

# Minutes

Regular City Council Meeting



## City of Simonton

2016 July 19

This is a true and correct copy of the Minutes of the Regular Meeting of the Simonton City Council held on Tuesday, July 19, 2016 at 6:35 p.m.

**1. Call to Order. Mayor Boudreaux called the meeting to order at 6:35 p.m. A quorum was present.**

**Council Members present:**

Mayor Louis Boudreaux

Councilmember Laurie Boudreaux

Councilmember Mark Lynch

Mayor Pro Tem Jeff Young

**Council Members absent:** Councilmember Todd Lippincott, Councilmember Mike Meade

**City Staff present:**, S. Elliott City Secretary, Deputy City Secretary Erica Molina

**Public Present:**

**2. Invocation and Pledge was led by Mark Lynch.**

**3. Consider and take action on Consent Agenda.**

- a. Minutes of Special Town Hall Meeting of City Council Tuesday, June 4, 2016.
- b. Minutes of Special Emergency Meeting of City Council Tuesday, June 4, 2016
- c. Minutes of Regular Meeting of City Council Tuesday, June 21, 2016
- d. Minutes of Regular Meeting of City Council Tuesday, July 5, 2016
- e. Financial for June 2016
- f. Approval of Paid Bills June 2016
- g. Consent and approval of revised City Secretary Job Description
- h. Consent and approval to renew CD at Allegiance Bank with a balance of \$159,278.71 to be placed in a 3 month jumbo CD account at the rate of 0.65% at Allegiance Bank.
- i. Consent and approval to move the money from the maturing CD at Industry State Bank with a balance of \$232,407.55 to be placed in a savings account with a rate of .54% at Industry State Bank with Louis Boudreaux and Jeff Young as signatures.
- j. Consent and approval of written policy that was motioned May 19, 2015 for Full Time Employee Health Care Stipend
- k. Consent and approval of non-exempt overtime pay for employees

**Motion by Councilmember Laurie Boudreaux to approve Consent Agenda. Councilmen Lynch seconded.**

**Ayes: All**

**Noes: None**

**Motion Passed**

**4. Public Comments.**

**5. Reports**

- a. Report from Fort Bend County Fire Marshalls office concerning the permitting under
- b. Report from LJA Engineering representative on the Texas Commission on Environmental Quality Notice of receipt of application and intent to obtain water quality permit.

**6. New Business.**

- a. Consider and take action on ordinance 2016-05 amending the Building Code of the City to include accessory buildings as structures subject to regulations within the City's special flood hazard areas  
**Motion by Councilmember Jeff Young to approve ordinance 2016-05 amending the Building Code of the City to include accessory buildings as structures subject to regulations within the City's special flood hazard areas. Councilmember Boudreaux seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- b. Consider and take action on approval of Code Enforcement Officer Killebrew's proposal to permit demolition permits  
**Motion by Councilmember Laurie Boudreaux approved Code Enforcement Officer Killebrew's proposal to permit demolition permits. Councilmember Lynch seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- c. Consider and take action to approve permit fee for demolition permit.  
**Motion by Councilmember Lynch to approve to approve a permit fee of (\$150.00) one hundred and fifty dollars for demolition permits. Councilmember Mike Meade seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- d. Consider and take action to approve to the demolition permitting policy and procedure.  
**Motion by Councilmember Boudreaux to approve the demolition permitting policy and procedure. Councilmember Young seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- e. Consider and take action to approve expense to fund a volunteer appreciation.  
**Motion by Councilmember Laurie Boudreaux to approve expense to fund a volunteer appreciation at a maximum dollar amount of (\$750.00) seven hundred and fifty dollars. Councilmember Lynch seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- f. Consider and take action to appoint Michael Kerr and Laurie Boudreaux as board members of EDC 4B.  
**Motion by Councilmember Lynch to appoint Michael Kerr and Laurie Boudreaux as board members of EDC 4B. Councilmember Young seconded.**  
Ayes: All  
Noes: None  
Motion Passed
- g. Consider and take action on approval of 2016-06 ordinance amending the Administration Code of the City to create the office of City Administrator.  
**Motion by Councilmember Young on approval of 2016-06 ordinance amending the Administration Code of the City to create the office of City Administrator. Councilmember Laurie Boudreaux seconded.**

**Ayes: All**  
**Noes: None**  
**Motion Passed**

- h. Consider and take action to approval of 2016-07 ordinance appointing Shelley Elliott to the office of City Administrator.

**Motion by Councilmember Lynch to approve 2016-07 ordinance appointing Shelley Elliott to the office of City Administrator. Councilmember Boudreaux seconded.**

**Ayes: All**  
**Noes: None**  
**Motion Passed**

- i. Consider and take action on authorizing the Mayor to enter into an employment agreement with Shelley Elliott to serve as City Administrator.

**Motion by Councilmember Young authorizing the Mayor to enter into an employment agreement with Shelley Elliott to serve as City Administrator. Councilmember Laurie Boudreaux seconded.**

**Ayes: All**  
**Noes: None**  
**Motion Passed**

- j. Consider and take action on approval of city administrator policy and procedure.

**Motion by Councilmember Laurie Boudreaux to approve on approval of city administrator policy and procedure. Councilmember Lynch seconded.**

**Ayes: All**  
**Noes: None**  
**Motion Passed**

7. Consider and take action to Adjourn into Executive Session. **No executive session took place**

8. Reconvene in Open Session. **No executive session took place**

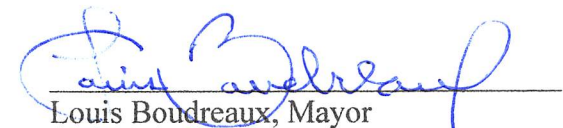
9. Consider and take action resulting from Executive Session. **No executive session took place**

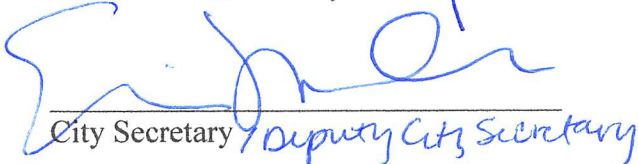
10. Adjournment.

**Motion by Councilmember Lynch to adjourn at 7:14 p.m. Councilmember Young seconded.**

**Ayes: All**  
**Noes: None**  
**Motion Passed**

Respectfully submitted,

  
Louis Boudreaux, Mayor

  
City Secretary / Deputy City Secretary