

MINUTES
REGULAR CITY COUNCIL MEETING
July 19, 2022 – 6:00 p.m.

PRESENT: Mayor Teddy Reel
Mayor Pro Tempore Anthony Henry
Council Members: Beckey Thompson, Stephanie Muller and Jim Ayres
City Manager Howdy Lisenbee
Director of Administrative Services Molly Jacobsen
Finance Director Jamie Campbell
Director of Public Safety Chris Bassham

ABSENT:

1. Call to Order.

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

2. Invocation.

Pastor Larry Dixon of Mt Moriah Temple Baptist Church led the invocation.

3. Pledge of Allegiance.

Boy Scout Troop 27 led the Pledges of Allegiance.

4. Consent Agenda.

Acceptance of Minutes:

- City Council Regular Meeting-June 21, 2022
- Commerce Economic Development Corporation Meeting-June 22, 2022
- Planning and Zoning Meeting-July 5, 2022

Beckey Thompson made a motion to approve the consent agenda as presented. Council Member Stephanie Muller 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. Public Hearing and Consideration of a Request by Abdul Subhan, for Approval of a Preliminary Plat of Subhan Addition in the ETJ of the City of Commerce, Hunt County, Texas, to divide Property ID:107285, Legal Description:A0880 Rusk Co. School Land, Tract, 14-2, Acres 35.03, and Property ID:107284, Legal Description:A0880 Rusk Co. School Land, Tract 14-1, Acres 30.28.

City Manager Howdy Lisenbee said that this is a proposed development that is located where Culver Street dead ends into Highway 224 on both sides of the highway. It is planned that the land will be subdivided into 18 lots. The plat and subdivision plans were issued to Hunt County, which has a program that looks at projects in unincorporated parts of the county. The developers have satisfied the requirements of Hunt County and the requirements of our subdivision ordinances. This is a preliminary plat. There are no city services being extended to these lots since they will be outside the city limits. They do meet our requirements for lot size and accessibility. The process is that they submit a preliminary plat to the planning and zoning committee, which is reviewed and approved. Then it comes to the City Council as a preliminary plat, which the City Council can then preview and approve if they decide to. Then it is finalized and

resubmitted to Planning and Zoning. Once that is done, it will come before the City Council as the final plat. Staff recommends approval of this preliminary plat.

Mayor Teddy Reel opened a public hearing at 6:07 p.m. and closed it at 6:08 p.m. No one came forward to speak on this item.

Mayor Pro Tem Anthony Henry made a motion to approve the request by Abdul Subhan for the preliminary plat. Council Member Stephanie Muller seconded the motion, and it carried unanimously.

7. **Public Hearing and Consideration of a Request by Todd Winters, Engineering Concepts and Design L.P., for Approval of a Preliminary Plat: East Oak Creek Addition Phase 1, of the City of Commerce, Hunt County, Texas, to subdivide Property ID:34146, Legal Description:A0913 RILEY I W, TRACT 17, ACRES 14.312, and a portion of Property ID:127762, Legal Description:A0913 RILEY I W, TRACT 15-1A, acres 43.787, (also in A0388).**

City Manager Howdy Lisenbee stated that this is another subdivision, but this one will be located within the city limits. The proposed development is approximately 270 residential lots. Phase 1 is approximately 110 lots. Contractors have started this week moving dirt and starting that development. This preliminary plat just lays out the streets, the lots and lot dimensions. The developers have complied with all the requirements of the City's subdivision ordinances. This was reviewed by the Planning and Zoning Commission and was approved. Staff also recommends approval of the preliminary plat.

Mayor Teddy Reel opened a public hearing at 6:10 p.m. and closed it at 6:11 p.m. No one came forward to speak on this item.

Council Member Stephanie Muller made a motion to approve the request for a preliminary plat by Todd Winters of Engineering Concepts and Design, L.P. Council Member Beckey Thompson seconded the motion, and it carried unanimously.

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

Director of Public Safety Chriss Bassham said that this Ordinance is for a "no parking" zone on the west side of Harlow Street to provide better access for emergency vehicles.

Mayor Pro Tem made a motion to approve the Ordinance authorizing a "No Parking" zone on the west side of Harlow on the second reading. Council Member Stephanie Muller seconded the motion, and it carried unanimously.

9. **Second Reading-Discussion and Possible Action on an Ordinance of the City of Commerce, Texas, Amending the Code of Ordinances of the City, by Amending Chapter 10, "Animals", Article III, "Rabies Control" Section 10-56(B), "Adoption of State Rabies Control Act; Administration of Article" of the Code of Ordinances of the City of Commerce is hereby amended to be and read as follows with all other sections and subsections not expressly amended hereto to remain in full force and effect.**

Director of Public Safety Chris Bassham said that over the years Animal Control has moved between departments. This item is to officially state that Animal Control is under the supervision of the Police Department rather than Community Development.

Council Member Jim Ayres made a motion to accept the Ordinance as written on the second reading. Council Member Stephanie Muller seconded the motion, and the vote carried unanimously.

