



**CITY COUNCIL REGULAR MEETING AGENDA  
DECEMBER 14, 2021 @ 5:00PM  
CITY HALL COUNCIL CHAMBERS  
10 NORTH ROBINSON STREET, CLEBURNE, TX 76031**

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City Council meetings are open to the public with social distancing and sanitation protocols in place. A member of the public wishing to participate in the meeting may do so via the options below or view the [live broadcast](#).

- *In person:* Complete a speaker/comment registration card and turn in to the City Secretary before the meeting begins.
  - *Submit questions/comments online:* Complete a speaker/comment registration card found on the [City's online Agenda Center](#). Registration cards received by 4:00 p.m. the same day will be distributed to the Council for consideration.
  - *Address the Council by phone:* Submit a registration card as directed above and by 4:45p.m. call [\(346\) 248-7799](tel:346-248-7799) or (888) 788-0099. **Enter Meeting ID 995-6991-0537 and then press #.**
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**I. ROLL CALL AND CALL TO ORDER BY MAYOR**

**City Council:**

**Scott Cain, Mayor  
Derek Weathers, SMD 1  
Chris Boedeker, Mayor Pro Tem/SMD 2  
Mike Mann, SMD 3  
John Warren, SMD 4**

**Administration:**

**Steve Polasek, City Manager  
Ashley Dierker, City Attorney  
Ivy Peterson, City Secretary**

**II. INVOCATION by Pastor Joshua Oakley, Lone Willow Baptist Church**

**III. PLEDGE OF ALLEGIANCE**

**IV. CITY SECRETARY READS THE GUIDELINES TO SPEAK BEFORE COUNCIL**

**V. CITIZENS COMMENTS**

An opportunity for the public to make comments or address concerns for any matter whether or not posted on the agenda.

**VI. COMMUNITY INTEREST MATTERS, ANNOUNCEMENTS & PRESENTATIONS**

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## CONSENT AGENDA

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All of the following items on the Consent Agenda are considered to be routine and self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests. For a citizen to request removal of an item, a speaker card must be filled out and submitted to the City Secretary prior to the beginning of the meeting.

**MN1. CONSIDER MINUTES FOR THE NOVEMBER 9, 2021 REGULAR COUNCIL MEETING.**

**RS1. CONSIDER A RESOLUTION CONSENTING TO THE EXTENSION OF THE DECLARATION OF LOCAL DISASTER UNTIL JANUARY 11, 2022.**

Presented by: Steve Polasek, City Manager

Summary: On March 23, 2020, the Mayor executed a Declaration of Local Disaster ("Declaration") for the City of Cleburne pursuant to Section 418.108(a) of the Texas Government Code, which was for a period of seven days. In accordance with 418.108(b) of the Texas Government Code and following Governor Greg Abbott's executive orders, the City Council has approved extensions to said Declaration, and continues to take actions to promote health and safety, and suppress the spread of COVID-19 in the community. This resolution for your consideration is to extend the existing Declaration to the next regular council meeting date of January 11, 2022 at 11:59 p.m. central standard time.

**RS2. CONSIDER A RESOLUTION AUTHORIZING RENEWAL OF A CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY PERMIT FOR 2022 TO PDK TRANSPORTATIONS, LLC FOR PROVIDING TRANSPORTATION SERVICES-FOR-HIRE IN THE CITY OF CLEBURNE.**

Presented by: Ivy Peterson, City Secretary

Summary: PDK Transportations, LLC has submitted an application for a permit renewal to continue operating a transportation-for-hire business in Cleburne for 2022. To continue mitigating the spread of COVID-19, PDK implemented the following protocols:

- Drivers will be required to wear masks near clients
- Clients will be requested (but not required) to wear a mask unless eating or drinking
- The vehicle shall be sanitized between client usage
- The partition will remain closed between the driver and clients (unless client requests it down for any reason)
- There is a suggested maximum of 10 clients per trip

Title XI: Business Regulations, Chapter 117 of the Code of Ordinances regulates taxis and buses. Some provisions in the code do not apply to a reservation-type transportation service; however, the applicant has complied with all the relevant requirements.

**RS3. CONSIDER A RESOLUTION AUTHORIZING A SECOND AMENDMENT TO THE CONTRACT WITH FREESE AND NICHOLS INC FOR PROFESSIONAL SERVICES FOR THE PURPOSE OF AMENDING CHAPTER THREE OF THE CITY'S COMPREHENSIVE PLAN, SPECIFICALLY THE FUTURE LAND USE**

**MAP AND ASSOCIATED TEXT, TO GUIDE THE DEVELOPMENT OF TITLE XV: LAND USAGE, CHAPTER 155: ZONING, AND ASSOCIATED AMENDMENTS TO THE OFFICIAL ZONING MAP, FOR AN AMOUNT NOT TO EXCEED \$38,000.**

Presented by: Chris Fuller, Deputy City Manager

Summary: At the November 9, 2021, City Council meeting, Council directed staff to conduct a series of open house events in early 2022 where members of the community can meet with city staff and the Freese and Nichols, Inc., (FNI) consultants to review proposed updates to the zoning ordinance, map, and future land use map. Following the direction from City Council, staff worked with FNI to develop a new project timeline and scope of services to include the additional meetings and analysis. The revised project timeline and scope of services has been attached for your review. The proposed amendment for the additional meetings and analysis is \$38,000.

**RS4. CONSIDER A RESOLUTION FOR THE ANNUAL REVIEW OF THE INVESTMENT STRATEGY AS PART OF THE CITY'S INVESTMENT POLICY.**

Presented by: Rhonda Daugherty, Director of Finance

Summary: The Texas Public Funds Investment Act (PFIA), Government Code 2256, requires that public entities have an investment policy and have several provisions regarding permissible investments, diversification, ethics, training and reporting. The governing body is required to review and affirm the investment policy, investment strategy and approved broker/dealers not less than annually. The governing body must adopt a written instrument by ordinance or resolution stating that it has reviewed the investment policy, investment strategies, approved broker/dealers, and that the written instrument so adopted shall record any changes made to the policy, strategy, and broker/dealers. City Council last approved the strategy at the regular council meeting held September 22, 2020. The changes in the policy are housekeeping in nature only.

**RS5. CONSIDER A RESOLUTION AUTHORIZING RENEWAL OF AN AGREEMENT WITH TARRANT COUNTY PUBLIC HEALTH PROVIDING TRANSPORTATION SERVICES FOR TARRANT COUNTY PUBLIC HEALTH CLIENTS.**

Presented by: Rhonda Daugherty, Director of Finance

Summary: Tarrant County Public Health proposes to renew the contract with them to provide transportation services for their clients that reside in the City/County Transportation service area. City/County Transportation will charge Tarrant County Public Health \$40.00 per one-way trip leaving Johnson County, \$80.00 per round trip, and \$12.00 per one-way trip for all trips that remain within Johnson County, \$24.00 per round trip. The term of the contract will be February 1, 2022 - January 31, 2025. All previous terms of the contract remain unchanged from the 2019 contract. Tarrant County Commissioner's Court will consider this agreement for approval after its approval by the Cleburne City Council.

**RS6. CONSIDER A RESOLUTION AUTHORIZING ANNUAL CONTRACT WITH WEBB'S LANDSCAPE MANAGEMENT INC FOR GROUNDS MAINTENANCE**

**OF THE CLEBURNE CEMETERY FOR AN AMOUNT NOT TO EXCEED \$69,160.00.**

Presented by: Aaron Dobson, Director of Parks and Recreation

Summary: In November 2021, sealed bids were solicited for annual mowing maintenance for select areas at the Cemetery. All areas were identified in the bid package. One bid was submitted and reviewed from Webb's Landscape Management Inc. in the amount of \$69,160.00. This contract addresses all required bid locations along with Alternates A and C (sections of Rosehill Cemetery).

The contract is valid for twelve months from the date on the contract and the contract may be renewed for four additional one-year periods.

