

MURPHY CITY COUNCIL AGENDA
REGULAR CITY COUNCIL MEETING
NOVEMBER 15, 2016 AT 6:00 PM
206 NORTH MURPHY ROAD
MURPHY, TEXAS 75094



Eric Barna
Mayor

Scott Bradley
Mayor Pro Tem

Owais Siddiqui
Deputy Mayor Pro Tem

Jennifer Berthiaume
Councilmember

Betty Spraggins
Councilmember

Sarah Fincanon
Councilmember

Don Reilly
Councilmember

Mike Castro
City Manager

Susie Quinn
City Secretary

NOTICE is hereby given of a meeting of the City Council of the City of Murphy, Collin County, State of Texas, to be held on November 15, 2016 at Murphy City Hall for the purpose of considering the following items. The City Council of the City of Murphy, Texas, reserves the right to meet in closed session on any of the items listed below should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. CALL TO ORDER

2. INVOCATION & PLEDGE OF ALLEGIANCE

3. ROLL CALL & CERTIFICATION OF A QUORUM

4. PRESENTATIONS/RECOGNITIONS

- A. Presentation of financial report and investment report as of October 31, 2016.
Steven Ventura, Interim Director of Finance.

5. PUBLIC COMMENTS

6. CITY MANAGER/STAFF REPORTS

- A. Radio Systems
B. Sidewalk Rehabilitation Program
C. South Maxwell Creek Sewer Line
D. North Murphy Road
E. Safe Routes to School
F. FM544 Traffic Safety Update
G. Upcoming Events

7. CONSENT AGENDA

All consent agenda items 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 Councilmember so requests, in which event the item will be removed from the Consent Agenda and voted on separately.

- A. Consider and/or act to approve the November 1, 2016 Regular Council meeting minutes. *Susie Quinn, City Secretary*
- B. Consider and/or act upon the Alcohol Policy for the Murphy Community Center and Murphy Activity Center. *Susie Quinn, City Secretary*

8. INDIVIDUAL CONSIDERATION

- A. Consider and/or act upon the recommendations from the Council Interview Panel regarding appointing board members to the Planning and Zoning Commission, Board of Adjustments, Murphy Municipal Development District, Murphy 4B Community Development District, the Ethics Review Commission, and the Building and Fire Code Board of Appeals. This item may be discussed in executive session before action is taken. *Susie Quinn, City Secretary*
- B. Consider and/or act upon the recommendations from the Council Interview Panels regarding appointing board members to the Animal Shelter Advisory Committee, the Parks and Recreation Board and the Capital Project Advisory Committee. *Susie Quinn, City Secretary*

9. EXECUTIVE SESSION

In accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council will now recess into Executive Session (closed meeting) to discuss the following:

- A. §551.074 Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:
 - a. City of Murphy Planning and Zoning Commissioners;
 - b. Board of Adjustment Board Members;
 - c. Murphy Municipal Development District Members;
 - d. Murphy Community Development Members;
 - e. Ethics Review Commission Members;
 - f. Building and Fire Code Board of Appeals Members.

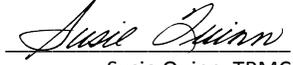
10. RECONVENE INTO REGULAR SESSION

The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, to take any action necessary regarding:

- A. §551.074 Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee:
 - a. City of Murphy Planning and Zoning Commissioners;
 - b. Board of Adjustment Board Members;
 - c. Murphy Municipal Development District Members;
 - d. Murphy Community Development Members;
 - e. Ethics Review Commission Members;
 - f. Building and Fire Code Board of Appeals Members.
- B. Take Action on any Executive Session Items.

11. ADJOURNMENT

I certify that this is a true and correct copy of the Murphy City Council Meeting Agenda and that this notice was posted on the designated bulletin board at Murphy City Hall, 206 North Murphy Road, Murphy, Texas 75094; a place convenient and readily accessible to the public at all times, and said notice was posted on November 11, 2016 by 5:00 p.m. and will remain posted continuously for 72 hours prior to the scheduled meeting pursuant to Chapter 551 of the Texas Government Code.



Susie Quinn, TRMC
City Secretary

In compliance with the American with Disabilities Act, the City of Murphy will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services must be received at least 48 hours prior to the meeting. Please contact the City Secretary at 972.468.4011 or squinn@murphytx.org.

