

Eric Hunter Mayor  
City Council:  
John Basham Mayor Pro Tem  
Ken Parnell Pl# 1  
Kerry Jenkins Pl# 3  
Larry Trammell Pl# 4  
Billie Steele Pl #5



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## MINUTES

### Regular City Council Meeting

April 9, 2018 - 7:00 pm

**1. Call to Order and Announced a Quorum was Present.**

Meeting was called to order at 7:00 p.m.

Present: Mayor Eric Hunter; Mayor Pro Tem John Basham, Council Members: Billie Steele, Ken Parnell, Larry Trammell and Kerry Jenkins.

**2. Invocation was given by Mayor Hunter**

**3. Pledge of Allegiance to the American and Texas Flags.**

*"Honor the Texas flag; I pledge allegiance to thee, Texas,  
One state under God, One and Indivisible"*

**4. Mayor's Announcements**

Mayor Hunter said Clean up will be May 12<sup>th</sup> and Game night is scheduled for April 21<sup>st</sup>.  
The shot clinic is set for May 26<sup>th</sup>.

**5. Citizen Comments**

Zachrey Stokes spoke about domestic violence.

Shelli Swift said before we sign a new agreement with the trash company we need to do a survey.

**6. Consent Agenda - Department Reports**

- A. Minutes for March 12, 2018 and March 19, 2018
- B. City Administrator's Report (Municipal Court/Code Compliance reports)
- C. Police Department Report
- D. Street and Roads/Water System Reports
- E. Volunteer Fire Department Report
- F. City Secretary/Financial Report

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Motion was made by Council Person Steele to remove the Police Department report. Motion was seconded by Mayor Pro Tem Basham, motion carried 5-0.

**Police Department** - Chief Holzschuh said we have an injured Officer Compton while chasing a suspect. He said they have recovered a lot of meth last month. They ended up with 26 grams. He introduced the new Reserve Officer Stephanie Warren. She has agreed to come on to clear out the property room problem, report problems and record management. She won't be in uniform or patrolling.

Motion was made by Mayor Pro Tem Basham to approve the Consent Agenda. Motion was seconded by Councilman Trammell, motion carried 5-0.

**7. Action Item:**

- A. Discussion and/or action on a Re Plat on Lots 3R-1 and 3R-2 Reno North Addition being acres of land on 255 Miller Rd.

No Action - The Re Plat needs to be revised and bring it back to the City Council.

- B. Discussion and/or action to authorize Reno Police Department an additional full time Officer.

Motion was made by Council Person Jenkins to Table this item until the next meeting so Council Person Steele and Chief Holzshuh can look at the budget to make sure this position be fully funded. Motion was seconded by Council Person Steele, motion carried 5-0.

- C. Discussion and/or action on proposed Ordinance 2018-08 repealing the creation of a Planning & Zoning Commission and authorizing the City Council to serve as the Planning & Zoning Commission.

Motion made by Mayor Pro Tem Basham to repeal the creation of the Planning & Zoning Commission and authorize the City Council to serve as the Planning & Zoning Commission. Motion was seconded by Councilman Trammell, motion carried 5-0.

- D. Discussion and/or action to authorize the Mayor to execute the Thurman Development LLC Annexation and Development Agreement.

Motion was made by Mayor Pro Tem Basham to authorize the Mayor to execute the Thurman Development LLC Annexation and Development Agreement. Motion was seconded by Council Trammell, motion carried 5-0.

- E. Discussion and/or action on proposed Resolution 2018-04-09-02R authorizing the submission of application to the Texas General Land Office.

Motion was made by Council Person Steele to adopt Resolution 2018-04-09-02R authorizing the submission of application to the Texas General Land Office. Motion was seconded by Councilman Trammell, motion carried 5-0.

- F. Discussion and/or action to approve the Remind Notification System.

Motion was made by Mayor Pro Tem Basham the Remind Notification System. Motion was seconded by Council Person Steele, motion carried 5-0.

