

AGENDA
HALTOM CITY COUNCIL MEETING
November 28, 2016 - CITY HALL - 5024 BROADWAY AVENUE
Council Chambers – Work Session – 6:00 P.M./Regular Session – 7:00 P.M.

WORK SESSION 6:00 P.M.

CALL TO ORDER (General Comments)

- Review and discuss items on the regular agenda of November 28, 2016

EXECUTIVE SESSION

Chapter 551 of the Texas Government Code

As authorized by Section 551.071, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on open meetings, open records, project schedule/construction contract with Tiseo Paving, dissolution/restructuring of the Haltom City Economic Development Corporation, and pending litigation and settlement offers for the following cases:

- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City

Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

REGULAR SESSION 7:00 P.M.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE – Council Member Scott Garrett

ANNOUNCEMENTS/EVENTS – Council Member Stephanie Davenport

REPORTS*

1. **Monthly Financial Report for October 2016** – Review of the preliminary monthly Financial Report for the month ending October 2016. **(J. Fung)**

*The presentation of reports to the City Council may occur at any time during the Work Session or Regular Session as time permits.

CONSENT AGENDA

2. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of November 14, 2016. **(A. Camacho)**
3. **Ordinance No. O-2016-031-01** – Consideration and/or action to approve Ordinance No. O-2016-031-01 – Oncor Franchise Agreement – **2nd Reading (J. Fung)**
4. **Ordinance No. O-2016-028-15 (Z-010-16)** - Consider action on the application of Vian Boutaloth for a Zoning Change request from “M-1” Industrial District to “M-2” Heavy Industrial District located on Lot 2A of the Jack Williams Subdivision Addition, being approximately 0.641 acres located north of Midway Road and east of Weaver Street, locally known as 2604 Weaver Street – **2nd Reading (J. French)**
5. **Ordinance No. O-2016-029-15 (Z-012-16)** - Consider action on the application of Ernest Hedgcoth on behalf of Richey Road Partnership for a Zoning Change request from “SF-2” Single Family Residential District to “M-2” Heavy Industrial District located on Lot 17, Block 16 of the Parkdale Gardens Addition, being approximately 0.345 acres located north of Airport Freeway and west of Moneda Street, locally known as

2221 Moneda Street, and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – **2nd Reading.**

6. **Ordinance No. O-2016-024-15** - Consider action on an amendment to Ordinance No. O-2002-032-15, the Zoning Ordinance of the City of Haltom City, Texas, by adopting regulations for certain land uses; providing and amending certain land use definitions; providing for and amending the classification of certain land uses in certain zoning districts; and providing and amending restrictions and parking requirements – **2nd Reading (J. French)**
7. **Public Works Vehicle Purchase** – Consideration and/or action regarding the purchase of a Tandem Axle 12/14 yard dump truck for Public Works/Street Department as provided in the 2017 Fiscal Budget.

REGULAR AGENDA

8. **Cancellation/rescheduling of the December 26, 2016 City Council Meeting** – Consideration and/or action regarding approval of canceling/rescheduling the December 26, 2016 City Council Meeting. **(K. Lane)**
9. **Recreation Center Sign Bid** – Consideration and/or action to approve the purchase or repair bid of the electronic message center of the Recreation Center sign. **(C. Pruitt)**

VISITORS/CITIZENS FORUM

This time is set-aside for any person having business before the Council that is not scheduled on the agenda to speak to the Council. Please submit a completed Speaker's Request Form to the City Secretary and follow the instructions listed on the form. If a group is present and interested in the same issue, please choose a spokesperson. Council cannot discuss or debate any issue brought forth at this time, nor can any formal action be taken, as it is not a posted agenda item in accordance with the open meetings law.

BOARDS/COMMISSIONS

10. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members.
11. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions.

EXCUSED ABSENCE OF COUNCIL MEMBERS

12. **Attendance Requirements** – Consider excused absences of Council according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter.

EXECUTIVE SESSION

See Posting on Page One (1) of Agenda.

RECONVENE TO REGULAR SESSION

13. Take any action deemed necessary as a result of the Executive Session.

ADJOURNMENT

CERTIFICATION

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 23rd DAY OF NOVEMBER, 2016 AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON _____ DAY OF _____, 2016.

Name: _____ Title: _____



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of meeting. To make arrangements call 817-222-7754.

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016

Department: Finance

Subject: Monthly Financial Report for October 2016

BACKGROUND

Attached is the Monthly Financial Report for the month ended October 31, 2016. This report is submitted to the City Council for review and comment. It provides a top-level analysis of the City's financial condition and results of operations for the fiscal year to date.

FISCAL IMPACT

This is a management tool that can be used by City Council in evaluating future spending decisions.

RECOMMENDATION

Staff recommends review of the attached report.

ATTACHMENTS

Monthly Financial Report for October 2016.

2016 October Monthly Financial Report

November 16, 2016

We are pleased to provide the October 2016 monthly financial report. Most of the funds are performing as budgeted. Variances and exceptions that warrant explanations are listed in the financial report.

Fund Balances

At the end of October, the total estimated fund balance for all City funds amounted to over \$31.1 million. All funds maintained positive fund balances. The fund balances included in the report were estimates based on FY2016 budget. The actual fund balances will not be available until the annual audit is completed around February of 2017.

Revenues

As of October 31, 2016, the City realized over \$3.9 million or 5.9% of the annual revenue. The City collected about 2% in property tax revenues. Most citizens pay their property tax in December and January. Sales and Other Taxes Revenue for the City totaled over \$1 million and was up about 13% compared to last year. The Water and Sewer Impact Fees Fund recorded over \$16,409 in water and sewer impact fees and the total revenue for the fund was at 84%. Since October was the first month for the year, some funds showed very low receipts thus far.

Expenditures

The City spent about \$2.9 million or about 3.9% of the total budget. Court Technology Fund had paid the annual software maintenance and had spent almost 38% of the annual budget. Expenditures for all other funds were near or below the budget level.

Staff is available to answer any questions related to the monthly financial report.

