



**SEAGOVILLE CITY COUNCIL
MEETING AGENDA
MONDAY, NOVEMBER 14, 2016**

WORK SESSION – 6:30 P.M.
Council Chambers, City Hall
702 N. Hwy 175

AGENDA

1. Staff updates
2. Discussion of agenda item(s)
3. Presentations
 - a. Street Assessment provided by Engineer Andy Martin
 - b. Minimum square footage requirements for new single family dwelling construction update by Community Development Director Ladis Barr
4. Adjourn

REGULAR MEETING – 7:00 P.M.
Council Chambers, City Hall
702 N. Hwy 175

AGENDA

Invocation
Pledge of Allegiance
Mayor's Report
Recognition of Visitors / Proclamations / Presentations
Citizens Public Comment Period

[Each speaker will be allowed six (6) minutes to address the council on any item on the agenda except for Public Hearing items]

AGENDA (cont'd)

CONSENT AGENDA

- 1C. Approval of minutes.
- 2C. Approval of an Ordinance vacating, abandoning and releasing a 0.371 acre tract of right-of-way described and depicted as S. Watson Street in Exhibit "A", which is attached hereto and incorporated herein, to the abutting property owner; providing for the furnishing of a certified copy of this Ordinance for recording in the real property records of Dallas county, Texas, as a Quit Claim Deed; and providing for an effective date.
- 3C. Approval of an Ordinance amending Chapter 17 of the Code of Ordinances, Division 2. "Parking Regulations on Specific Streets", by adding Subsection 17.04.064 to provide for no parking on the north and south sides of the westbound U.S. Highway 175 service road, beginning at its point of intersection with FM 1389 eastward for a distance of approximately 3,125 feet through the 1800 block of U.S. Highway 175; authorizing the City Manager or Designee to cause the appropriate signage to be erected; providing a savings clause; providing for a severability clause; providing a penalty of fine not to exceed the sum of Two Hundred Dollars (\$200.00) for each offense; providing for publication; and providing an effective date.
- 4C. Approval of a Resolution declaring certain City property surplus and authorizing the City Manager to sell, trade or dispose of the property in accordance with the processes established in the Code of Ordinances; providing for repeal of any and all resolutions in conflict; providing for a severability clause; and providing for an effective date.

REPORTS/RECOMMENDATIONS/REQUESTS

5. Receive presentation/update from Jim Forbes with Pipeline Analysis, LLC regarding the Sanitary Sewer System Capacity, Management, Operation and Maintenance (CMOM) and Stafford Addition Project.
6. Conduct interviews with Board and Commission applicants.
7. Discuss and consider board and commission appointments to the Planning and Zoning Commission; Board of Adjustments; Park and Recreation Advisory Board; Library Advisory Board, Seagoville Economic Development Corporation and Keep Seagoville Beautiful Commission.
8. Discuss and consider amendments to the City Council Rules of Procedure.
9. Discuss and consider directing staff on the Christmas Tree placement for the holiday season.
10. Receive Councilmember Reports – Items of community interest regarding which no action will be taken, as authorized by Section 551.0415 of the Government Code.

AGENDA (cont'd)

11. Receive Citizen Comments – Citizens may speak 6 minutes each on any matter, other than personnel matters, or matters under litigation.
12. Receive Future Agenda Items – Items to be placed on a future agenda which no action or discussion will be taken at this meeting.
13. Recess into Executive Session in compliance with Texas Government Code Section 551.074, Personnel, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Municipal Court Judges and City Secretary.
14. Discuss any item and/or take any action necessary as a result of the Executive Session.
15. Adjourn.

Posted Thursday, November 10, 2016 by 5:00 P.M.



Dara Crabtree, City Secretary

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

The City of Seagoville does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. If you have a request for services that will make this program accessible to you, please contact the City of Seagoville at least 72 hours in advance at (972) 287-6819. (TDD access 1-800-RELAY-TX)

DATES TO REMEMBER

- Thursday, December 1, 2016 @6:30 p.m., Christmas Tree Lighting.
- Monday, December 5, 2016 @ 7:00 p.m., City Council meeting.
- Monday, December 19, 2016 @ 7:00 p.m., City Council meeting.
- Monday, December 26, 2016, City offices closed in observance of Christmas Day.

INVOCATION

PLEDGE OF ALLEGIANCE

MAYOR'S REPORT

***VISITOR RECOGNITIONS /
PROCLAMATIONS / PRESENTATIONS –***

Lions Club – presentation of Bench

Kay Kamm with American Cancer Society – presentation of Smoke-Free City Plaque

Agenda Item 1C

Approval of minutes.

BACKGROUND OF ISSUE:

Approval of minutes for meetings held on October 17, 2016.

FINANCIAL IMPACT:

N/A

**CITY COUNCIL
WORK SESSION
OCTOBER 17, 2016**

The City Council held a work session on Monday, October 17, 2016 at 6:30 p.m. with a quorum present, to wit:

Dennis Childress	Mayor
Jose Hernandez	Mayor Pro Tem
Rick Howard	Councilmember
Harold Magill	Councilmember, absent
Mike Fruin	Councilmember
Jon Epps	Councilmember

The following staff members were also present: City Manager Pat Stallings, Community Development Director Ladis Barr, Finance Director Patrick Harvey, Utilities Director Phil DeChant, Police Chief Ray Calverley, City Attorney Alexis Allen and City Secretary Dara Crabtree.

ITEM 1. STAFF UPDATES.

ITEM 2. DISCUSSION OF AGENDA ITEMS.

ITEM 2C. Following a Council inquiry, Police Chief Calverley stated several 2009 and 2011 Crown Victoria vehicles remain in the police department fleet.

ITEM 3C. Following a Council inquiry, Water Utilities Director DeChant stated work would begin on the water line as soon as possible; and there was a 90 day completion deadline from the start date.

ITEM 4C. Following a Council inquiry, City Attorney Allen confirmed all entities would have to agree to strike off the property to Dallas County.

ITEM 3. Received presentation from Community Development Director Barr regarding new single family dwellings in Seagoville. Following the discussion, the consensus of the City Council supported moving forward with the necessary steps to proceed with changing the residential minimum living area square footage in the various zoning districts. In addition, the consensus desired an exception written in the ordinance regarding the 40% lot coverage requirement on lots under 7200 square feet everything over that size is required to meet the 40% lot coverage requirement.

The work session was adjourned at 6:49 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

**CITY COUNCIL
REGULAR MEETING
OCTOBER 17, 2016**

The City Council held a regular meeting on Monday, October 17, 2016 at 7:01 p.m. with a quorum present, to wit:

Dennis Childress	Mayor
Jose Hernandez	Mayor Pro Tem
Rick Howard	Councilmember
Harold Magill	Councilmember, absent
Mike Eruin	Councilmember
Jon Epps	Councilmember

Dr. Don Cole provided the invocation and Mayor Childress led the Pledge of Allegiance.

MAYOR'S REPORT. Mayor Childress reported the Council Chambers will be an official polling location for the November 8th Presidential Election; due to the Presidential election and Thanksgiving holidays the City Council will only hold one meeting in November on November 14th; and City offices will be closed Friday, November 11th in observance of Veteran's Day.

Finance Director Patrick Harvey presented the City Council with the Government Officers Association's (GFOA) Financial Award of Excellence received for the Comprehensive Annual Financial Report (CAFR) for FY 2015.

CITIZENS PUBLIC COMMENT PERIOD (items on the agenda). No one spoke.

CONSENT AGENDA.

Councilmember Epps made a motion, seconded by Councilmember Howard, to approve Consent Agenda Items 1C through 5C. A vote was cast 4 in favor, 0 against.

