



**CITY OF COLEMAN, TEXAS
CITY COUNCIL
Meeting Agenda**


The City Council of the City of Coleman, Texas will meet in session on Thursday, May 19, 2022 at 5:15 p.m. in the Council Chambers of City Hall, 200 West Liveoak, Coleman, Texas. All items on the agenda are for possible discussion and action. Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time, in the order determined by the Mayor, unless logic and practical considerations allow similar topics to be considered together for purposes of convenience and efficiency. Consent items are considered to be non-controversial and will be voted on in one motion unless a council member asks for separate discussion. The City Council of the City of Coleman, Texas, reserves the right to meet in closed, executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code. You may watch the meeting from your computer, tablet or smartphone at: <http://cityofcolemantx.us/meetings/> or <https://facebook.com/CityofColemanTX/>.

1. Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.
2. Introductions, Announcements, and Recognitions
3. Items to be withdrawn
4. Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time. To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.
5. Consider and act upon the approval of minutes for the City of Coleman Council Meeting held on May 12, 2022.

6. Consider and act upon electing a member of the City Council as Mayor Pro Tem pursuant to City of Coleman Charter Section 2.08.
7. Discuss, consider, and act upon the Fiscal Year 2022-2023 City of Coleman Budget Calendar and set date(s), time(s), and place of City Council Workshops.
8. Hear status report from the City Manager regarding City Projects.
9. The City Council may enter Executive Session to discuss the following pursuant to:
 - A. Government Code §551.074 (Personnel Matters) to discuss updates on the search for a Chief of Police.
 - B. Government Code §551.071 (Consultation with Attorney) and §551.087 (Deliberations regarding Economic Development Negotiations) to discuss engaging outside counsel regarding a contract with ReSolved Energy.
10. Upon return from Executive Session, the Council may take whatever action they deem necessary on the following items:
 - A. Council may take whatever action it deems necessary related to the search for a Chief of Police.
 - B. Council may take action to enter into a contract with ReSolved Energy to provide professional services.
11. Adjournment.

Certification

I certify that the above notice of meeting was posted at City Hall, 200 W. Liveoak, Coleman Texas, and on the City of Coleman internet website on Monday, May 16, 2022 at 5:00 p.m. and remained so posted continuously for at least seventy-two (72) hours preceding the scheduled time of said meeting. I further certify that the media was properly notified. A list of those notified will be available upon request.



James King
ACM / City Secretary

Special Accommodations

The City of Coleman is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary by calling 325-625-4116 or by going by 200 W. Liveoak, Coleman Texas during normal business hours at least (48) forty-eight hours in advance of the scheduled meeting.

City of Coleman
City Council
Agenda Memo



City Council Meeting Date: May 19, 2022
Department: Mayor/Council
Presented by:
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 1

AGENDA ITEM:

Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

The Pledge of Allegiance to the Flag of the United States of America:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

The Pledge of Allegiance to the Flag of the State of Texas:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

The pledge of allegiance to the flag of the United States should be recited before the pledge of allegiance to the state flag if both are recited; should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

**City of Coleman
City Council
Agenda Memo**

City Council Meeting Date: May 19, 2022
Department: Mayor/Council
Presented by:
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 4

AGENDA ITEM:

Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time.

To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.

The following are a few tips designed to help you understand the proceedings of the meeting. 'A citizen who has a request for city services or other items of concern, which cannot be approved or otherwise resolved by the City Manager, may choose to address the council. If you wish to address the City Council, please follow the suggestions listed below:

- Citizens who wish to address the City Council about items on the agenda which are scheduled for Council action will have three (3) minutes to express their position.
- All presentations and discussions should be directed to the City Council and all questions to the Mayor. Any complaints and/or discussion about individuals, personnel, Councilmembers, City staff, or other persons would be out of order and will not be heard by the City Council at this time. Charges or complaints about specific individuals shall be presented in writing to the City Manager. All complaints of this nature must be signed and dated by the individual filing the complaint and will be addressed pursuant to Coleman Personnel Policies.
- In the essence of time, presentations by individuals shall be limited to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the Board addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer may grant additional time, with the consent of the Board.
- The Mayor (presiding officer) will ask for those wishing to address the Council to do so at the appropriate time. Please approach the speaker's stand, state your full name and address when you begin your remarks in order that the official minutes will record your appearance before the City Council, and discuss the topic of interest. If you have written notes you wish to present to the Mayor and Council,

City of Coleman
City Council
Agenda Memo



City Council Meeting Date: May 19, 2022
Department: Mayor/Council
Presented by: Mayor/Council
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 5

AGENDA ITEM:

Consider and act upon the approval of minutes for the City of Coleman Council Meeting held on May 12, 2022.