Sincerely,



Jennifer O. Fung
Director of Finance

2016 October Monthly Financial Report - Fund Balance

Fund No.	Fund Title	Estimated Fund Balance 10/1/2015	YTD Revenues	YTD Expenditures	Ending Fund Balance 10/31/2016	Fund Balance Reserve %
1	General Fund	\$5,405,143	\$1,331,964	\$1,676,186	\$5,060,921	18%
5	Debt Service Fund	377,229	123,990	0	501,219	
11	Economic Development Fund	2,693,038	1,235	132,281	2,561,992	
12	Crime Control Fund	125,401	132,471	78,636	179,236	
13	Oil and Gas Fund	2,825,542	4,009	97,226	2,732,325	
14	Hotel Motel Tax Fund	89,596	3,407	5,097	87,906	
15	Court Security Fund	109,995	1,994	2,750	109,239	
16	Court Technology Fund	65,612	2,624	24,369	43,867	
17	Juvenile Case Manager Fund	158,733	3,301	4,000	158,034	
18	Red Light Camera Fund	173,211	21,744	4,584	190,371	
19	Grant Fund	12,603	74	559	12,118	
20	PEG Fund	194,377	108	0	194,485	
21	Fire Donation Fund	2,587	230	0	2,817	
22	Library Donation Fund	106,456	3,296	0	109,752	
23	Police Forfeiture Fund	66,501	47	0	66,548	
24	Park Donation Fund	33,969	800	0	34,769	
25	Park Dedication Fund	85,629	53	0	85,682	
26	Safe Pathways Fund	55,335	33	0	55,368	
27	Animal Shelter Fund	48,990	412	0	49,402	
28	Police Donation Fund	34,106	5,107	0	39,213	
29	Police CART Fund	6,080	4	0	6,084	
31	Street Reconstruction Fund	5,261,310	137,268	25,359	5,373,219	
32	Capital Projects Fund	1,198,161		0	1,198,161	
35	Capital Replacement Fund	500,300	41,941	7,035	535,206	
39	Street Assessment Fund	11,892	7	0	11,899	
41	Water and Sewer Fund	4,974,016	1,689,855	731,830	5,932,041	26%
42	Water Capital Projects	3,077,560	193,508	0	3,271,068	
44	W&S Impact Fees	883,414	16,951	0	900,365	
45	Drainage Fund	951,612	140,884	145,905	946,591	38%
46	Drainage Capital Projects	628,733	67,183	0	695,916	
Total		\$30,157,131	\$3,924,500	\$2,935,817	\$31,145,812	

2016 October Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	October Actual	YTD Actual	Percent of Revenue Earned	Notes
1	General Fund	\$26,817,577	\$26,817,577	\$1,553,364	\$1,331,964	\$1,331,964	5.0%	1
5	Debt Service Fund	5,213,395	5,213,395	172,048	123,990	123,990	2.4%	1
11	Economic Development Fund	10,000	10,000	833	1,235	1,235	12.4%	
12	Crime Control Fund	1,504,500	1,504,500	125,375	132,471	132,471	8.8%	
13	Oil and Gas Fund	195,000	195,000	16,250	4,009	4,009	2.1%	1
14	Hotel Motel Tax Fund	44,900	44,900	3,742	3,407	3,407	7.6%	
15	Court Security Fund	25,800	25,800	2,150	1,994	1,994	7.7%	
16	Court Technology Fund	30,800	30,800	2,567	2,624	2,624	8.5%	
17	Juvenile Case Manager Fund	53,200	53,200	4,433	3,301	3,301	6.2%	
18	Red Light Camera Fund	181,600	181,600	15,133	21,744	21,744	12.0%	
19	Grant Fund	50,733	50,733	4,228	74	74	0.1%	1
20	PEG Fund	61,200	61,200	5,100	108	108	0.2%	1
21	Fire Donation Fund	2,500	2,500	208	230	230	9.2%	
22	Library Donation Fund	41,700	41,700	3,475	3,296	3,296	7.9%	
23	Police Forfeiture Fund	22,400	22,400	1,867	47	47	0.2%	1
24	Park Donation Fund	73,110	73,110	6,093	800	800	1.1%	1
25	Park Dedication Fund	700	700	58	53	53	7.6%	
26	Safe Pathways Fund	400	400	33	33	33	8.3%	
27	Animal Shelter Fund	5,400	5,400	450	412	412	7.6%	
28	Police Donation Fund	43,000	43,000	3,583	5,107	5,107	11.9%	
29	Police CART Fund	30	30	3	4	4	13.3%	
31	Street Reconstruction Fund	4,409,333	4,409,333	367,444	137,268	137,268	3.1%	1
32	Capital Projects Fund	1,015,000	1,015,000	84,583			0.0%	1
35	Capital Replacement Fund	500,200	500,200	41,683	41,941	41,941	8.4%	
39	Street Assessment Fund	100	100	8	7	7	7.0%	
41	Water and Sewer Fund	21,130,492	21,130,492	1,760,874	1,689,855	1,689,855	8.0%	
42	Water Capital Projects	2,315,000	2,315,000	192,917	193,508	193,508	8.4%	
44	W&S Impact Fees	20,000	20,000	1,667	16,951	16,951	84.8%	2
45	Drainage Fund	1,823,000	1,823,000	151,917	140,884	140,884	7.7%	
46	Drainage Capital Projects	805,000	805,000	67,083	67,183	67,183	8.3%	
Total		\$66,396,070	\$66,396,070	\$4,589,171	\$3,924,500	\$3,924,500	5.9%	

Notes:

- 1 Revenues are low due to low/no activities for the first month of the year.
- 2 The City received over \$16,409 in water and sewer impact fees for the first month of the year.

