

NOTICE OF  
TOWN COUNCIL WORKSESSION, PUBLIC HEARING & REGULAR MEETING  
TOWN OF PROVIDENCE VILLAGE, TEXAS  
PROVIDENCE VILLAGE TOWN HALL  
1745 F.M. 2931, PROVIDENCE VILLAGE, TEXAS

**TUESDAY, FEBRUARY 20, 2018**

7:30 P.M. Regular Session

**MINUTES**

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

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

Mayor Michael Jordan called the meeting to order at 7:30 p.m. Town Council members present were Mayor Pro-Tem Newton, Alderman Linda Inman, Alderman James Connor and Alderman Chris Blue, being a quorum. Alderman Steve Miller was on excused absence due to military duty.

**II. PLEDGE OF ALLEGIANCE**

- a. United States Flag
- b. Texas Flag

**III. INVOCATION**

Ronnie Allen from Green Valley Baptist Church led invocation. Mr. Allen gave a little summary of Green Valley Baptist Church.

**IV. OPEN FORUM:**

Sina Tidwell reported on the Providence Village Hope Foundation. Ms. Tidwell read her printed report. See attached.

There were no further requests to address the Town Council.

**V. WORKSESSION/COMMITTEE REPORTS/STAFF REPORTS**

- a. Monthly Reports from Committees

Ordinance Committee met and items would be discussed later in the agenda.

- b. Staff Reports

Mike Carroll gave a summary of the permit report and code compliance report.

Connie Hansen gave a summary of Municipal Court report.

Brian Roberson reported on the law enforcement, library and fire report. Alderman Inman asked how they arrived at the synopsis. There was discussion regarding the Library and how they arrive at the number of patrons served. Brian Roberson reported that Sina Tidwell is a member of the Library Task Force and she stated that there was no schedule for meetings at this time.

Inframark report, Brian Roberson reported that Jordan Elder was encountering traffic issues due to the weather and was unable to attend. Alderman Inman asked why there was such a discrepancy in the amount of water used from one day to another. There was discussion and Brian Roberson stated that he would investigate the matter.

Mayor Jordan asked how Inframark came about the addresses for testing, specifically how did they obtain volunteers, because last year they had problems obtaining volunteers. It was determined that the testing results reported were from a sampling that is done by random collection on a monthly basis and is not the annual sampling that requires volunteers.

**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
- b. Treasury Report
- c. Pay Bills
- d. Approve Purchase Orders
- e. Approve Administrative Actions

Alderman Blue moved to approve the Consent Agenda; Mayor Pro-Tem Newton seconded. Motion carried: 5 in favor, 0 opposed.

Town Secretary asked the Aldermen to please complete the Audit Questionnaires in preparation for the finalization of the financial audit scheduled next week.

**VII. ACTION ITEMS**

- a. Consider, discuss and act upon Resolution No. 2018-198 ratifying the establishment of the Ordinance Committee and adopting regulations governing the Ordinance Committee, providing the purpose, composition, function, duties, accountability and tenure of the Ordinance Committee as authorized by the Town's Charter.

Brian Roberson explained the purpose of the ordinance. Alderman Inman moved to accept Resolution No. 2018-198 ratifying the establishment of the Ordinance Committee; Mayor Pro-Tem Newton seconded. Motion carried:5 in favor, 0 opposed.

- b. Consider, discuss and act upon approval of Special Event Permit No. 18-00151-01 submitted by Klaus Dausmann and Greg Fachner, for a 2<sup>nd</sup> Annual Providence Village Smoke Off at 9400 Waterman Dr. beginning at 6:00 p.m. on May 18, 2018 and ending at 4:00 p.m. on May 19, 2018.

Brian Roberson gave a summary of the Special Event Permit and the differences between last year's event and this year's event, including location, use various properties, including school and HOA grounds. He also reported that there is a request to close Cape Cod Blvd. and a 5K run. Brian Roberson reported that law enforcement requested that there be a dedicated officer for the overnight period of the event, from 10:00 p.m. to 7:00 a.m. The memo attached to the special event permit indicates that the cost of a dedicated officer would be \$40 per hour. The fire marshal does not want any of the drive area cluttered and must be clear for emergency vehicles. Klaus Dausmann stated that they will have liability insurance coverage and will require a waiver in the registration permit. Mayor Jordan asked if there is any consideration for the amount of time to complete a 5K run. Alderman Blue reported there is a formula for calculating such time. Klaus Dausmann reported that they did not expect more than 20-25 competitive runners. Klaus Dausmann reported that he and Mr. Fachner did some research and most 5K's do not involved road closures but instead law enforcement personnel are positioned at turning points to direct the runners. Mayor Pro-Tem Newton stated that the application shows that there is no charge for admission and Klaus Dausmann reported that entrance to the event was free, but that coupons for food samplings, raffles or 5K run will incur a charge.

Mayor Pro-Tem Newton move to approved Special Event Permit 18-00151-01 for the 2<sup>nd</sup> Annual Providence Village Smoke Off, excluding the 5K run which would done in a separate application and including the contingences in the memo; Alderman Inman seconded. Motion carried: 5 in favor, 0 opposed.

- c. Consider, discuss and act upon appointment of new alternates to the Board of Adjustments.

Alderman Inman stated that she wanted to hold the application for a future opening. No motion was made.

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

Nothing to discuss.

## **VIII. ADJOURNMENT**

Mayor Pro-Tem Newton moved to adjourn; Alderman Blue seconded. Motion carried: 5 in favor, 0 opposed.

Meeting adjourned at 8:16 p.m.

  
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Michael Jordan, Mayor

3/6/2018  
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Date Minutes Approved

  
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Connie S. Hansen, TRMC  
Town Secretary

3/6/18  
\_\_\_\_\_  
Date Minutes Approved

