

NOTICE OF
TOWN COUNCIL WORKSESSION, PUBLIC HEARING & REGULAR MEETING
TOWN OF PROVIDENCE VILLAGE, TEXAS
PROVIDENCE COMMUNITY CENTER
9400 WATERMAN DRIVE
MONDAY, JUNE 27, 2011
7:00 P.M. Regular Session

MINUTES

REGULAR SESSION 7:00 p.m.

I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT:

Mayor Roberson called the meeting to order at 7:00 p.m. Town Council members present were Alderman Eddie Army, Alderman Lisa Garcia, Mayor Pro-Tem Thompson and Alderman Mark McCullough. Alderman Law had an excused absence.

II. PLEDGE OF ALLEGIANCE

- a. United States Flag
- b. Texas Flag:
 - i. Honor the Texas Flag I pledge allegiance to thee Texas, one State under God, one and indivisible

III. INVOCATION

Justin Powell with Edge Fellowship led the invocation.

IV. OPEN FORUM:

Open Forum is for information only. The Council can take no action. No charges and/or complaints will be heard against any elected official, appointed official or employee of the Town unless presented in writing as prescribed in Chapter 22, paragraph 22.043 of the Local Government Code. Speaking time will be limited to three (3) minutes.

**Please note* Anyone wishing to furnish the Town Council with copies/handouts regarding their item of interest must provide 9 copies and present them to the Town Secretary for distribution to the Town Council.*

There were no requests to address the Town Council. Alderman Garcia moved to close open forum; Mayor Pro-Tem Thompson seconded. Motion carried: 4 in favor; 0 opposed.

V. WORKSESSION/COMMITTEE REPORTS/STAFF REPORTS:

- a. Monthly Reports from Communications Committee, HOA Committee, Water Committee, Ordinance Committee and Finance Committee

Communication Committee – Nothing to report.

HOA Committee – Alderman McCullough reported that the HOA first board meeting with the new board members would be held on Tuesday, June 28, 2011.

Water District Committee – Alderman McCullough reported that WCID has come to an agreement on the ICA and that the WCID Board would be voting on approving the agreement at WCID Board meeting scheduled for June 28, 2011 and further discuss regarding this matter would be addressed in executive session.

Ordinance Committee – Mayor Pro-Tem Thompson reported that there is current work on a golf cart ordinance, which is on the agenda for discussion. Nothing further to report.

Finance Committee – Nothing to report.

b. Staff Reports

Connie Hansen, Town Secretary, reported that the Municipal Court staff and Mayor Roberson met on June 15, 2011 to discuss the initial set-up of the Town's Municipal Court.

Brandy Manning, on behalf of Philip Mack Furlow, Town Attorney, had nothing to report. Alderman Army asked about the status of discussions with AT&T. Mayor Roberson responded that further conversations with Stephen Mendoza at PUC had prompted the PUC to move forward on addressing the matter.

Alderman McCullough motioned to close the committee and staff reports; Alderman Army seconded. Motion carried, 4 in favor, 0 against.

VI. CONSENT AGENDA – Items are considered self-explanatory and will be enacted with one motion. There will be no separate discussion of these items unless so requested by at least one member of the Town Council.

- a. Minute Approval: 05/23/11 and 6/13/11
- b. Treasury Report
- c. Pay Bills
- d. Approve Purchase Orders

Alderman Garcia motioned to approve the Consent Agenda as presented; Mayor Pro-Tem Thompson seconded. Motion carried, 4 in favor, 0 against.

VII. ACTION ITEMS

- a. Consider and act upon establishment of physical office location and hours of operation

Mayor Roberson reported that a two year Lease Agreement between the Town and CHS Providence, LP had been signed, effective June 24, 2011, and that the modular building was scheduled to be delivered on July 5, 2011. Mayor

Roberson further stated that until the modular building is actually installed, no action would be taken by the Town to establish office hours of operation.