1 **10. Presentation by City Council Members regarding local events and updates.**

2 Mayor Pro Tem Anthony Henry reminded everyone that the Norris 6th Annual Community Cookout will be
3 on Saturday, July 30, beginning at 2:00 p.m. at Ivory Moore Park. He continued by thanking the City
4 Manager and staff for their dedicated work regarding water this past weekend.
5

6 Mayor Teddy Reel also thanked the City Manager and staff for their long hours and hard work on the water
7 over the weekend. He also said thank you to Ian Gibson who called 911 when he saw a fire near Hwy. 24
8 and Hwy. 224 thereby preventing possible damage to homes and property.
9

10 **11. City Manager's Report; discussion of same.**

11 **• Public Input Feedback**

12 None needed.
13

14 **• Finance Update**

15 Jamie Campbell, Director of Finance addressed the City Council.
16

- 17 • Sales Tax- As of the end of June, we are only \$74,000 away from meeting the budgeted
18 sales tax revenue for FY 2022. We are anticipating meeting and surpassing last year's
19 actual collections of \$1.27 million.
- 20 • Financials- 67% of Fiscal Year 2022 is complete. Revenue is at 82% of budget, and
21 Expenditures are at 59% of budget in the General Fund. The Public Utilities Fund is at
22 74% of budgeted revenue collected and 62% of expenditures.
- 23 • Property Tax- The final tax roll is expected by July 25, 2022.
24

25 **• Calendar of Upcoming Events and Meetings**

26 Molly Jacobsen, Director of Administrative Services, presented to the Council the upcoming events
27 and meetings.

- 28 1. Request for Proposals for Depository Services-The City released a request for proposals from
29 banks, and that opportunity closes July 29th. At 4:00 p.m. the proposals will be opened. At the
30 August Council meeting, the Council will select who will receive the award of contract for bank
31 depository services for the City.
- 32 2. Budget Workshop is slated for August 1st for Fiscal Year 2022-2023 from 8:00 a.m. to 5:00 p.m.
- 33 3. Farmers Market every Saturday from May 7th to September 24th from 8:00 a.m to Noon at 1100
34 Bonham Alley
- 35 4. Recycling Fund Drive Drive-Through Drop Off on Saturday, July 23rd at 301 Hwy. 224. Get rid of
36 old appliances
- 37 5. Youth Soccer registration is June 1st to July 27th for youth ages 3-14. For information call 903-268-
38 1884 or visit commercecreation.com.
- 39 6. Norris Community 6th Annual "Unity in the Community" Cookout will be on Saturday, July 30th
40 beginning at 2:00 p.m. at Ivory Moore Park
41

42 **• Personnel**

43 A Retirement Party will be held for Becky Pattillo honoring her for 21 years of service to Commerce. It
44 will be on Friday, July 22nd at 4:00 p.m. at City Hall.
45

46 The Texas Boys and Girls Club received a grant from the Heisman Foundation in the amount of \$37,500
47 which will be used for youth sports programs in Commerce. Most of that amount will be spent on
48 staffing so that our sports programs will be a little more fluid and the logistics are handled better.
49

50 **• Projects Update**

51 City Manager Howdy Lisenbee advised the Council that dirt is being moved for the Bloomfield
52 Addition on Bus Barn Road. The contractors are buying water from the City for the construction.
53

54 On the water treatment plant filter rehabilitation project, Heritage Construction will be starting next week
55 to rehabilitate all six filters at the Water Treatment Plant.
56

1 The contractor of the playgrounds has assured the City that the playgrounds will be finished at Ivory
2 Moore Park before the Norris Community Cookout on July 30th. They are also looking to complete the
3 playground at City Park within the same timeframe.
4

5 The same contractor that is doing the playgrounds will also be doing the splash pad at City Park. As soon
6 as the contractor finishes the playgrounds, groundwork should begin on the splash pad.
7

8 We should have the street design reconstruction completed soon and should be able to begin construction
9 in the fall. It is our intent by next spring or early next summer to have four of our street reconstruction
10 projects completed.
11

12 • **Intergovernmental Events & Issues**

13 We continue to work with the school district on the projects that they have for their middle school and
14 their sports complex.
15

16 **12. Recess into Executive Session:**

- 17 • **§551.074: To deliberate the appointment, employment, evaluation, reassignment, duties,**
18 **discipline, or dismissal of a public officer or employee (City Manager).**
19
20 • **§551.074: To deliberate the appointment, employment, evaluation, reassignment, duties,**
21 **discipline, or dismissal of a public officer or employee (Municipal Judge).**
22

23 Mayor Pro Tem Anthony Henry made a motion to recess into Executive Session. The motion was seconded
24 by Council Member Beckey Thompson and carried unanimously. The Council recessed into Executive
25 Session at 6:41 p.m.
26

27 **13. Reconvene into Open Session: In accordance with Texas Government Code, Chapter 551, the City**
28 **Council will reconvene into Regular Session to consider any action, if any, on matters discussed in**
29 **Executive Session.**
30

31 A motion was made by Council Member Stephanie Muller to reconvene into Open Session. Council
32 Member Beckey Thompson seconded the motion, and it carried unanimously. The Council reconvened into
33 Open Session at 7:37 p.m.
34

35 **14. Adjourn.**

36 Council Member Beckey Thompson made a motion to adjourn the meeting. It was seconded by Council
37 Member Stephanie Muller and passed unanimously. Mayor Teddy Reel adjourned the Council meeting at
38 7:39 p.m.
39

40 
41 _____
42 Teddy Reel, Mayor

43 
44 _____
45 Molly Jacobsen, City Secretary

46 08/10/2022
47 _____
48 Date

49
50 7.19.2022.MINS