

**MINUTES**  
**Regular Meeting**  
**Monday, August 8, 2016 @ 6:30 P.M.**  
**Collinsville City Hall / 101 North Main Street**

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**Mayor Brandon R. White, Council Members Grady J. Carney, Derek M. Kays, Brian K. Radcliff and Gina L. Richroath were in attendance. Andy R. Hammer was absent. City Secretary Troy M. Vannoy recorded these minutes.**

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1. **Call to Order:** Regular meeting was called to order by Mayor Brandon R. White at 6:30 p.m.
2. **Pledge of Allegiance / Invocation:** Meeting opened with the pledge of Allegiance led by Mayor White & Invocation offered by Don R. Graham.
3. **Roll Call and Determination of Quorum:** Mayor Brandon R. White declared a quorum present and opened the Regular Meeting.
4. **Public Hearing to address questions and comments from citizens concerning FY17 City Budget which begins October 1, 2016 and ends September 30, 2017:** No citizens had questions or comments concerning the FY17 City Budget which begins October 1, 2016 and ends September 30, 2017.
5. **Return to Regular Open Meeting:** Mayor White declared the Public Hearing over and returned to the Regular Open Meeting at 6:35 p.m.
6. **Consent items consisting of July 11, 2016 Regular Meeting Minutes and the July Financial Report:** Motion made by Derek M. Kays, second by Brian K. Radcliff and carried 4-0 to accept all consent items as presented.
7. **Citizens to be Heard:** Carolyn Michael addressed the council with questions concerning the procedure that the County uses to repair streets. Mayor White responded that he would check with the County Foreman and try to get answers for her questions.
8. **Police Report:**
  - A. Monthly Report: Chief Roach presented the council with a report of his department's activities for the month of July. A copy of the report will become part of these minutes.
9. **Public Works Department:**
  - A. Monthly Report: Mark Patterson gave a report on the department's activities stating that the project for moving the water line that was crossing West Woodland Street is now complete and service is all tied in and back on line.
10. **Fire Department:**

A. Monthly Report: Fire Chief Benny McKee was unable to attend.

**11. Animal Control:**

A. July report was reviewed by the council. A copy of the report will become a part of these minutes.

**12. Keep Collinsville Beautiful:**

A. **Monthly Report:** Betty Graham thanked everyone for the help in making the celebration a huge success with approximately 200 people in attendance. Betty states that the electrical to be supplied to the downtown island still needs to be done along with electrical outlets, lamp post installation and lamp post wiring.

**13. Collinsville Park Board Report:**

A. Monthly Report: Richard Andrews reports that there are plans for a ground breaking ceremony at the park with local news coverage in the near future hopefully just before Chambless Construction can begin work.

**14. Chamber of Commerce Report:**

A. **Monthly Report:** Loula Pingleton was unable to attend.

**15. Collinsville Night Out Event:**

A. **Update Report:** Avia L. Roach reports that the event is scheduled for 6-8 p.m. on Tuesday, October 4<sup>th</sup>. Currently there are 10 donors for the event and 17+ organizations or businesses will participate. The Gander Slu Band of Denton has agreed to perform.

**16. Mayor Report:**

A. **Monthly Report:** Mayor White presented a plaque to City Secretary Troy M. Vannoy for his 10 year service as an employee for the City.

**17. Old Business:**

A. **Discuss, Consider, and Possibly Act on determination of guidelines for use of the City Annex Building:** Motion made by Gina L. Richroath, second by Derek M. Kays and carried 4-0 to table.

**18. New Business:**

A. **Discuss, Consider & Possibly Act on recommendation from the Collinsville Economic Development Corporation 'B' to fund the Collinsville Community Building remodel through Advance Home Remodeling (Don Williams) with CEDC funding in the amount of \$30,942.00:** Motion made by Grady J. Carney, second by Gina L. Richroath and carried 4-0 to accept the recommendation from the Collinsville Economic Development Corporation 'B' to fund the Collinsville Community Building remodel through Advance Home Remodeling (Don Williams) with CEDC funding in the amount of \$30,942.00.

