

NOTICE OF
TOWN COUNCIL WORKSESSION, PUBLIC HEARING & REGULAR MEETING
TOWN OF PROVIDENCE VILLAGE, TEXAS
PROVIDENCE VILLAGE TOWN HALL
1745 F.M. 2931
MONDAY, APRIL 9, 2012
7:00 P.M. Regular Session

MINUTES

REGULAR SESSION 7:00 p.m.

I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT:

Mayor Roberson called the meeting to order at 7:00 p.m. Town Council members present were Alderman Lisa Garcia, Alderman McCroskey, Mayor Pro-Tem Law, Alderman Thompson, and Alderman McCullough, being a quorum.

II. PLEDGE OF ALLEGIANCE

- a. United States Flag
- b. Texas Flag:
 - i. Honor the Texas Flag I pledge allegiance to thee Texas, one State under God, one and indivisible

III. INVOCATION

Rev. Chris Yost from Crossway United Methodist Church led the invocation.

IV. OPEN FORUM:

Open Forum is for information only. The Council can take no action. No charges and/or complaints will be heard against any elected official, appointed official or employee of the Town unless presented in writing as prescribed in Chapter 22, paragraph 22.043 of the Local Government Code. Speaking time will be limited to three (3) minutes.

**Please note* Anyone wishing to furnish the Town Council with copies/handouts regarding their item of interest must provide 9 copies and present them to the Town Secretary for distribution to the Town Council.*

Don Fisher, President of the HOA, gave a brief report of recent activities with the Providence Village HOA, including the announcement that the main gate entrance to the pool at the clubhouse was being moved to allow young people to use the restrooms without having to use their cards to re-enter the pool area. Mr. Fisher also announced that waterproof wristbands for entrance into the gym and pool area were

being offered. Residents can exchange their card for a wristband for a cost of \$6.00. There is an additional charge to obtain a wristband without returning the card.

There were no further requests to address the Council in open forum. Alderman Garcia moved to close open forum; Alderman Thompson seconded. Motion carried: 5 in favor; 0 opposed.

V. WORKSESSION/COMMITTEE REPORTS/STAFF REPORTS:

- a. Monthly Reports from Committees: Communications, HOA, Water, Ordinance, Finance and Law Enforcement

Communication Committee – Mayor Pro-Tem Law announced that the new Town Hall website was up and going, reiterating that the information was the same as previous website, but easier to read and navigate. Alderman McCroskey stated that the committee was working on emergency preparedness information for the website. MailChimp count is 112. Mayor Roberson offered kudos for the new website design.

Finance Committee – Nothing to report.

HOA – Nothing to report.

Ordinance Committee – Alderman Thompson reported that the sign ordinance would be discussed later in the agenda.

Transition Committee – Nothing to report.

- b. Staff Reports

Philip Mack Furlow, Town Attorney, stated his report would be covered later on the agenda.

Connie Hansen, Town Secretary, provided an overview of her written report.

Mike Carroll, Town Code Enforcer, gave a summary of his written report, which included 13 certificate of occupancy inspections, 23 registered contractors, 2 citations issued, 10 parking complaints, and 7 citizen complaints. Mayor Pro-Tem Law asked if the Code Enforcer was still clearing the citations from January and February, and the Mike Carroll responded the majority of complaints from January and February were either addressed by voluntary compliance and that the current ongoing issue grass, weed and lawn mowing issues.

Law Enforcement did not have anything to report.

Mayor Pro-Tem Law motioned to close the committee and staff reports; Alderman Thompson seconded. Motion carried: 5 in favor, 0 against.

VI. CONSENT AGENDA – Items are considered self-explanatory and will be enacted with one motion. There will be no separate discussion of these items unless so requested by at least one member of the Town Council.

- a. Minute Approval: 3/12/12 Regular Session and 3/26/12 Regular Session
- b. Treasury Report
- c. Pay Bills
- d. Approve Purchase Orders

Alderman Garcia motioned to approve the Consent Agenda; Alderman Thompson seconded. Motion carried: 5 in favor, 0 against.

VII. ACTION ITEMS

Mayor Roberson announced that action item (c) would be moved and discussed in order accommodate individual schedules.

- c. Consider, discuss and act on development of emergency preparedness practices and procedures.

Kevin Moore, a current UNT student, presented a brief presentation regarding his current under graduate work in Emergency Administration Planning. He is expected to graduate in August and as part of his graduation requirements is need to participate in an internship and is offering to assist the Town with preparation of an Emergency Preparedness Plan. Mr. Moore stated that the internship would be without pay and that he needs 240 hours to complete his degree and that the Town would need to provide verification of the hours and a final evaluation for Mr. Moore's academic requirements.

