



CITY COUNCIL MEETING
City of McLendon-Chisholm, Texas
Meeting Minutes
October 8, 2019

The City Council of the City of McLendon-Chisholm convened in Regular Session on Tuesday, October 8, 2019, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

ATTENDING:	Keith Short	Mayor
	Nathan Hodges	Council Member
	Lorna Kipphut	Council Member
	William Dahl	Council Member
ABSENT:	Jim Bloom	Mayor Pro-Tem
	Trudy Woessner	Council Member
Staff Present:	Lisa Palomba	City Administrator/City Secretary
	Michael Halla	City Attorney
	Karl Crawley	City Planner

1. CALL TO ORDER

Mayor Short called the meeting to order at 6:30 p.m.

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND TEXAS FLAGS

Council Member Hodges delivered the Invocation and Mayor Short led the Pledge of Allegiance to the U.S. and Texas Flags.

3. RULES OF DECORUM

Mayor Short announced the Rules of Decorum are in place and are to be observed throughout the meeting.

4. CITIZEN COMMENTS

None

5. APPROVAL OF MINUTES

5.1. September 24, 2019 City Council Meeting

MOTION: APPROVE MINUTES OF THE SEPTEMBER 24, 2019 CITY COUNCIL MEETING AS PRESENTED.

MADE BY: Council Member Kipphut
SECONDED BY: Council Member Dahl
APPROVAL: Unanimous by Council Members Present

6. ITEMS FOR CONSIDERATION

6.1. Public hearing, discussion and action regarding a request by Anthony Crowley on behalf of Ty Davenport, seeking approval of a Final Plat for Davenport Estates, 6.188 acres, part of Rockwall CAD Parcel ID No. 11452, K Latham Survey,

Mayor Short opened the public hearing at 6:35 p.m.

City Planner Crawley provided the Council with the following report regarding this request.

APPLICANT: Anthony Crowley
1121 Dallas Dr. Ste. 6
Denton, TX 76205

LOCATION: Smith Road & FM 550 / Rockwall County ID# 11452

ZONING: AG District

REQUEST:

Approval of a final plat of a 6.88-acre property to construct a single-family residence on the portion of the property zoned A District with frontage on Smith Road.

PROPERTY OWNER: Ty Davenport
1730 S. Hwy 205
McLendon-Chisholm, TX 75032

REPRESENTATIVE: Anthony Crowley

STAFF RECOMMENDATION: APPROVAL, the plat meets all the technical requirements and complies with zoning and subdivision regulations.

CONDITIONS:

Prior to the issuance of any authorization for construction of infrastructure, drainage, or structures, the final civil engineering plans be reviewed and approved by the City's Engineer.

BACKGROUND INFORMATION:

The proposed final plat consists of one proposed lot of record in the A District. The applicant has conveyed the purpose of the plat is to create one legal building site for a

single-family residence. In the A District, Single Family is an allowed use. The width of the parcel existed before the adoption of the Zoning Ordinance in 2007, and as such, is legal non-conforming. The proposed plat complies with the following zoning regulations of the A District:

DEVELOPMENT STANDARDS	A DISTRICT (minimum)	PROPOSAL
Lot area	2.5 acres	5.981 acres*
Lot width	300 feet	299.6 feet **
Lot depth	200 feet	898.7 feet

*Excludes 0.206-acre portion of property to be dedicated to the City for Smith Road.

** Legal non-conforming.

Planning and Zoning Commission recommended approval and the City Council approved the Preliminary Plat.

STAFF RECOMMENDATION: APPROVAL.

The final plat meets all technical requirements and complies with all zoning and subdivision regulations. Staff recommends approval subject to the conditions listed below.

NOTE: This item was supposed to be held on September 19, 2019; however, there was no Quorum at the hearing in the mentioned meeting. Therefore, it was scheduled for October 3, 2019.