ITEM 1C. Approve minutes for meetings held on October 03, 2016.

ITEM 2C. Approve Resolution No. 56-R-16 for the purchase of a 2017 Chevrolet Tahoe with all required emergency lighting equipment, prisoner partition, rear seat, cargo vault, the in-car camera, black and white color scheme, and the department graphics for a total cost of Forty-Six Thousand Four Hundred Ninety-Eight Dollars and Ninety-Seven Cents (\$46,498.97); authorizing the City Manager to execute any and all necessary documents; and providing an effective date.

ITEM 3C. Approve Resolution No. 57-R-16 awarding a bid to A & M Construction & Utilities for construction of water line improvements along Seagoville Road, Alto Road, Woodhaven Lane and May Road in the amount of Three Hundred Twenty-Five Thousand Seven Hundred Seventy-Nine Dollars and Seventy-Five Cents (\$325,779.75); authorizing the City Manager to execute any and all necessary documents; and providing an effective date.

ITEM 4C. Approve Resolution No. 58-R-16 authorizing the County of Dallas to resell tax foreclosed property located at 608 Stafford Road, Seagoville, Texas, by public or private sale, to the highest qualified purchaser, as provided by Section 34.05 of the Texas Property Tax Code.

ITEM 5C. Approve Resolution No. 59-R-16 repealing Resolution No. 09-05 which adopted a Special Events Policy for all City parks; authorizing the City Manager to establish administrative directives, policies and procedures necessary to ensure fair and equal practices and control of events uniformly in the City's parks, providing a savings clause; and providing an effective date.

ITEM 6. Received presentation from Lion Dr. Alice Velasco on the White Cane Program. Following the presentation Mayor Childress presented a proclamation to Dr. Alice Velasco in support of the *White Cane Program*.

ITEM 7. Received presentation from City Attorney Allen on impact fees.

ITEM 8. COUNCILMEMBER REPORTS. No reports.

ITEM 9. CITIZEN COMMENTS. No comments

ITEM 10. FUTURE AGENDA ITEMS. No items were requested.

ITEM 11. The meeting adjourned at 7:42 p.m.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

DRAFT

Agenda Item 2C

Approval of an Ordinance vacating, abandoning and releasing a 0.371 acre tract of right-of-way described and depicted as S. Watson Street in Exhibit "A", which is attached hereto and incorporated herein, to the abutting property owner; providing for the furnishing of a certified copy of this Ordinance for recording in the real property records of Dallas county, Texas, as a Quit Claim Deed; and providing for an effective date.

BACKGROUND OF ISSUE:

During discussions with the new property owner regarding the construction of a new single family dwelling, it was determined the setbacks at this particular property would not meet the 30 foot front yard setbacks. Since the property is located on a corner lot it technically has two (2) front yards. The property is zoned R-5 with a minimum 1400 square foot living area and to include a 400 square foot enclosed garage; however, the property owner desires to construct a larger residence than the minimum requirements.

It was determined due to topography and drainage issues along with the two required front yard setbacks the property was unbuildable without the 0.371 acre tract of R-O-W abutting the property. Currently said R-O-W is not being utilized by the City. If the City was to vacate, abandon and release said R-O-W this would provide for the additional property needed to meet said setbacks and allow for construction of the larger residence.

In exchange for said tract of R-O-W the property owner has agreed to deed to the City half of the road and an additional 11 ½ feet of R-O-W on Bluff Road. The additional road and R-O-W will make for a more appropriately sized intersection to assist vehicles at the intersection of Bluff Road and Combine Road.

Staff recommends approval of the attached Ordinance, if the City Council so desires.

FINANCIAL IMPACT:

AN ORDINANCE OF THE CITY OF SEAGOVILLE, TEXAS

ORDINANCE NO. 33-16

AN ORDINANCE OF THE CITY OF SEAGOVILLE, TEXAS, VACATING, ABANDONING AND RELEASING A 0.371 ACRE TRACT OF RIGHT-OF-WAY DESCRIBED AND DEPICTED AS S. WATSON STREET IN EXHIBIT "A", WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN, TO THE ABUTTING PROPERTY OWNER; PROVIDING FOR THE FURNISHING OF A CERTIFIED COPY OF THIS ORDINANCE FOR RECORDING IN THE REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS, AS A QUITCLAIM DEED; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Seagoville, Texas, has determined that the portion of right-of-way described and depicted in Exhibit "A" no longer serves a public purpose and is of no use to the public or the City of Seagoville; and

WHEREAS, the City Council has determined that the described property should be abandoned, released and quitclaimed to the abutting property owner.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEAGOVILLE, TEXAS;

SECTION 1. That the City of Seagoville hereby abandons, releases and quitclaims in favor of the abutting property owner, all that certain tract or parcel of land described and depicted as S. Watson Street in Exhibit "A", which is attached hereto and incorporated herein for all purposes, the same as if fully copied herein.

SECTION 2. That the City Secretary is hereby directed to certify a copy of the Ordinance and furnish the same to the property owner, and the recording of this abandonment Ordinance in the Deed Records of Dallas County, Texas, shall serve as a quitclaim deed of the City of Seagoville to the said property owner, of such right, title or interest of the City of Seagoville in and to such right-of-way described and depicted in Exhibit "A", either in fee simple or by easement or otherwise.

SECTION 3. That the abandonment provided for herein shall extend only to the public right, title and interest which the City of Seagoville, Texas, may have in and to the surface of said strip of publicly owned land, and shall be construed to extend only to such interests that the governing body of the City of Seagoville, Texas, may legally and lawfully abandon.

SECTION 4. That this ordinance shall take effect immediately from and after its passage as the law and Charter in such cases provide, and upon recordation.

DULY PASSED by the City Council of the City of Seagoville, Texas, on the 14th day of November, 2016.

APPROVED:

