal Law Firm. Mr. Akers indicated that Ms. White would be assisting him and they would be rotating City Council Meetings each month. Ms. White spoke to City Council expressing how much she's looking forward to working with Mr. Akers and the City.

Susan Cluse, City Manager, gave the City Council a report regarding the progress of the Quail Drive Bridge. Ms. Cluse explained that the project was to be completed in January 2019. However, in October 2018, the paint fabrication of the bridge rail did not meet TxDOT's specifications and the north side of the bridge is closed to pedestrians and bicycle traffic. David Michelle, with TxDOT explained that the estimated completion date would be early February 2019.

INDIVIDUAL ITEMS:

B. Approval of re-appointment(s):

Economic Development Type A Board: Felicia Rettig

Parks and Recreation Advisory Board: Johnny Adams

Councilmember Rushing spoke in regards to how the same individuals are serving on the boards and commissions, and would like to find ways to get more individuals involved to serve, obtain new ideas and encourage individuals to serve on the Boards and Commissions.

Councilmember Rushing moved to approve the re-appointments to the Economic Development Type A Board - Felicia Rettig and the Parks and Recreation Advisory Board - Johnny Adams. Mayor Pro Tem Hill seconds the motion. Voting for this motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion Passed. (6-0)**

1. Consideration and action regarding approval of funding for additional bus stops and revisions to the current public transportation agreement with Star Transit in the amount not exceed \$5,000.00, for fiscal year 2018-2019.

Chris Dyser, Planning Department, spoke to the City Council in regards to the additional bus services and the revisions done to the bus routes. He explained that funding was approved by the Economic Development Board Type B Board. Kim Burton, Star Transit Representative, explained the revisions made to the bus service. The proposed revisions are: adding additional stops at S. Peachtree Rd. and Slater Dr., Hickory Tree Rd. and W. Burton Rd., Hickory Tree Rd. and Asher Ln, at the Opal Smith Food Pantry on Balch Springs Road and moved the Beverage Center stop to Lake June/Hickory Tree Plaza.

Mayor Pro Tem Hill moved to approve the funding for additional bus stops and revisions to the current public transportation agreement with Star Transit in the amount not exceed \$5,000.00, for fiscal year 2018-2019. Councilmember Shelby seconds the motion. Voting for this motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**

2. Discussion with Oncor Electric Delivery Company regarding adding additional street lighting.

Terri Shatter, Oncor Representative, gave a presentation to the City Council explaining the different street lighting options that are available to the city, High-Pressure Sodium Light and LED Lights. She spoke in regards to the process of installing a new light or replacing a light, difference in wattage and energy costs.

Ms. Shatter mentioned that the majority of the street lights in the city are Cobra Head Lights or Post Top Lights. She stated that there would be a charge to change the wattage, and that it could impact on the city's energy bill.

Ms. Shatter updated the City Council on the total number of street lights within the city (957 street lights), and that she emailed a breakdown of information to the City Manager.

No action taken.

3. Discussion regarding constructing sidewalks in certain areas of the City.

Councilmember Moon would like to discuss constructing sidewalks with the City Council in order to get their input, on where they could find funding and areas within the city that need sidewalks. He stated that sidewalks need to be prioritized in next year's budget. Ms. Cluse, City Manager, explained that the City Council was given a list of streets that need sidewalks. She stated that certain streets were approved by Council to be repaired, and are currently in the engineering phase with Freese and Nichols.

City Council held a discussion in regards to sources of funding, streets that needed sidewalks and a plan and budget going forward for sidewalks.

No action taken.

4. Consideration and action on a policy for directing how and when the City Attorney shall prepare ordinances or other documents for the City Council.

Councilmember Moon stated the City Council needs a policy for how and when the City Attorney shall prepare ordinances or other documents for the City Council. Councilmember Moon explained that ordinances need to be discussed and approved by City Council, before they are prepared by the City Attorney.

