

City Council and Cleveland EDC met for a Special Called Joint Meeting of both City Council and Cleveland EDC on January 9, 2020, in the Council Chambers at City Hall, 907 E. Houston, with Mayor Cohn presiding.

MEMBERS PRESENT: Mayor Otis Cohn, Councilmember Marilyn Clay, Councilmember Danny Lee, Mayor Pro-Tem Carolyn McWaters, Councilmember Fred Terrell, Assistant City Attorney Derra Purnell, City Manager Kelly McDonald and City Secretary Angela Smith

ABSENT: Councilmember Jennifer Bergman

EDC MEMBERS PRESENT: Carolyn McWaters, Fred Terrell, Marilyn Clay, Kelly Jenkel-Axton, Robert Reynolds, Brad Browder

ABSENT: EDC Boardmember Niki Coats

VISITORS PRESENT:

EMPLOYEES: Bobby Pennington, Jeremy Chesnutt, Jennifer Jeude, Mary Hale, Mary Cohn, Sean Anderson, Darrel Broussard

Mayor Cohn called the meeting to order at 6:00 pm and stated there was a city council quorum and then Board President Browder opened EDC's meeting at 6:00 pm. The invocation was given by Darrel Broussard and Robert Reynolds led the pledge to the US flag and Kelly Jenkel-Axton led the pledge to the Texas flag. City Manager McDonald mentioned it was National Law Enforcement Day and gave thanks to all our law enforcement staff and appreciation to their tremendous job done.

Joint Workshop with City Council & Economic Development Corp

1. Discussion on interview process for EDC Director position.

City Manager McDonald spoke about the last EDC meeting and the discussion on interviewing the proposed EDC Director applicants. The EDC Board wished to be the panel interviewers and not just the EDC Board President.

Board President Browder stated that this is an opportunity to do it right and we need to review the job description to make sure that we are filling the position correctly.

The EDC Director needs to report to the board with a admin line to City Manager. Needs to be a city employee to get the benefits. Needs to be responsible to the board and report to council frequently.

Marilyn Clay commented that it is not a concern to work with the City Manager but the EDC Board wanted to be a part of the interviewing process. They wanted the job applications to review. One of the EDC board is more than qualified to be hired.

There will no change to the admin cost from the City to the EDC board.

Councilmember Clay made a motion to create the interview board consisting of EDC Board members minus Robert Reynolds, plus Mayor, City Manager, Assistant City Manager and Councilmember Danny Lee with a second by Councilmember Danny Lee.

EDC Boardmember Reynolds stated that he needed to excuse himself due to conflict of interest since he is one of the applicant for the EDC Director position.

Voting occurred: Councilmember Terrell voted "NAY", Councilmember Lee, Clay and McWaters voted "AYE". Motion passed.

City Attorney Purnell stated no action was needed by the EDC Board on this motion.

The next joint session of EDC/City Council on this topic will be Jan 13th at 5:00 pm.

2. **EDC meeting adjourn**

EDC Boardmember Clay made a motion to adjourn the EDC meeting with a second from EDC Boardmember McWaters. All EDC members present voted "AYE". Motion carried. EDC board adjourned at 6:42 pm.

City Council Discussion and Action

3. **Discussion on Cleveland Home Rule Charter for possible special called election on amendments**

The last council meeting the formal recommendation from the Charter Review committee was presented. Council was asked to review that formal recommendation and review the charter to determine if they saw the need to address any changes. The only comment was a clarification of the change in residency recommendation for the city manager.

Councilmember Lee made a motion to take no action on the formal recommendation from the Charter Review Committee with a second from Councilmember McWaters. All councilmembers present voted "AYE". Motion carried.

This will keep the charter as is with no changes.

4. **Discussion on Development Services procedures**

City Manager McDonald addressed this topic stating that council had asked for Development Services procedures to be reviewed. This department provided each council member a booklet with procedures listed. Development Services Director Jeremy Chesnutt went through the booklet. He has three full-time employees in this department. Mary Hale, himself and Kelly Lawrence. He has handouts to provide and also holds development meetings with people as well. The checklists are critical to all aspects. The general timeline is 14 days after the paperwork is turned in. Engineer stamp is required on specific ones but not just to add an accessory building in a yard. Plans are reviewed and comment list is generated. Currently using an outsourced inspector but the new inspector starts on Jan 21st. There are tags left at the job site: green tag = good, red tag = bad. The contractors are called and emailed. The department software is being updated and the new system will be paperless and will help cut down on time. He also has information on the city website as well as the department windows.

The question was asked about permitting fee for installing a water heater and if you can issue a permit and not charge them for it. The response was that city council adopted the fee schedule for permits and the department follows it. One councilmember stated that needs to be reviewed as it really affects elderly person or those on a fixed income. Also people don't understand permitting and we need to talk to them and help them understand in a nice way. City Manager McDonald commented that they will review the fees and adjust as needed as bring back to council for review and approval.

Executive Session

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

5. Closed Executive Session under Texas Local Government Code 551.071 for Consultation with Attorney.

Mayor Cohn stated that council would go into executive session at 7:18 pm.

Return to Open Session

6. Take action on any items from executive session as needed.

Return to open session at 7:27 pm. No action taken.

Adjourn

Councilmember Clay made a motion to adjourn with a second from Councilmember Terrell. Meeting adjourned at 7:27 pm.

PASSED AND APPROVED this 18th day of February 2020.

___/SIGNED APPROVED BY COUNCIL
Mayor Otis Cohn or
Mayor Pro-Tem Carolyn McWaters

ATTEST:

___/SIGNED
Angela Smith, City Secretary TRMC