KENNEDALE CITY COUNCIL MINUTES

SPECIAL MEETING | JULY 8, 2024 AT 5:30 PM
CITY HALL COUNCIL CHAMBERS | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

I. CALL TO ORDER

Mayor Horton called the meeting to order at 5:30 p.m.

A. ROLL CALL

Mayor Horton, Mayor Pro Tem Michels, Place 1 Glover, Place 2 Kobeck, Place 4 Gary, and Place 5 Nevarez were in attendance, thus constituting a quorum.

The City Manager, City Secretary, department directors, and various other staff were also present.

B. INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State under God; One and Indivisible."

Place 5 Nevarez led the invocation, followed by the reciting of the American and Texas flags led by Mayor Pro Tem Michels

II. PUBLIC COMMENT

The Kennedale City Council welcomes comments from the public. Those wishing to speak must sign in prior to the start of the meeting. Speakers may speak on any topic, whether on the agenda or not. The Kennedale City Council cannot act upon, discuss issues raised or make any decisions at this time. Speakers under citizens' comments shall observe a three-minute time limit. Inquiries regarding matters not listed on this agenda may be referred to staff for research and/or possible future action by the board.

Daniel Bennett, Tarrant Appraisal Review Board, addressed the Council at this time to explain the review board appointments and challenged the Council to nominate three people to serve on the board.

III. WORKSHOP

A. Review of the Preliminary Fiscal Year 2024-2025 Budget.

City Manager Hull began the discussions on the preliminary budget requesting that the Council understand that the certified property appraisals had not been received and are not expected until the week of the 25th, which is the deadline for the county to certify the rolls per state law.

Finance Director Horton began an overview of the preliminary budget which included updates of all departments as well as holding discussion with staff and the City Council. Mr. Horton explained that the staff was planning to recommend adoption of the De Minimis Tax Rate. Mr. Horton advised that all numbers in the presented preliminary budget are dependent on the certified tax roll and are subject to changes until the roll has been certified by the county. The Council proceeded with discussions reviewing each individual department.

I. General Fund

A. City Manager Budget - The Council discussed potentially adding a Economic Development Director. Mr. Horton explained that this employee would be 100% funded by the Economic Development Corporation.
B. Mayor and Council Budget - No comments from the Council
C. City Secretary Budget - No comments from the Council
D. Municipal Court Budget - Municipal Court Administrator Bertha Vindel advised that activity in the court has increased and requested that an additional court clerk be added to the court staff. Ms. Vindel requested that the employee start April 1, 2025. The consensus of the Council was that the clerk is needed as soon as practical and suggested that the start date be changed to October 1, 2024.
E. Human Resources Budget - No comments from the Council
F. Finance Budget - Mr. Horton explained the increase in services in audit funds, appraisal district charges, and Tarrant County tax collection costs. Mr. Horton requested that the City Council consider hiring a Grant Writer which will focus on public works infrastructure and playground equipment.
G. Police Department Budget - Finance Director Horton explained the step increase salary incentive that is being presented in the preliminary budget. The Police Department has also requested that the Animal Control truck be replaced. Chief Holguin explained that he did not expect any delays on the truck compared to the delays that are currently happening on Police and Fire Vehicles. Discussion regarding the Drone that was donated to the department was held by the Council. Chief Holguin explained that the department will follow drone permitting licensing as well as FAA Policies.
H. Fire Department Budget - Finance Director Horton explained the step increase salary incentive being proposed for the Fire Department. Interim Fire Chief Brian King requested that a new employee position be added to the Fire Department Budget for a Fire Captain.
I. Community Development Budget -Community Development Director Nathan Gonzales requested a Code Enforcement Officer be added as a new position. Mr. Gonzales advised that the department would be able to split duties between building inspections and code enforcement, which would be a cost savings to the city.
J. Senior Center Budget - Director Horton explained the need of $45,000.00 as a capital request for replacement of the floor and painting the interior of the building.
K. Library Budget - Library and Communications Director Elizabeth Partridge explained the request to convert one part-time employee to a full-time employee. Ms. Partridge also addressed moving staff offices into the community room and thereby creating more space for the rest of the building to be used for library purposes. Ms. Partridge explained a shelving upgrade in which the library has been invited to submit the costs of the shelving project to be paid for by grant funding.
L. Communications Budget - No comments from the Council.

M. Public Works Budget - Mr. Horton advised that moving forward the fund would be shown and categorized the same as the rest of the departments of the city. The Council discussed franchise fees, and infrastructure fees.

N. Non-Departmental Budget - Director Horton advised that staff is requesting $15,000.00 to bring off-site storage of records back to city hall which would then be converted into digital records.

II. Utility Funds

A. Director Horton advised that administrative charges have increased.

B. Director of Public Works Kristian Sugrim reviewed projects with the Council including a project to upsize the sewer line in the Hillside Addition. Mr. Sugrim advised that the upsize of the line would correct the existing bottleneck and constant backups in the addition. Mr. Sugrim continued discussions with the Council which included expansion of storage in the public works area to be able to shelter materials. Mr. Sugrim advised that the slab for the cover is currently in place. The Council and Mr. Sugrim discussed the need to replace the existing 3 ton HVAC unit in the Public Works Service Center followed by the requested funding for roadway improvements.

City Manager Hull gave an update to the City Council regarding the bond projects including the Little School Rd project, and the Sublett Rd. realignment. Mr. Hull explained that he would be coming to the City Council at the next regular meeting to receive direction from the regarding potential street infrastructure projects. The Council continued discussions with Mr. Hull speaking on potential projects in which could possibly be funded by bond projects.

IV. EXECUTIVE SESSION

IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOVERNMENT CODE. If, during the course of the meeting and discussion of any items covered by this notice, the Kennedale City Council determines that a Closed or Executive session of the Board is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 consultation with counsel on legal matters; Section 551.072 - deliberation regarding purchase, exchange, lease or value of real property; Section 551.073 - deliberation regarding a prospective gift; Section 551.087 - deliberation regarding economic development negotiation; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the Kennedale City Council will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

No Executive Session was held at this meeting.

V. RECONVENE INTO OPEN SESSION, AND TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

VI. ADJOURNMENT

Place 4 Gary motioned to adjourn the meeting.

Place 2 Kobeck seconded the motion.
There being no further business, the Mayor adjourned the meeting at 9:31 p.m.

APPROVED: **ATTEST:**

MAYOR BRAD HORTON

CITY SECRETERY BOBBIE JO TAYLOR

CITY OF KENNEDALE ★ SEAL ★ TARRANT COUNTY, TEXAS