RECOMMENDED MOTION:

Motion to approve the minutes of the City of Coleman Council Meetings held on May 12, 2022 as presented.

ATTACHMENTS:

DRAFT Minutes –May 12, 2022

MINUTES
COUNCIL MEETING
CITY OF COLEMAN
CITY HALL
THURSDAY, May 12, 2022
5:15 P.M.

Present: *Mayor Tommy Sloan, Mayor Pro Tem Sharlene Taylor Hetzel, Councilmember Tracy Rankin, Councilmember Monte Sides, Councilmember Bobby McGee, City Attorney Pat Chesser, City Manager Diana Lopez, and Assistant City Manager James King.*

Absent: *None*

1. Call to Order, Invocation and Pledge of Allegiance: *Mayor Tommy Sloan called the meeting to order at 5:15 p.m. Mayor Pro Tem Hetzel gave the invocation. The Pledge of Allegiance to the flags of the United States and State of Texas followed.*
2. Introductions, Announcements, and Recognitions: *City Manager Lopez informed the public and Council of the City of Coleman Job Fair to be held on Saturday, May 21st at 10:00 a.m.*
3. Items to be withdrawn: *None.*
4. Citizen Presentations: *None.*
5. Consider, and act upon the approval of minutes for the City of Coleman Council Meeting held on April 21, 2022. *A motion was made by Councilmember McGee to approve the minutes as presented. Councilmember Sides seconded the motion. The motion carried 5-0.*
6. Issuance of the Certificate of Election, Administering Statement of Elected Officials and Oath of Office to the newly elected Councilmembers; City Secretary will present certificate of unopposed candidates for Place 1 – North Ward and Place 4 – South Ward, and will swear in Tracy Rankin as North Ward Councilmember, and Monte Sides as South Ward Councilmember. *City Secretary James King presented the Certificate of Unopposed Candidates, received the Anti-Bribery Oath / Statement of Officer from each of the candidates and administered the oath of office for each newly elected councilmember.*
7. Discuss, consider, and act upon a Resolution of the City of Coleman authorizing the City to enter into an agreement with Texas Department of Transportation for the temporary closure of portions of State Highway 153 and State Highway 206 for the 2022 Rodeo Parade to be held on June 11, 2022. *A motion was made by Mayor Pro Tem Hetzel to approve the resolution for the 2022 Rodeo Parade road closure. Councilmember Rankin seconded the motion. The motion carried 5-0.*
8. Discuss, consider, and act upon the recommendation from the Hotel Occupancy Tax (HOT) Revenue Advisory Board to fund a request for HOT funds to Coleman Rodeo Association (Jody Barr) in the amount of \$5,000 for the Coleman PRCA Rodeo to take place June 8-11, 2022. *A motion was made by Councilmember Sides to approve the recommendation of the*

Hotel Occupancy Tax Revenue Advisory Committee. Councilmember McGee seconded the motion. The motion carried 5-0.

