

**MINUTES**  
**Regular City Council Meeting**  
**February 14, 2023 – 6:00 p.m.**

**Present:** Mayor Ron Olson  
Mayor Pro Tem Chris Davies  
Council Members: John Verity, Cody Hawkins, Emily Delia, and Shawn Bentley  
City Manager Matt McMahan  
City Secretary Becky Pattillo  
Finance Director Stacy Smith  
Building Official Josh Kinnick  
EDC Director Joel Richardson  
Police Chief Kimbre Collier

**Absent:** None

**1. Call to Order:**

Mayor Ron Olson called the meeting to order at 6:00 p.m.

**2. Invocation:**

Building Official Josh Kinnick gave the invocation.

**3. Approval of Minutes from the regular meeting of January 10, 2023:**

Council Member John Verity made the motion to approve the minutes of the January 10, 2023, meeting as read. Mayor Pro Tem Chris Davies seconded the motion, resulting in a unanimous vote.

**4. Public Comment: This is an opportunity for the public to address the Council on any matter that is not on the agenda. Public comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. The Council is not permitted to take action on or discuss any item not listed on the agenda. The Council may: (1) make a statement of fact regarding the item; (2) make a statement concerning the policy regarding the item; or (3) propose the item be placed on a future agenda. (Tex. Govt. Code §551.042):**

Larry Houser came forward requesting that something be done about people driving too fast down Joshua Street.

Michelle Butler came forward and thanked the Fire Department for the quick response to a kitchen fire that occurred earlier in the day.

**5. REPORTS:**

- a. Financials including Accounts Payable
- b. Court

- c. **Public Works**
- d. **Police**
- e. **Fire**
- f. **Building Services**
- g. **EDC**
- h. **City Manager**

**6. Consideration of Resolution Ordering a General Election to be held on May 6, 2023, for the purpose of electing a Mayor and two (2) Council Members to a two-year term and electing one (1) Council Member to fill the remainder of an Unexpired Term until May 2024:**

Mayor Pro Tem Chris Davies made the motion to approve the resolution ordering the May 6, 2023, General Election. Council Member Cody Hawkins seconded the motion, resulting in a unanimous vote.

**7. Consideration of Resolution Ordering a Special Local Option Election to be held on Saturday, May 6, 2023, for the Legal Sale of All Alcoholic Beverages, Including Mixed Beverages:**

City Manager Matt McMahan stated that there were 155 names verified by the City Secretary as qualified voters to fill the requirements to call the election.

Mayor Pro Tem Chris Davies made the motion to approve the resolution to order the special local option election. Council Member John Verity seconded the motion, resulting in a unanimous vote.

**8. Consideration of Resolution Authorizing continued participation with the Steering Committee of Cities served by Oncor Electric Delivery Company, LLC:**

City Manager Matt McMahan stated that items 8 and 9 had been done for several years and this resolution was to allow the Steering Committee of Cities to be our representation for Oncor.

Council Member John Verity made the motion to approve the resolution for the continued partnership. Mayor Pro Tem Chris Davies seconded the motion, resulting in a unanimous vote.

**9. Consideration of Resolution Authorizing continued participation with the Atmos Cities Steering Committee:**

Mayor Ron Olson stated that this was the same thing as the previous item, but was with Atmos.

Council Member John Verity made the motion to approve the resolution. Council Member Cody Hawkins seconded the motion, resulting in a unanimous vote.

**10. Consideration of Ordinance authorizing sale of City Owned Land to TxDOT for proposed I-30 Expansion Project:**

EDC Director Joel Richardson explained that TxDOT was taking 600 feet of the property and using it for the expansion project and they had offered \$2,011.00 plus \$3,000.00 because they (TxDot) didn't have to go through the eminent domain process with the City.

Mayor Pro Tem Chris Davies made the motion to approve the Ordinance authorizing the sale of the property to TxDOT. Council Member John Verity seconded the motion, resulting in a unanimous vote.

**11. Consideration of Ordinance amending City of Caddo Mills Code of Ordinances, Chapter 12, "Traffic and Vehicles", Article 12.03 and Article 12.04:**

City Manager Matt McMahan stated that this was intended to get the utility trailers and RV's off the streets.