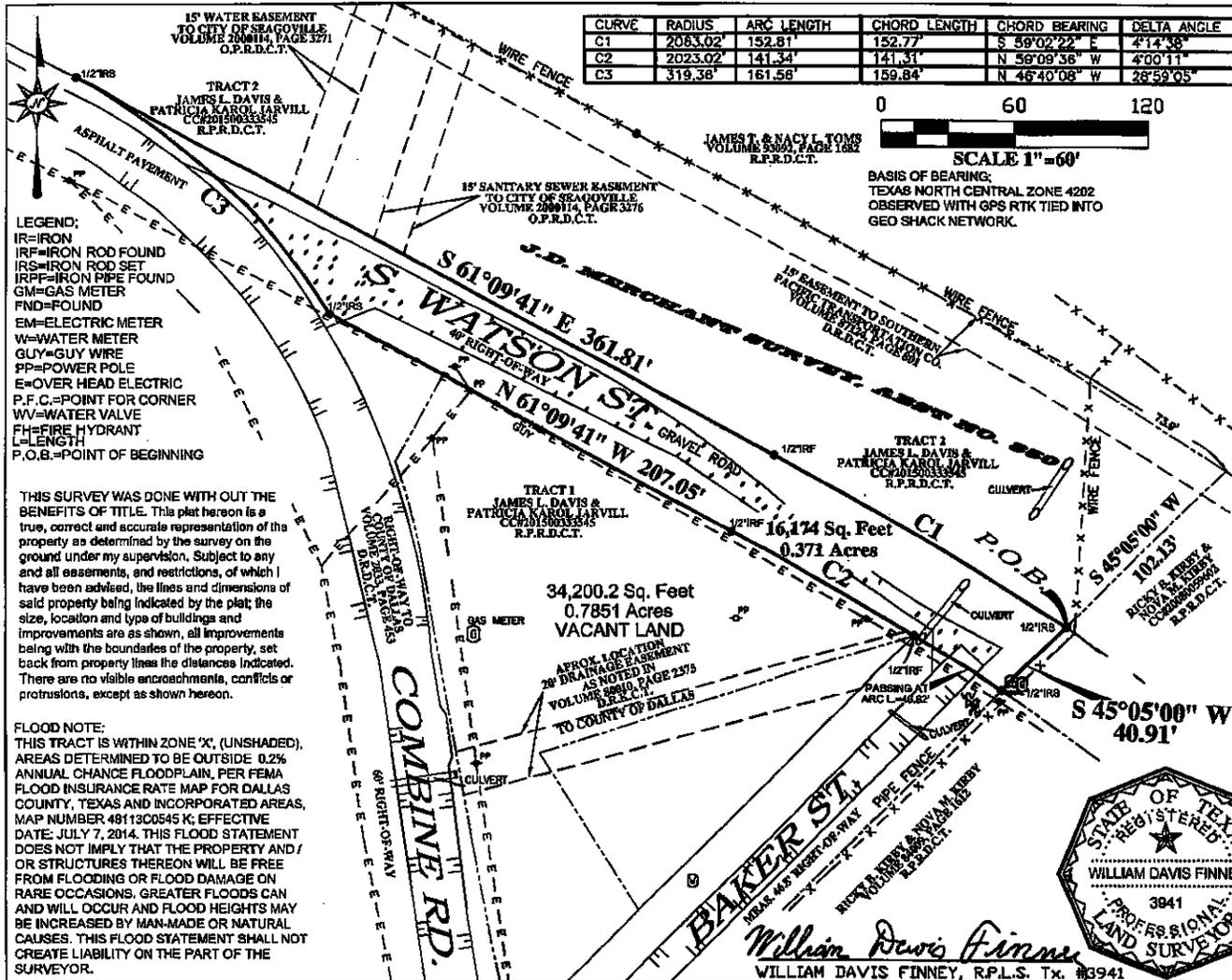
MAYOR

ATTEST:

CITY SECRETARY

APPROVED AS TO FORM:

CITY ATTORNEY



LEGAL DESCRIPTION;
BEING A TRACT OR PARCEL OF LAND AS SITUATED IN THE J.D. MERCHANT SURVEY, ABSTRACT NO. 860 IN THE CITY OF SEAGOVILLE, DALLAS COUNTY, TEXAS AND BEING PART OF S. WATSON STREET (A 40' RIGHT-OF-WAY) AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS;

BEGINNING AT A 1/2" IRON ROD SET FOR THE NORTHEASTERLY INTERSECTION OF S. WATSON STREET AND BAKER STREET (A MEASURED 46.8 FOOT RIGHT-OF-WAY) AND BEING AT THE SOUTHEASTERLY CORNER OF A 2.2148 ACRE TRACT DESCRIBED AS TRACT 2 AS CONVEYED TO JAMES L. DAVIS AND PATRICIA KAROL JARVILL AS RECORDED IN COUNTY CLERK FILE NO. 20150033845 OF THE REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS AND AT THE SOUTHWEST CORNER OF A TRACT OF LAND AS CONVEYED TO RICKY B. KIRBY AND NOVA M. KIRBY AS RECORDED IN COUNTY CLERK FILE NO. 20280038002 OF THE REAL PROPERTY RECORDS OF DALLAS COUNTY, DALLAS COUNTY, TEXAS;

THENCE SOUTH 46 DEGREES 05 MINUTES 00 SECONDS WEST, ACROSS THE SAID S. WATSON STREET A DISTANCE OF 40.91 FEET TO A 1/2" IRON ROD SET FOR CORNER SAID CORNER BEING AT A NORTH CORNER OF A TRACT OF LAND AS CONVEYED TO RICKY B. AND NOVA M. KIRBY AS RECORDED IN VOLUME 84008, PAGE 1612 OF THE REAL PROPERTY RECORDS OF DALLAS COUNTY, TEXAS SAID CORNER BEING IN THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF BAKER STREET AND BEING IN A NON TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 2083.02 FEET A DELTA OF 4 DEGREES 14 MINUTES 38 SECONDS A CHORD BEARING OF SOUTH 59 DEGREES 02 MINUTES 22 SECONDS EAST A CHORD DISTANCE OF 152.77 FEET;

THENCE WITH SAID SOUTHERLY RIGHT-OF-WAY LINE OF S. WATSON STREET AND THE NORTHEASTERLY LINE OF SAID DAVIS TRACT 1 AN ARC DISTANCE OF 152.81 FEET TO A 1/2" IRON ROD FOUND AT THE END OF SAID CURVE;

THENCE NORTH 61 DEGREES 09 MINUTES 41 SECONDS WEST, WITH THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID S. WATSON STREET AND NORTHERLY LINE OF SAID DAVIS TRACT 1 A DISTANCE OF 207.86 FEET TO A 1/2" IRON ROD SET IN THE NORTHEASTERLY RIGHT-OF-WAY LINE OF COMBINE ROAD (A 60' RIGHT-OF-WAY PER DEED IN VOLUME 2033, PAGE 453 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS) SAID CORNER BEING IN A NON TANGENT CURVE TO THE LEFT HAVING A RADIUS OF 319.38 FEET A DELTA OF 28 DEGREES 59 MINUTES 05 SECONDS A CHORD BEARING OF NORTH 46 DEGREES 40 MINUTES 08 SECONDS WEST A CHORD DISTANCE OF 159.84 FEET;

THENCE WITH SAID CURVE TO THE LEFT AND NORTHEASTERLY RIGHT-OF-WAY LINE OF COMBINE ROAD AN ARC DISTANCE OF 161.58 FEET TO A 1/2" IRON ROD SET IN THE SOUTHWESTERLY LINE OF SAID DAVIS TRACT 2 AND THE NORTHERLY PROJECTION LINE OF S. WATSON STREET;

THENCE SOUTH 81 DEGREES 09 MINUTES 41 SECONDS EAST, WITH THE NORTHERLY LINE OF S. WATSON STREET AND THE SOUTHERLY LINE OF DAVIS TRACT 2 A DISTANCE OF 381.81 FEET TO A 1/2" IRON ROD FOUND FOR THE BEGINNING OF A TANGENT CURVE TO THE RIGHT HAVING A RADIUS OF 2083.02 FEET A DELTA OF 4 DEGREES 14 MINUTES 38 SECONDS A CHORD BEARING OF SOUTH 59 DEGREES 02 MINUTES 22 SECONDS EAST A CHORD DISTANCE OF 152.77 FEET;

THENCE WITH SAID CURVE TO THE RIGHT AND THE NORTHERLY RIGHT-OF-WAY LINE OF S. WATSON STREET AN ARC DISTANCE OF 152.81 TO THE POINT OF BEGINNING CONTAINING 16,174 SQUARE FEET OR 0.371 ACRES OF LAND.