b. Consider and discuss ordinance requiring golf cart registration

There was lengthy discussion regarding an ordinance requiring golf cart registration, including issues relating to inspection, fees, reflective emblems and/or decals, costs associated with a registration process, including office staff and administrative supply cost. There was discussion regarding the removal of any exemptions for the Town or other entities. It was agreed by the Town Council that a committee of citizen who have indicated an interest in participating in the development of a golf cart ordinance be allowed the opportunity to provide input, either through participation in a meeting with the ordinance committee and/or an open forum presentation to the Town Council.

c. Consider and act upon authorizing Town Secretary to order ticket/citation books

Mayor Roberson reported that at a meeting with a representative of American Solutions for Business, the vendor who currently provides ticket books for the Denton County Sheriff's Department and other local cities and town who have similar law enforcement arrangements with the Denton County Sheriff's, details regarding the ordering and purchase of ticket books were discussed. Mayor Roberson stated that the price break between ordering 25 ticket books versus 50 ticket books was a total of approximately \$28.00, therefore, it was more cost effective to order 50 ticket books at a time. Mayor Roberson further stated that the vendor acknowledged that when and if statutes change that have a direct impact on tickets, there are procedures involving labels which are used to ensure that the town will be able to use the ticket books already purchase should there be any such change. There was discussion regarding clarification on telephone and fax numbers to be used on the tickets and discussion regarding future phone and fax service usage. Brandy Manning suggested that the Town consider removing the fax number from the ticket to avoid potential problems relating to fax correspondence with the court personnel. Mayor Roberson further stated that the tickets should not be ordered until the modular building has indeed been delivered and available for occupancy.

Alderman Garcia motioned that the Town Secretary be authorized to issue a purchase order not to exceed \$850.00 for the purchase of 50 ticket books from American Solutions for Business; Mayor Pro-Tem Thompson seconded. Motion carried: 4 in favor, 0 against.

- d. Consider and act upon Interim Allocation Agreement with the Providence Village Water Control and Improvement District.

Mayor Roberson announced that this agenda item would be discussed in executive session, but that no action would be taken.

- e. Identify agenda items to be discussed at future meeting.

Town Secretary requested that discussion and presentation relating to Municipal Court case management software be added to the future agenda.

Brandy Manning recommended that the Town Council consider and act upon a resolution changing the official location of future Town Council meetings.

The Town Council also agreed that consideration and action relating to the purchase and acquisition of office furnishings and supplies be added to the next agenda.

Alderman McCullough motioned to close the Town Council regular session meeting and convene into executive session; Mayor Pro-Tem Thompson seconded. Motion carried: 4 in favor, 0 against. Mayor Roberson closed regular session meeting at 7:54 p.m. and convened Executive Session at 8:06 p.m.

VIII. EXECUTIVE SESSION

The Town Council will convene into executive session pursuant to Texas Government Code Section 551.071, Consultation with Attorney, to seek the advice of the Town Attorney or other legal counsel concerning pending or contemplated litigation or on a matter in which the duty of the attorney(s) to the Town under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.

Action Item (d) was discussed in Executive Session. No action was taken. Alderman Army motioned to close executive session and reconvene into Town Council regular session; Alderman Garcia seconded. Motion carried: 4 in favor, 0 against.

IX. RECONVENE INTO OPEN SESSION


- a. Consider and act upon items discussed in Executive Session.

Mayor Roberson closed executive session and reconvened Town Council regular session at 8:53 p.m.

- X. **ADJOURNMENT** - The Town Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Chapter 551.

Alderman McCullough motioned to adjourn the Town Council meeting; Mayor Pro-Tem Thompson seconded. Motion carried, 4 in favor, 0 against.

Meeting was adjourned at 8:54 p.m.



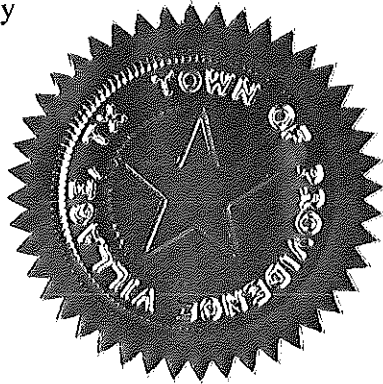
Brian D. Roberson
Mayor, Town of Providence Village, Texas

7/11/11
Date Minutes Approved



Connie Hansen
Town Secretary

7/11/11
Date Minutes Approved



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