**OC1. CONSIDER CONFIRMING THE APPOINTMENT OF TYLER WAYNE HAMMOND TO THE CLEBURNE POLICE RESERVE FORCE IN ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE § 341.012 AND THE CITY OF CLEBURNE CODE OF ORDINANCES § 33.03.**

Presented by: Rob Severance, Chief of Police

Summary: Chief Severance and Reserve Deputy Chief Abbott request Council to confirm the appointment of Tyler Wayne Hammond to the Cleburne Police Reserve Force, thereby permitting him to carry a weapon and act as a peace officer at all times, in accordance with Texas Local Government Code § 341.012 and City of Cleburne, Texas Code of Ordinances § 33.03. Hammond is a Firefighter with the Cleburne Fire Department and serves as a tactical medic for the Cleburne Police Department's Emergency Response Team. Hammond holds a bachelor's degree from Tarleton State University and a peace officer license issued by the Texas Commission on Law Enforcement. Hammond passed a background investigation and received a unanimous recommendation from the interview board.

**RS7. CONSIDER A RESOLUTION AUTHORIZING A CONTRACT FOR VARIABLE FREQUENCY DRIVE (VFD) REPLACEMENT AT LAKE AQUILLA WITH WALLACE CONTROLS AND ELECTRIC, INC FOR AN AMOUNT NOT TO EXCEED \$53,893.00.**

Presented by: Jeremy Hutt, Director of Public Works

Summary: A Variable Frequency Drive (VFD) is a motor controller that drives an electric motor by varying the voltage and frequency to the motor. These controllers are placed on motors that are designed to be either ramped up or down a motor so the motor does not run at 100% when on. This project will replace a VFD that was installed during initial installation of the Aquilla Pump Station and has surpassed its useful life. This unit is important to the operation of the utility as it is a key component to the system that delivers raw water to the Water Treatment Plant and Lake Pat.

Staff solicited sealed bids for a Variable Frequency Drive (VFD) Replacement Project on November 15, 2021 at 2:00 pm. A total of one company submitted bids to provide the VFD Replacement at Lake Aquilla. Wallace Controls and Electric submitted the low bid of \$53,893.00. This vendor has successfully performed work for the City in the past. Funding for this project was included in the FY22 6084 Operating Budget. The proposed resolution

authorizes the City Manager to execute the original agreement with Wallace Controls and Electric.

**OR1. CONSIDER AN ORDINANCE AMENDING TITLE XV: LAND USAGE, CHAPTER 154: SUBDIVISIONS, SECTION 154.088: DRIVEWAY REQUIREMENTS OF THE CODE OF ORDINANCES.**

Presented by: Jeremy Hutt, Director of Public Works

Summary: The existing Ordinance language included in Section 154.088 was adopted in August of 1989 and is in need of an update. The proposed language will provide more specificity to the requirements for driveways that are constructed in the City right-of-way. This will help maintain quality transportation corridors and provide clarity of expectations to the development community. The proposed language includes:

- Standards for Residential and Commercial Construction
- Specifications on Driveway Widths and Spacing
- Provision for Joint Approaches
- Angle of Driveway Approach
- Driveways Crossing Bar Ditches
  - Culvert Sizing
  - Radius Requirements
  - Slope Requirements
  - Defines Maintenance Responsibility
  - Grading Requirements

**OR2. CONSIDER AN ORDINANCE AMENDING THE 2020-2021 ANNUAL BUDGET ORDINANCE (#15) OR09-2020-49, BY AUTHORIZING ACTIONS NECESSARY TO FACILITATE THE CHANGES IDENTIFIED AS NEEDED FOR THE GENERAL AND DEBT SERVICE FUNDS.**

Presented by: Rhonda Daugherty, Director of Finance

Summary: The roof of the building shared by the Police Department and the Cleburne Library was extensively damaged last fall. Due to this unfortunate event, there was an insurance claim and subsequent repairs completed. A revised budget for the Fiscal Year 2020-21 (FY21) (#15) is being submitting to Council for consideration and approval to include an increase in revenue and expenses of \$209,200, which encapsulates the insurance disbursement and corresponding expense.

The General Debt Service Fund received more revenue and as a result, an increase to the Fund's expenses. A revised budget for the Fiscal Year 2020-21 (FY21) is being submitted for Council consideration and approval to include an increase in revenue and expenses of \$56,000.