Notice of Possible Quorum: There may be a quorum of the Animal Shelter Advisory Committee, the Board of Adjustment, the Building and Fire Code Appeals Board, the Ethics Review Commission, the Murphy Community Development Corporation, the Murphy Municipal Development District Board, the Park and Recreation Board and/or the Planning and Zoning Commission members who may be present at the meeting, but they will not deliberate on any city or board business.

**City Council Meeting
November 15, 2016**

Issue

Upcoming Events

Staff Resource/Department

Mike Castro, City Manager

Summary

- Christmas in the Park – Thursday, December 1, 2016 5 pm until 8pm at the front of City Hall – 206 North Murphy Road, Murphy, Texas
- Boards and Commission Appreciation Dinner – Thursday, December 8, 2016 6:30 pm until 9 pm at the Community Center – 205 North Murphy Road, Murphy, Texas
- Tour of the City with the Capital Project Advisory Committee – Saturday, December 10, 2016 from 9:00 am until 1:00 pm beginning at the Murphy City Hall Community Room, 206 North Murphy Road, Murphy, Texas
- Boards and Commission Training – Saturday January 7, 2017 from 8:30 am until Noon at the Murphy Activity Center, 205 North Murphy Road, Murphy Texas

CITY COUNCIL MINUTES
REGULAR CITY COUNCIL MEETING
NOVEMBER 1, 2016 AT 6:00 PM

1. CALL TO ORDER

Mayor Barna called the meeting to order at 6:00 pm.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Barna gave the invocation and led the Pledge of Allegiance.

3. ROLL CALL & CERTIFICATION OF A QUORUM

City Secretary, Susie Quinn, certified a quorum with the following Councilmembers present:

Mayor Eric Barna
Mayor Pro Tem Scott Bradley
Deputy Mayor Pro Tem Owais Siddiqui
Councilmember Jennifer Berthiaume
Councilmember Betty Nichols Spraggins
Councilmember Sarah Fincanon
Councilmember Don Reilly

4. PUBLIC COMMENTS

Marla Hill, resident addressed Council on pedestrian safety on FM 544 and Hawthorne Drive.

Leslie Hendrix, resident addressed Council that there is no adequate pedestrian signage on FM 544.

Council directed Staff to contact TXDOT, as FM 544 is a state highway and therefore, not owned by the city. This will be an agenda item of discussion at an upcoming meeting.

5. CITY MANAGER/STAFF REPORTS

- A. Radio Systems - project is on track. Equipment from Watson is to be installed on November 8th. The new floor is complete and A/C unit has been upgraded. Working with Plano Radio Shop to have all of the radio portables upgraded and programmed for staff soon.
- B. Sidewalk Rehabilitation Program – This week, the sidewalk program is in Maxwell Creek North and should be completed next week with sixteen (16) sites that are being rehabbed in Maxwell Creek North subdivision. Murphy Farms will be the next subdivision in the program. At the completion of Maxwell Creek, the City will have sixty-two (62) sidewalk repairs completed with the FY '16 funds. Murphy Farms will be the fifth (5) of nine (9) subdivisions to be completed.
- C. South Maxwell Creek Sewer Line – Contractor is working at the boar pit at McCreary Road where the sewer trunk will cross under McCreary Road. Change Order No. 4 was reviewed by Council as Agenda Item 6.C. which was shifted and discussed following Public Comments. A few requests for cleanup along the roadway have been requested from residents, Staff has been in communication with the residents, the same crew who is working on the sewer trunk construction project will be the same crew that will be cleaning up the site. Staff continues to visit the project site and cleaning up where necessary as in mowing, cleaning weeds and picking up trash.