Mayor Roberson acknowledged that there was a real need for the development of a plan and a committee to create such a plan. Discussion followed regarding the creation of an Emergency Preparedness Committee and Alderman Garcia stated that she wanted to participate on such committee. There was discussion regarding the "Code Red" program and Kevin Moore stated that he was experienced in writing plans. Alderman McCroskey asked if any of the other local cities or towns our size have plans and Mr. Moore responded that he wasn't aware of any off the top of his head. Alderman McCroskey recommended that a new committee be created and the committee be given the opportunity to evaluate Mr. Moore's presentation, and also stated that he too was interested in serving on the committee.

Mayor Pro-Tem Law motioned to create an Emergency Preparedness Committee consisting of Alderman McCroskey and Alderman Garcia as the committee members; Alderman McCroskey seconded. Motion carried: 5 in favor, 0 against.

- a. Consider, discuss and act on approval of Ordinance Establishing Regulations for Signs in the Town of Providence Village and its ETJ.

Alderman Thompson discussed the changes made to the sign ordinance, including the designation of the Town Secretary to serve as the sign administrator. Also discussed the "personal sign" definition, permit requirements, lighting issues, and

hanging signs. Alderman Thompson stated that one thing that was not previously worked out with Rodney Patterson, the building inspector, was the fees associated with review, approval and inspection of signs and that the committee was working closely with Rodney Patterson to develop and define the necessary fees. Alderman Garcia asked if the fees structure needed to be approved before approval of the ordinance, and Mayor Roberson reiterated that the fees associated with reviews and inspections would not impact approval of the ordinance and would be addressed by amendment to the fee ordinance.

Alderman McCullough motioned to close the Town Council regular session meeting and open a public hearing forum; Alderman Thompson seconded. Motion carried: 5 in favor, 0 against.

- b. Public hearing on Ordinance Establishing Regulations for Signs in the Town of Providence Village and its ETJ.

Mayor Roberson opened Public Hearing at 7:36 p.m. Philip Mack Furlow noted that the residents can comment on the ordinance during public hearing. Mr. Furlow then read aloud an extensive summary of the sign ordinance to ensure that the residents knew the present signs that were exempt from the sign ordinance, permit requirements, application and inspection process, denial and approval process, variance procedures, incentives for compliance with the sign ordinance, and prohibited signs. Philip Mack Furlow noted that there was a typographical error in section 8.2 and should be corrected to read “topographical features.”

Mayor Roberson opened the floor to anyone wishing to speak for or against the ordinance. There were no requests to address the Town Council. Alderman McCullough motioned to close the Public Hearing and reconvene Town Council regular session meeting; Mayor Pro-Tem Law seconded. Motion carried: 5 in favor, 0 against.

Mayor Roberson reconvened Town Council regular session meeting at 7:56 p.m.

Alderman Garcia motioned to approve the Ordinance Establishing Regulations for Signs in the Town of Providence Village and its ETJ with the noted correction to section 8.2; Mayor Pro-Tem Law seconded. Motion carried: 5 in favor, 0 against.

- d. Consider, discuss and act upon resolution appointing Mean Green Lawn Works as abatement vendor for Town.

Alderman Garcia motioned to approve the appointment of Mean Green Lawn Works as the abatement vendor for the Town; Alderman McCullough seconded. Motion carried: 5 in favor, 0 against.

- e. Consider, discuss and act upon resolution authorizing Town Treasurer to activate direct deposit from Texas Comptroller of Public Accounts to the Town's CapitalOne Bank account for payment of sales and use tax revenues.

Alderman Garcia motioned to authorize the Town Treasurer to active a direct deposit from Texas Comptroller of Public Accounts to the Town's CapitalOne Bank account; Alderman Thompson seconded. Motion carried: 5 in favor, 0 against.

- f. Discuss legal and administrative status involving CCN transfer from Providence Village Water Control and Improvement District to Mustang Special Utility District.

Philip Mack Furlow reported there the deadline to reply to the Court of Appeals was extended to April 23, 2012.

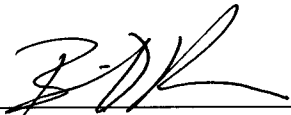
- g. Identify agenda items to be discussed at future meeting.

Sign Ordinance
Amended Ordinances
Engineering Report

VIII. ADJOURNMENT

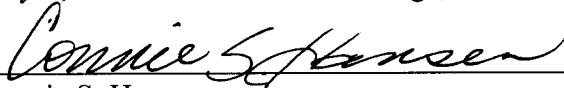
Alderman McCullough motioned to adjourn the Town Council meeting; Alderman Thompson seconded. Motion carried, 5 in favor, 0 against.

Meeting was adjourned at 8:07 p.m.



Brian D. Roberson
Mayor, Town of Providence Village, Texas

5/14/12
Date Minutes Approved



Connie S. Hansen
Town Secretary

5/14/12
Date Minutes Approved

