

John Mounce, Councilmember  
Charlotte Moore, Councilmember  
Lynn Crites, Councilmember



Alan Woodall, Councilmember  
Brad Rieger, Councilmember

David Wilson, Mayor

## **MINUTES**

**State of Texas**  
**County of Denton**  
**City of Justin**

### **Justin City Council Meeting –February 12, 2018**

The Justin City Council Meeting convened into a Workshop Session being open to the public the 12<sup>th</sup> day of February, 2018 at 5:00 pm in the Council Chambers of Justin Municipal Complex, and notice of said meeting giving the time, place, date and subject there of having been posted as prescribed by Article 5 of the Texas Government Code, with the following members present and in attendance to wit:

### **WORKSHOP SESSION**

1. Discuss an update to the Capital Improvement Plan

City Engineer, Chris Cha reviewed the updates as presented in the Capital Improvement Plan

2. Discuss the Impact Fee Process and creation of an Impact Fee Committee

City Engineer, Chris Cha informed council of the process of creating an Impact Fee Committee, and how this starts.

3. Discuss the Accessory Building Ordinance

City Manager, Cori Reaume, and Development Coordinator, Dan Coleman discussed the Ordinance and changes that were made based on recommendations from both the Planning and Zoning Commission, as well as Pacheco Koch. A public hearing is to be called for March 20, 2018 at the planning and zoning commission meeting, and March 26, 2018 at the Regular City council meeting.

4. Discuss an update to the General Business-Old Town (GB-OT) Schedule of Uses.

City Manager, Cori Reaume- this was a discussion item at a previous meeting, with the request that it be reviewed by Pacheco Koch before approval. Councilman Mounce asked that having definitions on the changes would be nice to have as well prior to approval.

5. Discuss an update to the Fee Schedule related to the fee in lieu of land dedication for parkland dedication.

Council and staff discussed the fee schedule update.

6. Discuss changes to the City's Personnel Manual

City Manager, Cori Reaume presented the suggested change to the Personnel Manual so that staff may begin the task of updating the manual.

7. Discuss a proposal regarding an exchange of a .04-acre tract of land located behind 419 W. 7<sup>th</sup> Street with the City of Justin.

Council and staff discussed the above proposal.

8. Discuss the City Council meeting schedule.

Discussion regarding the meeting schedule.

9. Discuss the opportunity for changing electrical providers for an improved rate.

Finance Director, Josh Armstrong presented the rates he had collected from electrical providers, reminding council that when they are ready to take action, these rates may be different.

10. Discuss updates from EDC/CDC.

Mike Russ went through a power point and discussed the purpose and history of the Justin EDC and CDC.

11. Discuss the Backflow Prevention Assembly Testing

Item discussed by City Manager, Cori Reaume

Workshop Session closed at 7:11 PM

Break at 7:11 PM

### **POSSIBLE EXECUTIVE SESSION**

### **CONVENE INTO REGULAR SESSION- 7:00PM or Immediately Following Workshop Session Which May Be Prior to 7:00PM**

Invocation and Pledge of Allegiance by Councilman Crites at 7:27 PM  
American Flag

Texas Flag: *“Honor the Texas Flag; I pledge allegiance to thee Texas, one state under God, one and indivisible”*

### **I. PUBLIC COMMENT**

In order to expedite the flow of business and to provide all the citizens the opportunity to speak, the Mayor may impose a three-minute limitation on any person addressing the Council, however, the Texas Open Meetings Act prohibits the City Council from discussing issues which the public has not been given seventy-two (72) hour notice. Issues raised may be referred to City Staff for research and/or placed on a future agenda for possible future action.

Jim Tate- the reasoning behind backflow prevention is because of swamp coolers back in the day, and gave a brief history of how it came about.

## **II. ACTION ITEMS**

### **12. Discuss, consider and act on an update to the Capital Improvement Plan**

Mayor Pro Tem, Woodall made the motion to approve the update to the CIP plan.

Seconded by: Councilman Crites

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

### **13. Discuss, consider, and act on Resolution 523-18 calling for a public hearing on land use assumptions and capital improvements plan relating to possible adoption of impact fees, authorizing associated public notices, and matters related thereto.**

Councilman Crites made the motion to approve Resolution 523-18 calling for a public hearing on land use assumptions and capital improvements plan relating to possible adoption of impact fees for March 20, 2018 at 7:15pm at Justin City Hall, and authorizing required public notices.

Seconded by: Councilman Rieger

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

### **14. Discuss, consider, and act on calling required public hearings to consider amending the City's Zoning Ordinance related to accessory buildings.**

Councilman Crites made the motion to call the required public hearings to consider amending the City's Zoning Ordinance related to accessory buildings to be held on March 20, 2018 at 7:15 PM and on March 26, 2018 at 7:00 PM at Justin City Hall.

Seconded by: Councilman Mounce

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

### **15. Discuss, consider, and act on Ordinance 638-18 amending the City's Zoning Ordinance related to the General Business-Old Town (GB-OT) Schedule of Uses.**

Councilman Rieger made the motion to approve Ordinance 638-18

Seconded by: Councilman Woodall

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

### **16. Discuss, consider, and act on Resolution 524-18 amending the City of Justin Fee Schedule related to the parkland dedication fee in lieu of dedication.**

Councilman Mounce made the motion to approve Resolution 524-18.

Seconded by: Councilman Woodall

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

**17. Discuss, consider, and act on an update to the City of Justin Personnel Manual.**

Councilman Woodall made the motion to approve the update that City Manager may make changes as necessary and remove City Council from that purview.

Seconded by: Councilman Rieger

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

**18. Discuss, consider, and act on the City Council Meeting Schedule**

Councilman Crites made the motion to approve the recommended changes to the City meeting schedule.

Seconded by: Councilman Mounce

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

**III. CONSENT ITEMS**

**19. Consider approval of City Council minutes dated January 29th, 2018.**

Councilman Woodall made the motion to approve City Council minutes dated January 29, 2018.

Seconded by: Councilman Mounce

Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger

Motion carries

**IV. EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

As authorized by Section 551.074 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of item(s) listed herein:

- To deliberate the appointment, employment evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee;

❖ City Secretary, Brittany Andrews

Council Convened into Executive session at 7:49 PM

Adjourn into open meeting at 8:33 PM


**20. Discuss, consider, and act on items discussed in Executive Session.**

Councilman Crites made the motion to increase City Secretary, Brittany Andrews salary by a 2% cost of living increase, and a 2% merit increase to be made retroactive to January 30, 2018.

Seconded by: Councilman Mounce  
Aye votes: Councilmembers Woodall, Crites, Mounce, and Rieger  
Motion carries

V. ADJOURN

Councilman Mounce Made the motion to adjourn at 8:35 PM

  
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Brittany Andrews, City Secretary

Seal:

