

NOTICE OF  
TOWN COUNCIL WORKSESSION, PUBLIC HEARING & SPECIAL MEETING  
TOWN OF PROVIDENCE VILLAGE, TEXAS  
PROVIDENCE VILLAGE TOWN HALL  
1745 MAIN ST., PROVIDENCE VILLAGE, TEXAS

**TUESDAY, JULY 30, 2019**  
7:30 P.M. Special Session

*Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers or employees may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.*

**MINUTE**

**SPECIAL SESSION 7:30 p.m.**

**I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT:**

Mayor Jordan called the meeting to order at 7:30 p.m. Town Council members present were Mayor Pro-Tem Eric Newton, Alderman Kelly Nelson and Alderman Linda Inman, being a quorum. Alderman Jesse Rodriguez and Alderman Chris Blue were absent.

**II. WORKSESSION/COMMITTEE REPORTS/STAFF REPORTS:**

a. Worksession to consider and discuss Fiscal Year 2019-2020 Budget.

Brian Roberson started the meeting by asking the Council members whether the proposed August 17<sup>th</sup> ribbon cutting ceremony date was acceptable. Mayor Jordan asked about posting of notice for the ceremony and he was informed that notices would be posted on behalf of the Town Council, Planning and Zoning Commission and Board of Adjustment.

Brian Roberson then began discussing the draft proposed budget presented to the Town Council and stated that in the budget there is additional CIP for vehicles for another police officer and a new code compliance officer; funds for Hero Park; and employee raises set at 3%.

Mayor Jordan asked about the tax rate and Brian Roberson reported that the current tax rate is .799718 and the proposed tax rate is .787427, which is \$0.013 lower than the current rate. Mr. Roberson further stated that the proposed rate was higher than the effective rate, but lower than the rollback rate. He also gave information relating to the tax roll property values being \$5,536,697, which was a 4.76% increase in values from last year. He also reported that this year there was a high number of protests; somewhere around 500+, and that 30 of the protests were still unresolved. Mr. Roberson reiterated that the proposed rate was over the effective rate of .755206.

Mr. Roberson further discussed the eventual need to raise our base rates for water, sewer, fire and trash. He stated that our rates have not been raised in a number of years and we are now getting to the point of services costing the Town. Mayor Jordan asked if we were going to have to adjust the Rate Order and Mr. Roberson replied affirmatively. Brian Roberson further stated that he did not recommend raising all at once, but instead work in smaller increments. He reported that the cost of fire services is \$12.50 per household, which was more than we are currently charging. He stated that the 2007 vote allowed for a rate up to \$15.00 to be imposed per household.

Mayor Jordan asked what happens if we can't change the water rate and Brian Roberson stated that the current budget being proposed is on the assumption that we will not change rates. Brian Roberson further stated the Texas legislature changes will have an impact on next year and we will not be able to rely upon taxes and may be forced to make the rate more comparable to the costs. Mr. Roberson stated that franchise fees are flat, sales and use tax have increased due to Aldi and internet purchases.

Under the category of expenses, Mr. Roberson stated that the expenses for accounting have increased by \$10,000 due to bond reporting costs for First Southwest. The animal control expenses have been increased due to frequency of dangerous animal calls. It currently cost \$400 per call. Special Engineering expenses have increased due to TNP's costs associated with SWMP requirements. Mr. Roberson stated that he budgeted in the Town's budget for one-half of the costs and has budgeted the remaining half to the EDC budget, for a comprehensive plan, which would include community surveys and a strategic plan.

Law enforcement salaries and wages are increased for the additional police officer, which increased from \$320,000 to \$395,000. Mayor Pro-Tem Newton asked if the Town had purchased security metal detection equipment for the new courtroom with the Building Security Funds from the Municipal Court and Brian Roberson stated the majority of the funds from the Building Security Fund were used for the bullet-proof materials and glass and other items in the new building. Connie Hansen stated that there were other options for the Town to acquire donated metal detection equipment and she would pursue same. Brian Roberson also reported that the budget reflected a 3% increase in salaries plus an additional code compliance officer. Both Mayor Pro-Tem Newton and Mayor Jordan inquired as to whether the staff raises were still scheduled for February 2020 and Mr. Roberson indicated that it was the scheduled time as it correlates with any changes in insurance benefits.

Mr. Roberson reported that the election costs were increased to adjust for the high costs associated with the November 2018 election. While building maintenance costs have increased, the building security expenses have decreased. Storage rental costs have been adjusted to accommodate for a container unit to be purchased and storage in the tower yard and both storage unit contracts to be cancelled. There was a brief discussion regarding storage containers, storage platforms and aesthetics.