Council Member Cody Hawkins asked if it was a ticket the first time or a warning. City Manager Matt McMahan stated that it would be a warning first. Police Chief Kimbre Collier added that it would be at the officer's discretion.

After a short discussion, Mayor Pro Tem Chris Davies made the motion to approve the ordinance amending Chapter 12, Traffic and Vehicles with the noted corrections. Council Member Emily Delia seconded the motion, resulting in a unanimous vote.

**12. Discussion and Consideration taken on Award of Bid to MedCo International for purchase of AED's for Patrol Vehicles per attached proposal:**

EDC Director Joel Richardson stated that this purchase was being funded with American Rescue Fund monies. He continued that MedCo had done work with the city in the past and he was recommending that the bid be awarded to them.

Mayor Pro Tem Chris Davies made the motion to award the bid for the purchase of AED's to Medco at \$13,650.00. Council Member John Verity seconded the motion, resulting in a unanimous vote.

**13. Discussion and Consideration taken on Award of Bid to Hyper-Reach for Emergency Alert System, per attached proposal:**

EDC Director Joel Richardson stated that he had 3 different companies that had bid on this and the one that they chose had the highest cost, but they provided better options. He was recommending that they award the bid to Hyper-Reach.

Council Member John Verity made the motion to award the bid for an emergency alert system to Hyper-Reach. Council Member Cody Hawkins seconded the motion,

resulting in a unanimous vote.

**14. Discussion and Consideration taken on Award of Bid to construct new Public Works Building, per attached proposal, part of 2022 Bond Program:**

City Manager Matt McMahan stated that this was part of the 2022 Bond Program for the new 8,000 square foot Public Works Building.

Mayor Pro Tem Chris Davies made the motion to award the bid to CR Fencing and Fabricating. Council Member Shawn Bentley seconded the motion, resulting in a unanimous vote.

**15. Discussion and Consideration taken on Award of Bid to install new Fuel System at Airport, per attached proposal:**

Airport Manager Phil Eaton stated that they had received bids on this project and they were all the same based on what they were going to supply. The Airport Board had decided to recommend to the City Council that they award the bid to Innovative Fueling Solutions out of Amarillo in the amount of \$150,132. He continued that the company had also been highly recommended by Avfuel, a fuel supplier.

Council Member Cody Hawkins made the motion to award the bid for the new fuel system to Innovative Fueling Solutions. Mayor Pro Tem Chris Davies seconded the motion, resulting in a unanimous vote.

**16. Discussion and Consideration taken on Award of Bid for Professional Services for Parks System Master Plan and Park Site Concept Plan, per attached proposal:**

City Manager Matt McMahan stated that this was a part of the Comprehensive Plan that had begun last year and they would see on the agenda next month. The committee had felt that they needed to develop a master plan for the parks and had chosen Dunaway DBI to work up a plan.

Eddy Daniels, Dunaway DBI, stated that the Parks Planning Department had developed a five to ten-year master plan for how to move forward with the parks that are in Caddo Mills now and how we can move forward in the future. He continued that there were two reasons for adopting a master plan: 1. We could determine how parks are developed in the future; and 2. If we submitted a master plan to the Texas Parks and Wildlife, we would get a higher scoring on getting grants from them.

Council Member John Verity made the motion to award the bid for professional services to Dunaway Associates, LLC. Council Member Emily Delia seconded the motion, resulting in a unanimous vote.

**17. Discussion and Consideration taken on Award of Bid for Air/Fill Station for Fire Department, per attached proposal:**

City Manager Matt McMahan stated that they had bought a bunch of air packs a few months back, but the fire department had to go to Royse City, Cash, or Greenville to get them filled because their system that they had was old and outdated. He continued that this was something that could be purchased with the American Rescue Fund money.

Council Member John Verity made the motion to award the bid for the purchase of an air/fill station for the fire department to DiVal Safety Equipment. Council Member Emily Delia seconded the motion, resulting in a unanimous vote.

**18. Discussion and Consideration taken on Award of Bid for Replacement of all fencing at Hooton Field D and T-Ball back stops and new paint striping machine to stripe all Soccer Fields, per attached proposal:**

City Manager Matt McMahan stated that City Council had agreed to help support the Caddo Mills Youth Sports Association in the amount of \$25,000. They had brought in a proposal for replacement and expansion of the fencing for Field D, replacement of backstops, and a striping machine for the soccer fields.