CONDITIONS:

1. Access: The proposed plat would leave a 3.85-acre remainder not part of the proposed plat. In order to ensure future access to this remainder, the applicant has agreed to dedicate a 20-foot wide access easement, by separate instrument, from the remainder parcel to FM 550. Said easement must be recorded by separate instrument at Rockwall County, and the recordation information must be cited on the final plat. It is the city's understanding that the remainder parcel will be incorporated into adjacent parcels and will have permanent access to public right-of-way in the future. **This condition has been met per the attached recorded Access Easement. ***
2. Engineering/Utility Connection: Prior to the issuance of any authorization for construction of infrastructure, drainage, or structures, the final civil engineering plans be reviewed and approved by the City's Engineer. *
3. Thoroughfare/Streets: The applicant is dedicating 30 feet of property to the centerline to align with a proposed right-of-way of 60 feet for Smith Road. The right-of-way dedication will leave 5.981 acres for private development. **This condition has been met. ***
4. Surveyor determine elevation for drainage easement based on top of dam elevation and place easement on plat prior to it being filed. **This has been completed and must be reviewed by the City Engineer. ***

***All conditions for this plat must be met before filing for record.**

The Planning & Zoning Commission recommended approval of the Final Plat contingent on all conditions being met.

Mayor Short closed the public hearing.

MOTION: APPROVE FINAL PLAT FOR DAVENPORT ESTATES, 6.188 ACRES, PART OF ROCKWALL CAD PARCEL ID NO. 11452, K LATHAM SURVEY, TRACT 67, GENERALLY LOCATED ON SMITH ROAD, SOUTH OF FM 550, CONTINGENT ON ALL CONDITIONS BEING MET.

MADE BY: Council Member Dahl
SECONDED BY: Council Member Hodges
APPROVED: Unanimous by Council Members present

6.2. Presentation by Dan Jackson representing Wildan Financial and discussion regarding 2019 Wastewater Rate Study and Financial Forecast.

City Administrator Palomba explained that the City entered into an agreement with Dan Jackson, representing Wildan Financial, to provide a Wastewater Rate Analysis for the purpose of determining appropriate rates. Mr. Jackson has completed his analysis and is present to present his findings to Council. Council will be provided an opportunity to ask questions and discuss his analysis.

City Administrator Palomba also gave additional information that a representative from North Texas Municipal Water district is scheduled to attend the October 22, 2019 City Council meeting to present information regarding scheduled wastewater infrastructure improvements and provide an opportunity for Council to ask questions.

Staff recommends that Council receive the presentation this evening and schedule action related to wastewater fees for November 12, 2019. At that time, Council should have adequate information to make a well-informed decision regarding wastewater rates.

Mr. Jackson presented the 2019 Wastewater Rate Study and Financial Forecast for the City of McLendon-Chisholm. His presentation included the following points:

- Facts about Water and WW Rates in the 21st Century
- City of McLendon-Chisholm Current Wastewater Rate Structure
- Monthly Residential Charge Comparison
- Forecast – Wastewater Accounts
- FY 2020 Operating/Capital Outlays
- Key Assumptions Driving Forecast Financial and Rate Plan
- Forecast Cost of Service

- Forecast Revenue Requirement
- Notes on Rate Proposal
- Wastewater Monthly Charge Required for Utility Self Sufficiency
- Proposed Rate Plan Forecast Fund Balance
- Presentation Summary – Benefits of Proposed Rate Plan

6.3. Discussion and action regarding consideration of Letter of Engagement with Murrey Paschall & Caperton, P.C. for auditing City of McLendon-Chisholm financial statements for Fiscal Year 2018-2019 for a price not to exceed \$11,000.

City Administrator Paloma explained that securing auditing services is standard following the end of the fiscal year. The City needs to get on the auditor's schedule. The audit is expected to begin in December and reports presented no later than the end of March 2020.

The City budgeted \$15,000 for auditing services. The proposal calls for \$11,000.

The purpose of the audit is to examine the City's financial statements to obtain reasonable assurance the financial statements are free from: 1) errors; 2) fraudulent financial reporting; and, 3) misappropriation of assets or violation of laws.

Kyle Caperton has been doing the audits since 2012. There are no requirements to rotate audit firms although it is considered a best practice to do so every few years.

MOTION: APPROVE A LETTER OF ENGAGEMENT WITH MURREY PASCHALL & CAPERTON, P.C. FOR AUDITING CITY OF MCLENDON-CHISHOLM FINANCIAL STATEMENTS FOR FISCAL YEAR 2018-2019 FOR A PRICE NOT TO EXCEED \$11,000.