**OC2. CONSIDER ACCOUNTS PAYABLE FOR THE MONTH OF OCTOBER 2021.**

Presented by: Rhonda Daugherty, Director of Finance

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## ACTION AGENDA

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**OR3. \*PUBLIC HEARING\*** CONSIDER AN ORDINANCE APPROVING A SERVICE AGREEMENT WITH M. SHARP FAMILY LP AND VOLUNTARY ANNEXATION FOR ±12.7 ACRES LOCATED WITHIN A PORTION OF THE J. PENNINGTON SURVEY ABSTRACT NO. 704, AND GENERALLY LOCATED SOUTH OF BROWNING LANE, APPROXIMATELY 990 FEET EAST OF SOUTH NOLAN RIVER ROAD AND APPROXIMATELY 1,900 FEET NORTH OF OLD FOAMY ROAD, AS REQUESTED BY M. SHARP FAMILY LP, CASE GC21-008.

Presented by: Danielle Castillo, Planning Manager

Summary: A petition for voluntary annexation has been filed with the City by the owner of approximately 12.7 acres, generally located south of Browning Lane, approximately 990 feet east of South Nolan River Road and approximately 1,900 feet north of Old Foamy Road, contiguous to the City of Cleburne.

The applicant is requesting that the property be annexed and become part of the City pursuant to Section 43.028 of the Texas Local Government Code. Pursuant to Section 43.0673 of the Texas Local Government Code, the City is required to hold one public hearing before it may initiate annexation proceedings for the property. The City Council will hold a public hearing and consider adoption of the annexation ordinance on December 14, 2021 at 5:00pm in the City Hall Council Chambers.

The subject property is located within the Sustainable Communities and Traditional Neighborhoods District. The territory hereinafter annexed into the City shall be classified under the “IH” – Interim Holding Districts. The applicant has submitted a rezoning request that is currently scheduled to be considered by the Planning and Zoning Commission at the January 10, 2022 meeting and subsequently considered by City Council on January 25, 2022.

**OR4. \*PUBLIC HEARING\*** CONSIDER AN ORDINANCE APPROVING A SERVICE AGREEMENT WITH DRAGON S. RANCH PARTNERSHIP AND VOLUNTARY ANNEXATION FOR ±46.32 ACRES LOCATED WITHIN A PORTION OF THE MJ FALVEL SURVEY ABSTRACT NO 269, AND GENERALLY LOCATED APPROXIMATELY 3,200 FEET WEST OF WEATHERFORD HIGHWAY AND APPROXIMATELY 1,700 FEET NORTH OF COUNTY ROAD 1125, AS REQUESTED BY DRAGON S. RANCH PARTNERSHIP, CASE GC21-009.

Presented by: Danielle Castillo, Planning Manager

Summary: A petition for voluntary annexation has been filed with the City by the owners of approximately 46.32 acres, generally located approximately 3,200 feet west of Weatherford Highway and approximately 1,700 feet north of County Road 1125, contiguous to the City of Cleburne.

The applicant is requesting that the property be annexed and become part of the City pursuant to Section 43.028 of the Texas Local Government Code. Pursuant to Section 43.0673 of the Texas Local Government Code, the City is required to hold one public hearing before it may initiate annexation proceedings for the property. The City Council will hold a public hearing and



consider adoption of the annexation ordinance on December 14, 2021 at 5:00pm in the City Hall Council Chambers.

The subject property is located within the Traditional Neighborhoods District. The territory hereinafter annexed into the City shall be classified under the “IH” – Interim Holding District. The applicant has submitted a rezoning request that is currently scheduled to be considered by the Planning and Zoning Commission at the January 10, 2022 meeting and subsequently considered by City Council on January 25, 2022.

**OR5. \*PUBLIC HEARING\*** CONSIDER AN ORDINANCE REZONING ±160.61 ACRES FROM A (AGRICULTURAL DISTRICT), M1 (LIGHT INDUSTRIAL DISTRICT) AND C3 (COMMERCIAL DISTRICT) TO C3 (COMMERCIAL DISTRICT), GENERALLY LOCATED ON THE EAST SIDE OF NORTH NOLAN RIVER ROAD, APPROXIMATELY 640 FEET SOUTH OF CLEBURNE STATION PARKWAY AND SOUTH OF US HIGHWAY 67, ALONG WOODRUFF ROAD AND ALONG WEATHERFORD HIGHWAY, AS REQUESTED BY ROBERT O. KELLY, THOMAS C. HAZLEWOOD, SAM MANN, AND JCMP VENTURES LP, CASE ZC21-028.