2016 October Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	October Actual	YTD Expenditures	Percent of Budget Spent	Notes
1	General Fund	\$26,957,060	\$26,957,060	\$1,553,364	\$1,676,186	\$1,676,186	6.2%	
5	Debt Service Fund	5,396,432	5,396,432	0	0	0	0.0%	1
11	Economic Development Fund	2,466,561	2,466,561	205,547	132,281	132,281	5.4%	
12	Crime Control Fund	1,620,230	1,620,230	135,019	78,636	78,636	4.9%	
13	Oil and Gas Fund	1,166,713	1,166,713	97,226	97,226	97,226	8.3%	
14	Hotel Motel Tax Fund	59,614	59,614	4,968	5,097	5,097	8.6%	
15	Court Security Fund	34,000	34,000	2,833	2,750	2,750	8.1%	
16	Court Technology Fund	64,717	64,717	5,393	24,369	24,369	37.7%	2
17	Juvenile Case Manager Fund	49,500	49,500	4,125	4,000	4,000	8.1%	
18	Red Light Camera Fund	244,173	244,173	20,348	4,584	4,584	1.9%	1
19	Grant Fund	50,733	50,733	4,228	559	559	1.1%	1
20	PEG Fund	50,000	50,000	4,167	0	0	0.0%	1
21	Fire Donation Fund	3,000	3,000	250	0	0	NA	1
22	Library Donation Fund	24,659	24,659	2,055	0	0	0.0%	1
23	Police Forfeiture Fund	22,000	22,000	1,833	0	0	0.0%	1
24	Park Donation Fund	67,500	67,500	5,625	0	0	0.0%	1
25	Park Dedication Fund	0	0	0	0	0	NA	1
26	Safe Pathways Fund	0	0	0	0	0	NA	1
27	Animal Shelter Fund	0	0	0	0	0	NA	1
28	Police Donation Fund	43,500	43,500	3,625	0	0	0.0%	1
29	Police CART Fund	5,000	5,000	417	0	0	0.0%	1
31	Street Reconstruction Fund	4,718,000	4,718,000	393,167	25,359	25,359	0.5%	1
32	Capital Projects Fund	1,665,000	1,665,000	138,750	0	0	0.0%	1
35	Capital Replacement Fund	622,540	622,540	51,878	7,035	7,035	NA	1
39	Street Assessment Fund	0	0	0	0	0	NA	1
41	Water and Sewer Fund	22,810,048	22,810,048	1,900,837	731,830	731,830	3.2%	
42	Water Capital Projects	4,683,000	4,683,000	390,250	0	0	0.0%	1
44	W&S Impact Fees	0	0	0	0	0	NA	1
45	Drainage Fund	2,487,201	2,487,201	207,267	145,905	145,905	5.9%	
46	Drainage Capital Projects	512,450	512,450	42,704	0	0	0.0%	1
Total		\$75,823,631	\$75,823,631	\$5,175,876	\$2,935,817	\$2,935,817	3.9%	

Notes:

- 1 There were no expenditures or the expenditures were extremely small for the first month of the year.
- 2 Expenditures of over \$23,769 were paid for the annual court software maintenance.

