

**MINUTES OF THE CITY COUNCIL REGULAR MEETING  
CITY OF WILMER  
JANUARY 16, 2020**

**Councilmembers Present**

Emmanuel Wealthy-Williams, Mayor  
Jeff Steele, Councilmember  
Phyllis Slough, Councilmember  
Sergio Campos, Councilmember  
Melissa Ramirez, Councilmember

**Councilmembers Absent**

Candy Madrigal, Mayor Pro Tem

**City Staff**

Rona Stringfellow, Consulting City Administrator  
Missie Schwab, Finance Director  
Laurie Rush, Accountant  
Mark Hamilton, Fire Chief  
Joe Flores, Community Development Director  
Michael B. Halla, City Attorney  
Mayra A. Ortiz, City Secretary

**Call to Order**

With a quorum present, the Regular Meeting of the Wilmer City Council was called to order by Mayor Wealthy-Williams at 7:00 p.m. on Thursday, January 16, 2020 in the Wilmer Community Center, 101 Davidson Plaza, Wilmer, Texas.

**Invocation**

Mayor Wealthy-Williams gave the invocation.

**Pledge of Allegiance**

Councilmember Campos led the pledge of allegiance.

**Recognition**

Mayor Wealthy-Williams read Dallas County Commissioner John Wiley Price's Resolution Order Number 2019-1307. Mayor Wealthy-Williams shared that the ordered stated that Dallas County Commissioners Court encouraged and joined with the cities of Dallas, Hutchins, Lancaster, and Wilmer in referring to and identifying the inland port area as the "Dallas County Inland Port" with the name of each city being included as a subtitle when a city's portion of the area is involved. The County Administrator is authorized to work with these cities in developing a plan for the design, funding, placement, and construction of associated monument-style signage that announces entry into the inland port area.

### **Proclamation**

Mayor Wealthy-Williams read a proclamation proclaiming January 20, 2020 as "Dr. Martin Luther King, Jr. Day" and encouraged all citizens to observe the day with appropriate civic, community, and service activities in honor of Dr. King's life and legacy.

### **Community Announcement**

Mayor Wealthy-Williams informed of the City's participation in the 2020 It's Time Texas Community Challenge. Encouraged everyone to help to make sure the City of Wilmer wins the health competition. The event taking place January 6th – March 1st. The Community Challenge is a statewide competition inspiring people, organizations, and cities across Texas to choose healthy activities in support of a healthier community. She encouraged all to participate in the challenge and earn points for every healthy action submitted. Mayor Wealthy-Williams shared that the City of Wilmer is in fourth place out of 100 cities

Mayor Wealthy-Williams declared her support and encouraged the community to participate in It's Time Texas. She authorized the Mayor's Pledge and recognized that a healthy community is more united, more productive, and more prosperous. As a result, she is committed to the health of the community and pledge to make the community a model for others to follow. She encouraged City Council members to sign the City Council pledge.

Councilmember Slough declared her support by signing the City Council pledge. She agreed with Mayor Wealthy-Williams that a healthy community is more united, more productive, and more prosperous. As a result, she is committed to the health of the community and pledge to make the community a model for others to follow.

Mayor Wealthy-Williams and Councilmember Slough encouraged all to sign the City Council pledge.

Mayor Wealthy-Williams shared that North Texas Food Bank is held the first Saturday of every month at 10:00 a.m. at Wilmer City Hall parking lot.

### **Citizens Comments:**

Sheila Petta, 714 Lloyd Street, shared her concerns with the City's Newsletter.

Darryl Wash, 230 Green Meadow, stated if any concerns are raised with the services provided by the North Texas Food Bank, he requested to be informed.

Ann Hester, 219 S. Dallas Avenue, expressed her concerns and requested code enforcement actions and need to beautiful the City.

Pam Walsh, 230 Green Meadow, shared her concerns with the City's Newsletter.

Julissa Vielma, 232 Second Street, shared her concerns with the City's Newsletter.

### **Consent Agenda**

City Secretary Ortiz read the consent agenda.

1. Consider approval of minutes from the City Council Regular Meeting held on November 21, 2019, City Council and Planning and Zoning Commission Joint Special Meeting held on December 5, 2019, and the City Council Regular Meeting held on December 5, 2019.
2. Consider a resolution amending the authorized signatories to execute payable checks at Commercial State Bank by adding Rona Stringfellow, City Administrator.
3. Consider approving a resolution adopting the new Dallas County voting equipment, the ES&S Express Vote Universal Voting System (Ballot Marking Devices), EVS 6.0.2.0, Firmware 2.4.0.0; the ES&S DS200 Digital Precinct Scanner, EVS 6.0.2.0, Firmware 2.17.0.0.; and ES&S' Model DS850 High-Speed Scanner/Tabulator, Version 1, EVS 6.0.2.0., along with the required ancillary parts and services required for the voting tabulation system equipment for all City elections.

City Secretary Ortiz spoke on item 1 and shared that she was made aware in the motion portion of the minutes, indicates "abstain" instead of "against." The corrected minutes were placed on the dais for City Council's consideration.

**MOTION:** Councilmember Ramirez made a motion, seconded by Councilmember Slough to approve consents items 1 through 3 with modifying item 1 to reflect "against" instead of "abstain." The vote was cast 4 for, 0 against [Madrigal absent]. The motion carried unanimously.