Presented by: Danielle Castillo, Planning Manager

Summary: The applicant has requested to rezone approximately 160 acres from A (Agricultural District), M1 (Light Industrial District) and C3 (Commercial District) to C3 (Commercial District) for future commercial development. The properties are generally located on the east side of North Nolan River Road, approximately 640 feet south of Cleburne Station Parkway and south of US Highway 67, along Woodruff Road and along Weatherford Highway.

The Planning and Zoning Commission will consider this request at their December 13, 2021 meeting.

**RS8. CONSIDER A RESOLUTION APPROVING THE PRELIMINARY PLAT OF MEADOWBROOK ADDITION, BEING ±35.95 ACRES, GENERALLY LOCATED NEAR THE SOUTHEAST INTERSECTION OF WOODARD AVENUE AND HARLIN DRIVE, AS REQUESTED BY MKP DEVELOPMENT, LLC, REPRESENTED BY ADLAI PENNINGTON, CASE PC21-052.**

Presented by: Danielle Castillo, Planning Manager

Summary: The applicant is requesting approval of the preliminary plat for Meadowbrook Addition, which consists of 180 single-family detached residential lots and three (3) open space lots. The residential subdivision is proposed to be developed in two (2) phases as shown on the preliminary plat.

The preliminary plat meets all of the minimum requirements as outlined in PD-OR09-2021-49 and Chapter 154 of the Code of Ordinances. The Planning and Zoning Commission considered this request at their November 8, 2021 meeting and recommended approval with a vote of 6-0.

**RS9. CONSIDER A RESOLUTION APPROVING THE FINAL PLAT OF CUSTARD FARMS ADDITION PHASE I, BEING ±75.112 ACRES, GENERALLY LOCATED ON THE EAST SIDE OF NORTH MAIN STREET, BETWEEN EAST**

**VAUGHN ROAD AND BURGESS ROAD, AS REQUESTED BY MKP DEVELOPMENT, LLC, REPRESENTED BY ADLAI PENNINGTON, CASE PC21-053.**

Presented by: Danielle Castillo, Planning Manager

Summary: The applicant is requesting approval of the final plat for Custard Farms Addition Phase I, which consists of 122 single-family detached residential lots and six (6) open space lots. In order for future residents to access the community loggia proposed on Lot 24X, Block 18, a 24-foot temporary access road will be constructed with 6" of base material of compacted subgrade. With Phase III of the development, this temporary access road will be converted to permanent pavement, as noted in the Applicant Letter (attached). The Fire Department has approved this temporary access road for emergency services until such time that the permanent road is constructed. The final plat meets all of the minimum requirements as outlined in PD-OR10-2020-59 and Chapter 154 of the Code of Ordinances. The Planning and Zoning Commission will consider this request at their December 13, 2021 meeting.

**RS10. CONSIDER A RESOLUTION AUTHORIZING A FIVE-YEAR EQUIPMENT LEASE-PURCHASE AGREEMENT WITH MOTOROLA SOLUTIONS INC FOR A RADIO DISPATCH CONSOLE SYSTEM UTILIZING HOUSTON-GALVESTON AREA COUNCIL COOPERATIVE CONTRACT FOR A TOTAL AMOUNT NOT TO EXCEED \$688,371.**

Presented by: Linn Goodman, Assistant Chief of Police

Summary: The Fiscal Year 2022 budget authorizes \$100,000 for a lease/purchase three-position console system. The system will replace the current 15-year old console system that is beyond end of life. The purchase includes three console positions, connections to the system core that is maintained by the City of Fort Worth, and a logging recorder for phones and radios. The FY22 cost is to install the connections to the system core and is to be prorated based on when installation is completed (anticipated for summer 2022). The actual FY22 cost is expected to be less than \$40,000. Beginning January 1, 2023 the City will make five equal yearly payments of \$137,675 with the final payment being due January 1, 2027. The total of the five lease/purchase payments is \$688,371. The total cost of the system core connection, five-year lease/purchase, and recurring maintenance is \$1,112,000.