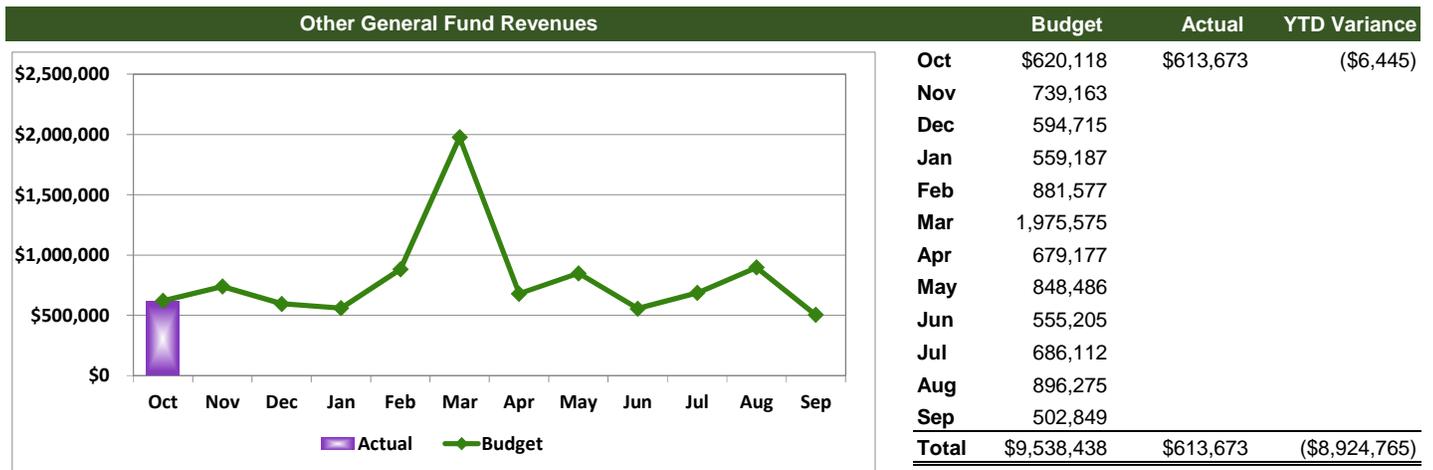
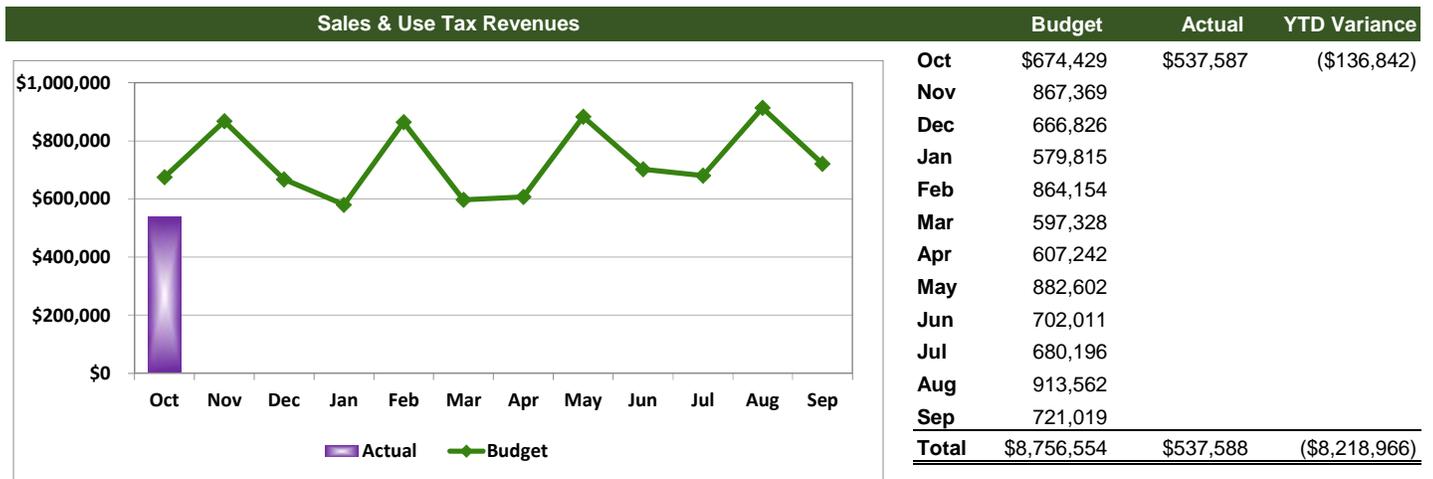
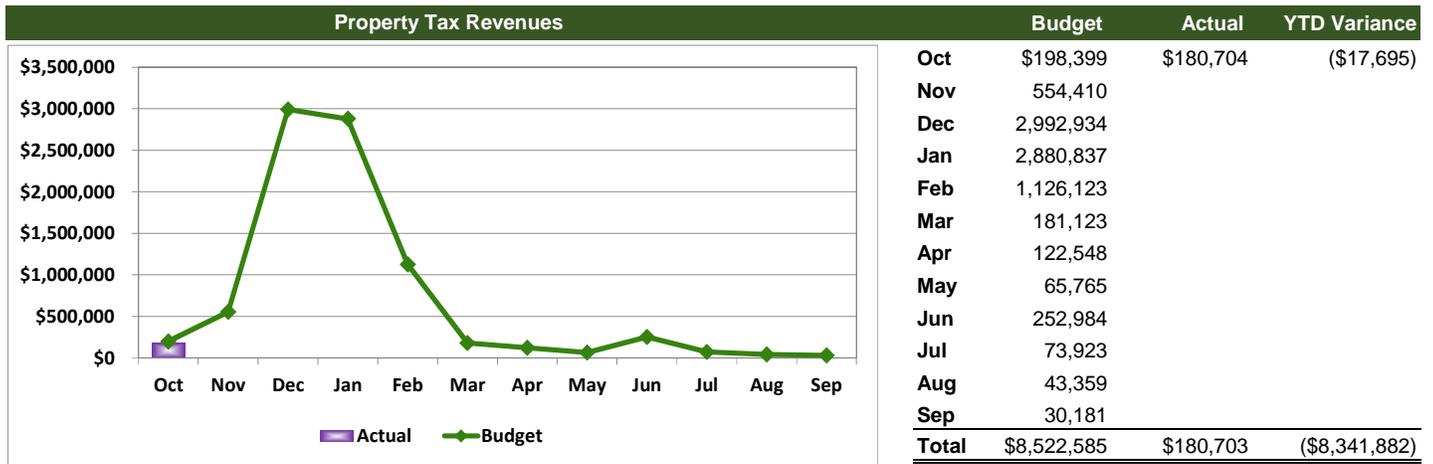
2016 October Monthly Financial Report - General Fund Revenues

Description	Adopted Budget	Revised Budget	YTD Budget	October Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,522,585	\$8,522,585	\$198,399	\$180,704	\$180,704	2.1%	1
Sales & Other Taxes	8,756,554	8,756,554	674,429	537,587	537,587	6.1%	
Franchise Fees	4,040,000	4,040,000	222,333	141,722	141,722	3.5%	2
Licenses/Permits/Fees	359,285	359,285	29,940	36,547	36,547	10.2%	3
Charges for Service	1,833,243	1,833,243	152,770	193,442	193,442	10.6%	3
Fees and Fines	1,673,450	1,673,450	139,454	101,668	101,668	6.1%	
Other Revenues							
Interest Income	70,000	70,000	5,833	3,277	3,277	4.7%	
Miscellaneous	194,260	194,260	16,188	23,000	23,000	11.8%	3
Total General Fund Revenues	\$25,449,377	\$25,449,377	\$1,439,347	\$1,217,947	\$1,217,947	4.8%	
Transfers	1,368,200	1,368,200	114,017	114,017	114,017	8.3%	
Total General Fund Revenues and Transfers	\$26,817,577	\$26,817,577	\$1,553,364	\$1,331,964	\$1,331,964	5.0%	

Notes:

- 1 Property Tax revenue is usually low for October each year.
- 2 Franchise Fees revenue usually is low for October due to timing of quarter and yearly payments.
- 3 Receipts for Licenses/Permits/Fees, Charges for Services and Miscellaneous Revenues were slightly higher than expected.