Mr. Roberson also discussed vehicle expenses, landscaping costs, office equipment, office supplies, telephone, internet and other related operational expenses. He elaborated on the Library contributions budgeted stating that in the past the Town had contributed \$1 per capita and that he had increased it to \$3 per capita which would be \$21,600 and would

allow the Aubrey Library to hire an additional staff member and be open on Fridays. There was further discussion regarding Library staff events being held in the new Town Hall facility.

Mr. Roberson further discussed capital outlay, roads, streets and drainage and landscaping, which had increased from \$58,000 to \$107,000. There was extensive discussion regarding storms and trees damage, and other tree issues that need to be attended to, but present problems due to access and topographic issues. Mr. Roberson believes that \$36,000 would cover the costs related to trees.

Brian Roberson then discussed the Debt Service Fund and provided a capital summary. Alderman Nelson brought up a sidewalk at Myers and Cape Cod Blvd. and Waterman that needs a sidewalk for children to walk to school. There was discussion regarding the amount of space needed to install ADA compliant sidewalks. Mr. Roberson also reported that the \$25,000 capital set aside for roadwork on Dr. Sanders Rd. in 2019 has been transferred to the 2020 capital until History Maker begins work on the road. Mr. Roberson also reported that \$28,900 has been set aside to cover the cost of rerouting of water drainage from the nature trail across a resident's property. There was further discussion regarding the costs associated with purchasing another Tahoe for law enforcement and \$30,000 for another vehicle for additional code compliance officer.

Mr. Roberson further reported that funds have been designated towards Hero Park of \$44,000, to be combined with the current \$30,000 in reserves, bringing to total to \$74,000 to complete the project. There was discussion regarding the Hero Park and resident, Greg Fachner, who resides at 9140 Blackstone, Providence Village, Texas, stated that funds from History Maker were supposed to be given to the Hope Foundation, but Mr. Roberson corrected the misunderstanding stating that he was aware of the erroneous statements, but in actuality, the funds donated by History Maker were being held in escrow for building projects and instead of returning the funds to History Maker, Mr. Roberson pleaded with them to donate the funds to the Hero Park project, which they gladly did. Mayor Pro-Tem Newton stated that back when this project was first presented to the Town, if had known how difficult the matter would end up being, he would have suggested that the Town just pay the costs then.

Mr. Roberson then discussed the Ground Storage Tank budgeted item and providing a brief history on why and how the ground storage tank became an issue and how the need for such a large tank was removed once the Town dissolved the PVWCID. Mayor Jordan asked about the \$10,000 budgeted for street sweeping and Mr. Roberson stated that there are times when street sweeping is necessary, but that the Town would never be broadcasting when it is scheduled to occur. Mayor Pro-Tem Newton further inquired about the \$44,000 budgeted as the Town's contribution to the Hero Park.

Mayor Jordan recessed the meeting at 8:51 p.m. and reconvened into Town Council Regular session at 8:56 p.m.

Brian Roberson then discussed the Utility Fund stating that current trash is set at a rate of \$13.00 per household and Republic is suggesting an increase to \$16.75. There was extensive discussion regarding recycling and whether it is still a viable need based on

recent global events. Alderman Inman inquired if the proposed rate included additional recycling and Mr. Roberson acknowledged that it did. Mr. Roberson also discuss COGS, capital, salary issues related to hiring of fire personnel. Alderman Inman inquired as to when the ground storage tank was scheduled to be completed and Mr. Roberson stated he hoped we could finalize bid documents in the coming year and construction to start the following year. Mr. Roberson also discussed the gap between what the Town is being charged by Upper Trinity and what the Town is charging its customers and that there will eventually need to be an increase in water and sewer rates. There were no questions from the Council.

Brian Roberson then stated that he has requested input from the Council members regarding the budget and Mayor Jordan sent a list that Mr. Roberson wanted to address. The first item on the list was budgeting for contributions to CASA. Mayor Jordan stated that Dr. Wilson had provided him with a letter stating the amount they were requesting that the Town contribute, but that he had lost the letter. The Town Secretary reviewed the minutes where Mr. Wilson made the presentation and a copy of the letter was not provided to the Town Secretary at the time of the presentation. There was further discussion regarding the contributions to be considered. Mr. Roberson said that he would be look into the matter.

