

**MINUTES
of the
KEENE CITY COUNCIL**

THURSDAY, JUNE 4, 2020

PRESENT: Mayor Gary Heinrich, James Belz, Lisa Parrish, Robert Cooper, Rob Foster, David Bass, and Mayor Pro-Tem Gwen Beeson.

ABSENT: None

CALL TO ORDER: Mayor Heinrich called the regular council meeting to order at 6:00 p.m.

Invocation, Pledge of Allegiance & Texas Flag – Gary Heinrich

1. Public Comments:

Phillip Jackson – Requested that he would like to have a Citizen Concerns line item on the agenda. He stated that without this agenda item, that we were hiding behind a book that he was holding in his hand. Mayor Heinrich stated that the public comments item is already on the agenda. Mr. Jackson also requested a clarification on the bulk pickup calendar stating that the current verbiage was calling on citizens to call the first Monday of each month for bulk pickup for the first Tuesday of each month, except that the months of September and December did not have a first Monday in them. He was assured by the city manager that this would be corrected.

Paul Gnad – Addressed the council and citizens that the Keene 4th of July parade is scheduled for Sunday July 5th at 8:00 pm. He stated there is a potential firework show planned afterwards if they can raise the funds.

Chief Hunt – Made a public statement that he, along with the officers of the Keene Police Dept., does not condone what happened to George Floyd in Minnesota and that he condemns that kind of behavior by police officers and stands against it. It's his promise to the citizens of Keene that he will always treat people with respect, dignity, and compassion at all times. No matter what individuals are accused of and no matter what they just did. In their [Keene Policer's] presence, no one deserves to be treated like that here and won't be under his watch.

2. Mayor's Comments:

None

3. Consideration of Council Minutes dated May 21, 2020.

Councilman Bass made a motion to approve the City Council Minutes for May 21, 2020. Councilman Foster seconded the motion. Motion carried 6-0-0

Open Public Hearing at: 6:23 pm

4. **Public Hearing: Hold a public hearing to discuss and make a recommendation to the city council regarding the proposed change in zoning request that has been received from AK & M Investments LP for the property located at 216 S. College, whose legal description is a Lot 20, Block 15 of the Keene Subdivision from Single Family-2 to Two-Family. Case # 2058.**

Phillip Jackson, as the chairman of the P&Z board, advised the council that the board met at 6:00 pm on May 18th for a public hearing where the applicant addressed his desire for that piece of property. They had a couple of people that spoke in favor of it and no one against it. Being that it didn't fit into the comprehensive plan, it did meet the parameters of the other pieces of property around it, so they recommended it be moved on to the city council.

Mayor asked for the difference between single family-2 and Two-Family. Mr. Jackson responded that Single Family-2 is the designation the city uses to zone properties according to density. Single Family-2 is a 2.8 unit per acre. Two-Family is for two-unit homes to be used as a buffer from single family dwellings and multi-family dwellings.

Mayor Pro-Tem Beeson asked if the builder, AK & M Investments, was wanting to build duplexes. Mr. Jackson responded that the reason for the change was specifically worded to build two-family properties. She asked if they had presented a plan to P&Z. Mr. Jackson's answer was no, not that he knew of. She asked if this was the normal procedure. He said he was guessing that there would be a plat at some point and brought to P&Z for a recommendation.

Councilman Bass mentioned that there was 4 X's on the plans that he saw and was questioning if there were going to be four-units. Staff member McClain responded that she was trying to designate that it was just one lot and had used the X's for that purpose.

Mayor Pro-Tem Beeson asked if AK & M Investments was the same builder as the homes on Third Street. Mr. Jackson stated that he didn't know if it was the same builder, but it was the same owner.

Staff member McClain said that normally the zoning has to come in prior to a site plan, because of setbacks and everything that is required.

There was no one else present to speak in favor of or against this item, therefore the mayor closed the public hearing at 6:30 pm.

5. **Discussion and possible action regarding change in zoning for 216 S College, whose legal description is Lot 20, Block 15 of the Keene Subdivision from Single Family-2 to Two-Family.**

Councilman Belz made a motion to table the change in zoning for 216 S College, whose legal description is Lot 20, Block 15 of the Keene Subdivision from Single Family-2 to Two-Family, seconded by Councilman Bass.

Motion Carried 6-0-0

6. **Discussion and direction to city staff regarding changing the city's software subscription to Fund View.**

Brian Cook from Fund View gave a presentation via Zoom. He spoke about the history of the company and the security ratings. His presentation went over the work order system. It showed how to review and assign duties to the appropriate department.