2016 October Monthly Financial Report - General Fund Revenues



Total General Fund Revenues		Budget	Actual	YTD Variance
		\$26,817,577	\$1,331,964	(\$25,485,613)

2016 October Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	October Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,409,103	\$6,409,103	\$534,092	\$350,075	\$350,075	5.5%	
Administration	517,249	517,249	43,104	37,897	37,897	7.3%	
City Secretary	209,976	209,976	17,498	13,918	13,918	6.6%	
City Council	28,750	28,750	2,396	713	713	2.5%	1
Finance	600,475	600,475	50,040	42,622	42,622	7.1%	
Human Resources	578,733	578,733	48,228	30,158	30,158	5.2%	
Planning	514,791	514,791	42,899	37,208	37,208	7.2%	
Information Technology	533,198	533,198	44,433	23,958	23,958	4.5%	
Fleet Services	492,642	492,642	41,054	26,319	26,319	5.3%	
Building Maintenance	554,209	554,209	46,184	7,466	7,466	1.3%	1
Nondepartment	2,379,080	2,379,080	198,257	129,816	129,816	5.5%	
Public Safety	16,647,651	16,647,651	1,387,304	1,052,657	1,052,657	6.3%	
Police	9,553,857	9,553,857	796,155	597,253	597,253	6.3%	
Fire	6,459,976	6,459,976	538,331	421,115	421,115	6.5%	
Municipal Court	633,818	633,818	52,818	34,289	34,289	5.4%	
Streets	911,342	911,342	75,945	76,410	76,410	8.4%	
Culture and Recreation	2,488,965	2,488,965	207,414	155,377	155,377	6.2%	
Parks and Recreation	1,274,241	1,274,241	106,187	68,017	68,017	5.3%	
Library	1,214,724	1,214,724	101,227	87,360	87,360	7.2%	
Total General Fund Expenditure	26,457,060	26,457,060	2,204,755	1,634,519	1,634,519	6.2%	
Transfers Out	500,000	500,000	41,667	41,667	41,667	8.3%	
Total General Fund Expenditures & Transfers	\$26,957,060	\$26,957,060	\$2,246,422	\$1,676,186	\$1,676,186	6.2%	

Notes:

- Expenditures for City Council and Building Maintenance were low for the first month of the year.

2016 October Monthly Financial Report - Ratios

	General Fund	Water & Sewer Fund	All Other Funds	City-wide
Assets				
Total Quick Assets (Current Assets without inventory, supplies and prepaid items)	\$19,521,887	\$10,220,593	\$18,661,217	\$48,403,697
Total Current Assets	19,667,482	10,223,593	18,661,217	48,552,292
Fixed Assets	81,777,266	39,826,267	16,452,277	138,055,810
Total Assets	\$101,444,748	\$50,049,860	\$35,113,494	\$186,608,102
Liabilities				
Current Liabilities	13,312,279	3,307,055	1,180,683	17,800,017
Long-Term Liabilities	36,516,658	13,792,574	2,981,701	53,290,932
Total Liabilities	\$49,828,937	\$17,099,629	\$4,162,383	\$71,090,949
Debt Ratio	49%	34%	12%	38%
Quick Ratio	1.47	3.09	15.81	2.72
Current Ratio	1.48	3.09	15.81	2.73

Debt Ratio, Quick Ratio and Current Ratio As Compared with Other Cities September 30, 2015

	Haltom City	Eules	Hurst	North Richland Hills	Watauga
Debt Ratio	46%	31%	27%	41%	34%
Quick Ratio	3.27	2.87	6.32	1.57	4.47
Current Ratio	14.24	11.38	21.03	14.98	15.67

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016
Department: City Secretary
Subject: Minutes of November 14, 2016

BACKGROUND

A Regular Meeting was held at City Hall, 5024 Broadway Avenue on November 14, 2016.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve the Minutes of November 14, 2016.

ATTACHMENTS

November 14, 2016 Minutes

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
November 14, 2016**

A Regular Meeting by the City Council of the City of Haltom City, Texas, was held on November 14, 2016, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt

Council Place 2 Walter Grow

Council Place 3 Scott Garrett

Council Place 6 Stephanie Davenport and Council Place 7 Dr. An Truong were absent.

Staff Present: Keith Lane, City Manager; Rex Phelps, Assistant City Manager, Cara White, City Attorney; Art Camacho, City Secretary; Justin French, Planning and Community Director; Jennifer Fung, Finance Director, Police Chief Cody Philips, Janet Carver, Purchasing Agent, and Greg Van Nieuwenhuize, Public Works Director.

Mayor Pro Tem Bob Watkins

Council Place 1 Jeannine Nunn

Council Place 4 Trae Fowler

WORKSESSION

CALL TO ORDER

Mayor Averitt called the Worksession to order at 6:08 p.m. A discussion was held regarding electric fences and possibly amending the current ordinance. Michael Pate, Director of Electric Dog, LLC and Justin French, Planning and Community Development Director, provided information that included a description of the typical security unit, monthly costs, and method of operation. The Council may consider an amendment to the current ordinance in the future. The Consent and Regular Agenda was open for discussion, but no changes were made. The Worksession ended at 6:38 p.m. Mayor Averitt called for an Executive Session at 6:38 p.m.

EXECUTIVE SESSION

Chapter 551 of the Texas Government Code

As authorized by Section 551.071, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on open meetings, open records, project schedule/construction contract with Tiseo Paving, dissolution/restructuring of the Haltom City Economic Development Corporation, and pending litigation and settlement offers for the following cases:

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Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

Section 551.074 - Personnel

Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

- City Secretary Salary Reduction Agreement

Mayor Averitt closed the Executive Session at 6:58 p.m.

REGULAR MEETING

CALL TO ORDER

Mayor Averitt called the meeting to order at 7:08 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member Walter Grow gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS/EVENTS

Assistant City Manager Rex Phelps read the following announcements:

Public Library

Story Time, GED Classes, Super Science Saturdays, Bi-lingual Story Time, Family Movie Night and Coloring and Cookies for Grown Ups activities and their dates and times are found on the Library's website.

Thanksgiving Take Home Craft - Saturday, November 19th - Drop by the Library and pick up a free craft to complete at home. Craft is appropriate for ages 4 – 9.

Friends of the HC Public Library are selling cookbooks from November 14th – 19th from 11 a.m. to 5 p.m. in the Library lobby.

Reference USA is the Library's newest online acquisition and provides a source for business and consumer research and information, which can be accessed either at home or remotely with your HC Public Library card.

Community Projects

Congratulations to Pet World at 2700 Carson Street for winning the Fourth Quarter Business of the Quarter. Join Keep Haltom City Beautiful for the Proclamation on Thursday, November 17th at 4 p.m.

