



MINUTES

REGULAR COUNCIL MEETING December 16, 2008

The City Council of the City of Forest Hill met on the above date at 7:14 p.m. with Mayor James Gosey presiding. The following council members and officials were present: Council Members Damian Dalcour, Lyndia Thomas, Gerald Joubert, Dulani Masimini, Andrew Sanders, Mayor Pro Tem Mustafa Sami, City Manager David Miller, City Secretary Debra Maness, Fire Chief Pat Ekiss, Police Chief Rex Phelps, Acting Public Works Director Roberto Dunes, Economic Development and Community Relations Director Venus Wehle, and City Attorney Bonnie Goldstein.

Opening Agenda:

A. Call to Order

With a quorum present, Mayor Gosey called the meeting to order at 7:14 p.m.

B. Invocation

Invocation was delivered by Mayor Gosey.

C. Pledge of Allegiance to Flags

Pledge to the United States and Texas Flags were recited.

D. Citizens Presentation: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting.

No one spoke at this time.

E. Staff Reports

City Manager's Report

- Update on the City Planner Position – Barbara Koerble will start as City Planner on January 5, 2009. Ms. Koerble is a Certified Planner with a Masters Degree in Urban Planning.
- Update on City Prosecutor Position – pursuant to the council's request, City Manager David Miller, negotiated a contract the Alicia Johnson to be the City's Prosecutor. Ms. Johnson will bill City \$1,200 monthly for 15 hours, and \$75 an hour for each hour after. Ms. Johnson will start January 1, 2009.
- Update on Pipeline Ordinance – this has been sent to Chesapeake for them to review, and at this time there is no definite date as to when the ordinance will come before the Council.
- Invitation to City Council Members to attend Employee Luncheon, December 19 @ 11:30.
- Reminder of City Hall Closings – City Hall will be closed December 25 and 26, 2008 for Christmas and January 1, 2009 for New Year's Day.

Fire Chief/Acting Building Official

- Run Statistics, year to date – to date the Fire Department is 300 calls higher than last year.
- Continuing Education of Fire Department Members Update – there are seven members of the fire department enrolled in classes for the spring semester to achieve a higher level of education.
- Invitation to Council Members to attend burn drills – the council members are invited to attend the night burn drills that will be held on February 16, 17, & 18 (Monday – Wednesday) 5:30 p.m. to 9:30 p.m., located at the Northwest Campus of Tarrant County. Council Member Joubert commended the Fire Department for their work at a fire that he had witnessed and how well the Interlocal agreements we have with other cities work has worked.

Acting Public Works Director

- Update on existing CDBG Project – the final phase of Nell Street will begin on January 5, 2009.
- Update on upcoming CDBG Project – 2009 CDBG will probably be for Lookout or Cardinal Ridge for water and sewer replacement
- Update on Street Bids – Kimley-Horn will be bidding the projects in early January. These will be sealed bids.
- Update on Tarrant County Street Projects – Tarrant County will start January 5 on 4700 and 4800 blocks of Dorsey.

Police Chief's Report

- City's ability to effectively respond to animal complaints – the Chief addressed concerns expressed by a citizen about ACO services.

Economic Development and Community Relations Director's Report

- Follow up on Town Hall Meeting November 17, 2008 – there were 90 people who attended the Town Hall meeting sponsored by Chesapeake.
- Follow up on Hampton Inn & Suites groundbreaking, November 20, 2008 – good turn out and grand opening should be early summer.
- Update on Parks Master Plan – copies of the master plan were handed out to the Council, the city has hired a grant writer to work on the grant that must be submitted by January 30, 2009 to Texas Parks and Wildlife.
- "Community Videos" – there are now six videos on the city's website. These videos give a brief synopsis on Forest Hill and include a welcome, education, quality of life, real estate and relocation, economic development and tourism and things to do in our area.
- Update on Economic Development Specialist position - Henrietta Roberts has moved into this position, effective December 1, 2008.

- F. Consent Agenda:** - All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- 1. Consider minutes of December 2, 2008 regular council meeting.**
- 2. Consider Interlocal Agreement for Rabies Control with the City of Fort Worth**
- 3. Consider Resolution 18-2008, a resolution in support of the application of the S7 B Technical Products, Inc. to the Texas Commission on Environmental Quality for a municipal setting designation at 1300 E. Berry Street, Fort Worth, Texas.**

Mayor Pro Tem Sami made a motion to accept consent agenda, items 1, 2 and 3. Motion was seconded by Council Member Joubert and **passed** as follows:

Ayes: Council Members Dalcour, Thomas, Joubert, Masimini, Sanders, Mayor Pro Tem Sami, and Mayor Gosey.

Nays: None

G. Deliberation Agenda:

4. Discuss and consider update on Chevron Energy Study. (David Miller, City Manager).

City Manager, David Miller, gave the Council an update on the progress Chevron Energy Study. The city's water meters are 98% accurate and Chevron will return in January to discuss the possible cost savings that the city could realized in other areas. There was no action taken on this item.

5. Discuss employee evaluations and job descriptions. (Council Member Masimini).

Council Member Masimini led the discussion on having job descriptions to help the employees enhance their performance. Every employee should have at least an annual evaluation and would like to see the evaluations the City Manager has given the department heads. There was no action taken on this item.

H. RECESS INTO EXECUTIVE SESSION - Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

6. Pending or Contemplated Litigation or to seek the advice of the City Attorney pursuant to Section 551.071.

City of Forest Hill vs. David Vestal and Charles Gardner
David Vestal vs. City of Forest Hill
Destructors, Inc. vs. City of Forest Hill

7. Section 551.074, Texas Government Code: Personnel Matters (1) to deliberate the appointment, employment, employment evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

Annual evaluation of City Manager, David Miller

Council recessed into Executive Session at 8:22 p.m.

G. Reconvene into regular session.

Council reconvened into regular session at 8:47 p.m.

H. Take any action necessary pursuant to executive session.

No action taken.

I. Adjournment

With no further business to discuss, council adjourned at 8:48 p.m.

Respectfully submitted,

Approval:

Debra W. Maness, City Secretary

James Gosey, Mayor