- G. Discussion and/or Action to Establish a City Health Department and Designate a Municipal Health Inspector.

Motion was made by Mayor Pro Tem Basham to establish a City Health Department and designate a Municipal Health Inspector. Motion was seconded by Council Person Basham, motion carried 5-0.

- H. Discussion and/or Action on Adopting an Ordinance 2018-10, Regulating Food and Food Establishments within the City of Reno.

Motion was made by Mayor Pro Tem Basham to adopt Ordinance 2018-10, regulating Food and Food Establishments within the City of Reno. Motion was seconded by Councilman Trammell, motion carried 5-0.

- I. Discussion and/or Action on Adopting a Resolution Authorizing the City of Reno's Participation in the North Central Texas Council of Governments SHARE Program.

Motion was made by Mayor Pro Tem Basham to adopt Resolution 2018-04-09-03R, authorizing the City of Reno's Participation in the North Central Texas Council of Governments SHARE Program. Motion was seconded by Council Person Steele, motion carried 5-0.

- J. Discussion and/or Action allowing Mayor and Staff to acquire Electronic Warrant Payment services for the Reno Municipal Court through the NCTCOG SHARE Program.

Motion was made by Council Person Steele to allow Mayor and Staff to acquire Electronic Warrant Payment services for the Reno Municipal Court through the NCTCOG SHARE Program. Motion was seconded by Council Person Jenkins, motion carried 5-0.

- K. Discussion and/or Action on Adopting a Resolution 2018-04-09-04R authorizing the City of Reno's Participation in a Joint Grant Submission with the Briar/Reno Volunteer Fire Department to provide A Weather and Disaster Warning Siren System.

Motion was made by Mayor Pro Tem Basham to adopt Resolution 2018-04-09-04R Authorizing the City of Reno's participation in a Joint Grant Submission with the Briar/Reno Volunteer Fire Department to provide A Weather and Disaster Warning Siren System not to exceed \$15,000. Motion was seconded by Council Person Steele, motion 5-0.

- L. Discussion and/or Action on Directing the Mayor to coordinate with City of Reno's Police Chief or an outside Law Enforcement Agency designated by the Mayor and Chief of Police, to investigate possible previous irregularities and/or omissions in internal investigation(s) previously conducted since May 1, 2015, and at a reasonable interval make a report back to council and/or the District/County Attorney as appropriate any unethical, illegal, malicious, or purposefully omitted relevant facts by Municipal Officers, or City Employees during these investigation(s).

Motion was made by Councilman Parnell to not consider this at all. Motion was seconded by Council Person Steele, motion failed 2-3. Mayor Pro Tem Basham, Councilman Trammell and Council Person Jenkins voted no.

Motion was made by Mayor Pro Tem Basham to direct the Mayor to coordinate with City of Reno's Police Chief or an outside Law Enforcement Agency designated by the Mayor and Chief of Police, to investigate possible previous irregularities and/or omissions in internal investigation(s) previously conducted since May 1, 2015, and at a reasonable interval make a report back to council and/or the District/County Attorney as appropriate any unethical, illegal, malicious, or purposefully omitted relevant facts by Municipal Officers, or City Employees during these investigation(s). Motion was seconded by Councilman Trammell, motion carried 3-2. Council Person Steele and Councilman Parnell, voted no.

- M. Discussion and/or Action on Dissolving the position of Assistant Municipal Court Clerk.

Motion was made by Council Person Steele to dissolve the position of Assistant Municipal Court Clerk. Motion was seconded by Council Person Jenkins, motion carried 5-0.

- N. Discussion and/or Action on the Creation of the Position of Executive Assistant to the City Administrator.

Motion was made by Council Person Steele to create the position of Executive Assistant to the City Administrator but to use the current staff until the next budget year. Motion was seconded by Councilman Trammell, motion carried 5-0.

- O. Discussion and/or Action to Direct the City Secretary and any person or persons she deems necessary to review the City of Reno's Current Employee Manual and make any revisions, updates, additions, or replacements the City Secretary deems appropriate and necessary, and within current state and Federal Law regarding employment practices.