- D. North Murphy Road – Lighting at Rolling Ridge has been installed. Staff is waiting on a response from TXDOT on the final punch list items for the contractor to complete prior to city staff completing some minor items.
- E. Safe Routes to School – Lettering on the monuments has been installed and they are a little small in size. The city is working with the engineer from Freese & Nichols for some low cost ideas to improve and working internally with staff as well for suggestions and ideas. Possibly painting the letters or add a background to increase the visibility of the lettering.
- F. Department Directors Vacancies
- Fire Chief – received fifty (50) applications, eighteen (18) met the minimum standards and thirty-two (32) did not meet standards. Interviewed four (4) finalists and selected a sole finalists. Conducting background and reference checks on that sole finalist. Expected to have a final offer to and from the finalist within the next week.
 - Director of Public Services – received forty-two (42) applications, posting has been closed. Twenty-four (24) met the minimum standards and eighteen (18) did not meet standards. Meeting with an internal panel to narrow down the finalists with interviews coming in the next few weeks.
 - Director of Economic & Community Development – currently receiving applications and closing the position on November 18th. Then meeting with an internal panel to narrow down the list of applicants, conduct interviews and present a final offer.
 - Finance Director – this is the final position to be filled and it is coming soon but the process for searching for a Finance Director will not begin until a final finalist has been selected and has an accepted an offer for the Director of Public Services position.
- G. Upcoming Events
- Arbor Day – Saturday, November 5, 2016 from 9 am until 11 am behind the Murphy Community Center – 205 North Murphy Road, Murphy, Texas
 - Early Voting – October 24 through November 4, 2016 at the Community Center – 205 North Murphy Road, Murphy, Texas
 - Election Day – Tuesday, November 8, 2016 from 7am until 7pm at the Community Center – 205 North Murphy Road, Murphy, Texas
 - Christmas in the Park – December 1, 2016 5 pm until 8pm at the front of City Hall – 206 North Murphy Road, Murphy, Texas
 - Boards and Commission Appreciation Dinner – December 8, 2016 6:30 pm until 9 pm at the Community Center – 205 North Murphy Road, Murphy, Texas

6. INDIVIDUAL CONSIDERATION

- A. Consider and/or act to approve the October 18, 2016 Regular Council meeting minutes.

COUNCIL ACTION (6.A.):

APPROVED

Mayor Pro Tem Bradley moved to approve the October 18, 2016 Regular Council meeting minutes. Deputy Mayor Pro Tem Siddiqui seconded the motion. For: Unanimous. The motion carried by a vote of 7-0.

- B. Consider and/ or act on approval of Ordinance Number 16-11-1024 to update and add an additional section to the Animal Control Ordinance to include fostering animals.

Chief Cotten addressed Council on approval of Ordinance Number 16-11-1024 amending Chapter 4 – Animal Control, of the Code of Ordinances, to include fostering animals. Definition of Foster Providers – A person who volunteers to provide temporary care for an animal for a period of time until a permanent home can be found for the animal. In **Section 4.01.004 Limitation of number of animals** add: (c) Foster providers will be allowed to keep one (1) additional domesticated animal while in a fostering program. (d) The foster provider will be required to meet the following criteria: (1) temporarily register the animal with Animal Control, fees waived; (2) a maximum of six (6) months will be the time allowed for animals in foster care; (3) once the animal is no longer at the home, the foster provider will contact Animal Control and remove the animal registration. Staff recommends Council approve the recommended changes.

COUNCIL ACTION (6.B.):

APPROVED

Mayor Pro Tem Bradley moved to approve. Ordinance Number 16-11-1024 to update and add an additional section to the Animal Control Ordinance to include fostering animals. Councilmember Berthiaume seconded the motion. For: Unanimous. The motion carried by a vote of 7-0.

- C. Consider and/ or act on the approval of a Change Order No. 4. South Maxwell Creek Parallel Trunk Sewer Project.

City Manager Mike Castro addressed Council stating staff seeks approval for Change Order No. 4 of the South Maxwell Creek Parallel Trunk Sewer Project. The change order will extend the project approximately 520 linear feet beyond its current north end point. This will aid in the city's effort to mitigate sanitary sewer overflow initiatives (SSOI) on this sewer line. The change order is in the amount of \$149,483.70 to be added to the original contract amount and add seventy-five (75) more calendar days to the original contract time.

City Engineer Gary Hendricks addressed Council stating that in 2011 the city requested review of the South Maxwell Creek Trunk Sewer. In the 90's, when the sewer was originally installed that the new sewer line would run parallel. A manhole south of the DART railroad picks up about 75% of the entire city, which is a critical location and the reason for the study to begin at this point. Anything north of the railroad had adequate capacity and going under the railroad would be an expensive venture. The Engineer concluded that the current system has had more inflow infiltration than we would like to have and that has caused overflows on manholes on the north side of the railroad tracks. It was immediately recognized and the City has solved the one manhole issue by repairing that manhole and stopped the overflow. Also reviewed was the capacity of the trunk sewer from the manhole south of the railroad to the manhole north, and discovered that particular segment of the trunk sewer has capacity but surcharges one (1) foot above the pipe and that pipe is ten (10) feet deep. Normally, a sanitary sewer would not be designed this way, but the issue was recognized and reviewed with the city and staff. At that time, TCEQ in checking the overflows, recommended the correction be parallel as well. The first overflow on that manhole occurred in December 2015, the engineer assisted the city to repair that manhole and was completed by February 2016. At that same time, everyone met with TCEQ to discuss capacity issue