DATA LAND SERVICES
REGISTERED PROFESSIONAL LAND SURVEYING
P.O. BOX 2110 - FORNEY, TEXAS 75126 - EMAIL: davis@data-land.com
Ph (972) 564-6188 - Fax (972) 564-3079
T.S.P.L.S. FIRM REGISTRATION LIC. NO. 10183900

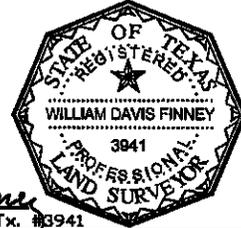
SURVEY SKETCH ON A 0.371 ACRE TRACT
IN THE CITY OF SEAGOVILLE, TX.
BEING PART OF THE J.D. MERCHANT SURVEY, ABSTRACT NO. 850

Drawn by: J.L.K. Date: 10/17/2016
Scale: 1" = 60' Job No.: 16-1401-B

- LEGEND:
IR=IRON
IRF=IRON ROD FOUND
IRS=IRON ROD SET
IRPF=IRON PIPE FOUND
GM=GAS METER
FND=FOUND
EM=ELECTRIC METER
W=WATER METER
GLV=GLY WIRE
PP=POWER POLE
E=OVER HEAD ELECTRIC
P.F.C.=POINT FOR CORNER
WV=WATER VALVE
FH=FIRES HYDRANT
L=LENGTH
P.O.B.=POINT OF BEGINNING

THIS SURVEY WAS DONE WITH OUT THE BENEFITS OF TITLE. This plat hereon is a true, correct and accurate representation of the property as determined by the survey on the ground under my supervision. Subject to any and all easements, and restrictions, of which I have been advised, the lines and dimensions of said property being indicated by the plat; the size, location and type of buildings and improvements are as shown, all improvements being with the boundaries of the property, set back from property lines the distances indicated. There are no visible encroachments, conflicts or protrusions, except as shown hereon.

FLOOD NOTE:
THIS TRACT IS WITHIN ZONE 'X', (UNSHADED), AREAS DETERMINED TO BE OUTSIDE 0.2% ANNUAL CHANCE FLOODPLAIN, PER FEMA FLOOD INSURANCE RATE MAP FOR DALLAS COUNTY, TEXAS AND INCORPORATED AREAS, MAP NUMBER 48113C0545 K, EFFECTIVE DATE: JULY 7, 2014. THIS FLOOD STATEMENT DOES NOT IMPLY THAT THE PROPERTY AND/OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE ON RARE OCCASIONS. GREATER FLOODS CAN AND WILL OCCUR AND FLOOD HEIGHTS MAY BE INCREASED BY MAN-MADE OR NATURAL CAUSES. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.



William Davis Finney
WILLIAM DAVIS FINNEY, R.P.L.S. Tx. #3941

EXHIBIT "A"

Agenda Item 3C

Approval of an Ordinance amending Chapter 17 of the Code of Ordinances, Division 2. "Parking Regulations on Specific Streets", by adding Subsection 17.04.064 to provide for no parking on the north and south sides of the westbound U.S. Highway 175 service road, beginning at its point of intersection with FM 1389 eastward for a distance of approximately 3,125 feet through the 1800 block of U.S. Highway 175; authorizing the City Manager or Designee to cause the appropriate signage to be erected; providing a savings clause; providing for a severability clause; providing a penalty of fine not to exceed the sum of Two Hundred Dollars (\$200.00) for each offense; providing for publication; and providing an effective date.

BACKGROUND OF ISSUE:

Concerns have been expressed to the City of possible safety issues with people parking along the north and south sides of U.S. Highway 175 from FM 1389 and points east to avoid entering the Seagoville Trades days parking grounds. In the interest of safety for all who visit Seagoville Trades Days, the owner and/or management of Seagoville Trades Days is asking the City to consider prohibiting parking on the north and south sides of the westbound service road from FM 1389 for a distance of 3,125 feet eastward, with signage to be supplied and erected by Kaufman County TxDOT. When vehicles park on north or south sides of westbound service road from FM 1389 and points eastward, it creates several safety concerns such as:

- Pedestrians to include children crossing an exit ramp for FM 1389 from westbound US Highway 175, highway proper.
- Pedestrians to include children crossing over the service road to either side coming to, or leaving Seagoville Trades Days.
- Slowing down of emergency vehicles in this area due to vehicles being parked on both sides of the roadway.
- Vehicles parked on unimproved surfaces (no shoulder) area.

The Police Department has reviewed this request and concurs with the Findings and safety concerns.

Staff recommends approval of the proposed amended ordinance, if the City Council so desires.

FINANCIAL IMPACT:

There will be no financial impact to the City as should the amended ordinance be approved Kaufman County TxDOT will supply and erect the proper signage in the areas designated.

AN ORDINANCE OF THE CITY OF SEAGOVILLE, TEXAS

ORDINANCE NO. 34-16

AN ORDINANCE OF THE CITY OF SEAGOVILLE, TEXAS AMENDING CHAPTER 17 OF THE CODE OF ORDINANCES, DIVISION 2. PARKING REGULATIONS ON SPECIFIC STREETS”, BY ADDING SUBSECTION 17.04.064 TO PROVIDE FOR NO PARKING ON THE NORTH AND SOUTH SIDES OF THE WESTBOUND U.S. HIGHWAY 175 SERVICE ROAD, BEGINNING AT ITS POINT OF INTERSECTION WITH FM 1389 EASTWARD FOR A DISTANCE OF APPROXIMATELY 3,125 FEET THROUGH THE 1800 BLOCK OF U.S. HIGHWAY 175; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO CAUSE THE APPROPRIATE SIGNAGE TO BE ERECTED; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200.00) FOR EACH OFFENSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City provides for no stopping, standing or parking on specific streets within the City when signs are erected or curbs are painted on such street providing notice; and,

WHEREAS, the City has determined that it is necessary to prohibit the stopping, standing and parking on the westbound U.S. Highway 175 Service Road, as described herein;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEAGOVILLE, TEXAS:

SECTION 1. That Chapter 17 of the Code of Ordinances of the City of Seagoville, Texas, be and is hereby amended by amending Division 2. “Parking Regulations on Specific Streets”, by adding Subsection 17.04.064 to provide for no parking on the north and south sides of the westbound U.S. Highway 175 Service Road, beginning at its point of intersection with FM 1389 eastward for a distance of approximately 3,125 feet through the 1800 block of U.S. Highway 175, which shall read as follows:

“Division 2. Parking Regulations for Specific Streets

.....

Sec. 17.04.064 U.S. Highway 175 Westbound Service Road at FM 1389

It shall be unlawful for any person to leave, stand, or park any motor vehicle or other vehicle or impediment at any time on the north and south sides of the

westbound U.S. Highway 175 Service Road, beginning at its point of intersection with FM 1389 eastward for a distance of approximately 3,125 feet through the 1800 block of U.S. Highway 175.

Secs. 17.04.065-17.04.090 Reserved”

SECTION 2. That the City Manager or designee is hereby directed to cause appropriate signs to be erected giving notice of the no parking zone established herein and such provision shall not be effective unless such signs or markings are in place at the time of an alleged offense.

SECTION 3. That all ordinances of the City of Seagoville in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Seagoville not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 6. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Seagoville, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two hundred dollars (\$200.00) for each offense.

SECTION 7. This ordinance shall take effect from and after its passage and the publication of the caption as the law and Charter in such cases provide.

DULY PASSED by the City Council of the City of Seagoville, Texas, this the 14th day of November, 2016.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

APPROVED AS TO FORM:

CITY ATTORNEY
(cdb 11/07/2016)

ORDINANCE NO. 34-16

AN ORDINANCE OF THE CITY OF SEAGOVILLE, TEXAS AMENDING CHAPTER 17 OF THE CODE OF ORDINANCES, DIVISION 2. PARKING REGULATIONS ON SPECIFIC STREETS”, BY ADDING SUBSECTION 17.04.064 TO PROVIDE FOR NO PARKING ON THE NORTH AND SOUTH SIDES OF THE WESTBOUND HIGHWAY 175 SERVICE ROAD, FOR THE ENTIRE DISTANCE BETWEEN FM 1389 TO THE 1800 BLOCK OF U.S. HIGHWAY 175; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO CAUSE THE APPROPRIATE SIGNAGE TO BE ERECTED; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200.00) FOR EACH OFFENSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

DULY PASSED by the City Council of the City of Seagoville, Texas, this the 14th day of November, 2016.