The **Christmas on Broadway** holiday special event is Saturday, December 3rd from 3 p.m. to 6 p.m. This free, family friendly event features carriage rides, bounce houses, a petting zoo, Christmas crafts and games, and much more. Santa and Mrs. Claus will be there along with our local elementary school choirs and special performances from Haltom High School students, NEED will be collecting non-perishable foods, "Giving Christmas" will be collecting new, unwrapped toys and wrapping paper, and BIRD Clothes Connection will be collecting "gently used" winter coats and clothes to give back to the Haltom City community in need.

The Neighbourhood Decorating contest is December 12th through 15th. Be sure to have your homes decorated for the holidays. Eighteen winners across the entire city will be chosen. Thank you to Keep Haltom City Beautiful for keeping this holiday tradition going.

Parks and Recreation

The early registration deadline for **Youth Basketball** is November 23rd, but kids can still register from November 28th until December 2nd in person. Late registration is \$80 per player for boys and girls ages 7-12 as of September 1st.

Early registration for Lil' Ballers, ages 4-6, ends December 2nd. The cost is \$45 per player. Late registration is available December 5th – 10th and the cost is \$65 per player. All practices and games are held at the Haltom Recreation Center. Coaches are needed.

Council Member Jeannine Nunn thanked the Council, Staff, and citizens who attended the Veterans Memorial Garden Site Dedication on Veteran's Day, November 11th.

PROCLAMATIONS – “Haltom City Animal Hospital” - Mayor Pro Tem Bob Watkins presented Dr. William Anderson with a Certificate of Recognition plaque for the Haltom City Animal Hospital, in which Dr. Anderson thanked both the audience and Council.

CONSENT AGENDA

1. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of October 24, 2016.
2. **City Vehicles** – Consideration and/or action regarding approval to purchase 12 vehicles from Caldwell Country Chevrolet, as provided in the 2017 Budget:
 - A. Police Vehicles (4) – TASB Buyboard contract #430-13
 - B. Fire Department (1) – TASB Buyboard contract #430-13
 - C. Code Enforcement (2) – H-GAC contract #VE11-15
 - D. Public Works (5) – H-GAC contract #VE11-15
3. **Police Ammunition** – Consideration and/or action regarding approval of the purchasing of police ammunition from Precision Delta Corp., as provided in the 2017 Budget.
4. **Police Motorcycles** – Consideration and/or action regarding approval of the purchasing of two (2) police motorcycles from Stampede Harley Davidson, as provided in the 2017 Budget.
5. **Traffic Control, Enforcement and Signal Preemption** – Consideration and/or action regarding approval of the purchasing of the Opticon GPS System, as provided in the 2017 Budget.
6. **Bid No. B2017-311-001** - Consideration and/or action to approve the purchase of miscellaneous concrete from Reliable Paving, as provided in the 2017 Budget.

A question regarding the current balance and projected revenue of the Red Light Camera fund was asked. Council Member Fowler moved, seconded by Council Member Grow, to approve the Consent Agenda as presented. ***The vote was unanimous. Motion carried.***

REGULAR AGENDA

7. **Ordinance No. O-2016-031-01** – Conduct a public hearing and consideration and/or action to approve Ordinance No. O-2016-031-01 – Oncor Franchise Agreement – ***First Reading.*** Finance Director Jennifer Fung presented the ordinance and a discussion was held regarding the city’s reservation stance toward the ordinance agreement. Mayor Averitt opened the Public Hearing at 7:24 p.m. No citizen came forward. Mayor Averitt closed the Public Hearing at 7:25 p.m. Council Member Garrett moved, seconded by Council Member Grow, to approve Ordinance No. O-2016-031-01 – granting Oncor Electric Delivery Company LLC an electric power franchise agreement – first reading. ***The vote was unanimous. Motion carried.***
8. **Ordinance No. O-2016-027-15 (Z-009-16)** - Conduct a public hearing and consider action on the application of Eudelia Delos Santos for a Zoning Change request from “C-1” Commercial District to “SF-2” Single Family Residential District located on Lot 36, Block 1 of the Jonesfield Addition, being approximately 0.465 acres located south of Midway Road and west of McQuire Road, locally known as 5812 Midway Road, and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – ***First Reading.*** Justin French, Planning and Community Director, presented the ordinance and a discussion was

held regarding the current land use plan and upholding the current zoning. Mayor Averitt opened the Public Hearing at 7:35 p.m. The following individuals came forward: (1) Property owner Rene Delos Santos stated he had tried to sell the property under the current zoning and could not get a buyer, which led to him requesting a zoning change. (2) Roy Sullins stated he felt the zoning should stay commercial and would speak to the owner regarding a possible purchase of the property after the meeting. No other citizen came forward. Mayor Averitt closed the Executive Session at 7:40 p.m. Council Member Fowler moved, seconded by Council Member Nunn, for denial of Ordinance No. O-2016-027-15 (Z-009-16) – first reading. ***The vote was unanimous. Motion carried.***