City Manager Boese discussed that each department has had an opportunity to view and evaluate the software and some of the departments had more in dept one on one sessions.

Mr. Boese gave his highlights of the program. He explained the benefits for Mr. Williams, the finance director, to be able to keep track the financials in a more manageable format where Incode can be cumbersome. There are benefits for accounts payable to be able to scan in invoices to get approvals all the way to the check printing process. This will save paper and time which will make city staff more efficient. Overall, Mr. Boese stated that it's a good software that allows the city to grow and has potential cost savings for our community. Mr. Boese stated that he had spoken with our current IT company and they have had conversations with Fund View concerning the security protocols and they have given city staff the green light.

The council gave direction to move forward with the city's software subscription to Fund View.

7. Discussion regarding the new pavilion construction at Elisa Carver Park. (Presentation by Economic Development Director, Molly Martin)

Molly updated the council on the new pavilion at Elisa Carver Park along with the proposed bid from Benchmark Construction. The council gave the go ahead to get started.

8. Discussion and possible action on re-electing Samantha Gillian to the Economic Development Board (Type A).

Councilman Cooper made a motion to approve the change re-electing Samantha Gillian to the Economic Development Board (Type A). It was seconded by Councilman Foster.

Motion Carried 6-0-0

9. Discussion and possible action on re-electing Aaron Moses and Donnie Beeson to the Economic Business Development Board (Type B).

Mayor Pro-Tem Beeson made a motion to approve the re-appointment of Aaron Moses to the Economic Business Development Board (Type B). It was seconded by Councilman D. Bass.

Motion Carried 5-1-0. Parrish Opposed.

Councilman Foster made a motion to approve the re-appointment of Donnie Beeson to the Economic Business Development Board (Type B). It was seconded by Councilman Belz.

Motion Carried 5-1-0. Parrish Opposed.

10. Discussion and possible action regarding selection of the Budget Committee.

Councilman Cooper made a motion to oppose the action regarding the selection of a Budget Committee. It was seconded by Councilman Foster.

Motion Carried 6-0-0

11. Department Reports:

- **Public Works**

Mr. Martin, the PW Director, updated the council on Well #1 and #5. He also stated they are near completion on the sewer line install at the Bristol Oaks Subdivision. He also updated the council on the month of May service order, water production, and water usage.

- **City Manager:**

Mr. Boese stated that The Ever Bridge system will continue to send out reminders for the bulk trash pickup. He also indicated that magnets have been ordered to help with notification and that Republic has agreed to finance the magnets. He asked that if citizens have any concerns to please contact city hall staff so that he can address the issue.

Mr. Boese stated his concern about people paying their water bills. He said that it is understandable with Covid and the loss of income; however, in April there were 143 unpaid accounts and 217 in May. That adds up to about \$29,000 in loss of revenue. If these customers come in or contact city hall, payment plans could possibly be set up to help get them caught up. He asked council to encourage the citizens to help citizens get caught up if they are out and about in the community. This does affect the city budget.

Department heads have submitted their revised budgets to Mr. Williams, the finance director, and him. He is planning on next week meeting with the council members individually to go over those budget requests to see if there are any numbers that council has any problems with. Since the decision was made to not have a Budget Committee but to bring the budget to the full council, he will create a budget calendar and have it on the June 18th meeting so the public will be aware of the meetings and be well informed of the budget process.

An organization chart was created due to several employees being moved around into different roles. Several positions have been combined that saved the city revenue and the city is continuing to operate efficiently. He stated this chart will be put on the website for the citizens to view as well.

- 12.** Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074 (personnel matters), 551.076 (security matters), •551.087 (economic development). Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop and/or Special Session, or at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting.

Executive Session Began: 7:55 pm

a. **Sale of Real Property**

Executive Session Reconvened: 8:12 pm

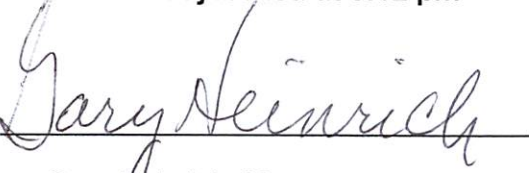
13. Reconvene into Open Session for possible action resulting from any item posted discussed in Executive Session.


Councilman Belz moved to approve a motion to direct the city manager to engage with a commercial broker for the sale of property owned by the city. It was seconded by Councilman Bass.

Motion Carried 6-0-0

14. **Adjourn**

Council adjourned at 8:12 pm

By: 
Gary Heinrich, Mayor

Attest: 
Carmella "Diane" Helms
City Secretary