on this particular segment and that was not in the original project which was pointed out to them in February 2016. A variety of reasons as to why this routing of the sewer was chosen. The majority reason for that route is being able to facilitate getting under the railroad in a reasonable fashion, it has to cross the railroad at a ninety (90) degree angle as the line cannot be skewed under the railroad since it is not allowed by their permit. It was explained that the ninety (90) degree angle is better than one which requires a tighter angle turn (less than 90 degrees). The funds are part of the 2.3 million dollar bond originally approved for this project. It will bring the bond very near to capacity.

City Manager Mike Castro addressed Council on the confidence of the foreman/crew working on this project is good as they have made continuous progress.

COUNCIL ACTION (6.C.):

APPROVED

Mayor Pro Tem Bradley moved to approve the Change Order No. 4. South Maxwell Creek Parallel Trunk Sewer Project in the amount \$149,483.70. Councilmember Berthiaume seconded the motion. For: Unanimous. The motion carried by a vote of 7-0. Mayor Barna was absent.

D. Discussion Regarding Upcoming City Council Strategic Planning Session.

City Manager Mike Castro addressed Council that individual members of council have expressed a desire to conduct a strategic planning work session in the near future. This item is placed to confirm that a plurality of council desires to conduct such a session. Further, the item is placed for staff to receive guidance regarding the session to aid in preparation. In order to appropriately plan for the proposed strategic planning work session, it is incumbent upon council to provide guidance to staff. City Manager Castro was specifically interested in addressing the following topics: Who, What, When, Where.

To Summarize, here are the questions that he asked for guidance from council:

Who is to conduct the session?

- An external facilitator to facilitate the planning session

What is the product we are seeking at the end of the session?

- Define a strategy for the Capital Projects Advisory Committee in order to outline specific projects
- Develop a three to five (3 to 5) year roadmap plan
- Discuss maintenance needs and dollars over the next ten to fifteen (10 to 15) years
- Update on impact of legislative session changes coming financially (4% tax increase with mandatory roll back election)

What level of detail do we want to get to?

- Council priorities
- Project Plan
- Staff Projection
- Session with Boards & Commission

Do we wish to revisit our Vision and / or Mission statements?

- In past planning sessions, held a deeper dive on vision and mission statements therefore, will not need to review in detail for this planning session

What is our planning horizon?

- Each Councilmember to come with three (3) ideas
- Leadership staff is to be invited and assigned homework
- Boards and Commission members are to be invited and assigned homework

Does council wish to follow a format similar to the 2012 document?

- Review goals and strategies from 2012 document, adapt, add, delete or change as needed

Are we looking to conduct the session on a weekday / night or on a weekend?

- Friday, Saturday and Sunday in early January 2017 that will coincide with open government training orientation for boards and commission

Business hours or after hours?

- Business hours during weekend

Is there a limit to the amount of time we are willing to commit?

- Two and half days (2 ½ days).

On-Site or Off-Site?

- Planning Session to be held on-site at the Murphy Activity Center

COUNCIL ACTION (6.D.):

NO ACTION

- E. Consideration and/or act on a request for funding from the Municipal Development District for drainage and parking improvements at Murphy Village 3. This item may be discussed in executive session before action is taken.

Item 6. E. will not be discussed and an executive session will not be held.

Mayor Barna explained the item request came from the applicant who wishes to discuss the matter with all of Council. The item has been added to agenda more than once and the applicant has not been able to attend so therefore, the applicant has one more opportunity at the next meeting and if unable to attend, the item will not be brought back to Council.

COUNCIL ACTION (6.E.):

NO ACTION

7. EXECUTIVE SESSION

In accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council will now recess into Executive Session (closed meeting) to discuss the following:

- A. §551.087 Deliberation regarding economic development negotiations: (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the government body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

8. RECONVENE INTO REGULAR SESSION

The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, to take any action necessary regarding:

- A. §551.087 Deliberation regarding economic development negotiations: (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the government body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

- B. Take Action on any Executive Session Items.

9. ADJOURNMENT

With no further business, the Council meeting adjourned at 7:11 pm.

