



**MINUTES OF CITY COUNCIL
WORK SESSION
JULY 17, 2023**

The Work Session of the City Council of the City of Seagoville, Texas was called to order at 6:30 PM on Monday, July 17, 2023, at City Hall, 702 N. Hwy 175, Seagoville, Texas with a quorum present, to wit:

Lackey Stepper Sebastian	Mayor
Harold Magill	Mayor Pro-Tem
Jose Hernandez	Councilmember
Rick Howard	Councilmember
Allen Grimes	Councilmember
Jon Epps	Councilmember

The following staff members were also present: City Manager Patrick Stallings, Assistant City Manager Cindy Brown, Police Chief Ray Calverley, Sgt. Karl Bailey, Finance Director Gail French, City Attorney Victoria Thomas, and Interim City Secretary Melinda Welsh.

A. Discuss Regular Session Agenda Items

- 1. Consider approving City Council Meeting minutes for June 20, 2023, June 26, 2023, July 03, 2023, and July 06, 2023. (Interim City Secretary)**

No questions on this item.

- 2. Recess Into Executive Session**

Council will convene into closed Executive Session in accordance with Texas Government Code pursuant to the following:

- A. Section 551.071 – Consultation with City Attorney: Seek legal advice regarding the Boards and Commission appointments with possible discussion and action related thereto in open session.**

- 3. Reconvene Into Open Session**

Council will reconvene into open session, and take action, if any, on matters discussed in Executive Session.

No questions on this item.

- 4. Conduct interviews with Boards & Commissions Applicants for appointments and reappointments. (City Secretary)**

No questions on this item.

5. **Discuss and consider approving a Resolution of the City Council of the City of Seagoville, Texas, amending the authorized representatives for TexPool (An investment service for public funds); and providing an effective date. (Finance Director)**

Finance Director Gail French stated this is a resolution to remove the former mayor from the city's investment account as an authorized signer and to add Mayor Sebastian to the investment account so that he is authorized to make transactions or sign documents. It will also add the senior accountant as inquiry-only person.

6. **Discuss and consider approving an Ordinance of the City of Seagoville, Texas, authorizing and approving an amendment to Ordinance No. 19-2022, which adopted the operating budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023, by amending the personnel costs and authorized positions in the Animal Services Department to provide an additional \$13,343.96 appropriation for the transition of two part-time Animal Shelter Attendants to full-time and funding of the additional cost from the General Fund balance; authorizing the City Manager to make said adjustments; providing for the repeal of all ordinances in conflict; providing a severability clause; and providing an effective date. (Police Chief)**

City Manager Pat Stallings stated that Police Chief Ray Calverley will speak on this item and go into more detail. The city has a real need to have full-time Staff at the Animal Shelter and have found a way to do it.

Police Chief Ray Calverley stated that since 2010, when the Police Department took the Animal Services over again, have had two part-time shelter attendants. Over the past few years, the city has grown, and so has the population of animals not only coming into the city but also coming into the shelter. As you know, the city is in the process of building a new animal shelter, which will require more staffing, and right now is a good time to do this. Staff found a way to accomplish it, with the City Manager's help. It will benefit in a lot of ways, but the biggest way is keeping the shelter open seven days a week, eight hours a day from 8 AM – 5 PM and it is a seven-day-a-week, 365-day operation because the animals must be taken care of in that manner. Additionally, it will give the attendants more time to clean the shelter. This will give them an extra eight hours throughout the day to spot clean, so it will not be as bad when they walk in first thing in the morning. It is being proposed to move the two current part-time shelter attendants to full-time positions. In doing that for the remainder of this year, it would encumber \$13,343.96 to accomplish it. There will need to be a budget adjustment or budget configuration for the 2023-24 budget year that will encompass all the benefits, and everything combined. This action will make two full-time Animal Control Officers (ACO) and two full-time shelter attendants.

