

MINUTES
REGULAR CITY COUNCIL MEETING
June 21, 2022 – 6:00 p.m.

PRESENT: Mayor Teddy Reel
Mayor Pro Tempore Anthony Henry
Council Members: Jim Ayres and Becky Thompson
City Manager Howdy Lisenbee
City Attorney Charles Anderson
Director of Administrative Services Molly Jacobsen
Finance Director Jamie Campbell
Director of Public Utilities Timothy Jones
Director of Public Safety Chris Bassham
Parks & Recreation Coordinator Rickey Brown

ABSENT: Council Member Stephanie Muller

1. Call to Order.

Mayor Teddy Reel called the meeting to order at 6:00 p.m.

2. Invocation.

Kris Myers, Senior Pastor of First Baptist Church in Commerce led the invocation.

3. Pledge of Allegiance.

Kaitlyn Houghton, and CISD students Hudson Jones and James Houghton led the Pledge of Allegiance and the Texas Pledge.

4. Consent Agenda.

a. Acceptance of Minutes:

- Parks & Recreation Board Regular Meeting- March 9, 2022
- Beautification Commission Regular Meeting- March 24, 2022
- Planning and Zoning Meeting- April 6, 2022
- Parks & Recreation Board Regular Meeting- April 13, 2022
- Board of Adjustment Meeting- April 19, 2022
- Beautification Commission Regular Meeting- April 28, 2022
- City Council Regular Meeting- May 17, 2022
- City Council Special Meeting- June 7, 2022

b. Consider and Take Action on:

- Motion Authorizing Reappointment of Ted Oats to the Airport Advisory Board.
- Motion Authorizing Reappointment of Matthew Wood to the Airport Advisory Board.
- Motion Authorizing Reappointment of Craig Johnson to the Airport Advisory Board.
- Motion Authorizing Reappointment of Craig Jensen to the Airport Advisory Board
- Motion Authorizing Reappointment of Ray Green to the Parks & Recreation Advisory Board.
- Motion Authorizing Reappointment of Andrew Baker to the Parks & Recreation Advisory Board.
- Motion Authorizing Reappointment of Jennie Reynolds to the Parks & Recreation Advisory Board.
- A Resolution Approving a Neighborhood Empowerment Zone Agreement for the Property Located on 1700 Clark Street (Property ID#70011) with Michael White; Authorizing the City Manager to Execute all Necessary Documentation.
- A Resolution Approving a Neighborhood Empowerment Zone Agreement for the Property Located on 1702 Clark Street (Property ID #70011) with Michael White; Authorizing the City Manager to Execute all Necessary Documentation.
- A Resolution Approving a Neighborhood Empowerment Zone Agreement for the Property Located on 113 King Street (Property ID #70391) with Michael White; Authorizing the City Manager to Execute all Necessary Documentation.

- A Resolution Approving a Neighborhood Empowerment Zone Agreement for the Property Located on 800 Sycamore Street (Property ID #54317) with Bal Mukund, Inc./Ajay Sheladia; Authorizing the City Manager to Execute all Necessary Documentation.

Mayor Pro Tem Anthony Henry made a motion to approve the consent agenda as presented. Council Member Beckey Thompson seconded the motion, and the vote carried unanimously.

5. **Presentation to City Council by members of the Public. (To be conducted as close to 6:05 p.m. as possible with a three-minute limit per person. Public Comments will cease at 6:20 p.m.) This period is reserved for citizens to discuss items not on the listed agenda. The response to Public Comments will be limited to: 1) A statement of fact or policy; 2) Direction to take up the issue with a city staff member; 3) An offer to place the item on a future Council Agenda.**
No one came forward.

6. **Presentation of Proclamation honoring National Boys & Girls Club Week.**

Mayor Teddy Reel read the proclamation. He proclaimed June 27th through July 1, 2022 as Boys and Girls Club Week in the City of Commerce. He encouraged all citizens to join him in recognizing and commending the Boys and Girls Club organizations in Texas for providing comprehensive and effective services to the young people in our communities.

7. **Presentation regarding Section 3 requirements of the TxCDBG project #7219081.**

Charles Edwards, Grant Administrator, stated that the City of Commerce had received the following grant award which was in the amount of \$500,000. According to the Section 3 policy manual, a company may qualify as a Section 3 business if it is owned by low-income persons; it is owned by Section 8-Assisted Housing residents; or 75% of all labor hours for the business in a three-month period are performed by Section 3 workers. The grant administration services for this project are through Grant Works, engineering services are provided by KSA and the prime contractor is Taknek, plus any subcontractors. Mr. Edwards noted that one may qualify as a Section 3 worker if your annual income is below the county threshold for your family size or you are a current or recent youth bill participant and provided a site which gives information on where those individuals can go to register for individuals to be aware of those opportunities offered through HUD. Section 3 workers that reside near the project location may also qualify. Mr. Edwards finally noted that the firm GrantWorks is responsible for tracking all this information and will accomplish just that but he wanted to make the information available at a public meeting.

