



**NOTICE OF MEETING  
OF THE GOVERNING BODY  
OF THE  
CITY OF OVERTON, TEXAS**

Notice is hereby given that the Regular Called Meeting of the above-named City Council will be held on the 15<sup>th</sup> day of March, 2018 at 7:00 PM at City Hall Council Chambers, 1200 South Commerce Street, Overton, Texas.

**AGENDA**

**I. CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance

**II. PROCLAMATIONS / RECOGNITIONS / APPOINTMENTS**

1. 2018 Rusk County Don't Mess with Texas Trash Off Event & Trash Off Day
2. 2018 Overton City Wide Spring Clean Up Days

**III. CITIZEN FORUM- Each citizen will be allowed three (3) minutes.**

This particular listing has been included on the agenda to allow public comments and presentations. Citizens may issue comments for topics that do not appear on this agenda. Any citizen who wishes to speak before the City Council must submit to the City Secretary a signed request to speak under Citizen Forum prior to the opening of the council meeting.

In accordance with existing law, the City Council cannot discuss, deliberate, or take action on any item(s) or topic(s) that is not so scheduled on this agenda. Public comments requiring action or deliberation of the Council may be scheduled on a following regular agenda. The Mayor, Council Members or City Staff may only respond to Citizens comments with a:

1. Factual Informational Statement
2. Statement of Current Policy
3. Discussion of Placing Topic on Future Agenda

**IV. CITIZEN'S REQUEST**

1. Consider, discuss and / or take action on a request by Vicki McClure for the approval of a Resolution to authorize a one-year extension to the temporary waiver of Section 8.02.1 of Ordinance No. 2014-10-07B granted by City Council on April 20, 2017 with the approval of Resolution No. 2017-04-20B. That Resolution granted permission for a Coach (Recreational Vehicle) to be temporarily installed at 502 N. Rusk Street (with conditions) to be used as a temporary residence for Velma Spangler (mother of the applicant).

**V. CONSENT AGENDA**

Any or all items under Consent Agenda may be removed by the Mayor, any Council Member or the City Manager for discussion.

1. City Council to review, make possible corrections and approve minutes from Regular Called Meeting of the City Council held on February 15, 2018

**VI. BUSINESS**

1. Present revised meeting schedule for the City Council as updated March 12, 2018.
  - a. Discuss and take action to set a Special Called Workshop of the City Council for the purpose of discussing Rules and Regulations of City Council.
  - b. Discuss and take action to grant an excused absence for the March 15, 2018 requested by Mayor Pro Tem Posey on Wednesday, March 7, 2018.
  - c. Mayor to receive request, if any, for leave of absence from any Council Member for future meetings
2. Consider, discuss and/or take action to appoint a Chairperson and a Co-Chairperson for the 4<sup>th</sup> of July, Fireworks in the Park and staff to update Council regarding the funding and donations of the event.
3. Consider, discuss and/or take action regarding Resolution appointing election officials for the special election ordered for May 5, 2018, for the purpose of changing the Overton Economic Development Corporation from a Type A EDC to a Type B EDC.
4. Consider, discuss and/or take action regarding a Resolution authorizing the City Manager to enter into General Agreement with L & L Maintenance Services to provide grounds maintenance services for the Overton Municipal Cemetery for a term beginning March 1, 2018 through April 30, 2019.
5. Consider, discuss and/or take action regarding a Resolution authorizing the issuance of a City Credit Card for the day to day operations of the K-9 Officer for the expenses incurred as the K-9 Officer, setting a maximum credit limit not to exceed \$1,000, and establishing specific items authorized to be purchased with the credit card.
6. Consider, discuss and/or take action regarding a Resolution authorizing the Mayor to accept a Community Assistance Grant in the amount of \$10,000 from the Sabine River Authority of the State of Texas for the purchase of environmental safety equipment (shoring) for the Public Works Department.
7. Consider, discuss and/or take action regarding a Resolution authorizing EFORCE to apply for an Office of the Governor grant on behalf of the City of Overton for the purpose of funding EFORCE which is a software compliant with the National Incident-Based Reporting System (NIBRS).
8. Consider, discuss and/or take action to amend Chapter 6, Section 6.15 (b) of the City of Overton Personnel Policy and Procedure Manual specifically as it relates to the donation of Paid Time Off (PTO) between employees.
9. Review, discuss and/or take action regarding the City Manager's recommendation to add a Pro Re Nata (PRN) Part Time Fire Inspector.


10. Discuss, consider and / or take action regarding staff direction authorizing the issuance of Tax Anticipation Notes/Certificate of Obligations for the funding of the following projects:
  - Well #7 Water Tank Repairs
  - Well #5 Water Tank Repairs
  - Financial Accounting Software System including conversion
  - Accounting and Audit Catch up
  - Debt Refinance – Series 2003 Water Sewer Sur Rev Certificate of Obligation
11. Discuss, consider and /or take action regarding a Resolution authorizing the City Manager to enter into a Service Agreement with John Stover (Skelton, Slusher, Barnhill, Watkins, Wells) to act as bond counsel for the issuance of the proposed Tax Anticipation Notes / Certificate of Obligations.
12. Discuss, consider and /or take action to approve giving notice of intent to issue City of Overton, Texas Certificates of Obligation (2018)
13. Discuss, consider and /or take action to approve of early redemption of 2003 Bonds and authorizing giving notice and other actions
14. Discuss, consider and/or take action on an Ordinance amending Ordinance No. 2014-07-29B “Appendix A” City of Overton- Schedule of Fees, by updating fees imposed by the City for Cemetery Fees and Services. *(Item postponed from February 15, 2018 Regular Council Meeting)*

## **VII. CITY ADMINISTRATION’S MONTHLY REPORTS**

- a. Emergency Services Monthly Reports
  - i. Fire Department
  - ii. Champion EMS
  - iii. Police Department
- b. Department of Finance Monthly Report
  - i. Accounts Payable Check Register
  - ii. Statement of Revenue and Expenditures by Fund
- c. City Manager’s Monthly Report to include if needed
  - i. Public Works Department
  - ii. Community Development
  - iii. Cemetery

## **VIII. ADJOURNMENT**

I, **Rachél Gafford**, City Secretary of the City of Overton, Texas do hereby certify that notice of the above-named meeting was posted on the bulletin board of City Hall of the City of Overton, Texas, a place readily accessible to the public at all times, on the 12<sup>th</sup> day of March, 2018 by 5:00 p.m. and remained continuously posted for at least 72 hours immediately preceding the said meeting and that said notice was posted in accordance with Chapter 551, Texas Government Code.

  
Rachél Gafford, CITY SECRETARY



The City Council for the City of Overton reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberation About Security Devices), 551.074 (Personnel), and 551.087 (Deliberations regarding Economic Development negotiations).

This facility is wheelchair accessible and accessible parking spaces are available. Individuals who require auxiliary aids or services for the meeting should contact the City Secretary's office at least forty-eight (48) hours prior to the meeting. To make arrangements, call 903-834-3171.

**CERTIFICATION**

I, Rachél Gafford, City Secretary of the City of Overton, Texas do hereby certify that notice of the above-named meeting with the agenda of items to be considered by the City Council was removed by me bulletin board outside of City Hall.

**REMOVED FROM BULLETIN BOARD:**

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_

\_\_\_\_\_  
Rachél Gafford, CITY SECRETARY