- B. **Discuss, Consider & Possibly Act on City Resolution #590, a resolution calling for two Public Hearings to consider the annexation, setting the time, date and place of the hearings:** Motion made by Gina L. Richroath, second by Derek M. Kays and carried 4-0 to pass City Resolution #590, a resolution authorizing the Mayor of the City of Collinsville to schedule two Public Hearings to consider the annexation, setting the time, date and place of the hearings.
- C. **Discuss, Consider & Possibly Act on City Ordinance #591, an ordinance adopting the FY17 City Budget proposal which begins October 1, 2016 and ends September 30, 2017:** Motion made by Gina L. Richroath, second by Grady J. Carney and carried 4-0 to pass City Ordinance #591, an ordinance adopting the FY17 City Budget proposal which begins October 1, 2016 and ends September 30, 2017.
- D. **Discuss, Consider & Possibly Act on City Ordinance #593, an ordinance adopting a budget amendment for the City of Collinsville, Texas, for the fiscal year beginning October 1, 2015 and ending on September 30, 2016:** Motion made by Grady J. Carney, second by Derek M. Kays and carried 4-0 to pass City Ordinance #593, an ordinance adopting a budget amendment for the City of Collinsville, Texas, for the fiscal year beginning October 1, 2015 and ending on September 30, 2016.
- E. **Discuss, Consider & Possibly Act on City Ordinance #594, an ordinance providing for a change in the municipal contributions to the current service annuity reserve at retirement of the employees of the City of Collinsville, Texas:** Motion made by Gina L. Richroath, second by Derek M. Kays and carried 4-0 to pass City Ordinance #594, an ordinance providing for a change in the municipal contributions to the current service annuity reserve at retirement of the employees of the City of Collinsville, Texas.
- F. **Discuss, Consider & Possibly Act on repairing David Lane waterway before street repairs begin:** Motion made by Derek M. Kays, second by Gina L. Richroath and carried 4-0 to repair David Lane waterway before street repairs are complete at an approximate cost of \$5,800.00.
- G. **Discuss, Consider & Possibly Act on purchasing a new phone system that will integrate City Hall, City Annex and Fire Department through Grayson Collin Communications:** Motion made by Gina L. Richroath, second by Derek M. Kays and carried 4-0 to purchase a new phone system that will integrate City Hall, City Annex and Fire Department through Grayson Collin Communications with previous prior approval of the Collinsville Industrial Development Corporation funding \$3,700.00 of the total cost and remainder to be funded by the City.

- H. **Discuss, Consider & Possibly Act on burying conduit beneath Collinsville Street alley running between City Hall and City Annex for the installation of new phone system:** Motion made by Grady J. Carney, second by Gina L. Richroath and carried 3-0 with Derek M. Kays abstaining to have Patterson Professional Services provide the labor at their regular hourly rate and for the City to provide the materials.
  - I. **Discuss, Consider & Possibly Act on setting proposed 2016 tax rate using City of Collinsville 2016 Effective Tax Rate (ETR) Worksheet and City of Collinsville 2016 Rollback Tax Rate Worksheet:** Motion made by Gina L. Richroath, second by Derek M. Kays and carried 4-0 to set the proposed 2016 tax rate at the 2016 rollback tax rate of \$0.372667/\$100.
  - J. **Discuss an ordinance of the City of Collinsville, Grayson County, Texas providing that certificates of occupancy must be issued on all structures when new occupancy occurs or occupancy changes:** An ordinance of the City of Collinsville, Grayson County, Texas providing that certificates of occupancy must be issued on all structures when new occupancy occurs or occupancy changes was discussed with all in agreement that the City needs to prepare a certificate of occupancy ordinance for possible consideration. No Action Taken.
  - K. **Discuss possible changes to utility billing:** David Patterson discussed the need for the City to begin requiring water deposits be in the actual property owner's name instead of tenants in order to prevent the large revenue losses currently being absorbed by the City due to renters leaving with water bills larger than their deposit. No Action Taken.
  - L. **Discuss Resolution of the City Council of the City of Collinsville, Texas adopting Lease Purchase Agreement:** Mark Patterson presented a proposed City Resolution for adopting a lease-purchase agreement for adding a water well pump station to its water supply infrastructure. No Action Taken.
19. **Executive Session:** The council did not enter into executive session.
20. **Adjourn:** Motion made by Grady J. Carney, second by Brian K. Radcliff and carried 4-0 to adjourn the meeting at 7:45 p.m.