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

Agenda Item 4C

Approval of a Resolution declaring certain City property surplus and authorizing the City Manager to sell, trade or dispose of the property in accordance with the processes established in the Code of Ordinances; providing for repeal of any and all resolutions in conflict; providing for a severability clause; and providing for an effective date.

BACKGROUND OF ISSUE:

City staff have identified a black and white 2008 Ford Crown Victoria with over 110,000 miles on the vehicle that has serviced this Police Department well; however is no longer a viable asset to the City based on mileage and maintenance issues. City Ordinance requires that Council declare this item as surplus property before the City Manager may dispose, sell, or trade this item in accordance with established City ordinance guidelines.

Staff proposes to sell and/or auction the black and white 2008 Ford Crown Victoria through an on-line auction company known as (Propertyroom.com). Propertyroom.com will take physical possession of the vehicle that has been stripped of all emergency equipment, communications equipment and any other law enforcement related components as prescribed by law. Propertyroom.com will dispose of this vehicle through the online auction process, and a portion of the proceeds will be forwarded to the City.

FINANCIAL IMPACT:

The City of Seagoville has an existing agreement with Propertyroom.com for their services. Propertyroom.com charges 12.5% for their service and remits 87.5% of the sale back to the City.

A RESOLUTION OF THE CITY OF SEAGOVILLE, TEXAS

RESOLUTION NO. 60-R-16

A RESOLUTION OF THE CITY OF SEAGOVILLE, TEXAS, DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE CITY MANAGER TO SELL, TRADE AND/OR DISPOSE OF IT IN ACCORDANCE WITH THE PROCESS ESTABLISHED IN THE CODE OF ORDINANCES; PROVIDING FOR THE REPEAL OF ANY AND ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council recognizes that in the normal course of providing municipal services, the various departments will exhaust the useful life of its capital equipment, and other property that does not meet the capital equipment threshold, to the point where it is no longer cost effective to maintain and operate; and

WHEREAS, the above categories of property and equipment do not contribute to providing municipal services and need to be removed from City inventories and storage; and

WHEREAS, the City Council, according to the Code of Ordinances, declares a black and white 2008 Ford Crown Victoria with over 110,00 miles, more specifically described in Exhibit "A", as surplus property; and

WHEREAS, the City Secretary shall maintain inventory records of each item of surplus property sold or disposed of and the sale price of or destination of each item; and

WHEREAS, the City Council has determined that declaring this property as surplus is in the best interest of the City of Seagoville; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEAGOVILLE, TEXAS:

SECTION 1. The City Council declares a black and white 2008 Ford Crown Victoria with over 110,000 miles as surplus property, more specifically described in Exhibit "A", and authorizes the City Manager to sell, trade and/or dispose of the property according to law.

SECTION 2. All resolutions of the City of Seagoville heretofore adopted which are in conflict with the provisions of this Resolution be, and the same are hereby repealed, and all resolutions of the City of Seagoville not in conflict with the provisions hereof shall remain in full force and effect.

SECTION 3. If any article, paragraph, subdivision, clause or provision of this Resolution, as hereby amended, be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this Resolution as a whole or any part or provision thereof, as amended hereby, other than the part so declared to be invalid or unconstitutional.

SECTION 4. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY ORDERED by the City Council of the City of Seagoville, Texas, this the 14th day of November, 2016

APPROVED:

MAYOR

ATTEST:

CITY SECRETARY

APPROVED AS TO FORM:

CITY ATTORNEY

Exhibit A

Year	Make	Model	VIN	Color	Miles
2008	Ford	Crown Victoria	2FAFP71V38X178092	Black & White	110,203

Agenda Item 5

Receive presentation/update from Jim Forbes with Pipeline Analysis, LLC regarding the Sanitary Sewer System Capacity, Management, Operation and Maintenance (CMOM) and Stafford Addition Project.

BACKGROUND OF ISSUE:

As a friendly reminder, the City of Seagoville is under an Administrative Order from the Environmental Protection Agency (EPA), to develop a Capacity, Management, Operation and Maintenance Plan. There are several compliance standards that will require expert sanitary sewer engineering advice to complete. Pipeline Analysis, LLC is currently under contract with the North Texas Municipal Water District and several other municipalities in the area to accomplish the same tasks as Seagoville.

On or about February 1st, the City Council entered into a Professional Services Agreement with Pipeline Analysis, LLC to assist the City in achieving compliance with the EPA's Administrative Order. Mr. Forbes will present the CMOM to the City Council as well as provide an update on the Stafford Addition Project.

FINANCIAL IMPACT:

N/A

Agenda Item 6

Conduct interviews with Board and Commission applicants.

BACKGROUND OF ISSUE:

Currently vacancies exist on the Planning and Zoning Commission, Board of Adjustments, Park and Recreation Advisory Board, Library Advisory Board, Keep Seagoville Beautiful and Seagoville Economic Development Corporation.

At this time, brief interviews may be conducted with each applicant individually.

For your convenience, below is list of applicant's in alphabetical order along with their desired board.

- **Karl Boss**; desires appointment to Board of Adjustments or Keep Seagoville Beautiful Board.
- **Sergio Carrasco**; desires appointment to Seagoville Economic Development Corporation
- **Courtney Chamberlain**; desires appointment to Keep Seagoville Beautiful Board.
- **Raymond Covert**; desires appointment to Board of Adjustments (1st Choice), Seagoville Economic Development Corporation (2nd Choice), Keep Seagoville Beautiful (3rd Choice), Planning & Zoning Commission (4th Choice) and Animal Shelter Advisory Committee (5th Choice).
- **Anthony Guadalupe Gutierrez**; desires appointment to Planning & Zoning Commission (1st Choice), Keep Seagoville Beautiful (2nd Choice), Animal Shelter Advisory Committee (3rd Choice), Library Advisory Board (4th Choice), Seagoville Economic Development Corporation (5th Choice), Board of Adjustments (6th Choice), Park and Recreation Advisory Board (7th Choice).
- **Councilmember Harold Magill**; desires appointment to Seagoville Economic Development Corporation.
- **Roscio Navarro Rueda**; desires appointment to Seagoville Economic Development Corporation, Park and Recreation Advisory Board, Library Advisory Board, Animal Shelter Advisory Committee or Keep Seagoville Beautiful Board.

Per the Charter, Section 3.19(b), Boards and Commissions, states in part “the City Council may, by an affirmative vote of four (4) council members, waive any requirement that a person may only serve on one (1) board or commission.”

FINANCIAL IMPACT:

N/A

Agenda Item 7

Discuss and consider board and commission appointments to the Planning and Zoning Commission; Board of Adjustments; Park and Recreation Advisory Board; Library Advisory Board, Seagoville Economic Development Corporation and Keep Seagoville Beautiful Commission.

BACKGROUND OF ISSUE:

This item will provide an opportunity for the City Council to make formal appointments to the boards and commissions. The appointment will become effective immediately following passage.

The following vacancies currently exists:

Planning & Zoning Commission

Place 7 with a term expiring in June 2017

Board of Adjustments

Alt. #1 with a term expiring in June 2017

The typical practice is to move Alt. #2 to Alt. #1 and then fill the Alt. #2 position. If this is the Council's desire, Alt. #2 position term expires in June 2018. The terms remain with the position not the appointee.

Park and Recreation Advisory Board

Currently there is not a vacancy; however, there is lack of attendance by two (2) board members.