Monte Akers, City Attorney, recommends the idea of having a formalized policy, but he also had questions on whether the policy would apply for resolutions and also noted

working within deadlines. Mr. Akers suggested that the City Council instruct him to create a draft policy, and bring it back at the next meeting for further discussion and/or approval.

Councilmember Moon moved to direct the City Attorney to draft a policy and bring it back to the next City Council Meeting. Mayor Pro Tem Hill seconds the motion. Voting for the motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**

5. Consideration and action on a Policy and Procedures for the Police Department.

Mayor Pro Tem Hill addressed concerns with Police Chief Haber, about policies and procedures not being followed within the Police Department, in terms of paperwork not being properly signed and completed by staff.

Chief Haber explained that when Police officers are out in the field and tied up with calls, paperwork can sometimes take longer to complete. He also mentioned that minimum staffing comes into play when getting paperwork completed in a timely manner.

Mayor Pro Tem Hill addressed concerns that someone needs to be held accountable for the job not getting done. Chief Haber stated that it wasn't a matter of the job not getting done, but it was more a matter of scheduling.

No action taken.

6. Consideration and action regarding approval reallocate funding for City Works and to extend current services agreement with IWORQ to include water distribution, wastewater collections, fleet, public works and storm water work orders software.

William Freeman, Public Works, explained that City Works was approved in 2018 for water/wastewater work orders. Mr. Freeman stated that they would like to redirect the funds that they are using for City Works, and extend current services with IWORQ, the cost is \$1000 less. He explained that they would get more services for the same price by switching to IWORQ.

Councilmember Rushing moved to approve the relocation of funds for City Works and to extend current services agreement with IWORQ to include water distribution, wastewater collections, fleet, public works and storm water work orders software. Councilmember Moon seconds the motion. Voting for this motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**

City Council recessed at 8:45 pm

NOTICE OF EXECUTIVE SESSION

7. Council to hold Executive Session under Sections 551.071 (Advice of Attorney), 551.074 (Personnel), 551.072 (Real Estate) and 551.087 (Economic Development) with regard to a matter that is the duty of the attorney to consult

with Council and falls under the attorney client privilege or with regard to a matter that involves litigation or contemplated litigation or claims, of the Texas Government Code:

City Council convened into closed session at 8:48pm.

- A. Discussion regarding an Economic Development Agreement regarding the possible sale of real property within the City of Balch Springs.**
 - B. Discussion regarding evaluations for the City Manager, Police Chief, Fire Chief, and City Secretary.**
 - C. Discussion to amend employment contract for the Chief of Police.**
 - D. Discussion of a study to assess the feasibility of purchasing or leasing the old Minyards building and converting into a police building.**
- 8. Take action, if any, on matters discussed in Executive Session.**

City Council reconvened into open session at 10:09pm

- 7C. Councilmember Rushing moved to amend employment contract for the Chief of Police. Councilmember Shelby seconds the motion. Voting for this motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**
 - 7D. Councilmember Rushing moved to direct the City Manager to research the feasibility of purchasing and/or leasing the old Minyards building and converting into a police building. Councilmember Moon seconds the motion. Voting for this motion were Councilmember Moon, Councilmember Shelby, Councilmember Segroves, Councilmember Rushing, Councilmember Tucker and Mayor Pro Tem Hill. **Motion passed. (6-0)**
- 9. Announcements, requests for information, and/or new business to be placed on future agendas.**

Mayor Gorwood requested the following:

- Spreadsheet and cost from Oncor, in regards to converting existing lights to LED lights
- Information in regards to complexes being developed in the city, post development costs, number of bedrooms, and rental cost.

- 10. Closing prayer.**

Councilmember Moon gave the closing prayer.

- 11. Adjourn.**

Mayor Gorwood adjourned the council meeting at 10:14pm.

PASSED AND APPROVED AT A REGULAR MEETING HELD ON FEBRUARY 11, 2019.