

**MINUTES
of the
KEENE CITY COUNCIL**

THURSDAY, April 21, 2022

PRESENT: Mayor Gary Heinrich, Mayor Pro-Tem Gwen Beeson, Robert Cooper, Thomas Gutwa, and Phillip Jackson.

ABSENT: Lisa Parrish, Rob Foster

CALL TO ORDER: The meeting was called to order at 6:00 p.m.

Invocation – Mayor Heinrich

Pledge of Allegiance & Pledge to the Texas Flag – Council and Public

1. Public Comments:

- **Sheila Drapiza spoke regarding hydrant flushing on her property.**

2. Mayor Comments: None.

3. Consideration of City Council Minutes dated April 7, 2022.

- **Councilmember Beeson made a motion to approve the City Council Minutes dated April 7, 2022. Councilmember Cooper seconded the motion.**
- **Motion Carried (4-0-0)**

4. The City Council may consider, discuss, and authorize a resolution adopting policies in connection with the TxCDBG program.

- **City Manager Bernie Parker provided a summary and update.**
- **Councilmember Cooper made a motion to approve authorizing Resolution No. 2022-401 adopting policies in connection with the TxCDBG program. Councilmember Gutwa seconded the motion.**
- **Motion Carried (4-0-0)**

5. Review and discuss Section 3 Policy Updates & Information for the City's TxCDBG Contract #CDV21-0089.

- **City Manager Bernie Parker provided the presentation**
- **The City Council reviewed and discussed the Section 3 presentation for Contracts CDV21-0089, including employment opportunities for Section 3 workers, contractor outreach, and tracking work hours for all CDBG grants and contracts.**

6. Discuss and take action on approving the preliminary plat for the Canyons Addition.

- **City Manager Bernie Parker provided a summary and update.**
- **Councilmember Jackson made a motion to approve the preliminary plat for the Canyons Addition. Councilmember Beeson seconded the motion.**
- **Motion Carried (4-0-0)**

7. **Presentation and discussion of the 2022 – 2023 Budget Calendar.**
 - Finance Director Charles Williams presented the budget calendar item.
 - City Manager Bernie Parker spoke briefly on the item and workshops for the budget.
8. **Discuss and take action authorizing the City Manager to issue a request for qualifications for engineering services for the water well project utilizing Cares Act funds.**
 - City Manager Bernie Parker provided a summary and update on the cost and process of the repair of Well #7.
 - Councilmember Cooper made a motion to approve authorizing the City Manager to issue a request for qualifications for engineering services for the water well project utilizing Cares Act funds. Councilmember Gutwa seconded the motion.
 - Motion Carried (4-0-0)
9. **Discuss and take action on approving the creation of an Assistant City Manager position.**
 - City Manager Bernie Parker provided an update on the positions that are open.
 - Parker advised the council that this position will be funded by combining the Director of Economic Development and Director of Development Services positions.
 - Councilmember Beeson made a motion to approve the creation of an Assistant City Manager position. Councilmember Cooper seconded the motion.
 - Motion Carried (4-0-0)
10. **Department Reports:**
 - Public Works Department – Don Martin provided the report.
 - Police Department – Chief Hunt provided the report.
 - Fire Department – Chief Warner provided the report.
 - Finance Department – Charles Williams provided the report.
11. **City Manager Comments:**
 - Mr. Parker presented a summary of current activities.
 - Siren Update and the local Weather
 - Fundview Update – Utility Billing software

12. **Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into a closed, Executive Session in accordance with the following authority:**

Council adjourned into Executive Session at 7:08 p.m.

551.071 (consultation with the attorney)	551.072 (real property)	551.073 (prospective gifts)
551.074 (personnel matters)	551.076 (security matters)	551.087 (economic development)

Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop and/or Special Session, or at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting.

551.074 (personnel matters) – City Manager Annual Evaluation

13. Reconvene into Open Session for possible action resulting from any item posted and discussed in Executive Session.

- Council reconvened into Open Session at 7:37 p.m.
- No action taken

14. Discussion and requests for future items on the agenda.

- No further items requested.
- An update on the sidewalk project was requested from the City Manager.

15. Meeting adjourned at 7:39 p.m.

By: 

Gary Heinrich, Mayor

Attest: 

Natanael Drambareanu, Interim City Secretary