City Manager Pat Stallings stated there appears to be a rise, as is happening nationwide. One of the things that hits Seagoville is that some of the local communities do not have Animal Services and Seagoville is a no-kill shelter so a lot of animals are dumped here. The city works

hard to keep the no-kill status and is becoming more and more difficult. Making these two part-time staffers full-time will help.

Chief Calverley stated it will certainly help as far as adoptions and other business goes. Currently, if anyone comes to the shelter to adopt an animal after 1:00 PM, they must wait until an ACO is available to come in from a call, and the citizen may or may not wait.

- 7. Discuss and consider approving an Ordinance of the City of Seagoville, Texas, adopting amendments to the Home Rule Charter approved by the voters of the City of Seagoville, Texas, at an election held on May 6, 2023; and providing for an effective date. (City Attorney)**

City Attorney Victoria Thomas stated that on May 6, 2023, voters approved eight propositions, A through H, which approved various amendments to the Home Rule Charter. The amendments affected six sections of the Charter and also added one new section. Those sections, as they are amended by the approved propositions, are shown on Exhibit A to the ordinance that is in the agenda packet. The need to adopt this ordinance, even though voters already approved the amendments, is a bookkeeping matter. It will allow the City Secretary to be able to certify it and send to the codifiers that codify the city's charter and code of ordinances online and in paper format and make sure that those amendments show up. Additionally, state law requires the City Secretary to maintain a copy of the Home Rule Charter amendments, and so this will give her that in an ordinance format. State law also requires the mayor to certify to the Secretary of State the Charter Amendments and this will allow him to do that in an ordinance form, which summarizes all the amendments.

- 8. Discuss and consider directing Staff on the frequency of payments to the Mayor and Council, due to the recent voter passage in the May 6, 2023, Special Election of the Charter amendment allowing same. (City Secretary)**

City Manager Pat Stallings stated that a consensus is needed so that when this item is discussed in regular session, there is a record vote on the payment frequency that Council chooses.

Interim City Secretary Melinda Welsh stated that this question is a result of a recent voter-approved Charter amendment to begin a per-meeting payment to Mayor and City Council. Ms. Welsh stated that she polled surrounding cities to see what they did and it varied quite a bit. Some paid Mayor and Council quarterly, and some were semiannually, or annually. It is up to Mayor and Council to decide on the frequency and are looking for direction.

After a brief discussion, it was the consensus of Mayor and Council to be paid quarterly but will vote on this item at the regular meeting later in the evening.

- 9. Report and discuss the changes in rules regarding mobile food service establishments due to the passage of HB 2878. (City Attorney)**

City Attorney Victoria Thomas stated the new rules are effective on September 1, 2023. This House Bill amends Chapter 437A, mobile food establishments, and it only applies to four

counties currently, because of a population requirement, which is Dallas, Tarrant, Harris, and Bexar Counties. The bill says if you have a food truck, a mobile food vending operation, then the city does not regulate the inspection and the licensing, the county does that. Once the county does it, then the food truck can operate anywhere in the county, including all municipalities. Because a small portion of Seagoville is also located in Kaufman County, the question came up if it means that Dallas County regulates those parts of the city that are in Kaufman County and the answer is no. If there is a food truck that wants to operate within the part of the city that is in Kaufman County, the city would still have to license, inspect, and permit that one. The new law does not affect the city's ability to say where food trucks can operate. It does not affect the city's zoning or anything of that nature. This bill primarily takes licensing in Dallas County areas and puts it in the county's domain, not the city's.

Councilmember Hernandez asked if this is for food trucks that are self-propelled vehicles and not a food trailer.

City Attorney Victoria Thomas stated she does not think so, a mobile food establishment means a mobile food unit or roadside food vendor operating from a single preparation facility under the managerial authority of a single permit or license holder, which includes a roadside food vendor. She stated she will review this before the regular session and provide an answer then to see if it covers someone that is not necessarily mobile.

