



THE STATE OF TEXAS §
COUNTY OF FANNIN §

August 14, 2018

BE IT REMEMBERED THAT A Regular Meeting of the City Council of the City of Leonard, Fannin County, Texas was begun and held in the Council Chambers of City Hall on July 10, 2018 at 5:30 pm.

Members Present: Mayor Steven Bolin, Mayor Pro-Tem David Norman, Councilmembers Jay Barker (Place 2), Bob Pannkuk (Place 3), Darrell Grintz (Place 4) and David McBroom (Place 5)

Staff Present: City Administrator William Linn, Police Chief Brian Meserole, Public Works Director Terry McCalpin, City Secretary Leath Robinson, and Assistant Public Works Director Brandon Chappell

Guests Present: There were 18 guests present. Peter Munson, Charm Cameron, Donna McBroom, Janie Ware, Margy Hall, Gaye Doyle, Tiffany Pitts, Jeannie Johnson, Karen Murphy, Cody Murphy, Bettye Barker, Jim McIntire, Tyler McCarly, Noel Nixon, Teresa Nixon, Betsy Blevins, Taylor Blevins,

MINUTES OF THE REGULAR SESSION

Calling Meeting to Order / Presentations / Proclamation:

- 1. Call to Order** - Mayor Bolin called the meeting to order at 5:30 pm with a quorum of five councilmembers.
Proof of Posting of Notice of Meeting – City Secretary- Mayor Bolin noted the proof of posting of meeting by City Secretary Leath Robinson
Verification of Quorum - Mayor Bolin noted the quorum of five councilmembers.
- 2. Invocation** - The invocation was led by Councilman Bob Pannkuk.
- 3. Pledges of Allegiance to the United State and Texas Flags** - Mayor Bolin led in the Pledge of Allegiance to the United States and Texas Flags.

Citizen Comments / Reports from Staff and Others:

4. Citizens Forum

- Jeannie Johnson spoke about a formed Christmas Committee to help restore the Christmas lights and décor in the City.
- John Hatch with Texas Petition Strategies spoke about delivering petitions to City Secretary Leath Robinson
- Donde Womack spoke about how there had been great success with crowd funding for the Animal Shelter.

5. Reports from City Administrator, Department Heads, and Staff

- No report from Leonard Police Department.
- Assistant Public Works Director Brandon Chappell reported that Public Works has been putting in a lot of work on the park in preparation for the Leonard Picnic. Mr. Chappell further stated that Public Works has been keeping up with the work orders that have come in as well as any other repairs that need to be done on the spot.
- City Administrator William Linn reported that last month he met with the Texoma Regional Review Committee in Sherman in regards to information and policies on applying for and acquiring grants. Mr. Linn further reported that Budget time is coming up and work on the annual budget will be underway shortly.

6. Approval of June 2018 Minutes

Councilman Bob Pannkuk motioned for the approval of June 2018 Minutes, Councilman Darrell Grintz seconded the motion. Mayor Bolin called for a vote--all were in favor and the motion carried.

7. Financials

Councilman Jay Barker motioned to approve the financials, Councilman Darrell Grintz seconded the motion. Mayor Bolin called for a vote--all were in favor and the motion carried.

Public Hearing / Ordinance / Resolution / Other Action Items:

8. Presentation of the City of Leonard FY 2016/2017 Audit by Mr. Don Allman, CPA.

Mr. Don Allman, CPA presented the 2016/2017 Audit to the Mayor and Council.

9. Discussion and possible action on items presented in the FY 2016/2017 audit; and accepting and approving the audit results.

Councilman Pannkuk motioned to accept and approve the audit results, Councilman David Norman seconded the motion. Mayor Bolin called for a vote--all were in favor and the motion carried.

10. Presentation by Mr. Noel and Ms. Teresa Nixon regarding the property on the corner of Trinity St. and Hwy 69.

Mr. Noel spoke to the Council about the undeveloped property on the corner of Trinity St. and Hwy 69.

11. **Discussion and possible action on items presented by Mr. Noel and Ms. Teresa Nixon regarding the property on the corner of Trinity St. and Hwy 69.**
Councilman Norman made a motion to allow Mr. Linn to contact the proper authorities for TxDOT to allow him to check into moving a turn lane, establish a turn lane down to Hwy 272, Councilman Grintz seconded the motion. Mayor Bolin called for a vote--all were in favor and the motion carried.
12. **Discussion and possible action on appointing and filling the vacancy on the Leonard Community Development Corporation board from the following nominees: Mr. Peyton Webster, Mr. Leonard Phillips, Mr. Cody Murphy, Mr. Carl Womack, and Ms. Gaye Doyle.**
Councilman Barker motioned for Mr. Carl Womack, seconded by Councilman Pannkuk. Mayor Bolin called for a vote—4 For, 1 abstain-- the motion carried.
13. **Discussion and possible action on appointing and filling the vacancy on the City of Leonard Planning and Zoning Committee from the following nominees: Mr. Leonard Phillips, Mr. Noel Nixon, Mr. Tyler McCarley, Mr. Peyton Webster, Mr. Cliff McCloud, and Mr. Patrick Howell.**
Councilman Norman motioned for Mr. Peyton Webster, seconded by Councilman Grintz. Mayor Bolin called for a vote—3 For, 2 against--the motion carried.
14. **Discussion and possible action on developing and establishing a committee to create a five-year plan focused on the long-term repair or complete rebuilding of City owned streets.**
Councilman McBroom motioned to present the committee nominees before the next Council meeting, seconded by Councilman Norman. Mayor Bolin called for a vote--all were in favor and the motion carried.
15. **Discussion and possible action on adopting Resolution No. 07-10-2018 authorizing and designating the official signatories for banking services.**
Councilman McBroom motioned to add Mayor Pro-Tem Norman and City Secretary Leath Robinson to the Bank signatories, seconded by Councilman Grintz. Mayor Bolin called for a vote— all were in favor and the motion carried.
16. **Adjourn into Executive Session.**
At the request of City Administrator William Linn, Council remained in open session.
14. **Discussion and possible action on Section 551.074—Personnel Matters City Administrator.**
 1. **Formulate, create, and set the criteria whereby the City Administrator shall be evaluated by.**
 2. **Formulate and create the scoring criteria of the evaluation categories.**
 3. **Determine and appoint members of the review panel to administer and conduct the review.**
 4. **Set the date in August 2018 for the City of Leonard City Council to present evaluation to City Administrator.**

Councilman Pannkuk motioned to meet August 9th for a special meeting to formulate evaluation criteria between Council and City Administrator, seconded by Councilman Norman. Mayor Bolin called for a vote all were in favor and the motion carried.

Announcements and Adjournment:

11. Announcements

Resident Margy Hall commended Public Works on all the hard work they put in on a daily basis for the Residents of Leonard.

14. Adjournment

Mayor Bolin adjourned the meeting at 7:08 p.m.

THE CITY OF LEONARD, TEXAS

By: _____
Steven Bolin, Mayor

ATTEST:

By: _____
Leath Robinson, City Secretary