

CITY OF KIRBY, TEXAS

Timothy Wilson, Mayor



Stephanie Faulkner, Mayor Pro-Tem
Mike Grant
Jerry Lehman

John W. Pierce
Roger A. Romens
Debra Wilson

**CITY COUNCIL MINUTES
SPECIAL MEETING
SATURDAY, JANUARY 23, 2016 – 10:00 A.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

1. Call Meeting to Order:

Mayor Wilson called the meeting to order at 10:10 A.M.

2. Invocation and Pledge of Allegiance to the Flag:

Mayor Wilson dispensed of the invocation and the pledge of allegiance to the flag.

3. Roll Call:

PRESENT

ABSENT

Mayor Wilson
Mayor Pro-Tem Faulkner
Council Member Grant
Council Member Pierce
Council Member Lehman
Council Member Wilson
Council Member Romens

4. Citizen Participation:

There were not any citizens signed up to be heard.

Although Mayor Wilson deviated from the agenda, the minutes will be prepared in the order the agenda was posted.

5. Discussion And Possible Action:

- a. Discussion And Possible Action Regarding Kirby Animal Shelter Renovations, Operations And Future Plans

City Manager Vernon identified the funds that were needed for the Kirby Animal Shelter renovations, operations and future plans. The budget amendment would be placed on the next regular agenda.

Mayor Wilson recommended a \$15,000 increase to the budget. Several repairs and maintenance was needed in the facility.

Council concurred to move forward with this item.

6. Overview Of Board, Commission And Committee Plans For 2016 By Chairperson:

- a. Planning & Zoning Commission

Sam Richardson, Vice-Chairperson – The Commission completed the Comprehensive plan and has discussed their focus should be on making the City better, discussed a farmers market, and activities to bring people into the parks and City.

Mayor Wilson suggested the Commission review ordinances that pertain to Planning and Zoning. Some areas to consider were: carports, parking on the grass, screening between commercial and residential properties, and mailboxes in middle of the sidewalk.

Council Member Romens said the next time the Comprehensive Plan is reviewed, have coordination with all the committees and commissions.

- b. Buildings & Standards Commission

Jack Major, Chairperson – There are properties that are going to be addressed this year that have carried over from 2015. The Commission should meet on a regular basis, possibly quarterly meetings.

- c. Crime Control And Prevention District Board

Mark Welch, President – Provided the Boards three goals: Financial stability, community outreach, and officer training.

Sam Richardson asked Council how they felt about new youth programs. Mayor Wilson said the Council was here to support the Board and their goals.

d. Beautification & Recycling Committee

John Houlton, Chairperson – The goals were: request more physical support within the community and make residents aware of the clean-ups.

Mayor Wilson suggested the Committee continue working with elementary schools.

Mayor Pro-Tem Faulkner suggested reviving Yard of the Month.

Council Member Grant suggested recognizing the businesses and contact high schools and let them know about the monthly clean-up for community service hours.

e. Parks & Recreation Committee

Kelly Wilson, Chairperson – There is a vacancy the Committee is looking to fill. She identified upcoming events and ideas for looking for grants and fundraising events.

Mayor Wilson suggested they place what they are looking at overall in order to set up a budget on their next agenda.

Council Member Romens suggested the Committee coordinate with the Planning and Zoning Commission about developing the Park.

f. Economic Development Committee

Jackie Jackson, Committee Member – Recently developed a relationship with AACOG thanks to Council Member Jerry Lehman and Chairperson Reggie Russell. They have great resources for the Committee. The Committee has three goals – Establish Kirby Business Alliance, Market/Promote/Brand the City, and Develop Inventive Program. The Committee created the Façade Improvement Grant to provide the business community financial relief for improving their building.

g. Ordinance Review Committee

Mayor Pro-Tem Faulkner, Liaison - Read a letter from Lisa Pierce, Chairperson that identified their goals. The goals for the Committee are to refer to Council the ordinances that

are outdated, obsolete, redundant, or duplicated. Citizens should address Council about their concerns with ordinances. The Committee will review the ordinances and make recommendations to the Council.

Mayor Wilson called for a five minute recess at 11:25 A.M.

Mayor Wilson reconvened the meeting at 11:30 A.M.

7. Discussion And Possible Action Setting 2016 Goals For The City of Kirby:

Council Member Romens – One of his first goals was having Council set a goals meeting. The Planning and Zoning Commission should get input from City Council and the community when updating the Comprehensive Plan.

Council Member Pierce – His goals are learning, being helpful, programs with the youth and tying everything together with the City.

Council Member Wilson – One of her goals was the communication from city employees at city hall. Having more employee events and activities has closed the gap between departments. She wants to get the youth more involved, help the senior center, and help them write grants.

Council Member Grant – His first goal was to make Kirby a better product. His continued goal is get businesses more involved with the City. Use our ordinances to address problems in the City.

Council Member Lehman – The goals he was looking were more contact with code compliance and have concerns addressed. If all the Committees work together and we will accomplish more. Have the Committees get together once in a while and review their projects. The Senior Center was working toward getting a new parking lot.

Mayor Pro-Tem Faulkner – Her goals were communication, Committees working together, Council to set a schedule for all Committees to come together once a quarter, employee recognition and retention. Consider an open house or community fair and involve every committee, department and council member. This will be an opportunity to show the public how our City works, i.e. - permit process. Keep our community a better place for our citizens starting with the park, undeveloped areas and pool.

Mayor Wilson – One goal was communication from City Council to staff, staff to employees, and committees to residents. Mayor Wilson identified department and their work loads. They have many responsibilities with very minimum staff. We need to work on bringing

the City and committees together and creating a brand. The City's appearance is very important. Let's improve and clean up our own yards in the next six months. Other areas to look at are economic growth and improve the water towers. Agenda items in the next couple of months would be the cost to replace or repair the sewer/water lines/water valves.

Mayor Wilson also wants to see a five year budget. The boundary adjustment is in progress. Consider an assistant at city hall to help with projects – temporary position. Consider uniform allowance for fire department, police department and public works. A new on-call policy for public works, provide a phone for on-call personnel. Create an employee pay scale and employee handbook before May election.

Council Member Lehman – Asked that the municipal pool be placed on the next agenda to discuss the concession stand and lifeguard certification.

Council Member Romens – Council should recognize excellence in employees and in the community as a whole. Let's recognize excellence in our residents and students in our community. Council needs to be proactive with the youth in our community.

8. Adjournment:

The Council meeting adjourned at 12:10 P.M.

Timothy Wilson
Mayor

ATTEST:

Patty Cox, TRMC
City Secretary