

JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, FEBRUARY 14, 2023
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
6:00 PM

Meeting Items

**5:15 PM CLOSED EXECUTIVE SESSION CITY HALL
CONFERENCE ROOM-PER OPEN MEETINGS ACT-PER
TEXAS GOVERNMENT CODE SECTION:**

551.071 CONSULT CITY ATTORNEY

551.072 REAL PROPERTY

CALL TO ORDER

6:03 pm Mayor Randy Gorham

**Present: Mayor Randy Gorham, Mayor Pro tem Rob
Gowin, Councilman Hubert Robinson, Councilwoman Mindy
Gellock**

Absent: Councilman Tim McRae

INVOCATION

**Mr. Jake Norman of Cornerstone Baptist Church gave the
invocation.**

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

**Mayor Randy Gorham led everyone in the pledges to the
United States and Texas flags.**

SPECIAL PRESENTATION –

**EMPLOYER OF THE MONTH PRESENTED BY JEDCO
PRESIDENT SHANE PACE - FAMILY FIRST CLINIC &
URGENT CARE**

**JEDCO President Shane Pace presented Dr. Kristin Ault and
Dr. Justin McGinnis of Family First Clinic with the employer
of the month award.**

**PRESENTATION OF THE RACIAL PROFILING
REPORT BY POLICE CHIEF JOE WILLIAMS**

**Police Chief Joe Williams presented the council with the 2022
racial profiling report. Chief Williams said state law
requires this report be sent to state agencies and to the local
governing body. Chief Williams reviewed the data with the
council. Chief Williams said the data indicated there was no
evidence of racial bias. Chief Williams said the police
department received no complaints regarding racial bias in
2022.**

CITIZEN PARTICIPATION

No one came forward.

**CONSENT AGENDA - ITEMS UNDER CONSENT
AGENDA REQUIRE LITTLE OR NO DELIBERATIONS
BY COUNCIL. APPROVAL OF CONSENT AGENDA
AUTHORIZES THE CITY MANAGER OR HIS
DESIGNEES TO PROCEED WITH CONCLUSION OF
EACH ITEM IN ACCORDANCE WITH STAFF
RECOMMENDATION**

**Councilman Hubert Robinson made a motion to approve the
consent agenda. Second, by Councilwoman Mindy Gellock.
All voted "Aye" 4-0**

**MINUTES APPROVAL - JANUARY 10, 2023 REGULAR
COUNCIL MEETING; FEBRUARY 9, 2023 AGENDA
WORKSHOP**

**APPROVE THE REQUESTED STREET CLOSURE FOR
THE FLAMIN J BBQ COOKOFF**

**APPROVE A RESOLUTION CALLING FOR A MAY 6,
2023 ELECTION FOR THE POSITIONS OF MAYOR,
DISTRICT 1 AND DISTRICT 3 OF THE JACKSONVILLE
CITY COUNCIL**

**APPROVE A JOINT ELECTION AGREEMENT
BETWEEN THE CITY OF JACKSONVILLE AND
JACKSONVILLE INDEPENDENT SCHOOL DISTRICT**

**APPROVE A CONTRACT WITH THE CHEROKEE
COUNTY ELECTIONS OFFICE FOR ELECTION
SERVICES**

**APPROVE A RESOLUTION AWARDING AN
ENGINEERING SERVICES CONTRACT TO STOKES
AND ASSOCIATES FOR PROJECT RELATED
SERVICES AS PART OF THE TEXAS COMMUNITY
DEVELOPMENT BLOCK GRANT FOR IDENTIFIED**

APPROVE A RESOLUTION AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY

DISCUSS AND CONSIDER WITH POSSIBLE ACTION GRANTING TWO REQUESTED VARIANCES AT LAKE JACKSONVILLE FOR BOATHOUSE CONSTRUCTION AT 110 CR 3107

- A) PUBLIC HEARING - HEAR AND RECEIVE INPUT REGARDING A REQUESTED SPECIAL USE PERMIT FOR 1521 E. RUSK TO ALLOW FOR AN ASSISTED LIVING FACILITY
- B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED SPECIAL USE PERMIT

DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE MODIFYING THE CITY OF JACKSONVILLE SIGN REGULATIONS

DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING AN ORDINANCE MODIFYING THE DEVELOPMENT SERVICES FEE SCHEDULE

DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN INTERLOCAL AGREEMENT WITH CHEROKEE COUNTY REGARDING SUBDIVISION REGULATION IN THE ETJ

DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN INTERLOCAL AGREEMENT WITH CHEROKEE COUNTY FOR INMATE SERVICES

No action was taken.

City Manager James Hubbard told council both of the variances are coming to the council with a unanimous recommendation from the planning and zoning board. Mr. Hubbard said the applicant is requesting variances in relation to the height restriction on boat houses and the prohibition of habitable structures over the water. Mr. Hubbard reviewed the specifics of the request with the council. Mr. Hubbard stated that the planning and zoning committee determined the height of the structure would not block anyone's view of the lake. Mayor Pro tem Rob Gowin made a motion to grant a variance from Article IV of the lake rules and regulations in regards to the height of a boathouse. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0
Mayor Pro tem Rob Gowin made a motion to grant a variance from Article VII, Section VII in regards to the prohibition of a habitable structure over the water. Second, by Councilwoman Mindy Gellock. All voted "Aye" 4-0

City Manager James Hubbard told the council that while the public hearing will be called, no action could be taken tonight due to the absence of one council member and a conflict of interest with another. Mr. Hubbard said the public hearing will be held open until the March 14, 2023 city council meeting. Mr. Hubbard reviewed the request with the council. Mr. Hubbard said the existing zoning does not align with the intended use of an assisted living facility and requires a special use permit. Mayor Randy Gorham opened the public hearing at 6:15 pm. No one came forward. The mayor continued the public hearing until the March city council meeting. No action was taken in regards to the ordinance.