**RS11. CONSIDER A RESOLUTION AUTHORIZING A COMMUNICATIONS SYSTEM AGREEMENT WITH THE CITY OF FORT WORTH TO SUBSCRIBE TO SERVICES THAT WILL ALLOW THE CITY OF CLEBURNE'S PUBLIC SAFETY RADIO DISPATCH CONSOLE SYSTEM TO ACCESS THE CITY OF FORT WORTH'S PRIMARY AND BACKUP MASTER SWITCH.**

Presented by: Linn Goodman, Assistant Chief of Police

Summary: The Cleburne Police Department is purchasing a radio dispatch console system for use on the North Texas Interoperable Radio Network (NTIRN). NTIRN is the radio system that Cleburne Police and Fire use for their day-to-day radio communications. For the consoles to work as designed they have to be connected to the switches that control the radio system. These switches are operated and maintained by the City of Fort Worth. This agreement will allow the



connection of the console system to the switches. The cost is \$1,152 per year for three console positions.

**BQ1. CONSIDER AUTHORIZING PURCHASE OF AN AMBULANCE FOR USE BY THE FIRE DEPARTMENT FROM SIDDONS-MARTIN EMERGENCY GROUP, LLC, UTILIZING THE HOUSTON-GALVESTON AREA COUNCIL COOPERATIVE CONTRACT FOR AN AMOUNT NOT TO EXCEED \$352,500.**

Presented by: Scott Lail, Fire Chief

Summary: Staff is requesting approval to purchase a new 2022 Ford F550 Braun Chief XL Type I Ambulance through Siddons-Martin Emergency Group for the amount of \$352,500.00. This will replace the existing Unit 0146101, a 2018 F350 ambulance that was originally planned as a FY2023 request. Due to the ongoing supply chain issues, it is being requested to expedite the ordering of this unit by approximately 1 year. The anticipated delivery of this replacement unit, if ordered before January 1, 2022, is approximately May of 2023, and payment will be due upon delivery. However, there will be a minimum \$30,000 price increase, and delivery will be delayed until April 2024, if ordering is held until October 2022. This is beyond the regular replacement schedule. Therefore, staff requests authorization to move forward with placing the order.

This vehicle is new and equipped with the latest patient/crew safety features. This includes a 14-foot patient compartment that allows for ample room for crews to treat patients, a liquid spring suspension system for improved patient comfort during transports, 12-VDC/120VAC climate control system to ensure medication and patient compartment are kept at ideal temperatures. Additionally, it is equipped with a Stryker Power Load and Power Pro patient cot system. Based on the fire department's vehicle requirements, this vehicle meets all required specifications. Siddons-Martin Emergency Group is on HGAC - Contract # AM10-20, so all competitive purchasing requirements have been met.

**RS12. CONSIDER A RESOLUTION OF INTENT TO ESTABLISH A CITY OF CLEBURNE PROPERTY ASSESSED CLEAN ENERGY ("PACE") PROGRAM.**

Presented by: Grady Easdon, Economic Development Manager

Summary: The Property Assessed Clean Energy (PACE) Program is an economic development tool that provides low-cost, long-term financing for commercial, industrial, and multi-family properties. Under the program, loans are made available by financial institutions to property owners for buildings that implement energy-efficient, distributed generation, water conservation and other "green" building strategies. The program is authorized by Chapter 399 of the Local Government Code in 2013 and has been approved for use in 33 states, and 500 counties and cities nationwide. In Texas, approximately 50 cities and counties have adopted PACE programs. The PACE program encourages energy efficiency, conservation, green building strategies and economic development without the use of taxpayer dollars.

Generally, buildings using this program will incorporate improvements such as low-flow water fixtures, high-efficiency HVAC systems, upgraded insulation, energy-efficient windows and doors, LED lighting, solar panels, cool roofs, or other environmentally responsible elements. A loan through a private lender will be secured with the building owner, who will use energy/water savings to repay the loan. The program uses a property assessment framework to provide better loan security for longer-term loans than would typically be used for building

enhancements. The use of assessments is the impetus for City involvement. Loan payments will be directly to the lender as typical of traditional loans, but are technically assessments tied to the property. Should the owner default on the loan, the lender may use the City's lien authority to ensure repayment of the loan.