9. **Ordinance No. O-2016-028-15 (Z-010-16)** - Conduct a public hearing and consider action on the application of Vian Boutaloth for a Zoning Change request from “M-1” Industrial District to “M-2” Heavy Industrial District located on Lot 2A of the Jack Williams Subdivision Addition, being approximately 0.641 acres located north of Midway Road and east of Weaver Street, locally known as 2604 Weaver Street – ***First Reading.*** Planning and Community Director Justin French presented the ordinance and a discussion was held regarding the business use of the property. Mayor Averitt opened the Public Hearing at 7:46 p.m. and business owner Quoc Cuong Tran came forward and answered questions concerning “bottling” operations, property enlargement uses, and the employee status. No other citizen came forward. Mayor Averitt closed the Public Hearing at 7:50 p.m. Council Member Garrett moved, seconded by Council Member Fowler, to approve Ordinance No. O-2016-028-15 (Z-010-16) – first reading. ***The vote was unanimous. Motion carried.***
10. **Ordinance No. O-2016-029-15 (Z-012-16)** - Conduct a public hearing and consider action on the application of Ernest Hedgcoth on behalf of Richey Road Partnership for a Zoning Change request from “SF-2” Single Family Residential District to “M-2” Heavy Industrial District located on Lot 17, Block 16 of the Parkdale Gardens Addition, being approximately 0.345 acres located north of Airport Freeway and west of Moneda Street, locally known as 2221 Moneda Street, and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – ***First Reading.*** Planning and Community Development Director Justin French presented the ordinance and a discussion regarding the surrounding “M-2” zoned properties was held. Mayor Averitt opened the Public Hearing at 7:58 p.m. Ernest Hedgcoth, of Hedgcoth Consultant Engineers, presented information concerning the need for the zoning change to expand employee parking and storage. No other citizen came forward. Mayor Averitt closed the Public Hearing at 8:02 p.m. Council Member Grow moved, seconded by Council Member Garrett, to approve Ordinance No. O-2016-029-15 (Z-012-16) for the approval of zoning change “SF-2” to “M-2” – first reading. ***The vote was unanimous. Motion carried.***
11. **Ordinance No. O-2016-024-15** - Conduct a public hearing and consider action on an amendment to Ordinance No. O-2002-032-15, the Zoning Ordinance of the City of Haltom City, Texas, by adopting regulations for certain land uses; providing and amending certain land use definitions; providing for and amending the classification of certain land uses in certain zoning districts; and providing and amending restrictions and parking requirements – ***First Reading.*** Planning and Community Development Director Justin French presented the ordinance. Mayor Averitt opened the Public Hearing at 8:06 p.m. No citizen came forward. Mayor Averitt closed the

Executive Session at 8:07 p.m. Council Member Grow moved, seconded by Council Member Fowler, to approve Ordinance No. O-2016-024-15 – first reading. ***The vote was unanimous. Motion carried.***

VISITORS/CITIZENS FORUM

No citizen came forward.

BOARDS/COMMISSIONS

- 12. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. Council Member Garrett presented the resignation of Jaye Arsement from the Place 3 position on the Planning and Zoning Commission and also commented on her valuable service on the P & Z. ***The resignation was approved unanimously.***
- 13. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. No appointments or reappointments were made. Mayor Averitt mentioned that several of his appointments were forthcoming and invited citizens to apply.

EXCUSED ABSENCE OF COUNCIL MEMBERS

- 14. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter. Mayor Pro Tem Watkins moved to approve both excused absences of Council Members Stephanie Davenport and Dr. An Truong. ***The absences were unanimously approved.***

Mayor Averitt called for a motion from the previous Executive Session.

RECONVENE TO REGULAR SESSION

- 15. Council Member Garrett moved, seconded by Council Member Grow, to approve the first amendment to the salary reduction agreement as discussed in Executive Session. ***The vote was unanimous. Motion carried.***

ADJOURNMENT

Mayor Averitt adjourned the meeting at 8:10 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

David Averitt, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016

Department: Finance

Subject: Ordinance No. O-2016-031-01
Granting Oncor Electric Delivery
Company LLC an Electric Power
Franchise Agreement - Second
Reading

BACKGROUND

In 1996, the City Council granted Texas Utilities Electric Company and its successor an electric power franchise to use the present and future streets, alleys, highways, public utility easement, public ways and other public property of Haltom City. The agreement will expire on December 31, 2016. This ordinance will grant the franchise agreement with Oncor Electric Delivery Company LLC (Company), a successor of Texas Utilities Electric Company, for twenty years.

The current franchise fee factor is 0.003293 per each kilowatt hour of electricity delivered and the franchise fee based on "Discretionary Service Charges" is 4%. There is no change in the franchise rate nor frequency of payment. The Company will continue making annual franchise payment as per agreement.

The first public hearing was conducted on November 14, 2016 and the Council unanimously approved the first reading of the ordinance.

FISCAL IMPACT

Oncor Electric Delivery Company LLC paid the City \$1,371,688 for electric franchise fee for fiscal year 2016. The electric franchise fees for FY2017 is estimated at \$1,372,000.

RECOMMENDATION

Staff recommend the City Council to approve the ordinance on the second reading.

ATTACHMENT

Ordinance No. O-2016-031-01 was not changed and was provided in the agenda packet for the November 14, 2016 Council meeting.

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016

Department: Planning & Community Development

Subject: Ordinance No. O-2016-028-15
Final Reading (Z-010-16)

BACKGROUND

On November 14, 2016, the City Council approved Ordinance No. O-2016-028-15 by a vote of 5-0-0.

Consider action on the application of Vian Boutaloth for a Zoning Change request from “M-1” Industrial District to “M-2” Heavy Industrial District located on Lot 2A of the Jack Williams Subdivision Addition, being approximately 0.641 acres located north of Midway Road and east of Weaver Street, locally known as 2604 Weaver Street.

The applicant requests to rezone the subject site to the “M-2” Heavy Industrial District in order to occupy the existing building with a bottling plant. The City’s Comprehensive Land Use Plan (CLUP) designates the subject site as Industrial. The proposed zoning change is consistent with the uses suggested by the CLUP. In addition, all abutting zoning districts are zoned Industrial or Heavy Industrial.

FISCAL IMPACT

None.

RECOMMENDATION

On October 25, 2016, the P&Z recommended approval of Z-010-16 by a vote of 6-0-0.

ATTACHMENTS

Provided in the City Council packet of November 14, 2016

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016

Department: Planning & Community Development

Subject: Ordinance No. O-2016-029-15
Final Reading (Z-012-16)

BACKGROUND

On November 14, 2016, the City Council approved Ordinance No. O-2016-029-15 by a vote of 5-0-0.

Consider action on the application of Ernest Hedgcoth on behalf of Richey Road Partnership for a Zoning Change request from "SF-2" Single Family Residential District to "M-2" Heavy Industrial District located on Lot 17, Block 16 of the Parkdale Gardens Addition, being approximately 0.345 acres located north of Airport Freeway and west of Moneda Street, locally known as 2221 Moneda Street, and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan.