City Manager James Hubbard told council the sign regulations were revised on July 21, 2022. With that revision, some business owners raised concerns and an ad hoc sign committee was formed. Mr. Hubbard said the sign committee came up with six recommendations for changes to the ordinance. Mr. Hubbard then reviewed those changes with the city council. Mayor Pro tem Rob Gowin made a motion to approve the ordinance modifying the city's sign ordinance. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

City Manager James Hubbard told council it is the staff's intention to develop a master fees schedule as part of the budget process. Mr. Hubbard stated that the city is way behind market rates in regards to development services fees and he feels these should be addressed sooner due to this factor. Mr. Hubbard then reviewed the recommended changes as well as comparables to other cities' fees. Mayor Randy Gorham asked when this ordinance would go into effect. Mr. Hubbard said ten days after it's passage. Councilwoman Mindy Gellock made a motion to approve the ordinance amending the development services fees. Second, by Mayor Pro tem Rob Gowin. All voted "Aye" 4-0

City Manager James Hubbard told council this agreement is required by law and sets out how plats in the ETJ are handled. Mr. Hubbard stated the city will still review plats for land in the ETJ owned by the City. Councilwoman Mindy Gellock made a motion to approve the interlocal agreement with the county. Second, by Mayor Pro tem Rob Gowin. All voted "Aye" 4-0

City Manager James Hubbard told the council this agreement formalizes the city's use of inmate trustees for projects in the city. Mr. Hubbard said this agreement provides approximately 160 man hours of labor per month

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
THE BUDGETED PURCHASE OF A BACKHOE

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
NEW SOCIAL MEDIA POLICIES FOR EMPLOYEES

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
UPDATING SECTION I – GENERAL POLICIES 1.01
AUTHORITY 1.04 APPLICABILITY OF PERSONNEL
POLICIES, 1.08 UNLAWFUL HARASSMENT, 1.09
COMPLAINT PROCEDURE, 1.10 INVESTIGATION OF
COMPLAINTS DISCRIMINATION, HARASSMENT, 1.11
PERSONS WITH DISABILITIES, 1.12 POLICY
CHANGES AND EMPLOYEE SUGGESTIONS AND
SECTION IX- HEALTH AND SAFETY 9.03 WEAPONS
POLICY

DISCUSS AND CONSIDER WITH POSSIBLE ACTION A
POSSIBLE AWARD OF A CONTRACT TO REPAIR A
DAMAGED SEWER MAIN

OPEN FORUM FOR MAYOR AND COUNCIL

CITY MANAGER REPORT

ADJOURN

for the city. Mr. Hubbard reviewed the agreement with the council. Mayor Pro tem Rob Gowin made a motion to approve the agreement. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

City Manager James Hubbard told council the city is still seeing supply chain issues. Mr. Hubbard said this unit became available due to a canceled order. Mr. Hubbard said the budget for the unit was \$148,000 and the actual cost was \$153,822. Councilman Hubert Robinson made a motion to approve the purchase of the backhoe. Second, by Councilwoman Mindy Gellock. All voted "Aye" 4-0

City Manager James Hubbard told the council this policy regulates employees' usage of city and personal social media. Mr. Hubbard said the policy does notify employees that their personal pages may be monitored and posts regarding city business are prohibited on their personal social media. Mayor Pro tem Rob Gowin made a motion to approve the social media policy. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

Assistant City Manager ReNissa Wade told council the existing policies were adopted in 2019. Mrs. Wade reviewed the changes to the policies with the council. Councilwoman Mindy Gellock made a motion to amend as presented by the staff. Second, by Mayor Randy Gorham. All voted "Aye" 4-0

City Manager James Hubbard told council approximately 500 feet of sewer line needed to be replaced after a portion of the line collapsed. Mr. Neal Holland of Stokes and Associates came forward and reviewed the scope of the work with the council. Mr. Holland said they hope to bring the cost in under \$80,000. Mayor Randy Gorham asked Mr. Holland if this is the same line that had collapsed further to the east a few years ago. Mr. Holland said it was. Mayor Pro tem Rob Gowin made a motion to authorize the city manager to enter into a contract to make the emergency repairs. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

None

City Manager James Hubbard told the council the zoning board of adjustments had condemned approximately 19 substandard structures in town. Mr. Hubbard said there is a plan to clean up the Sea Scout Park later this year. Mr. Hubbard said a city wide clean up day is scheduled for March 25. Mr. Hubbard said the fire department is continuing to do fire hydrant inspections. Mr. Hubbard thanked Oncor for their work during the recent bad weather. Mr. Hubbard said the Buckner Park playground equipment should be going out to bid soon.

6:50 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk