

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
REGULAR MEETING
THURSDAY, JUNE 23, 2016 – 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

1. Call Meeting to Order:

Mayor Wilson called the meeting to order at 7:00 P.M.

2. Invocation and Pledge of Allegiance to the Flag:

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

3. Mission Statement:

“The City of Kirby is dedicated to delivering excellent municipal services to our entire community in a fiscally responsible manner.”

4. Roll Call:

PRESENT

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

ABSENT

Council Member Wilson

5. Citizen Participation:

1. Kelly Wilson, Chairperson of the Parks and Recreation Committee – She invited everyone to the 4th Annual Fireworks in the Park event, 2:00 P.M. – 10:00 P.M., car show, carnival, fireworks, and \$5.00 per car starting at 5:00 P.M.

6. Consent Agenda:

a. Regular Meeting Minutes – June 9, 2016

Council Member Lehman moved to accept the Consent Agenda; seconded by Council Member Grant.

The motion carried with a 6-0 vote.

7. Presentations:

a. Animal Care Services 2016 Volunteer Awards

January Dugan, Animal Care Officer recognized Jennifer Johnson and Cody Abney for their continued support and the tireless hours they volunteer at the Animal Care Facility. Another volunteer, Donna Charette, was not available to accept her award.

b. Introduction Of New Employees – Animal Care Services And Police Department

January Dugan, Animal Care Officer, introduced James Rogers newest hire with animal care services department. Detective James Laymon introduced Officer Michael Caldwell, warrant officer with the police department.

8. Discussion And Possible Action:

a. Discussion And Possible Action To Consider Ordinance No. O-2016-791 Amending Section 113.01 Of The Code Of Ordinances Of The City Of Kirby To Define "Temporary Food Establishment" And Amending Section 113.07 (D) Of The Code Of Ordinances Of The City Of Kirby To Revise City Rules As To Food Handler Training And To Exempt Food Handlers Working Only At A Temporary Food Establishment From The Training Requirements. This Is The Second Reading

Council Member Grant moved to adopt Ordinance No. O-2016-791 amending Section 113.01 of the Code of Ordinances of the City of Kirby to define “Temporary Food Establishment” and amending Section 113.07 (D) of the Code of Ordinances of the City of Kirby to revise City rules as to food handler training and to exempt food handlers working only at a temporary food establishment from the training requirements; seconded by Council Member Romens.

The motion carried with a 6-0 vote.

AYES – 6

NO – 0

b. Discussion And Possible Action Regarding Future Plans For Donated Property On Binz Engleman Road

City Manager Vernon stated on June 16, 2016 staff met with the property owners on Binz Engleman Road. There were ten different properties represented. There were ideas shared for use of the property such as a green space with drinking fountains, the possibility of fencing in the property, the option of dividing the property and allowing the property owners to purchase the property abutting their property, and the effects of the City restricting access to their property. Some of the feedback from the property owners was the City will consider offering alternate parking for their trailers and RV’s. If the City was going to charge residents for use of the parking area would the City consider letting them park for free. On August 11, 2016 staff will conduct a follow-up meeting to keep them up to date on the plans for the property.

Council discussed the improvements the Binz Engleman Road Project would provide which included curbs and sidewalks. The Council concurred to create a storage space with parking available for RV’s.

c. Discussion And Possible Action To Consider City Of Kirby Branding and Marketing Plans

Mayor Wilson read aloud the taglines that were submitted and asked members of the audience and city staff which tagline they would vote for.

The tagline “Small City, Big Heart” received the most support.

Council Member Lehman moved to accept “Small City, Big Heart” as the tagline for the City of Kirby; seconded by Council Member Grant.

The motion carried with a 6-0 vote.

AYES – 6

NO – 0

Mayor Wilson said he received a note that City Manager Vernon, the person who submitted the winning tagline, will donate her season pool passes to the Animal Care Facility volunteers.

City Manager Vernon provided an update on Twitter and Facebook on the City website. The next step from the goals identified at our workshop would be an Implementation Plan matrix. This will be placed on the next agenda for discussion. The City website has a sign-up form to receive the newsletters.

d. Discussion And Possible Action Establishing 2016-2017 Goals For The City Of Kirby

City Council discussed the 2016-2017 Goals and determined the priority:

1. City Appearance; 2. Economic Development; 3. Employee Retention; 4. Infrastructure Improvement; 5. Grants; and 6. City Communication.

Mayor Pro-Tem Faulkner moved to accept 1. City Appearance; 2. Economic Development; 3. Employee Retention; 4. Infrastructure Improvement; 5. Grants; and 6. City Communication as the 2016-2017 Goals for the City of Kirby; seconded by Council Member Grant.

The motion carried with a 6-0 vote.

AYES – 6

NO – 0

e. Discussion And Possible Action To Consider Ordinance No. O-2016-792 Amending the 2015-2016 Municipal Budget Of The City Of Kirby. This Is The First Reading.

Mayor Wilson stated the City will hire temporary employees to help with prepping the streets for the street sweeper to clean the streets. This is a one-time increase in the amount of \$15,000.