8. **Presentation and Discussion related to Agreement with the Boys & Girls Clubs of America Partnership with the City of Commerce.**

City Manager Howdy Lisenbee said that about a year ago the City entered into a partnership agreement with the Boys and Girls Club of Northeast Texas. Based on the limited budget that Commerce has for our youth sports and youth recreation opportunities within the community, we felt like this was a strategic opportunity to partner with a nationally known, highly respected organization that focuses on youth development. Now that we have had one year of working alongside the Boys and Girls Club, we asked them to come and give a presentation on what our experience has been. What are the successes, and what have we learned?

Jenny Krueger, CEO of the Boys and Girls Club in Northeast Texas, addressed the Council. The five main goals moving into this agreement were:

1. To provide high-quality, outcome-driven sports programming where youth will learn sports skills while building confidence.
2. To promote healthy lifestyles to the youth of Commerce through their 3-pronged approach: Physical Activity, Healthy Eating Habits and Social-Emotional Health.
3. To infuse sports leagues with targeted and evidence-based youth development practices.
4. To provide an academic learning component that reinforces the importance of school and promotes reading skills.

1 5. To create mentorship opportunities between Commerce residents and Commerce youth to build
2 bridges and further impact.

3 Ms. Krueger then went over the registration counts, number of volunteers, paid staff and season highlights
4 for the soccer, basketball, T-ball, baseball, and softball programs over the past year. Overall, there were
5 352 registrations, 72 volunteers and 41-45 paid staff.
6

7 Lessons learned included the need to allow for more planning time, improved communication, consistency
8 with lead staff, practice schedules, uniform preferences, concessions and the need for more qualified
9 coaches and umpires/referees.
10

11 Regarding league profit & loss, she stated that the income was \$35,669.32, and the expense was \$36,182.04
12 leaving a negative balance of \$512.72. She noted the sports coordinator position was \$17,402.86.
13

14 Going forward, Boys & Girls Club of Northeast Texas noted that they have these goals:

- 15 • Tentative Schedule is complete (includes an opening day event for Baseball season) with
16 sufficient time leading up to the season starting
- 17 • Grant Funding
- 18 • Leveraging BGC Resources
- 19 • Sponsorship Opportunities
- 20 • Onboarding and orientation programs for coaches and volunteers
- 21 • Improving on the things we learned
22

23 City Manager Howdy Lisenbee added that we felt like the first year was a success. We were able to have
24 better programs for our community than we could have pulled off with city staff alone. We have two more
25 years left on the agreement, and it is staff's recommendation that we continue moving through this
26 agreement.
27

28 **9. Discussion and Possible Action on a Resolution Accepting the work completed by Fryer Construction**
29 **on the WWTP Pump Replacement project.**
30

31 Timothy Jones, Director of Public Utilities, addressed the Council stating that we had three pumps at the
32 wastewater treatment plant which had been in operation for about 17 years or more. They have broken
33 down numerous times and been worked on multiple times. In 2019, with the pumps broke down and due to
34 their age, they were not able to be repaired and the City has managed since that time with one functional
35 pump. Recently, a replacement project was awarded and Fryer Construction came in, and they did an
36 excellent job replacing those pumps. The project went smoother than anyone thought that it would. The
37 new pumps were put in, and they are working excellent. The City has had two significant rain events and
38 has had no flooding.
39

40 Hayter Engineer Mike Tibbets addressed the council and provided a history of the pumps. He thanked the
41 Council for the opportunity to assist with the work and praised the Council for being good stewards of
42 taxpayer dollars by fixing this issue that plagued the Wastewater plant for many, many years.
43

44 Mayor Pro Tem Anthony Henry made a motion to accept the work completed by Fryer Construction on the
45 WWTP pump replacement project. Council Member Beckey Thompson seconded the motion, and it carried
46 unanimously.
47

48 **10. Discussion and Possible Action on a Resolution Allocating Hotel Occupancy Tax (HOT) Grants.**
49

50 Finance Director Jamie Campbell said that the Chamber of Commerce had zero funds requested on their
51 application. The Northeast Texas Children's Museum requested \$7,000. Texas A&M-Commerce asked for
52 \$5,000. And at a workshop earlier this morning, it was requested by the Council to put \$4,000 aside for the
53 Commerce Parks & Recreation to use toward a future tournament. This put the total allocations requested at
54 \$28,000.
55