Motion was made by Mayor Pro Tem Basham to Table the City of Reno's Employee Manual for the Council to review the draft. Motion was seconded by Council Person Steele, motion carried 5-0.

- P. Discussion and/or Action to Create the Position of Municipal Code Enforcement Officer/Peace Officer who shall report directly to the Chief of Police.

Motion was made by Council Person Steele to Create the Position of Municipal Code Enforcement Officer/Peace Officer who shall report directly to the Chief of Police and it will be done in house. Motion was seconded by Mayor Pro Tem Basham, motion carried 5-0.

- Q. Discussion and/or Action on Creating the Position of Fire Marshall for the City of Reno within the Police Department.

Motion was made by Mayor Pro Tem Basham to create the position of Fire Marshall for the City of Reno within the Police Department. Motion was seconded by Council Person Jenkins, motion carried 5-0.

- R. Discussion and/or Action on directing the Mayor or his designee, the City Administrator, the Chief of Police, and in conjunction/cooperation with the Chief of the Briar/Reno Volunteer Fire Department; that they review the current City of Reno's Current Emergency Management Plan and all Interlocal Agreements, Mutual Aid Agreements, and any other binding or non-binding agreements effected by this plan. Further direct these parties and all other parties they deem necessary to develop an updated Emergency Management Plan and subordinate agreements to this revised plan and present the same to the city council for final approval.

Motion was made by Council Person Steele to direct the Mayor or his designee to develop an updated Emergency Management Plan and get it back from Parker County. Motion was seconded by Councilman Trammell, motion carried 5-0.

- S. Discussion an or Action on Directing the Mayor to investigate the cost of appointing an outside Forensic Auditor to review expenditures of the City of Reno from October 1, 2013 to September 30, 2017 and report back to the City Council.

Motion was made by Mayor Pro Tem Basham to direct the Mayor to investigate the cost of appointing an outside Forensic Auditor to review expenditures of the City of Reno from October 1, 2013 to September 30, 2017 and report back to the City Council. The motion died for lack of a second.

7. Executive Session - The City Council for the City of Reno has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 Economic Development). The City Council for the City of Reno may act on any item listed in Executive Session in Open Session or move any item from

Executive Session to Open Session for action.

Motion was made by Mayor Pro Tem Basham to go into Executive Session at 8:30 pm. Motion was seconded by Council Person Trammell, motion carried 5-0.

- A. Legal advice on claims and disputes involving – City Administrator Joe Polino.  
(Section 551.071 consultation with City Attorney)

Motion was made by Mayor Pro Tem Basham to reconvene in Open Session at 9:03 pm. Motion was seconded by Councilman Trammell, motion carried 5-0.

8. Action as a result of Execution Session.

- A. City Administrator Polino pending claims or disputes.

Motion was made by Mayor Pro Tem Basham to place Mr. Polino on unpaid Administrative Leave pending a Public Hearing about his employment with the City of Reno and proper notice Mr. Polino of matters of his employment and any complaints by this Council. Motion was seconded by Councilman Trammell, motion carried 4-1. Councilman Parnell voted no.

Mayor Hunter said on the advice of Mr. Jeffrey's, who was not able to be here tonight, we will issue another notice then Mr. Polino will have the opportunity to be heard.

9. Citizen Presentation and Public Input for Future Agenda Items.

The "citizen participation" period is a time slot set aside on the agenda for citizens to address the council on any subject for up to three (3) minutes. The Council is not permitted to take action unless it has been posted on the agenda.

10. Adjourn

Motion was made by Mayor Pro Tem Basham to adjourn at 9:05 p.m. Motion was seconded by Councilman Trammell, motion carried 5-0.

**APPROVED BY THE CITY COUNCIL OF RENO, PARKER COUNTY, TEXAS THIS  
12th Day of May 2018.**

ATTEST:



**Ramah Burns  
City Secretary**



**Eric Hunter  
Mayor**