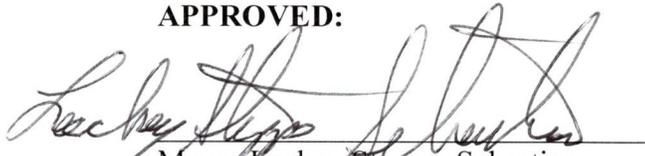
Councilmember Grimes stated that a food trailer is mobile but has to be hitched to something to move.

10. Discuss and consider approving an expenditure of \$300.00 for the purchase of a table for advertisement purposes for the Seagoville Chamber of Commerce Annual Live Auction to be held Saturday, August 19, 2023, at the Kaufman Civic Center located at 607 E. Fair Street, Kaufman, Texas. (City Manager)

City Manager Pat Stallings stated the Chamber of Commerce is holding their annual live auction which will be held at the Kaufman Civic Center, 607 E Fair St., Kaufman, TX, on August 19, 2023. Council needs to consider approving the expenditure of \$300.00 for a table or amend the amount if Council wishes to purchase more tables. Seagoville Economic Development Corporation will also have this item on their agenda to approve a table.

Adjourned at 6:44 PM.

APPROVED:



Mayor Lackey Stepper Sebastian

ATTEST:



Melinda Welsh, TRMC
Interim City Secretary





**MINUTES OF CITY COUNCIL
REGULAR SESSION
JULY 17, 2023**

The Regular Session of the City Council of the City of Seagoville, Texas was called to order at 7:00 PM on Monday, July 17, 2023, at City Hall, 702 N. Hwy 175, Seagoville, Texas with a quorum present, to wit:

Lackey Stepper Sebastian	Mayor
Harold Magill	Mayor Pro-Tem
Rick Howard	Councilmember
Jose Hernandez	Councilmember
Allen Grimes	Councilmember
Jon Epps	Councilmember

The following staff members were also present: City Manager Patrick Stallings, Assistant City Manager Cindy Brown, Police Chief Ray Calverley, Sgt. Karl Bailey, Finance Director Gail French, City Attorney Victoria Thomas, and Interim City Secretary Melinda Welsh.

Invocation – *The invocation was provided by Dennis K. Childress.*

Pledge of Allegiance – *The Pledge of Allegiance was led by Mayor Sebastian.*

Routine Announcements, Recognitions, and Proclamations

Mayor Sebastian presented the award for Financial Reporting Achievement by the Government Finance Officers Association for achieving the Certificate of Achievement for Excellence in Financial Reporting to Finance Director Gail French who accepted on behalf of the Finance Department.

Mayor's Report – *Mayor Sebastian stated he has been speaking to real estate people and others buying property in Seagoville who are upset that Council did not approve 3-story buildings, the future is 3 – 5 story buildings, and not just single story, are going higher instead of just spreading out. He further reported that a group of people are trying to put together a citywide garage sale hand in hand with the Hwy 80 corridor that goes into Louisiana, will talk to the City of Crandall and City of Kaufman and see about getting something started on this end of town for next year.*

Citizens Public Comment Period – *This portion of the meeting is to allow each speaker up to six (6) minutes to address the council on items not posted on the current agenda. Council may not discuss these items but may respond with factual data or policy information or place the item on a future agenda. Citizens wishing to speak on posted agenda items will be called upon at that time. Anyone wishing to speak shall submit a Speaker Request Form to the City Secretary.*

Sandra Waggoner, 2401 Seagoville Rd. addressed Council and stated fireworks have been going off on her side of town since June 30, is still ongoing and is concerned, called the Police Department to report, do not know what the solution is, maybe Police Department can be allowed to use drones if they have any, are shooting the fireworks as late as 2 AM, what is being done, is tired of it, signs are put out that fireworks are prohibited so what is being done to stop it. She stated she would also like to speak on the mobile speed limit monitor that has been sitting in the median on Seagoville Road, is a raceway, monitor is doing nothing to slow speeders down, some may speed faster because of it, neighbors on Sunrise Circle have lost fences to speeders, not sure the monitor does any good and has been there for a few months, and is ready for it to be moved.