Another item presented by Mayor Jordan was the need for improvements to the Monaco's school zone. Alderman Inman inquired as to why the Mayor only included Monaco Elementary and not Providence Elementary. Mr. Roberson gave a summary of the costs related to purchasing a variety of options, including radar screens mounted on poles and flashing school zone signs. Alderman Inman stated that it was ill advised to incur such costs when the need doesn't warrant same. Mr. Roberson stated that radar screens would run approximately \$6,000 for two, with an additional \$700 for installation of poles and hardware. Mayor Pro-Tem Newton asked if the Child Safety Funds could be used for such expenses and Mr. Roberson stated that they could and that there is approximately \$48,000 available in the Child Safety Fund and the installation of flashing school zone signs in the current 14 school zone entrances would cost approximately \$42,000. There as extensive discussion regarding the school zone costs.

Mayor Jordan also requested more frequent bulk trash drop-off for residents and Mr. Roberson reported that Upper Trinity offers a voucher program for hazardous waste that would cost the Town approximately \$88 per voucher. There was extensive discussion regarding other options and abuse of the voucher system and the ultimate cost to the Town. Mayor Jordan wanted to know what Republic charges for hazard waste and Mr. Roberson stated that Waste Management had a hazardous waste program, but it would cost the Town an additional \$35,000 per year on the waste contract, but that he would need to get additional information from Republic.

The Mayor also requested that costs be budgeted for the sight line issue on Providence Blvd. at Highway 380. Brian Roberson explained to the Council that this request originated as a non-hard surface walkway path for pedestrians and that he had discussed this request in detailed with the Town Attorney and the Town Engineer, who both stated concerns regarding ADA compliance and liability for the Town. He further stated that it was even suggested that a bridgeway be considered, but that discussions with the HOA and Aldi

would be required, and they may not be willing to share in the construction costs. Mr. Roberson stated that at a minimum the Town should budget to have an engineering evaluation and recommendation performed.

There was extensive discussion regarding the pros and cons of creating a walkway in the location suggested by Mayor Jordan. Mayor Jordan stated that he "didn't care what legal said, they don't live here" and further stated that "all he wants is the dozen bushes removed because he can't see around them while driving and he doesn't want a kid to step out in front of him." Alderman Nelson questioned why a child would be in the location being discussed and pointed out that it was a totally unsafe location for any to walking, especially a child.

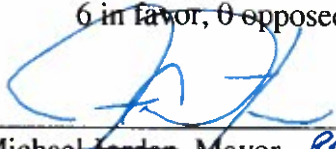
There was further discussion regarding the walkway issue and Mayor Pro-Tem Newton stated that he believed the Mayor's request to be a repeat of his conduct in February where he didn't want to provide staff raises because it was too close to election time. Mayor Pro-Tem Newton asked if this was not just a "let's get stuff done before an election." There was further discussion regarding Mayor Jordan's request that this item be budgeted, and Mr. Roberson stated that his request came after the budget was approved and if he wants it budgeted, it will have to be placed on this upcoming budget. Alderman Inman agreed that whatever is done, it needs to be on the budget, but she believed that the Town needs to hire an engineer to evaluate the situation. Alderman Nelson stated that the Town needs to make an informed decision and not a rash discussion. It was noted that bushes number 4 and 7 were dead and needed to be replaced.

There was also discussion regarding adding voicemail for each Council Member and reference to the business cards stating the number for Town Hall. Brian Roberson stated that a google voice account would allow the Mayor to achieve the VOIP solution with voicemail and to satisfy the initial request by the Mayor. He further suggested this would give each Council Member the ability to make their own choice on the subject. Staff informed the Council Members that any phone calls received on their behalf were submitted to them via email and the staff did not give out personal phone numbers for Council Members. Mayor Pro-Tem Newton stated that when and if he needs to provide anyone with his telephone number, he writes his cell phone number on the back of his business card and recommended that the Mayor consider doing the same. There was further discussion regarding the capabilities of the new phone system in Town Hall and whether additional mailboxes could be set for Council Members. Google Voice was the most cost effective and appropriate option.

There was also discussion regarding the Mayor's request to add commercial properties available to the Town's website. Mayor Pro-Tem Newton stated that he reached out to a family friend and was provided with a few options. It was further discussed that the problem with locating commercial property in Providence Village is that the addresses are listed as Aubrey. Mayor Jordan stated the Cross Roads utilizes a service and Mr. Roberson stated he would contact Becky Ross and check into the matter.

**III. ADJOURNMENT**

Alderman Inman moved to adjourn; Mayor Pro-Tem Newton seconded. Motion carried: 6 in favor, 0 opposed. Mayor Jordan adjourned the meeting at 10:32 p.m.

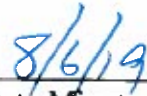


Michael Jordan, Mayor Pro-TEM

S. ERIC NEWTON



Connie S. Hansen, TRMC  
Town Secretary



Date Minutes Approved



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