

**MINUTES
CITY OF JOSEPHINE – CITY COUNCIL
REGULAR MEETING
JANUARY 13, 2025**

Mayor Turney called the meeting to order at 6:00 p.m.

Council members present: Mayor Turney, Doug Ewing, Alex Esquivel, Dr. Pam Sardo & Gary Chappell.

Council members absent: Brad Ahlfinger.

Pledge of Allegiance led by Mayor Turney.

Invocation: Dr. Pam Sardo.

Police Chief Graham presented Certificates of Recognition to the sponsors and volunteers for the Shop With a Cop Christmas.

Republic Services

One and Done Auto

Josephine First Baptist Church

Mr. and Mrs. Lloyd Brown

Ali Sherif – Valero – provided lunch

Speed Fab-Crete

Dr. Pam Sardo

Santa & Mrs. Claus

Abernathy Roeder Boyd Hullett Tax Attorneys

Project Linus – Blankets for each child

Highland Mortgage

Omniserve Pest Control

Peoples

Walmart

Police Chief Graham presented Sargeant Billy Lanier with the Office of the Year award along with a plaque and an award from Representative Candy Noble.

Mayor Turney presented a Certificate of Recognition for help with the Angel Tree to the Josephine Volunteer Fire Department and Republic Services.

Mayor Turney presented a Proclamation to Chantel Ballard with the American Heart Association proclaiming February 2025 as “Love Your Heart” Month in Josephine as requested by Dr. Pam Sardo.

Citizens Comments – No comments made.

Consent Agenda.

Doug Ewing made a motion to approve the Consent Agenda. Seconded by Gary Chappell. All in favor, the motion passed.

New Business.

Update from Project Manager Ethel Huggins representing AGCM regarding the Community Center, Public Safety Building and City Hall Annex projects.

Summary of Work During this Period.

Public Safety Building:

Earthwork/Site Grading/Building Pad – 97%
Foundation – 48%
Structural Steel – 100%
Plumbing – 16%

Community Center:

Site Grading – 100%	Doors/Hardware – 100%
Concrete Paving – 100%	Glass/Storefront – 100%
Striping – 100%	Drywall/Ceilings – 100%
Landscape & Irrigation – 0%	Flooring/Base – 100%
Masonry – 100%	Paint – 100%
Metals/Millwork – 100%	Accessories – 100%
Waterproofing – 100%	MEP – 100%
Projector/Window Treatment – 0%	Generator – 100%

Annex Building:

Completed

Project Schedule Review:

Major Activities Achieved this Period:

Public Safety Building:

Pre-cast Wall Erection.
Roof Beams & Joists.
Roof Decking.
Apparatus Bay Masonry work completed.
Steel & Electrical equipment delivered on site.

Community Center:

95% of the work has been completed.
Contractor is working to provide updates on the remaining items.
Coordination has taken place for final inspection.

Annex Building:

Punch List items have been completed.
Soft-Closing documents are in the works.

Alex Esquivel made a motion to accept the report. Seconded by Gary Chappell. All in favor, the motion passed.

Project Linus sponsors arrived, and Chief Graham presented a Certificate of Recognition for their sponsorship and blankets provided.

Amendment No. 01 to the Project Management Services Contract with AGCM.

City Administrator Lisa Palomba explained that the only change is to extend the project.

Doug Ewing made a motion to approve Amendment No. 01 to the Project Management Services Contract between the City of Josephine and AGCM. Seconded by Alex Esquivel. All in favor, the motion passed.

Monthly engineering report – Dunaway/DBI – Jacob Dupuis.

Doug Ewing made a motion to accept the report from Dunaway/DBI. Seconded by Gary Chappell. All in favor, the motion passed.

Final Plat – Meadow Ridge Estates – Jacob Dupuis.

Gary Chappell made a motion to approve the Final Plat for Meadow Ridge Estates. Seconded by Alex Esquivel. All in favor, the motion passed.

Regional planning for water/wastewater facilities intended to serve Municipal Utility Districts (MUDS). Requested by Council member Dr. Sardo.

City Administrative Lisa Palomba provided information to the Council with information from TCEQ's website regarding this matter. When developers start requesting services for MUDS being planned, the Council will need to have a plan in place on whether the city will want to serve them or not. She suggested that the Strategic Planning and Goal setting workshop will be the time to discuss this more.