Philip Pelayo, 1221 Second St, addressed Council and stated he is here tonight as a citizen but is also a board member of the Chamber of Commerce and of the Seagoville Economic Development Corporation. He would like to speak regarding the cancellation of the SeagoFest parade by the executive directors of the Chamber of Commerce. Mr. Pelayo stated he is aware it is not a matter for the city, spoke to each councilmember and discussed supporting and backing the SeagoFest parade if the Chamber decided to hold it, thanks for support for the cause but the Chamber of Commerce decided not to hold it. He thanked Council for taking the time to listen as he attempted to convince the executive directors of the Chamber to move forward with the parade, but it was not successful. He stated that he listened to everyone's concerns, offered strategies to offset these issues so that there could be a safe and fun event, spoke to community leaders, council members, school athletic directors, school liaisons, church leaders and even local car club members, who were in favor of the SeagoFest parade but could not change the mind of the executive directors of the Chamber of Commerce. Since the cancellation of the parade, the list of supporters has doubled in size, is a growing and diverse city, and community involvement and engagement are crucial. He further stated he is here tonight asking for the City Council to consider reaching out in an official capacity to the Chamber of Commerce requesting this parade to continue. If that is not possible, then asks the City Council to take this matter up and create a volunteer parade committee that can continue the traditions of the community, challenges City Council to do what is best for the community, will challenge the Seagoville Economic Development Corporation to do the same, and asked which of you will save the SeagoFest parade.

CONSENT AGENDA

The Consent Agenda contains items which are routine in nature and will be acted upon in one motion.

- 1. Consider approving City Council Meeting minutes for June 20, 2023, June 26, 2023, July 03, 2023, and July 06, 2023. (City Secretary)**

Motion to approve City Council Meeting minutes for June 20, 2023, June 26, 2023, July 03, 2023, and July 06, 2023. – Magill, seconded by Howard; motion passed with all ayes. 5/0

REGULAR AGENDA

- 2. Recessed Into Executive Session at 7:12 PM**

Council convened into closed Executive Session in accordance with Texas Government Code pursuant to the following:

- A. **Section 551.071** – **Consultation with City Attorney: Seek legal advice regarding the Boards and Commission appointments with possible discussion and action related thereto in open session.**
3. **Reconvened Into Open Session at 7:30 PM**
Council reconvened into open session, and take action, if any, on matters discussed in Executive Session.

No action taken.

4. **Conduct interviews with Boards & Commissions Applicants for appointments and reappointments. (Interim City Secretary)**

Interim City Secretary Melinda Welsh explained that this is the annual appointment/reappointment process. There are three vacancies on the Planning and Zoning Commission, a reappointment on the Board of Adjustment, two vacancies on the Library Board with one applicant and two for reappointment, one vacancy on Keep Seagoville Beautiful and three for reappointment, one vacancy on Seagoville Economic Development Corporation and four for reappointment, and background checks were completed on all of them with one still pending.

Councilmember Hernandez stated to let Council start with the Planning and Zoning Commission and asked if Ms. Moore was present.

Amanda Moore stated she has lived in Seagoville for 14 years and has the time and commitment to serve on the Planning and Zoning Commission.

Robert Boyett stated he would like to move from the Board of Adjustment to the Planning and Zoning Commission and has lived in Seagoville for 30 years.

Philip Pelayo stated he would like to be on the Planning and Zoning Commission as well as Seagoville Economic Development Corporation and is aware of the time and commitment to serve on both.

*Motion to appoint to the Planning and Zoning Commission – Place 1-Amanda Moore, Place 3-Robert Boyett and Place 5 (unexpired term ending 6/2024)-Philip Pelayo – Hernandez, seconded by Grimes; motion **failed** 2/3 with Howard, Magill, and Epps opposed.*

Motion to appoint to the Planning and Zoning Commission – Place 1-Philip Pelayo, and Place 3-Robert Boyett – Epps, seconded by Magill; motion passed 3/2 with Hernandez and Grimes opposed.