Place #2 with a term expiring in June 2017

Place #5 with a term expiring in June 2017

Library Advisory Board

Place #1 with a term expiring in June 2017

Seagoville Economic Development Corporation

Place #6 with a term expiring in June 2018; previously held by a Councilmember

Place #7 with a term expiring in June 2017

Keep Seagoville Beautiful Commission

Place #2 with a term expiring in June 2017

Place #7 with a term expiring in June 2017

FINANCIAL IMPACT:

N/A

PLANNING AND ZONING COMMISSION

**Attendance Record
January 2014 through October 2016**

MEETING DATE	Alexandria Perez	James Sudduth	Catherine Braggs	Dee Thompson	Garry Adams	Vacant	Michael Dupuis
1/28/2014	X	X					
3/11/2014	X	Excused					
5/13/2014	X	X					
6/24/2014	X	X					
8/12/2014	X	X	X				
9/9/2014	Excused	X	X				
9/23/2014	X	X	X				
10/28/2014	X	X	X				
11/13/2014(A)	X	Excused	X				
11/13/2014(B)	X	X	X				
12/1/2014	X	X	Excused				
3/24/2015	X	X	X				
5/12/2015	Unexcused	X	X				
7/2/2015	Unexcused	X	Excused	X	X		
7/7/2015	X	X	X	X	X		
8/11/2015	X	X	X	Excused	X		
8/25/2015	Excused	X	Excused	X	X		
9/8/2015	X	X	X	X	X		
9/29/2015	X	X	Excused	X	Excused		
10/27/2015	X	X	Excused	X	X		
11/10/2015	X	X	X	X	Unexcused		
12/8/2015	Arrived @ 6:34 pm	X	Excused	Arrived @ 6:41 pm	X		
1/12/2016	X	X	X	X	Unexcused		
2/23/2016	Unexcused	Excused	X	X	X		
3/8/2016	X	X	Excused	X	Unexcused		
4/12/2016	X	X	Excused	Excused	X		
7/12/2016	Arrived @ 6:40 pm	X	X	Unexcused	Unexcused		X
7/26/2016	X	X	X	X	X		X
8/23/2016	X	Excused	Unexcused	X	Unexcused		X
9/27/2016	X	X	Excused	Excused	X		X
10/11/2016	Arrived after Mtng	Excused	Excused	X	X		X
10/25/2016	X	X	Excused	Excused	X		X
PRESENT	26	27	16	14	13		6
ABSENT	6	5	12	5	6		0

BOARD OF ADJUSTMENT / BUILDING AND STANDARDS COMMISSION

Attendance Record January 2014 through October 2016

MEETING DATE	Jerry Yearout	George Edwards	Sidney Sexton	Mildred Thompson	Nancy Ashley	(Alternate #2) Lorin Mullens	(Alternate #1) VACANT
2/24/2014			X				
6/23/2014			X				
8/26/2014			X				
9/22/2014			X	X			
10/27/2014			X	X			
11/13/2014			X	X			
5/14/2015	X		X	X			
6/22/2015	Unexcused		X	X			
8/24/2015	X		X	X	X		
2/19/2016	X	X	Excused	X	X		
6/27/2016	X	X	X	X	X	X	
7/12/2016	X	Unexcused	X	Unexcused	X	X	
7/21/2016	X	X	X	X	X	X	
8/25/2016	X	X	X	Excused	X	X	
10/24/2016	Unexcused	X	X	X	X	X	
PRESENT	7	5	14	10	7	5	0
ABSENT	2	1	1	2	0	0	0

PARK AND RECREATION COMMISSION

Attendance Record

January 2014 through November 2016

MEETING DATE	Jessica Langford	Amber Mefford	Stacy Epperson Wright	Todd Brisbon	Stephen Bosma	Blanch Gattis	Jodi Gunnels
2/4/2014						X	
6/3/2014						X	
7/1/2014	Meeting cancelled; Lack of Quorum						
8/5/2014						Excused	
9/16/2014						X	
10/28/2014						X	
12/2/2014						X	
2/2/2015						X	
3/3/2015						X	
8/4/2015	X	X		X		X	X
9/2/2015	X	X		X		X	X
12/1/2015	X	X		X		X	Unexcused
1/5/2016	Meeting cancelled; Lack of Quorum						
2/2/2016	Unexcused	Excused		Unexcused		X	X
3/2/2016	Unexcused	X		Unexcused		Excused	Unexcused
4/5/2016	X	X		Unexcused		X	Unexcused
6/7/2016	Meeting cancelled; Lack of Quorum						
7/5/2016	Meeting cancelled; Lack of Quorum						
8/2/2016	Meeting cancelled; Lack of Quorum						
9/6/2016	Unexcused	X	Excused	Unexcused	Unexcused	X	X
10/4/2016	Meeting cancelled; Lack of Quorum						
11/6/2016	Meeting cancelled; Lack of Quorum						
Present	4	6	0	3	0	13	4
Absent	3	1	1	4	1	2	3

Library Advisory Board

Attendance Record
January 2014 through October 2106

MEETING DATE	VACANT	Reba Groblebe	Mary L. Graham	Judy Whitehead	Pat Bearden	Anne Sexton
1/21/2014		X	EXCUSED		X	X
2/18/2014		X	X		X	X
3/18/2014		X	X		X	X
4/15/2014		X	X		X	X
5/20/2014		X	X		X	X
6/17/2014		X	X		X	X
8/19/2014		X	EXCUSED		X	EXCUSED
9/16/2014		X	X		X	EXCUSED
10/21/2014		X	X		X	X
11/18/2014		X	X		X	X
12/16/2014		X	EXCUSED		X	X
1/20/2015		X	X		X	EXCUSED
2/17/2015		X	X		X	X
3/17/2015		X	EXCUSED		X	X
4/21/2015		X	X		X	X
5/19/2015		EXCUSED	X		X	X
6/16/2015		X	EXCUSED		X	X
7/21/2015		X	EXCUSED		X	X
8/18/2015		X	X		X	X
9/15/2015		X	X		X	EXCUSED
10/20/2015		X	X		X	X
11/17/2015		X	X		X	X
1/19/2016		X	X		X	X
2/16/2016		X	X		X	X
3/15/2016		X	X		X	X
4/19/2016		X	EXCUSED		X	X
5/17/2016		X	X		X	X
6/18/2016		X	X	X	X	X
7/19/2016		X	X	X	X	X
8/16/2016		X	X	X	X	X
9/20/2016		X	X	X	X	X
10/18/2016		EXCUSED	X	X	X	X
PRESENT	0	30	25	5	32	28
ABSENT	0	2	7	0	0	4

ANIMAL SHELTER

Attendance Record January 2014 through October 2016

MEETING DATE	Sgt. Karl Bailey	ACO Justin Harley	Dr. Ronnie Mohr	Bettye Baker	Todd Brisbon
4/1/2014	X		X	X	
8/12/2014	X		X	X	
12/16/2014	X		X	X	
3/24/2015	X		X	Excused	
8/11/2015	Meeting cancelled due to lack of quorum				
9/8/2015	X		X	X	X
12/1/2015	Meeting cancelled due to lack of quorum				
2/23/2016	X		X	X	X
6/14/2016	X	X	Excused	X	X
9/20/2016	X	X	X	X	Excused
PRESENT	8	2	7	7	3
ABSENT	0	0	1	1	1