Council Member Cody Hawkins made the motion to award the bid to SMG in the amount of \$24,500.00. Council Member John Verity seconded the motion, resulting in a unanimous vote.

**19. Consideration of Recommendation from the Caddo Mills Economic Development Corporation on funds for Wellness IV Saloon:**

EDC Director Joel Richardson explained that this was the Wellness Saloon at the corner of 66 and Gilmer. They had come before the EDC Board and gave them a list of expenses and the Board recommended funding in the amount of \$10,000 to be split into \$5,000 increments.

Mr. Richardson continued that the EDC Board had three criteria that they looked at before determining whether to fund any project: if the project would increase sales tax, if it would increase employment, and if it would increase property tax. He added that it wouldn't increase sales tax, but they would have two or three full-time employees and some part-time employees and there would be property tax.

Council Member John Verity made the motion to approve the recommendation of the EDC on funding for the Wellness IV Saloon. Council Member Emily Delia seconded the motion, resulting in a unanimous vote.

**20. Consideration of Recommendation from the Caddo Mills Economic Development Corporation on funds for EMS II Driver's Ed:**

EDC Director Joel Richardson stated that the Board had recommended to fund this project in the amount of \$15,000 based on the same criteria as the previous item.

Council Member John Verity made the motion to approve the recommendation of the EDC on funding for the EMS II Driver's Ed. Council Member Cody Hawkins seconded the motion, resulting in a 4-0 vote, with Council Member Shawn Bentley abstaining.

- 21. Public Hearing and Consideration of Ordinance authorizing rezoning of Property ID 110455, Legal Description: A0488 Havins Catherine, Tract N12, Acres 1.929, (Also in A1240), commonly known as 3098 Highway 66, from (C-1) Commercial District - Office, Light Retail and Neighborhood Services to (M-1) Manufacturing:**

Mayor Ron Olson opened the public hearing at 7:14 p.m.

Building Official Josh Kinnick stated that the property in question was very long and narrow and because of the easements for the railroad and Highway 66, there wasn't a lot of building room. He continued that there was also no water or sewer, so it was limited as to what could go there. Mr. Kinnick stated that the request was for storage units on the property. They would be able to build up to the easement lines and wanted to put in about 200 units. He continued that the zoning that was in place didn't allow for that type of use, so they were requesting a change to Manufacturing.

City Manager Matt McMahan added that the Planning and Zoning Commission had approved the change.

Mayor Olson closed the public hearing at 7:17 p.m.

Council Member Cody Hawkins made the motion to approve the rezone as presented. Council Member John Verity seconded the motion, resulting in a unanimous vote.

- 22. Executive Session: In accordance with Texas Government Code, Section 551.001, et. Seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:**

**(a) Section 551.071 Consultation with Attorney: Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: planning, zoning and platting standards, public improvement districts.**

**(b) Section 551.072 Real Property: Deliberate the purchase, exchange, lease, or value of real property.**

8. Discussion and Possible Action taken on Resolution authorizing Agreement with P3Works for Public Improvement District (PID) and Tax Increment Reinvestment Zone (TIRZ) for History Maker Homes Development
9. Public Hearing and Possible Action taken on Ordinance adopting a Comprehensive Plan for the City of Caddo Mills
10. Adjourn

NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the City Attorney); §551.072 (purchase, exchange, lease, or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

This is to certify that I, Becky Pattillo, posted this agenda in the locked public notice box facing the outside, on the City Hall bulletin board and on the city website: [www.cityofcaddomills.com](http://www.cityofcaddomills.com) on or before 5:00 p.m., Thursday, March 9, 2023.

  
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Becky Pattillo, City Secretary

Council recessed into executive session at 7:21 p.m.

**23. Reconvene to Open Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider any action needed on matters discussed in Executive Session:**

Council reconvened into open session at 7:55 p.m. announcing that no action needed to be taken.

**24. Adjourn:**

The meeting was adjourned at 7:55 p.m.



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Ron Olson, Mayor



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Becky Pattillo, City Secretary

3/14/2023

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Date