Motion to reappoint to the Board of Adjustment – Place 2-John Rice – Hernandez, seconded by Magill; motion passed with all ayes. 5/0

Motion to reappoint to the Library Board – Place 1-Sandra Waggoner, and Place 5-Pat Bearden and appoint Place 6-Linda Garrett– Hernandez, seconded by Howard; motion passed with all ayes. 5/0

Motion to reappoint to Keep Seagoville Beautiful – Place 4-Sandra Waggoner, Place 5-Charlotte Hernandez, and Place 7-Mildred Chamberlain and appoint to Place 2 (unexpired term ending 6/2024)-Stacy Wright – Hernandez, seconded by Epps; motion passed with all ayes. 5/0

Motion to reappoint to Seagoville Economic Development Corporation – Place 1-Barbara Sherman, Place 4-Philip Pelayo, Place 5-Jose Hernandez, and Place 6-Harold Magill and appoint to Place 2 (unexpired term ending 6/2024)-T. Blair Mathews – Hernandez, seconded by Grimes; motion passed with all ayes. 5/0

- 5. Discuss and consider approving a Resolution of the City Council of the City of Seagoville, Texas, amending the authorized representatives for TexPool (An investment service for public funds); and providing an effective date. (Finance Director)**

Motion to approve a Resolution of the City Council of the City of Seagoville, Texas, amending the authorized representatives for TexPool (An investment service for public funds); and providing an effective date. – Hernandez, seconded by Magill; motion passed with all ayes. 5/0

- 6. Discuss and consider approving an Ordinance of the City of Seagoville, Texas, authorizing and approving an amendment to Ordinance No. 19-2022, which adopted the operating budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023, by amending the personnel costs and authorized positions in the Animal Services Department to provide an additional \$13,343.96 appropriation for the transition of two part-time Animal Shelter Attendants to full-time and funding of the additional cost from the General Fund balance; authorizing the City Manager to make said adjustments; providing for the repeal of all ordinances in conflict; providing a severability clause; and providing an effective date. (Police Chief)**

Motion to approve an Ordinance of the City of Seagoville, Texas, authorizing and approving an amendment to Ordinance No. 19-2022, which adopted the operating budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023, by amending the personnel costs and authorized positions in the Animal Services Department to provide an additional \$13,343.96 appropriation for the transition of two part-time Animal Shelter Attendants to full-time and funding of the additional cost from the General Fund balance; authorizing the City Manager to make said adjustments; providing for the repeal of all ordinances in conflict; providing a severability clause; and providing an effective date. – Magill, seconded by Epps; motion passed with all ayes. 5/0

- 7. Discuss and consider approving an Ordinance of the City of Seagoville, Texas, adopting amendments to the Home Rule Charter approved by the voters of the City of Seagoville, Texas, at an election held on May 6, 2023; and providing for an effective date. (City Attorney)**

Motion to approve an Ordinance of the City of Seagoville, Texas, adopting amendments to the Home Rule Charter approved by the voters of the City of Seagoville, Texas, at an election held on May 6, 2023; and providing for an effective date. – Epps, seconded by Magill; motion passed with all ayes. 5/0

- 8. Discuss and consider directing Staff on the frequency of payments to the Mayor and Council, due to the recent voter passage in the May 6, 2023, Special Election of the Charter amendment allowing same. (City Secretary)**

Motion to approve the frequency of payments to the Mayor and Council, due to the recent voter passage in the May 6, 2023, Special Election of the Charter amendment allowing same, to be quarterly. – Magill, seconded by Howard; motion passed with all ayes. 5/0

- 9. Report and discuss the changes in rules regarding mobile food service establishments due to the passage of HB 2878. (City Attorney)**

City Attorney Victoria Thomas reviewed the changes in rules regarding mobile food service establishments due to the passage of House Bill (HB) 2878 in the earlier work session and stated that roadside food vendors will be included in the Dallas County inspection and permit process. It is not in the statutes, but the Texas Health and Human Services Department has established Texas Food Establishment rules, and those rules say that a mobile food unit, and that is what is governed here, is a vehicle, which includes catering trucks, trailers, push carts and roadside vendors. Roadside vendors would be included within this, so the city would not permit those if they are in the Dallas County portion of the city, they would be inspected and permitted by the county.