MADE BY: Council Member Hodges
SECONDED: Council Member Kipphut
APPROVAL: Unanimous by Council Members Present

6.4. Discussion and action regarding consideration of a Letter of Engagement with Murrey Paschall & Caperton, P.C. for auditing Sonoma Verde Public Improvement District financial statements for Fiscal Year 2018-2019 for a price not to exceed \$6,000.

City Administrator Palomba explained this is the yearly audit for Sonoma Verde and will provide the same assurances as the City audit. The fee is reimbursable at the cost of \$6,000.

MOTION: APPROVE A LETTER OF ENGAGEMENT WITH MURREY PASCHALL & CAPERTON, P.C. FOR AUDITING SONOMA VERDE PUBLIC IMPROVEMENT DISTRICT FINANCIAL STATEMENTS FOR FISCAL YEAR 2018-2019 FOR A PRICE NOT TO EXCEED \$6,000.

**MADE BY: Council Member Hodges
SECONDED: Council Member Dahl
APPROVAL Unanimous by Council Members Present**

6.5. Discussion and consideration of a Resolution designating an official newspaper and alternate official newspaper for required public notices.

MOTION: MOVE TO DESIGNATE THE ROCKWALL HERALD BANNER AS THE CITY'S OFFICIAL NEWSPAPER FOR THE CURRENT MUNICIPAL YEAR AND TO DESIGNATE THE DALLAS MORNING NEWS AS THE ALTERNATE OFFICIAL NEWSPAPER FOR THE CITY

**MADE BY: Council Member Hodges
SECONDED BY: Council Member Kipphut
APPROVAL: Unanimous by Council Members Present**

6.6. Discussion and action considering approval of November 11, 2019 Veterans Day Memorial program including costs, participants and agenda.

MOTION: APPROVE THE NOVEMBER 11, 2019 VETERANS DAY MEMORIAL PROGRAM INCLUDING COSTS, PARTICIPANTS AND AGENDA.

**MADE BY: Council Member Dahl
SECONDED BY: Council Member Bloom
APPROVAL: Unanimous by Council Members Present**

6.7. Discussion and action regarding consideration of appointing two Council Members to a Comprehensive Plan Review Committee to work in collaboration with two appointed Planning & Zoning Commissioners for the purpose of reviewing the Comprehensive Plan, recommending areas of focus and identifying a process for updating the plan.

Mayor Short appointed Council Member Dahl and Council Member Bloom as members to a Comprehensive Plan Review Committee with Council Member Hodges serving as an alternate.

6.8. Discussion and action regarding the possibility of rescheduling or cancelling Regular Council Meetings during the 2019 holiday season.

MOTION: CANCEL THE NOVEMBER 26, 2019 AND THE DECEMBER 24, 2019 CITY COUNCIL MEETINGS.

MADE BY: Council Member Kipphut
SECONDED BY: Council Member Hodges
APPROVAL: Unanimous by Council Members Present

7. UPDATES, DISCUSSION AND DIRECTION TO STAFF

No Updates, Discussion or Direction to Staff

8. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

8.1. Mayor Short's Reports and announcements

Reminded everyone that M-C 50 is coming up. This is a busy time of year with Halloween and to be mindful of kids out and about. He reminded everyone of the Extreme Green Event to be held October 26th. He also announced a veteran's event to be held on November 9th at the Harbor.

8.2. Council Member Kipphut's reports and announcements

Announced a dental program for veterans to be held on November 8, 2019 by Lowrance Dental at 1350 Summer Lee Drive in Rockwall. Reservations required and she can help with that.

9.3. Council Member Hodges' reports and announcements - None

9.4. Council Member Woessner's reports and announcements - Absent

9.5. Mayor Pro Tem Bloom's reports and announcements - Absent

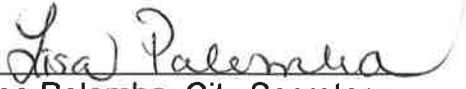
8.6. Council Member Dahl's reports and announcements - None

10. ADJOURN

There being no further business to discuss, Mayor Short adjourned the meeting at 7:31 p.m.

ATTEST:

APPROVED:



Lisa Palomba, City Secretary



Keith Short, Mayor