Seagoville Economic Development Corporation

Attendance Record January 2014 through October 2016

MEETING DATE	Barbara Sherman	Martin Ashley	Stepper Sebastian	Jose Hernandez	Don Cole	Vacant	Vacant
2/10/2014			X				
2/24/2014			X				
3/10/2014			X				
4/14/2014			X				
5/12/2014			X				
5/27/2014 Special			X				
6/9/2014			X				
7/10/2014 Special			X				
7/17/2014			X				
8/4/2014			X		X		
9/8/2014			X		X		
10/9/2014			X		X		
11/10/2014			Excused		Excused		
12/16/2014			X		X		
1/12/2015			X		X		
1/27/2015			X		X		
8/11/2015	Excused		X		X		
8/25/2015	X		X		X		
9/15/2015	X		X		X		
9/24/2015	X		Unexcused		X		
10/13/2015	X		X		X		
10/22/2015	X		X		X		
11/9/2015	X		X		X		
12/7/2015	X		X		X		
12/15/2015	X		X		X		
1/5/2016	X		X		X		
1/11/2016	X		X	X	X		
2/8/2016	X		X	X	X		
2/22/2016	X		X	X	X		
3/14/2016	X		X	X	X		
3/29/2016	X		X	X	X		
4/11/2016	X		X	X	X		
5/9/2016	X		X	X	X		
5/17/2016	X		X	X	X		
6/30/2016	X	X	X	X	X		
7/19/2016	X	X	X	X	X		
8/23/2016	X	X	X	X	X		
9/19/2016	X	X	X	X	X		
10/24/2016	X	X	X	X	X		
PRESENT	22	5	37	13	29	0	0
ABSENT	1	0	2	0	1	0	0

Keep Seagoville Beautiful

Attendance Record January 2014 through October 2016

MEETING DATE	Stacy Wright	Vacant	Charlotte Hernandez	Kara Dodson	Vacant	Alexandria Perez	Gladys Santiago
1/21/2014			X			X	X
2/18/2014			X			X	X
3/18/2014			X			X	X
4/15/2014			X			X	X
5/20/2014			X			X	X
6/17/2014			Excused			X	X
8/19/2014			X	X		X	X
9/16/2014			X	Excused		X	X
10/21/2014			X	X		X	X
11/18/2014			X	X		X	X
1/20/2015			X	Excused		X	X
2/17/2015			X	X		X	X
3/17/2015			X	X		Excused	X
4/21/2015			X	X		X	X
5/19/2015			X	Excused		X	X
7/21/2015			X	Excused		X	X
8/18/2015			X	X		Excused	Excused
9/22/2015			X	X		X	X
10/20/2015			X	X		X	X
11/17/2015			X	Excused		X	X
1/19/2016			X	X		X	Excused
2/16/2016			X	X		X	X
3/15/2016			X	X		Excused	X
4/19/2016			X	X		X	X
6/21/2016			X	X		X	X
7/19/2016	X		X	X		Excused	X
8/16/2016	Excused		X	X		X	X
9/20/2016	X		X	X		X	X
10/18/2016	X		X	X		Excused	X
PRESENT	3	0	28	18	0	24	27
ABSENT	1	0	1	5	0	5	2

Agenda Item 8

Discuss and consider amendments to the City Council Rules of Procedure.

BACKGROUND OF ISSUE:

Per the Charter, Section 3.13 Rules of Procedure, the City Council shall adopt, every two (2) years; the latest version of Robert's Rules of Order, and any other rules of order and business; and, the Council may adopt rules to compel attendance of its members.

The last review of the Rules of Procedure was conducted in July 2014.

FINANCIAL IMPACT:

N/A

CITY OF SEAGOVILLE

CITY COUNCIL

RULES OF PROCEDURE

**Adopted: 08/18/1988 (Res. 11-88)
05/18/1989 (Res. 08-89)**

**Revised: 04/19/1990 (Motion)
05/16/1991 (Minute Action)
01/17/2002 (Motion)
08/21/2003 (Consensus)
09/04/2003 (Minute Action)
11/06/2003 (Res. 16-03)
02/19/2004 (Res. 06-04)
01/05/2006 (Res. 02-06)
03/15/2007 (Res. 14-07)
06/18/2012 (Res. 19-R-12)
07/21/2014 (Minute Action)
09/15/2014 (Minute Action)**

CITY COUNCIL RULES OF PROCEDURE

I. AUTHORITY

- A. Roberts Rules of Order
The City Council will adopt Roberts Rules of Order 11th Edition, as amended, as its own Rules of Procedure.
- B. Adoption of Rules
The following set of Rules shall be in effect at the time of their adoption by the City Council, and shall be subject to amendment or suspension by the City Council as set forth in these Rules.

II. GENERAL PROCEDURE

- A. Meetings to be Public
All regular meetings will be held in the City Hall, in the Council Chambers. Executive Sessions will be held in the Executive Conference Room.
- B. Quorum
Council business will begin as scheduled if a quorum of three members of City Council is present.
- C. Attendance
All members of the City Council will attend all meetings. Any member unable to attend any meeting must notify the Mayor, City Secretary, or City Manager a minimum of two (2) hours prior to worksession.
- D. Minutes of Meetings
The City Secretary shall record and produce written minutes of all Regular and Special Called Council Meetings and shall have these minutes posted on the City's website following approval by the City Council. For proceedings other than Regular or Special Called meetings held in accordance with the Open Meetings Act, minutes in digital format will be permanently maintained in accordance with the Records Retention Schedule for the City. Following approval of the written minutes, the City Secretary will keep the digitally formatted minutes for Regular and Special Called meetings for the period of time designated in the City's Records Retention Schedule.

The public may obtain hard copies of written or recorded minutes through an Open Records Request, such to be made during regular business hours or from the city's website. In the event the City Secretary

is unable to attend a meeting, the City Manager shall designate a representative to take minutes/record the proceedings.

E. Suspension of Rules

Any provision of these Rules not governed by the City Charter, City Code, or State Law may be temporarily suspended by a majority vote of all members of the City Council.

F. Amendment of Rules

These rules may be amended or new rules adopted by a majority vote of all members of the City Council provided that the proposed amendment or new rules shall have been introduced at a prior Regular meeting of the City Council.

G. Attendance of Officers and Employees

Other officers and employees of the City of Seagoville shall attend City Council meetings when requested to do so by the City Manager.

III. TYPES OF MEETINGS

A. Regular Meetings

The City Council shall hold regular meetings on the 1st and 3rd Mondays, at 7:00 p.m., of each month; and may hold as many additional meetings during the month as may be necessary for the transaction of the business of the City and its citizens.

B. Special Meetings

Special meetings may be called by the Mayor, the Mayor Pro Tem (when acting in place of the Mayor), or by a majority of the City Council. The call for a special meeting shall specify the day and time of such meeting, as well as the items to be considered.

The call for a special meeting shall be filed with the City Secretary, in written form, signed by the Mayor, Mayor Pro Tem (in the absence of the Mayor), or a majority of the City Council at least four days prior to the special meeting. In case of a call for a Special Meeting, the purpose of such meeting will be expressed in the notice.

The call for a special City Council meeting as provided for above made at a regular meeting, at which a quorum of members of the City Council are present, shall be sufficient notice of such meeting. If any member of the City Council is absent from any regular meeting when such special meeting is called, such member shall be given either written or telephone notice through a reasonable effort by the City Secretary. It shall be the responsibility of each City Council member to notify the City Secretary of an address or telephone number where the notification can be made.

- C. Executive Session
The City Council may meet in executive sessions at the call of the Mayor, Mayor Pro Tem (when acting in place of the Mayor), or a majority of the City Council. The City Secretary is responsible for properly posting the agenda and attending the Executive Session to maintain the Certified Agenda. At such meeting, Council may consider those matters allowed under state law.

- D. Joint Sessions
The City Council may meet with other boards and commissions in joint sessions at the call of the Mayor, Mayor Pro Tem (when acting in place of the Mayor), or a majority of the City Council at such times as the business of the City requires.

- E. Recessed Meetings
Any meeting of the City Council may be recessed to a later time by a majority vote of the City Council, provided that no recess shall be for a longer period than twenty-four (24) hours. All recessed meetings must set a time to reconvene.