- 10. Discuss and consider approving an expenditure of \$300.00 for the purchase of a table for advertisement purposes for the Seagoville Chamber of Commerce Annual Live Auction to be held Saturday, August 19, 2023, at the Kaufman Civic Center located at 607 E. Fair Street, Kaufman, Texas. (City Manager)**

Motion to approve an expenditure of \$300.00 for the purchase of a table for advertisement purposes for the Seagoville Chamber of Commerce Annual Live Auction. – Epps, seconded by Howard; motion passed 4/1 with Councilmember Hernandez opposed.

- 11. Receive Councilmember Reports/Items of Community Interest** – As authorized by Section 551.0415 of the Texas Government Code.

Councilmember Hernandez stated everyone deserves second chances.

- 12. Future Agenda Items** – Council to provide direction to staff regarding future agenda items. These items will not be discussed and no action will be taken at this meeting.

None.

- 13. Recessed Into Executive Session at 7:51 PM**

Council convened into closed Executive Session in accordance with Texas Government Code pursuant to the following:

- A. Section 551.074 – Personnel Matters: Discuss the appointment, employment, evaluation and duties of a public officer or employee, to wit: City Secretary with**

possible discussion and action related thereto in open session.

- B. **Section 551.071 – Consultation with City Attorney: Seek legal advice regarding a proposed mass gathering ordinance with possible discussion and action related thereto in open session. (tabled at the June 26, 2023, Council meeting)**
- C. **Section 551.071 – Consultation with City Attorney: Seek legal advice regarding the City’s interlocal agreements with the City of Sunnyvale for Dispatch and Jail Services with possible discussion and action related thereto in open session.**

14. Reconvened Into Open Session at 9:02 PM

Council reconvened into open session, to take action, if any, on matters discussed in Executive Session.

- A. **Section 551.074 – Personnel Matters: Discuss the appointment, employment, evaluation and duties of a public officer or employee, to wit: City Secretary with possible discussion and action related thereto in open session.**

Motion to appoint Sara Egan as City Secretary effective August 14, 2023, for a base salary of \$105,000 and to authorize the City Manager to negotiate and execute an employment agreement to that effect. – Hernandez, seconded by Magill; motion passed with all ayes. 5/0

- B. **Section 551.071 – Consultation with City Attorney: Seek legal advice regarding a proposed mass gathering ordinance with possible discussion and action related thereto in open session. (tabled at the June 26, 2023, Council meeting)**

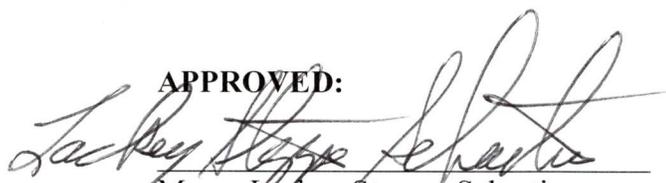
No action taken.

- C. **Section 551.071 – Consultation with City Attorney: Seek legal advice regarding the City’s interlocal agreements with the City of Sunnyvale for Dispatch and Jail Services with possible discussion and action related thereto in open session.**

Motion to authorize the City Attorney to advise the City of Sunnyvale that the monthly fee for Dispatch and Jail Services on and after the October 4, 2023, expiration date, the relevant interlocal agreement shall be \$60,000 a month. – Grimes, seconded by Hernandez; motion passed with all ayes. 5/0

Adjourned at 9:05 PM

APPROVED:


 Mayor Lackey Stepper Sebastian

ATTEST:



Melinda Welsh, TRMC
Interim City Secretary