Monthly engineering report – Kimley-Horn and Associates – Elizabeth Livergood.

Alex Esquivel made a motion to accept the report from Kimley-Horn and Associates. Seconded by Doug Ewing. All in favor, the motion passed.

Title 5, Chapter 176 – Disclosures of Certain Relationships with Local Government Officers. Requested by Council member Dr. Sardo. This will be in Executive Session.

Potential issuance of a Request for Qualifications (RFQ) for engineering firms. Requested by Council member Dr. Sardo.

Dr. Sardo presented her thoughts on this, and City Administrator Lisa Palomba read the staff report that she had included in the packet.

Representative from Kimley-Horn and Associates – Aaron Rader from the Dallas office spoke about the concerns that the Council may have. He explained that they are required to provide disclosures when they are working on projects for the city and for another party with a potential project in Josephine.

Dr. Sardo asked if the Council had any interest in being informed about projects that were being worked on by companies that the city works with and are working with the other side on projects in Josephine.

Aaron Rader said that item G and item H are two different topics and item G pertains to Kimley-Horn having any personal relationships with anyone that works for Josephine. That is why the Conflict-of-Interest forms were provided to the city indicating that there are no personal relationships.

Mayor Turney asked the Council if they had any concerns and there were none.

Resolution approving an agreement for a plan to transition the Josephine Volunteer Fire Department to a city-owned and operated fire department.

City Administrator Lisa Palomba went through the proposed resolution and explained it to the Council.

Gary Chappell made a motion to approve the Resolution with the following amendments: Keeping the Wayne and Mary Allen plaque on the current site and the expansion of the definition of the Head of Department. Seconded by Doug Ewing. All in favor, the motion passed.

Discussion regarding an ordinance creating and organizing the City of Josephine Fire Department.

City Administrator Lisa Palomba explained that this is a first draft and asked that the Council review the ordinance and send all questions and comments to her so that the ordinance can be adopted at the February Council meeting.

Update regarding the Municipal Development District (MDD) Board Application process.

City Administrator Lisa Palomba has a draft but said that the Bylaws should be in place first and she is looking at other MDDs and getting more information.

Receive an update from City Administrator Lisa Palomba regarding a possible ordinance requiring all telecommunications equipment to be placed at ground level or below.

Requested by Council member Brad Ahlfinger who is not present at this meeting.

Gary Chappell explained that the companies that are installing in the utility right-of-way in neighborhoods are putting large boxes in the easement.

Lisa Palomba is waiting to hear from the PUC about what is allowed. She will bring this back to Council as she gets more information.

Council member Dr. Sardo asked if when a company comes in to get a permit to install in the utility easement, would the city put a notice on the website to notify residents that a new company may be coming to your yard to install new utilities.

Lisa agreed with this and said that the utility right-of-way ordinance could even be amended to require that the company put out a notice a certain number of days in advance, and who to contact with any questions.

9. Recess Regular Meeting at 7:37 p.m.

10. Executive Session at 7:38 p.m.

A. Pursuant to Government Code Section 551.072 (Discussing purchase, exchange, lease, or value of real property), the City Council will adjourn into Executive Session (closed meeting).

1. Discuss High Meadow Estates Utility Easements.
2. Discuss Greenville St. Drainage Easement.

B. Pursuant to Section 551.071 – Government Code – Private Consultation with the city attorney. The City Council will meet in Executive Session (closed meeting).

1. Update regarding TCEQ Hearing for the North Wastewater Treatment Plant.
2. Conflict of Interest Questionnaire (CIQ) Re: Kimley-Horn and Associates.

C. Pursuant to Government Code Section 551.074 (Personnel Matters), the City Council will adjourn into Executive Session (closed meeting) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee (City Administrator Annual Review).

11. Adjourn Executive Session at 8:49 p.m.
12. Reconvene Regular Meeting at 8:50 p.m.

Items resulting from Executive Session.

Gary Chappell made a motion to authorize the City Administrator to proceed as directed. Seconded
City Council Strategic Planning and Goal Setting Workshop.

The Council should email Lisa Palomba with dates that they are not available. This will be placed on the February agenda.

Items to be placed on a future agenda by Council members.
None were requested.

Gary Chappell made a motion to adjourn at 8:52 p.m. Seconded by Doug Ewing. All in favor, the motion passed.

ATTEST:

Patti Brooks, City Secretary

APPROVED BY:

Jason Turney, Mayor