Mayor Pro-Tem Faulkner moved to adopt Ordinance No. O-2016-792 amending the 2015-2016 Municipal Budget of the City of Kirby; seconded by Council Member Grant.

The motion carried with a 6-0 vote.

AYES – 6

NO – 0

f. Discussion And Possible Action To Appoint Janice L. Russell To The Planning And Zoning Commission To Fill A Term That Expires On August 2016

Council Member Grant moved to appoint Janice L. Russell to the Planning and Zoning Commission to fill a term that expires on August 2016; seconded by Council Member Lehman.

The motion carried with a 6-0 vote.

AYES – 6

NO – 0

g. Presentation On Proposed Revisions To The City Of Kirby Zoning Ordinance And Discussion And Possible Action

Council reviewed the recommendations from the Planning and Zoning Commission for revisions to the Zoning Ordinance. Council revised Section 153.016 to include “no temporary carports, carports must be anchored to the ground in a permanent manner.” Mayor Wilson asked Council to consider community mailboxes for Binz Engleman Road. Also, prevent commercial vehicles from overnight parking on roads and no outdoor storage on roads.

9. Council Updates:

- a. Administration
- b. Public Works
- c. Finance
- d. Fire
- e. Police
- f. Animal Care Services

a. Administration – City Manager Vernon informed Council the monthly reports include the names of new businesses in the City and there is a report from code compliance with details of activity. She met with TxDot and Ford Engineering regarding the Binz Engleman Road project, next Thursday is the deadline to submit changes. The residents will be able to park in front of their houses at night, after the contractors have left for the day. The City will keep in touch with the residents about the project and parking. The bid opening for the Water Main Replacement project was conducted and we would like to have a special meeting on Thursday, June 30, 2016 at 5:00 P.M. to award the bid.

b. Public Works – Mayor Wilson asked that all city barricades be picked up.

c. Finance – Tina Ynfante, Finance Director – Briefed Council on the monthly report they were provided which included preparing the budget amendment, 2016-2017 draft budget, and in-processing new employees.

d. Fire – Mayor Wilson congratulated Chief Riedel for lowering the ISO rating from a 4 rating to a 3 rating.

e. Police – Detective Laymon – Extended offer to a police officer and the warrant officer started.

f. Animal Care Services – January Dugan, Animal Care Officer – Briefed Council on the productivity in the shelter and one staff member resigned.

10. Requests and Announcements:

- a. Requests By Mayor And Council Members For Items To Be Placed On Future City Council Agendas And Announcements On City Events/Community Interests

Mayor Wilson – Congratulated the volunteers at the Animal Care Facility and thanked them for what they do. He read a letter he sent to Mr. Dominguez with Republic Services addressing the trouble with broken garbage and recycle carts. He provided an update on the Rosillo Creek Project. The Old Seguin Road Bridge will be open for traffic on July 16 and the Redding Road Bridge will be open for traffic the first week of August. He read a letter from a resident thanking the City for promptly handling a situation with her “trashy” neighbor. Mayor Wilson thanked Chief Bois and Code Compliance Officer Delagarza for addressing this issue. He will meet with City staff tomorrow to discuss volunteers and using our resources better. In an effort to dispel any rumors he announced the City is in preliminary the steps to determine what is the best benefit for the Senior Center. There were two options: Have the City run the Senior Center or continue as it is currently being run. He said he hasn’t brought the ideas to the Senior Center manager because he wanted to let the City Council and citizens know the options would be discussed. The discussions would be to determine what is the best way to help the Senior Center grow for our City.

Council Member Romens – He requested a financial update on reserves prior to the upcoming budget. There have been a lot of expenditures and he would like to see how the reserves have changed since last year. He welcomed Mr. Caldwell, warrant officer and requested a report every two months on the impact the position has on the budget.

Council Member Grant – Suggested the City create an anonymous phone line for people to call in with code compliance issues. He congratulated the volunteers for the Animal Care Facility.

Council Member Lehman – The Economic Development Committee met and awarded the Façade Grant to Wing-It to construct a wood deck in front of his business that will be attached to the building.

Mayor Pro-Tem Faulkner – She said tennis classes start at 10:00 A.M. Saturday in the Park. She asked if swimming lessons and water aerobics were being offered. City Manager Vernon said currently we do not have an instructor for swimming lessons and our new Recreation Programs Coordinator is working on a program to offer water aerobics for seniors. We will receive other recreation program ideas from him. Mayor Pro-Tem Faulkner asked for an update on the “Adopt-A-Spot” program. City Manager Vernon said the “Adopt-A-Spot” information is on the home page of the City’s website. She asked if anyone has looked at the property that abuts the Siddons property off Ackerman Road that has flooding issues.

Mayor Wilson stated the City was considering purchasing equipment to grade some of the properties with issues. He asked to bring back the parking ordinance and draft an ordinance to maintain streets because grass clogs the street sweeper.

11. Adjournment:

The meeting adjourned at 9:00 P.M.

Timothy Wilson
Mayor

ATTEST:

Patty Cox, TRMC
City Secretary