**RS13. CONSIDER A RESOLUTION AUTHORIZING THE PURCHASE OF MULTIPLE VEHICLES AND EQUIPMENT INCLUDING ONE CHEVROLET 1500 TRUCK, TWO CHEVROLET 2500 HD, ONE CHEVROLET 3500, THREE TAHOE PPV, ONE CAT 299D SKID STEER, ONE REAR SERVICE LOAD CRANE CARRIER REFUSE TRUCK, ONE AUTOMATED SIDE LOAD CRANE CARRIER REFUSE TRUCK, ONE CAT 420 BACKHOE, AND TWO PETERBILT DUMP TRUCKS UTILIZING BUYBOARD COOPERATIVE CONTRACTS FOR AN AMOUNT NOT TO EXCEED \$1,612,709.09.**

Presented by: Jeremy Hutt, Director of Public Works

Summary: In order to maintain the City Fleet it is important that outdated equipment and vehicles that are no longer meeting the needs of the City are replaced. Several pieces of equipment and vehicles have been identified for replacement throughout the City. The vehicles and equipment purchases were identified and funding was approved during the Fiscal Year 2022 budget process. These vehicles and pieces of equipment will support the following departments: Police, Animal Control, Health, Streets, Drainage, and Water Distribution.

All vendors have current contracts with BuyBoard Cooperative Purchasing Program and these purchases will utilize the BuyBoard co-op to satisfy competitive purchasing requirements.

The funding for the presented vehicles was planned for and is from various funds including Drainage, Vehicle Replacement, General, Utility, and grant proceeds. Additional funding will be needed from the respective operation budgets from the Drainage Fund (\$7,610) and the Utility Fund (\$4,960).

The existing units will be removed from the fleet and auctioned, or may be used to replace lower priority units within the fleet that is less desirable to maintain.

**RS14. CONSIDER A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CHILDRESS ENGINEERS FOR ENGINEERING SERVICES FOR THE TAX INCREMENT REINVESTMENT ZONE TWO, 2022 SIDEWALK RECONSTRUCTION PROJECT IN AN AMOUNT NOT TO EXCEED \$47,500.**

Presented by: Jeremy Hutt, Director of Public Works

Summary: This agreement will provide engineering design services for the reconstruction and repair curb and gutters, sidewalks, and driveway approaches on Anglin Street, between East Henderson Street and East James Street downtown. Basic engineering services are \$29,500 and special engineering services and incidentals, which includes surveying, are \$18,000, for a total contract not to exceed \$47,500.

**OR6. \*PUBLIC HEARING\* CONSIDER AN ORDINANCE APPROVING AN AMENDED PROJECT PLAN FOR TAX INCREMENT FINANCING**

**REINVESTMENT ZONE NUMBER TWO; MAKING CERTAIN FINDINGS,  
AND OTHER MATTERS RELATED TO THE AMENDMENTS.**

Presented by: Chris Fuller, Deputy City Manager

Summary: The Tax Increment Financing District Reinvestment Zone No. 2 (TIF 2) Board of Directors met on November 5, 2021, where they unanimously approved changes to the Project Plan, which was last revised on February 25, 2020. The proposed changes are to reallocate the \$150,000 currently in Project #15 (380 façade/building reinvestment grants) to Project #14 (TIF # 2 sidewalk and landscape improvements). The reallocation will provide Project #14 with a total balance of \$361,452. This action will reallocate the total remaining capacity of the TIRZ #2 Project Plan.

**RS15. CONSIDER A RESOLUTION ADOPTING THE PROCEDURES OF THE CITY  
OF CLEBURNE AND CLEBURNE ISD PARTNERSHIP OPPORTUNITIES FOR  
PROGRESS COMMITTEE AND APPOINTING TWO MEMBERS OF THE CITY  
COUNCIL TO SERVE ON SAID COMMITTEE.**

Presented by: Steve Polasek, City Manager

Summary: On November 8, 2021, members of the City of Cleburne City Council met with their counterparts from the Cleburne Independent School District (CISD) Board of Trustees, as well as representatives of the Cleburne Chamber of Commerce (Chamber), to discuss the idea of developing a more formal relationship in order to better identify and explore partnership opportunities. The direction provided at the meeting by Council was to move forward with establishing a committee along with committee procedures.