4. Discuss and consider a resolution authorizing the Mayor to sign a ballot casting the City's vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District.

City Secretary Ortiz spoke on item 4 and shared that on November 21, 2019, the City Council voted unanimously to nominate Mona Dixon, Lancaster. The tallies received requires a runoff election process as there was no one candidate that received 16 votes. The Dallas Central Appraisal District submitted Mr. Michael Hurtt (incumbent), DeSoto and Ms. Mona Dixon, Lancaster for the Runoff nominations.

Councilmember Steele requested to nominate Mona Dixon, Lancaster.

**MOTION:** Councilmember Steele made a motion, seconded by Councilmember Slough to nominate Mona Dixon, Lancaster. The vote was cast 4 for, 0 against [Madrigal absent]. The motion carried unanimously.

5. Discuss and consider appointments to the It's Time Texas (ITT) Health and Fitness Committee.

Mayor Wealthy-Williams encouraged everyone to participate in the 2020 It's Time Texas Community Challenge.

No action taken.

## **6. Discuss and consider the approval of the November 2019 Financials.**

Consulting City Administrator Stringfellow shared that Finance Director Schwab will provide staff comments. She noted that Councilmember Steele inquired clarification on a payment to TCEQ dues and whether it was coded correctly. Consulting City Administrator Stringfellow provided a memorandum which confirmed that it was a payment for the water system for the City.

Finance Director Schwab provided a summarized presentation on the November 2019 Financials. She shared that the payment made to Navarro College was for training services to the Fire Department. The payment to North Central Texas Council of Government (NCTCOG) was for the City's membership dues and training for the Fire Department. Finance Director Schwab provided that Physio-Control, Inc are the heart monitors for the Fire Department.

Councilmember Steele requested clarification on two payments made to NCTCOG. Finance Director Schwab stated that one payment was for the City's membership dues and the second one was for the Fire Department.

Consulting City Administrator Stringfellow requested elaboration from Finance Director Schwab on the vehicle purchase under the Capital accounts. Finance Director Schwab shared that the Building Official and Code Enforcement routinely had been sharing a vehicle in order to perform their duties and responsibilities.

Councilmember Steele inquired explanation on payments to Rita Cook. Consulting City Administrator Stringfellow shared that a contract exists that was in effect under the previous leadership. She shared Ms. Cook's involvement with the City's newsletter. Upon her official start date, she will be reviewing the matter further.

City Attorney Halla shared that Economic Development Corporation (Type A) and Community Development Corporation (Type B) may approve contracts.

Councilmember Steele directed staff to style an ordinance that contracts ought to come before the governing body. As a City Administrator this is no longer in place and that has executed a contract that City Council was not aware.

City Attorney Halla shared that drafting an ordinance is not a bad idea; however, he suggested to have an agenda item for discussion as there are many variables to consider.

Councilmember Steele requested for staff to draft a contract policy for City Council to consider as enforceable actions are vital through City Minutes, Resolutions, and Ordinances.

Mayor Wealthy-Williams inquired from City Attorney Halla if there is a policy that depicts the allowed amount for the City Administrator to expense without City Council approval. City Attorney Halla shared that he is not aware of any dollar amount in the state statute.

He noted that very often municipalities will authorize the City Manager/City Administrator a certain amount to expense without presenting to the governing body as it is not practicable to present every contract.

Finance Director Schwab shared that the Council approved a Purchasing Policy. City Attorney Halla suggested for City Council to review the Purchasing Policy at a future Work Session meeting.

Councilmember Slough inquired if purchasing cards contains a limit. Finance Director Schwab confirmed.

Councilmember Steele inquired The Town Planner, LLC expense of \$9,000.00. Finance Director Schwab shared the invoice is provided quarterly.

Finance Director Schwab shared the Dallas County Fire Marshal's Office expenses are in results of reviewing development plan and services. She shared that Hatfield & Associates expense was for newsletter printing.

Finance Director Schwab inquired the expense of Goodman Factors from City Secretary Ortiz. City Secretary Ortiz shared that the expense was for temporary staff services.

Councilmember Steele inquired when the Records position will be permanent. City Secretary Ortiz shared staff will proceed with the hiring process.

Councilmember Slough inquired information on The Mint Foundation. Finance Director Schwab stated the expense was in result of two services, Senior Citizen meals and transportation.

**MOTION:** Councilmember Steele made a motion, seconded by Councilmember Campos to approve item 6. The vote was cast 4 for, 0 against [Madrigal absent]. The motion carried unanimously.

#### **Executive Session:**

- 7. The City Council shall convene into closed executive session pursuant to Section §551.071(2) of the Texas Government Code to seek legal advice amending the budget as to line items and salaries of employees and procedures for amending same.**
- 8. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/ session matters executive.**

The City Council recessed for Executive Session at 8:20 p.m. and reconvened into open session at 9:22 p.m.

No action taken.

#### **ADJOURNMENT**

There being no further business, Mayor Wealthy-Williams adjourned the regular session at 9:22 p.m.

**ATTEST:**

  
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Mayra A. Ortiz, City Secretary

**APPROVED:**

  
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Emmanuel Wealthy-Williams, Mayor