- F. Work Session
The City Council may hold work sessions to receive briefings and background information from the staff and consultants. Work session meetings shall be at a time and place established by the Council. Work Sessions shall comply with all provisions of the Texas Open Meetings Act. No official action may be taken by the Council in a work session meeting, although the Council may give direction to the staff on issues under consideration.

IV. PRESIDING OFFICER OF THE CITY COUNCIL AND DUTIES

- A. Presiding Officer
The Mayor shall preside over the meetings of the City Council.

The Mayor Pro Tem shall be selected from among the members of the City Council at the first regular meeting following the general election at which all Council Places have been filled. The Mayor Pro Tem shall perform all duties of the Mayor in his absence.

In the absence of both the Mayor and Mayor Pro Tem, the City Secretary shall call the meeting to order and shall call upon the Council to select a member to act as presiding officer.

- B. Preservation of Order
The presiding officer shall have the authority to maintain the order and decorum of a meeting.

V. ORDER OF BUSINESS

A. Agenda

The order of the business of each City Council meeting shall be contained in the Agenda prepared under the supervision of the Mayor and City Manager, and posted by the City Secretary at City Hall no fewer than 72 hours prior to the scheduled meeting, or as required by the Texas Open Meetings Act. The agenda shall be posted in the front window facing-outward and visible to all persons at all times during the posting period.

Any person desiring to present an item for the City Council's consideration may do so by written request to the City Secretary. When a written request from a person desiring to present an item for the Council's consideration is received, it shall first be placed on a work session agenda. To be considered, a written request must be received no later than 5:00 p.m. on Tuesday of the week preceding the City Council work session at which the item is to be considered. Any written presentation must also be submitted with the request prior to placement on the agenda. Should a person fail to appear at the City Council work session at which he has requested an item to be considered by the City Council, that item may be dropped by the City Council unless that person has earlier requested the item to be tabled. Any item requested to be on the agenda may be tabled no more than two meetings after receipt of the request.

At a Regular Meeting of the Council, Citizens shall be allowed six (6) minutes to speak before the City Council.

Council members will receive an agenda packet of information relative to the upcoming City Council meeting by Thursday afternoon. They may be picked up in the City Secretary's office after 5:00 p.m. on Thursday preceding the meeting.

VI. MOTIONS AND VOTING PROCEDURE

A. Vote of the Presiding Officer

The Mayor may participate in the discussion of all matters coming before the Council but shall be entitled to vote only in case of a tie, as dictated by the City Charter.

B. Abstention from Voting

No member of the City Council shall be excused from voting except on matters where there is a conflict of interest as provided in the City Charter. Unless otherwise provided for by state statute, City Charter, or the Council's Rules of Procedure, an affirmative vote of at least three (3) members shall be necessary for the action by the City Council.

VII. BOARDS, COMMISSIONS AND COMMITTEES

A. Appointment

Upon receipt of an application received Tuesday by 5:00 p.m. of the week prior to the meeting for which an appointment will be made, the Council shall consider and appoint members to Boards and Commissions as soon as practicable following each general election.

As the need arises, the City Council may appoint ad hoc advisory committees. Any committee so created shall cease to exist upon the completion of its purpose or when abolished by the City Council. The Mayor may make such appointments to ad hoc committees, but such appointments shall be made with the consent of the Council.

B. Terms

Unless otherwise provided for by ordinance or statute, Board and Commission terms shall be for two years, or until a successor is appointed.

C. Vacancies

A position in a board, commission, or committee shall be declared vacant if a term expires, or if a member fails to comply with the Attendance Policy.

Council shall appoint a replacement to fill an unexpired term in case of a vacancy. At the discretion of Council, current alternate members may be considered prior to new applicants. The alternate member with the longest tenure shall assume the duties of the vacant position until a regular appointment is made by the Council or until the term of office for which the alternate is filling expires. In the event more than one vacancy on a board, commission, or committee exists, the alternate member with the longest tenure shall assume the longest remaining term of the vacant position.

Resignation of a member of a board, commission, or committee shall be in writing. Resignation by a member of a board or commission is effective, and not subject to revocation, upon tendering written notification to the City Secretary and such vacancy shall be filled by the City Council for the remaining term, as set forth herein.

Regular and alternate members serve at the will of the City Council and may be removed by an affirmative vote of three (3) members of the Council.

Unless otherwise provided for by statute or ordinance, a member or alternate member who ceases to reside in the City of Seagoville or no longer meets the requirements for a Board or Commission during his or her term of office shall immediately forfeit his or her office. Notice must

be submitted to the City Secretary as soon as practicable, by the Chair of the Committee.

D. Attendance

Attendance by members is important to the proper functioning of all City boards, commissions, or committees. All members including alternates will attend all meetings. Any member unable to attend any meeting must notify the Chair or staff liaison of the board, commission, or committee at least two (2) hours prior to meeting. An absence will be considered unexcused unless a valid emergency.

To ensure the Board's or Commission's productivity, the City Council hereby establishes an attendance policy for its Boards & Commissions, as well as ad hoc committees which may from time to time be established.

The attendance policy requires both the regular and alternate members of a board, commission, or committee not miss more than three (3) meetings during any twelve month period beginning with the member's appointment date. An absence from a meeting may be excused by a board, commission, or committee, or by its chair, if it results from illness, vacation, death in the family or for a reason beyond the control of a member. It is the member's responsibility to seek an excused absence.

Absence from three (3) consecutive meetings or four (4) cumulative meetings of a board, commission, or committee results in the automatic resignation of a member. The Chair shall record the attendance of its respective board, commission, or committee and submit the findings to the City Secretary. When, in the opinion of the Chair, or by virtue of the attendance record, a member has not complied with the attendance requirement, the City Council through the City Secretary will be notified so that the vacancy on said board, commission, or committee might be filled. Quarterly attendance reports will be submitted to the City Secretary to provide to the City Council at the first meeting of each quarter.

From time to time, a joint session with the City Council may be held. Attendance at these joint sessions applies toward a member's attendance record. In the case of a joint session, the member shall notify the City Secretary or Board Liaison of his/her inability/reason for not attending.

Agenda Item 9

Discuss and consider directing staff on the Christmas Tree placement for the holiday season.

BACKGROUND OF ISSUE:

This item has been placed on the agenda at the request of Councilmember Epps.

FINANCIAL IMPACT:

N/A

Agenda Item 10

Receive Councilmember Reports.

BACKGROUND OF ISSUE:

Items of community interest regarding which no action will be taken, as authorized by Section 551.0415 of the Government Code.

FINANCIAL IMPACT:

N/A

Agenda Item 11

Receive Citizen Comments.

BACKGROUND OF ISSUE:

Citizens may speak 6 minutes each on any matter, other than personnel matters, or matters under litigation.

FINANCIAL IMPACT:

N/A

Agenda Item 12

Receive Future Agenda Items.

BACKGROUND OF ISSUE:

If a Councilmember should wish for an item to be placed on a future agenda it may be requested at this time. Please keep in mind, there **CANNOT** be a discussion amongst the City Council regarding this item because it is not listed on the posted agenda.

FINANCIAL IMPACT:

N/A

Agenda Item 13 and 14

ITEM 13.

Recess into Executive Session in compliance with Texas Government Code Section 551.074, Personnel, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to wit: Municipal Court Judge(s) and City Secretary.

ITEM 14.

Discuss any item and/or take any action necessary as a result of the Executive Session.

Agenda Item 15

Adjourn.

BACKGROUND OF ISSUE:

At this time, the Mayor may adjourn the meeting if there is no further business to conduct.

FINANCIAL IMPACT:

N/A