1 City Manager Howdy Lisenbee pointed out that the Chamber of Commerce still had \$5,000 of funding
2 from HOT awards in years past that have not been fully expended. It is staff's recommendation that we ask
3 the Chamber to first spend the \$5,000 that they have before we give any new awards to add on top of that.
4

5 Mayor Pro Tem Anthony Henry asked if \$2,000 could be added to the Parks & Recreation. City Manager
6 Howdy Lisenbee replied that "yes", that could be done.
7

8 Council Member Beckey Thompson made a motion to allocate HOT Grants in the following manner:
9

- 10 • Chamber of Commerce- \$0
- 11 • Northeast Texas Children's Museum- \$7,000
- 12 • Texas A&M-Commerce- \$12,000
- 13 • Champs Heart of Texas (HOT) Bowl- \$5,000
- 14 • Commerce Parks & Recreation Department- \$6,000

15 Council Member Jim Ayres seconded the motion as presented, and the vote carried unanimously.
16

17 **11. Discussion and Possible Action on a Resolution Approving a Tax Resale Deed for the Property**
18 **located at M. L. King Drive (Property ID #70364) within the City of Commerce.**
19

20 Director of Administrative Services Molly Jacobsen said that the City's tax attorneys brought this item to
21 us for the Council's consideration. This process involves all the taxing entities voting to approve these tax
22 resales. This is a property that was foreclosed on at some point, and that is how our tax attorneys at
23 Linebarger, Goggan, Blair and Sampson became involved with the property. We received a bid on the
24 property for \$1,090 in cash. The appraisals have gone up this year as everyone is aware, but the property
25 was appraised for \$8,700, which is up from the \$4,360 appraisal in 2021. The City would receive a small
26 portion of that \$1,090, but the overall goal would be to put this property back on our tax roll.
27

28 Council Member Jim Ayres made a motion to approve the Resolution and the tax resale deed. Mayor Pro
29 Tem Anthony Henry seconded the motion, and it carried unanimously.
30

31 **12. First Reading-Consideration and Possible Action on an Ordinance amending Chapter 90, 'Traffic**
32 **and Vehicles,' Subsections 90-101 (a)(2) and (a)(3) of the Code of Ordinances of the City of**
33 **Commerce to amend the official Traffic Parking Map and the official Traffic No Parking Map to**
34 **designate a 'No Parking Zone' on the west side of Harlow Street, beginning at the intersection of**
35 **Harlow Street and Mangum Street and continuing South to the intersection of Harlow Street and**
36 **Charity Road; and Providing a Penalty and Providing for an Effective Date.**
37

38 Director of Public Safety Chris Bassham said that they had gotten some complaints over the past 90 days
39 about parking on Harlow Street. He stated that they have monitored this area for the past 60 days. There is
40 a lot of construction and a lot of residential parking in that area. Chief Bassham noted that Harlow is about
41 20 feet wide and is adequate when parking is removed from the west side of the street so that emergency
42 vehicles can pass through the area.
43

44 Mayor Pro Tem Anthony Henry made the motion to accept the first reading of the ordinance designating
45 the west side of Harlow as "No Parking." The motion was seconded by Council Member Beckey
46 Thompson and the vote carried unanimously.
47

48 **13. First Reading-Discussion and Possible Action on an Ordinance of the City of Commerce, Texas,**
49 **Amending the Code of Ordinances of the City, by Amending Chapter 10, 'Animals', by Amending**
50 **Section 56, Subsection (b) Local Rabies Control Authority; and Provide an Effective Date.**
51

52 Director of Public Safety Chris Bassham advised the Council that several years ago, Animal Control was
53 under the Director of Community Development. A few years ago, it was put under the authority of the
54 Police Department. This amendment will just clean up that ordinance, establishing that Animal Control is
55 actually under the direction of the Police Department and designate the "Local Rabies Control Authority"

as the Director of Public Safety or his designee, rather than someone within the Community Development Department.

Council Member Beckey Thompson made a motion to approve the first reading of the ordinance. Council Member Jim Ayres seconded the motion, and it carried unanimously.

14. Presentation by City Council Members regarding local events and updates.

Mayor Teddy Reel congratulated Girl Scout Troop 8060 for planting the pollinator friendly garden at Authors' Park by the library.

Council Member Beckey Thompson noted the progress at Ivory Moore Park regarding the new playgrounds being erected.

15. City Manager's Report; discussion of same.

• Public Input Feedback

None

• Finance Update

Jamie Campbell, Director of Finance addressed the City Council.