FISCAL IMPACT

None.

RECOMMENDATION

On October 25, 2016, the P&Z recommended approval of Z-012-16 by a vote of 6-0-0.

ATTACHMENTS

Provided in the City Council packet of November 14, 2016

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016

Department: Planning & Community Development

Subject: Ordinance No. O-2016-024-15
Final Reading

BACKGROUND

On November 14, 2016, the City Council approved Ordinance No. O-2016-024-15 by a vote of 5-0-0.

Consider action on an amendment to Ordinance No. O-2002-032-15, the Zoning Ordinance of the City of Haltom City, Texas, by adopting regulations for certain land uses; providing and amending certain land use definitions; providing for and amending the classification of certain land uses in certain zoning districts; and providing and amending restrictions and parking requirements.

Following several inquiries to the Department of Planning and Community Development for zoning verification, notes were made as to needed clarifications and additions to the zoning ordinance in order to provide clear and consistent regulation of certain land uses, such as: tattoo studio, blood/plasma donation center, banquet hall, washateria, massage studio, and fitness center.

On August 23, 2016, the Planning and Zoning Commission began to workshop a zoning ordinance amendment to define and classify the uses of tattoo studio and permanent cosmetic studio.

On September 13, 2016, the Planning and Zoning Commission continued the workshop and suggested that staff expand the zoning ordinance amendment to define and clarify other land uses and regulations in the zoning ordinance.

On September 27, 2016, the Planning and Zoning Commission reviewed, changed, and drafted the attached zoning ordinance amendment.

On October 7, 2016, the Planning and Zoning Commission and City Council public hearings regarding the proposed zoning ordinance amendment were noticed in the Fort Worth Star Telegram.

FISCAL IMPACT

None.

RECOMMENDATION

On October 25, 2016, the P&Z recommended approval of O-2016-024-16 by a vote of 6-0-0.

ATTACHMENTS

Provided in the City Council packet of November 14, 2016

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: November 28, 2016
Department: Finance / Purchasing
Subject: Public Works Vehicle Purchase

BACKGROUND

The purchase of a Tandem Axle 12/14 yard dump truck to be used by Public Works/Street Department was approved in the 2017 Fiscal Budget. The maintenance costs have exceeded original value for the existing Tandem Axle dump truck and repair parts may no longer be available due to age.

FISCAL IMPACT

The approved budget for the Tandem Axle 12/14 dump truck is \$128,050. The total purchase price for the Peterbilt 348 Dump Truck through the TASB Buyboard Purchasing Cooperative Program is \$118,306. The purchase of the dump truck is to be funded in the Capitol Replacement Fund 35.

RECOMMENDATION

Staff recommends that Council authorize the purchase of one (1) Peterbilt 348 Dump Truck to Rush Truck Centers of Texas through their contract with TASB Buyboard Purchasing Cooperative Program. The City is a member of the TASB Buyboard Purchasing Cooperative Program and purchases made through this agency satisfy all state and local bidding requirements.

In addition, the staff recommends the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 28th day of November, 2016, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: November 28, 2016
Department: Administration
Subject: Cancellation/Rescheduling of the
December 26, 2016 Council Meeting

BACKGROUND

Due to the potential conflict with the holiday season and the necessity of conducting a Council meeting, the Council has cancelled or rescheduled the second scheduled meeting in December in the past. City Hall will be closed Monday, December 26, 2016 for the Christmas holidays.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended Council approve the cancellation/rescheduling of the December 26, 2016 City Council meeting.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 28th day of November, 2016, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

CITY COUNCIL MEMORANDUM / RESOLUTION

City Council Meeting: November 28, 2016
Department: Parks & Recreation
Subject: Electronic Message Sign Repair/Replace

BACKGROUND

The Electronic Message sign at the Recreation Center was installed in 2006. In the last 3 years, we have had to spend several thousand dollars making repairs to the sign. Several panels on the board need to be replaced and will cost in the thousands. The software that the sign runs on is outdated and the company is no longer in business. It was determined that we must replace the message portion of the sign in order for it to function properly again. This sign is an excellent marketing tool for the City, as thousands of cars pass by it on a daily basis. We plan to upgrade the board to a full color video message board, as this is the most current technology.

FISCAL IMPACT

Three bids were received and pricing is as follows:

Vendor	Total Price
Olen Williams	\$22,000
Entech Signs	\$26,000
Comet Signs	\$26,000

RECOMMENDATION

Staff recommends the City Council award the bid to Comet Signs in the amount of \$26,000. The original vendor that installed the sign was Reynolds Signs. They were bought out by Comet Signs several years later. The original salesman is still with Comet and has provided the quote. They plan to install a Daktronics board. Daktronics is a well-recognized scoreboard and electronic sign company that has been in business for over 20 years. This is also the only vendor that provides a vandal-resistant protective cover over the message board.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 28th day of November, 2016 at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016
Department: City Secretary
Subject: Boards and Commissions
Resignation of Members

BACKGROUND

The City Council will consider action regarding the resignations from Boards and Commissions

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENT

None.

CITY COUNCIL MEMORANDUM

City Council Meeting: November 28, 2016
Department: City Secretary
Subject: Boards and Commissions
Appointments/Reappointments

BACKGROUND

The City Council will consider action regarding the appointment/reappointment of board and commission members. Councilmembers serving in Places 4 and 6 are due to make appointments and/or reappointments to the following boards: Beautification, Library, and Parks. The Mayor appoints all five members to the Public Arts Program Committee.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENTS

Applications: Kyle Crouse, Zachariah Ammons, Teresa Cabano, Diana Williams, David Wood, John Thornton, Troy Depue, and Anastasia Taylor.

Mayor: Beautification (vacant), Public Arts Program Committee – 2 appointments vacant.

Councilmember Place 1: ZBA (vacant)

Councilmember Place 4: Beautification (current member Denise Ford), Library (current member Teresa Cabano), Parks (current member Don Cooper)

Councilmember Place 6: Beautification (vacant), Parks (current member Dana Coffman)