

## **PUBLIC NOTICE: RIESEL CITY COUNCIL MEETING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Riesel, McLennan County, Texas, will hold a **SPECIAL called** meeting on Wednesday **APRIL 27<sup>TH</sup>, 2016 at 6:30pm** at Riesel City Hall, 104 N Hwy 6, to discuss the following matters:

01. Call meeting to order
02. *Visitor's Comments*: This is an opportunity for visitors to bring any item to the City Council's attention. Comments limited to 3 minutes per visitor. No deliberation may be held on the matter, except limited to a proposal to put the subject on the agenda for a subsequent meeting.

### **DISCUSSION ITEMS**

03. Discussion regarding a request from Dollar General to accept a shared access easement as public right of way – Ben Black
04. Discussion/update pertaining to ongoing projects with Wallace Group (sewer, water, drainage, square rehab)
05. Discussion/update pertaining to Splash Pad at Mullens Park
06. Discussion regarding filling the maintenance assistant position
07. Discussion/update regarding Broadway Street being deeded over to the city
08. Discussion about the protocol for handling storm flooding or other emergencies

### **DEPARTMENTAL REPORTS**

**Mayor's Report:** communication of information received from other government entities, update on educational materials received or continuing education opportunities, update on matters that mayor was directed to review by Council at a prior meeting, and identification of items which the Mayor desires to be placed on a future agenda

**Utility Department Report:** update on street projects, budget, needs of department, and identification of future projects to be brought back before the Council. Update on Water & Sewer operations, repairs, budget, department needs, water use, water forecasts, drought contingencies, conservation programs, government compliance, and ongoing projects.

**City Secretary's Report:** Financial/Budget Report, communications from the state or from state agencies, report on procedures being undertaken to bid or obtain quotes on previously authorized purchases of goods or services, and identification of items that the City Secretary believes should be considered by the Council for placement on a future agenda.

**Police Department Report:** update on activity of department for prior month, department budget, and needs of the department.

09. Discussion and possible directives to staff on data compilations, research, ordinances, regulations or policies that the members of the Council desire to be compiled or drafted for review by the Council at a subsequent meeting.
10. Discussion and possible action on ordinance violations and ordinance enforcement, including regarding weed and rubbish regulations, substandard building regulations, animal regulations, and health and safety regulations

### **Adjourn Meeting**

I hereby certify that this notice was placed at its present location at least 72 hours prior to the above meeting time.  
Posted on 4/22/16 at 4:00 pm:

*Alisha Flanary*

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Alisha Flanary, City Secretary, City of Riesel

## City Secretary's Report 04.27.2016

- Received response from Attorney General on Open Records Request. Mike had me prepare quarterly financial Court reports from 2011 to present. He sent them all to the requestor along with the previously collected information and informed them that if they wanted further info, they could come view the documents on the police database, leaving the ball in their court.
- Charles Beseda from Duff Engineering contacted the city, through Roger, in regards to collecting a fee for the FHLM Regional Water Study project. I was able to pull records and minutes to verify that the city resigned from that group in 2013 and that they had voted to not participate in the Susan Roth study.
- I contacted David Wren pertaining to In Kind Services for the Susan Roth's FHLM Study. I gave him the hours Bill and I worked collecting and preparing data for the Study. RMS will get credit for the time we spent.
- Received a complaint about water washing out a driveway on Charles Street at Bill Renfro's residence. Bill stated that he would remove the silt screen, which was placed there during the Charles Street Project. It's clogging up the ditch and averting water around the sides of it, washing out the sides of the driveway.
- Spoke to Ben Black pertaining to Dollar General Easement and informed him that the City was not interested in taking over the ROW.
- Submitted a First Injury Report that Pete gave me to file on Worker's Comp. An adjuster will be investigating. He first informed me that his shoulder was hurting last week and he believes it is a result of straining to reach his printer over and over daily for the last 5 years. The TMLIRP rep told me today that these claims must be filed within 30 days of the injury. The injury date, however, is unknown. It's something that has slowly happened over time, apparently. He first asked his doctor about it in February of this year. He has asked to be able to move the printer to the front seat, but that request has been denied. TML said we probably need to move it to prevent further damage and loss.
- Prepared quarterly arsenic reports and had them printed on the back of the water bills to be mailed out to all citizens.
- Prepared quarterly arsenic report for RMS
- Sent Certified letters to TCEQ requesting a variance from our Arsenic Plan to pursue surface water from Waco (letter was written by Bob Wallace). Certified cards have been received back to show that the letters were received. Copies were sent to engineers as well.
- Renewed Notary Certification
- Had a contract labor agreement drawn up for prosecutor Gary Cunha
- Helped Danny resolve an issue with his Air Card that was not working. We ended up having to get a replacement device sent to us.

## City Secretary's Report 04.27.2016

- Worked with auditor, Don Allman, in answering questions about inventory and fixed assets to get the audit completed. He said it should be ready, hopefully by next regular meeting.
- Assisted Danny with filing his department's annual Chapter 59 Asset Forfeiture and Seizure report
- Worked with Dan Pleitz in finalizing the loan deal with the Hobby Center
- Contacted Kyle regarding the splashpad and to get updates
- Prepared and filed appropriate documents with the state to show the appointment of the new judge and prosecutor.
- Mike called and wanted to know why the City did not want to take the DG easement. He said he would try to work something out that would be agreeable to all parties.
- Send Code Letters. Staked a sign in yard on Edwards to warn of abatement and lien.
- Followed up this week. On code letters.
- On Edwards, 508 Edwards Junk/Rubbish is gone. Grass mowed. (looks horrible, but most of it is mowed)
- On 315 Frederick, Cody Afinowics grass was mowed.
- 300 E Frederick, water leak was fixed. He has purchased some privacy fence panels, but needs a couple weeks to buy the rest. He will get the metal fence taken down as soon as possible and it get it replaced.
- On Fairpark, property next to school, Mr. Bode said that he has been cutting brush and has burned several piles of it already but needs more time.
- Mr. Clark on Edwards came in to give an update on his progress. Mowed, covered one side of garage. Got rid of some of the cars and is still working on the rest.
- Historic Society had their awnings taken down. Looks much better and hazard no longer exists.
- Mr. Teter called and said they are working on getting that house taken down. He said it probably won't be down until June though.