**OC3. CONSIDER CITY COUNCIL APPOINTMENT TO THE TAX INCREMENT  
FINANCING REINVESTMENT ZONE #2 BOARD OF DIRECTORS.**

Presented by: Ivy Peterson, City Secretary

Summary: In accordance with Chapter 31: Boards, Commissions and Public Bodies, Section 31.11 of the Code of Ordinances, city staff is to notify the Council through the agenda of the expiration of terms in the membership of boards and commissions. Councilman Mike Mann's term on the TIF #2 Board expires in December 2021 and is being presented for Council consideration. Such appointment is for a term of two years.

**OC4. CONSIDER APPOINTMENTS AND REAPPOINTMENTS OF COMMUNITY  
MEMBERS TO CITY OF CLEBURNE BOARDS AND COMMISSIONS.**

Presented by: Ivy Peterson, City Secretary

Summary: At such time when members' terms expire or vacancies occur on City boards, the Board & Commission Recommendation Committee convenes to review applications of potential candidates for the Council's consideration. In accordance with Section 31.02 of the Code of Ordinances, the Committee is prepared to make recommendations for appointment of citizens representing a broad base of the community. The candidates listed below have been contacted and are willing to serve a two-year term beginning January 2022 thru December 2023.

BOARD/COMMISSION	RECOMMENDATIONS	APPOINT/REAPPOINT	Term#
Airport	Chris Jackson	Appointment	1
Airport	Karla Carmichael	Reappointment	2
Animal Shelter	Landra Hale	Appointment	1
Animal Shelter	Steven Holcomb	Appointment	1
Animal Shelter	Theresa Whisenhunt	Reappointment	2
Building and Standards	Tim Kinman	Appointment	1
Library	Ron Shultz	Appointment	2
Library	Mindi Jackson	Reappointment	2
Museum	Douglas Cogdill	Appointment	1
Museum	Blair Herzig	Appointment	1
Museum	Mary Alice Layland	Appointment	1
Museum	Sherri Bell	Reappointment	2
Parks and Recreation	Gary Estes	Appointment	1
Parks and Recreation	Donna Lanman	Appointment	1
Parks and Recreation	Sheryl Gray	Reappointment	2
Planning and Zoning	Peter Svendsen	Appointment	1
Zoning Board of Adjustment	Sabrina Ishmael	Appointment	1

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## DISCUSSION & UPDATES

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### **OC5. DISCUSS TAX INCREMENT FINANCING REINVESTMENT ZONE NUMBER TWO EXTENSION.**

Presented by: Chris Fuller, Deputy City Manager

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## EXECUTIVE SESSION

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Pursuant to the Open Meetings Act, Chapter 551, and the Texas Disaster Act, Chapter 418 of the Texas Government Code, Executive Session may be held at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to any posted subject matter of this City Council Meeting.

**Section 551.071. Consultation with Attorney** The City Council will convene into executive session to receive legal advice from the City Attorney on the following matters in which the duty of the City Attorney to the City's governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code.

**EXE1.** Discuss Wright Farms Municipal Utility District

**EXE2.** Actions taken and to be taken related to securing the building located at 14 East Chambers Street (further described as the Southwest Corner of Caddo Street and Chambers Street)

**EXE3.** Discuss citizen claim related to property located at 14 Hill Terrace Place

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### CERTIFICATION

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THIS IS TO CERTIFY that the Notice of Meeting of the Cleburne City Council is a true and correct copy of said Notice and that I posted said Notice on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, as well as the City's official website at [www.cleburne.net](http://www.cleburne.net) and said Notice was posted on **Friday, December 10, 2021**, by **5:00 pm** in compliance with Chapter 551, Texas Government Code.

*Note: A quorum of any Cleburne board, commission, or committee may participate during this meeting.*

City of Cleburne

By: \_\_\_\_\_

\_\_\_\_\_  
Ivy Peterson, City Secretary



Reasonable accommodations to furnish auxiliary aids or services for persons with special needs will be provided when at least two working days' notice is given. Contact the City Secretary's office at (817) 645-0908 or by fax (817) 556-8848.