- Sales Tax- As of May 2022, we have reached 84% of the budgeted sales tax revenue. Every month thus far, we have met budget or surpassed budgeted numbers, and we expect that trend to continue for the final four months of this fiscal year.
- Property Tax- Property Tax collections is at \$3.31 million.
- April 2022 Financials- Overall, the City is over budget on revenues and under budget on expenses. Two of our largest vendors in retail had slightly less sales tax than last year while the other stores saw constant sales. Manufacturing growth is coming from industries in Commerce, growing and selling as well as companies making sales to vendors here in Commerce, and we are reaping the rewards.

• Calendar of Upcoming Events and Meetings

Molly Jacobsen, Director of Administrative Services, presented to the Council the upcoming events and meetings:

1. Farmers Market continues to be held each Saturday from 8:00 a.m. to noon at 1100 Bonham Alley from May 7th through September 24th.
2. Mosquito spraying continues on Monday, June 27th, beginning at 7:00 p.m. in Section A of the city. Citizens can view the mosquito spraying schedule on the city's website at commercetx.org
3. The Northeast Texas Children's Museum will be bringing animals on June 29th from 10:00 a.m. to 11:30 a.m. for an event
4. CCAP is hosting Summer Fun Days along with the Commerce Police & Fire Departments on June 30th from 10:30 a.m. to 1:00 p.m. at City Park. There will be a waterslide, and the fire department will be serving free hotdogs.
5. Summer Sports Camps: The Boys & Girls Club and Commerce Parks & Recreation is hosting a Soccer skills camp from July 11-14th at Eddie Moore Sports Complex; a Baseball/Softball camp from July 18-21 at Eddie Moore Sports Complex and a Basketball camp from July 25-28th at Commerce City Gym from 8:00 a.m. to 11:30 a.m. Parents interested in signing up their kids can visit commercerecreation.com
6. Battle of the Badges Tournament between Commerce Police and Commerce Fire will take place on July 3rd at 4:30 p.m. at the Eddie Moore Sports Complex. Concessions will be available and all proceeds will be given back to the community.
7. The Chamber of Commerce will host their annual Fireworks show on July 3rd at approximately 9:00 p.m. at Centennial Park.

- 1 8. Tea Time Treats with Tiffany at Northeast Texas Children's Museum will take place in both June
2 and July for ages 7-11. Register on the museum's website at www.netxcm.com or at the museum.
3 The cost is \$25.
4 9. Bread of Life Community Services is having a recycling fund drive. It will be drive through and
5 drop off event where you can dispose of unwanted small appliances. It will be on Saturday, July 23rd
6 at 301 Hwy. 224 (Hwy. 11 behind Exxon).
7 10. The Norris Community is hosting their 6th annual "Unity in the Community" event and cookout at
8 Ivory Moore Park on July 30 at 2:00 p.m.
9

10 • **Personnel**

11 A Retirement Party will be held for Firefighter Robby Speight honoring his 40 years of service to the
12 City of Commerce. The party will be held on July 8th at 4:00 p.m. at City Hall.
13

14 • **Projects Update**

15 City Manager Howdy Lisenbee advised the Council that the new dump truck has been delivered and
16 provided pictures.
17

18 Manager Lisenbee also noted that Ivory Moore Park is under construction and there is only one to two
19 weeks of construction left. Once that is completed, City staff will install a new fence along the border of
20 that parking lot. Staff will also put down some new material for the parking surface. After the
21 construction is completed at Ivory Moore Park, construction will transition to City Park.
22

23 The splash pad project is still moving forward. A groundbreaking ceremony should be held within the
24 next couple of weeks.
25

26 Manager Lisenbee noted that we had a successful public town hall meeting last night to go over the
27 downtown master plan. He noted that while we have not finalized any plans for downtown, we received
28 excellent feedback from the community and from the stakeholders who operate downtown, so that
29 project is moving along very well.
30

31 The raw water motor control center at Lake Tawakoni has had some challenges. The most important is
32 that we are under a serious deadline to have that construction completed by the end of December. A
33 contractor is onboard and materials have been ordered. The projection right now is that we will meet that
34 deadline. Because that project has some state funding attached to it, and it has been going on for a
35 number of years, we are disqualified from submitting any new grant applications until that project is
36 finished.
37

38 The water treatment plant project contractor is also recently engaged and those materials are being
39 ordered as that project too moves forward.
40

41 • **Intergovernmental Events & Issues**

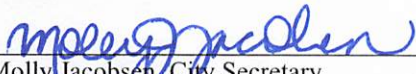
42 -None
43

44 16. **Adjourn.**

45 Council Member Beckey Thompson made a motion to adjourn the meeting. It was seconded by Mayor Pro
46 Tem Anthony Henry.
47

48 Mayor Teddy Reel adjourned the Council meeting at 7:16 p.m.
49

50
51 
52 _____
53 Teddy Reel, Mayor

54 
55 _____
56 Molly Jacobsen, City Secretary

7.19.22

Date

6.21.2022.MINS