9. Discuss, consider, and act upon authorizing the City Manager to execute a construction contract change order to the Texas Department of Agriculture – DRP, contract number 7220032 in the amount of \$57,388.42 for an increase to the scope of work to include the addition of sidewalk, ADA ramps, curb and gutter and appurtenances in the 300 block of Commercial (Corner of Elm and Commercial near the High Rise) and the 100 block of Commercial (Corner of Pecan and Commercial near the Pawn Shop). *A motion was made by Mayor Pro Tem Hetzel to approve the change order in the amount of \$57,388.42. Councilmember Rankin seconded the motion. The motion carried 5-0.*
10. Discuss, consider, and act upon authorizing the City Manager to enter into a contract for professional accounting and financial services with GO Virtual CFO. *A motion was made by Councilmember McGee to approve the agreement. Councilmember Sides seconded the motion. The motion carried 5-0.*
11. Discuss, consider, and act upon amendments to the Police Officer Training Reimbursement Agreement to provide for reimbursement costs upon successful completion of an academy to newly hired police officers who commence employment with the City of Coleman as a Police Officer. *A motion was made by Councilmember Rankin to approve the amendments. Councilmember Sides seconded the motion. The motion carried 5-0.*
12. Discuss, consider, and act upon accepting the resignation of Mark Price from the Hotel Occupancy Tax Advisory Committee and appoint/reappoint members to sit on the committee. *A motion was made by Mayor Pro Tem Hetzel to accept the resignation of Mark Price from the Hotel Occupancy Tax Revenue Advisory Committee, and to appoint City Manager Diana Lopez, or her designee, the Chamber of Commerce Director, currently Becky Slayton, Charlotte Purl, Ken Bhakta, and Allen Kennedy to serve on the committee. Councilmember Rankin seconded the motion. The motion carried 5-0.*
13. Adjournment *A motion was made by Councilmember Sides to adjourn the meeting at 5:53 p.m. Councilmember McGee seconded the motion. The motion carried 5-0.*

MAYOR

CITY SECRETARY

City of Coleman
City Council
Agenda Memo



City Council Meeting Date: May 19, 2022
Department: Mayor/Council
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 6

AGENDA ITEM:

Consider and act upon electing a member of the City Council as Mayor Pro Tem pursuant to City of Coleman Charter Section 2.08.

RECOMMENDED MOTION:

Motion to appoint _____ as Mayor Pro Tem for the City of Coleman in accordance with the City of Coleman Charter Section 2.08.

NARRATIVE:

The Mayor Pro Tem shall be elected from among the four (4) Council members, that shall be selected each year at the first regular meeting following the general City election, and shall, in the absence or disability of the Mayor, perform all the Mayor's duties.

ATTACHMENTS:

City of Coleman
City Council
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City Council Meeting Date: May 19, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 7

AGENDA ITEM:

Discuss, consider, and act upon the Fiscal Year 2022-2023 City of Coleman Budget Calendar and set date(s), time(s), and place of City Council Workshops.

RECOMMENDED MOTION:

NARRATIVE:

Budget Season is upon us. For several weeks, City staff has begun preparations for presentation of the FY 2022 Revised Budget and the FY 2023 Proposed Budget for the City of Coleman. A calendar with proposed dates for Pre-Budget Policy Workshop, presentation of the proposed budget, proposed workshops, proposed dates for public hearings, and proposed dates for adoption of the budget is still being finalized. This calendar will be discussed at the meeting.

ATTACHMENTS:

City of Coleman
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City Council Meeting Date: May 19, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 8

AGENDA ITEM:

Hear status report from the City Manager regarding City Projects.

RECOMMENDED MOTION:

NARRATIVE:

ATTACHMENTS:

City of Coleman
City Council
Agenda Memo



City Council Meeting Date: May 19, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 9

AGENDA ITEM:

The City Council may enter Executive Session to discuss the following pursuant to:

- a. Government Code §551.074 (Personnel Matters) to discuss updates on the search for a Chief of Police.
- b. Government Code §551.071 (Consultation with Attorney) and §551.087 (Deliberations regarding Economic Development Negotiations) to discuss engaging outside counsel regarding a contract with ReSolved Energy.

RECOMMENDED MOTION:

NARRATIVE:

ATTACHMENTS:

**City of Coleman
City Council
Agenda Memo**



City Council Meeting Date: May 19, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 10

AGENDA ITEM:

Upon return from Executive Session, the Council may take whatever action they deem necessary on the following items:

- a. Council may take whatever action it deems necessary related to the search for a Chief of Police.
- b. Council may take action to enter into a contract with ReSolved Energy to provide professional services.

RECOMMENDED MOTION:

- a. No action.
- b. Motion to allow the City Manager to enter into a contract with ReSolved Energy to provide professional services.

**City of Coleman
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City Council Meeting Date: May 19, 2022
Department: Mayor/Council
Presented by: Mayor/Council
Prepared by: James King, ACM / City Secretary

SUBJECT: Agenda Item No. 11

AGENDA ITEM:
Adjournment