APPROVED BY:

Eric Barna, Mayor

ATTEST:

Susie Quinn, City Secretary

City Council
November 15, 2016

Issue

Consider and/or act on an Alcohol Policy for the Murphy Community Center and Murphy Activity Center.

Staff Resource/Department

Susie Quinn, City Secretary

Summary

Following City Council approval of alcohol use at the Murphy Community Center (MCC) and Murphy Activity Center (MAC), staff is recommending an Alcohol Policy to administer this use.

Background

On April 3, 2012, City Council approved an alcohol policy entitled *Alcohol Use Liability Agreement* that sets forth requirements that lessees must adhere to when serving and/or consuming alcoholic beverages at the Murphy Community Center and/or the Murphy Activity Center. The agreement limits the service and/or consumption of alcoholic beverages to Saturday only. Additionally, the agreement requires that alcoholic beverage service terminate at least one hour prior to the scheduled end of the event.

The Board and Commission Appreciation Dinner is scheduled for Thursday, December 8, 2016 from 6:30 pm to 9:00 pm. A beer and wine bar is scheduled for the event. Staff is requesting that Council grant an exception to the policy to allow for service of beer and wine at the event until 8:30 pm if a sponsor is attained.

Action Requested

Motion to grant an exception to the Alcohol Use Liability Agreement to allow for the service of beer and wine at the Murphy Community Center on Thursday, December 8th from 6:30 pm to 8:30 pm for the Board and Commission Appreciation Dinner.

Attachments

- 1) Alcohol Use Liability Agreement

Saturday Night Only**Alcohol Use Liability Agreement
City of Murphy**

If alcoholic beverages are to be sold, served and/or consumed at _____ (the "Facility") during the period of this rental agreement or facility use permit, the lessee agrees to the following:

1. The Lessee shall pay a fee of \$50.00 for an alcohol use permit to serve alcoholic beverages at the event. If alcoholic beverages are to be sold at the event, Lessee must pay a fee of \$100.00 in advance for an alcohol use permit to sell alcoholic beverages at the event. Alcoholic beverages shall be considered to be sold under the following circumstances: a) if a fee is charged for the serving of an alcoholic beverage; and/or b) if the Lessee charges a cover charge or other admission fee or donation for the event and alcoholic beverages are then provided to patrons at no additional cost.

2. Alcoholic beverages may only be consumed inside the authorized portions of the Facility (Murphy Community Center and/or Murphy Activity Center) and only during the permitted event. Permitted events will only be allowed on Saturday evenings.

3. All sale and service of alcoholic beverages must cease no less than one (1) hour prior to the scheduled end of the event.

4. Lessee fully guarantees, represents and shall be totally responsible, that the sale, serving and/or consuming of alcoholic beverages at the event shall comply with the laws of the State of Texas and the rules and regulations of the Texas Alcoholic Beverage Commission ("TABC"), including, without limitation, ensuring that no alcoholic beverages are dispensed to children, minors or any persons under the age of 21. The Lessee also fully guarantees that the responsible party providing, selling and/or serving alcoholic beverages is licensed by the TABC.

5. At events where alcohol is being served or sold, the Lessee shall be responsible, at its sole cost and expense, for providing uniformed, off-duty Murphy Police Department ("MPD") officers or other police officers as approved by the Chief of Police, to ensure safety and security.

6. LESSEE UNDERTAKES AND AGREES TO SAVE AND KEEP THE CITY OF MURPHY, ITS EMPLOYEES, AGENTS, OFFICERS, OFFICIALS, MAYOR AND CITY COUNCIL MEMBERS, CITY BOARD, COMMISSION AND COMMITTEE MEMBERS, OF AND FROM ANY AND ALL LOSSES, COSTS, EXPENSES AND DAMAGES (INCLUDING WITHOUT LIMITATION ATTORNEY'S FEES AND COSTS), AND FROM ANY AND ALL CLAIMS, ACTIONS, DEMANDS, DAMAGES OR LIABILITY BY OR TO THE PUBLIC, EMPLOYEES OF LESSEE, OR OTHERS, ON ACCOUNT OF OR OCCASIONED BY, NEGLIGENTLY OR OTHERWISE, ANY ACTIVITY PERTAINING TO THE LEASE OF THE FACILITY (INCLUDING THE SALE, SERVING OR CONSUMPTION OF ALCOHOL), OR BY ANY ACT OR OMISSION, NEGLIGENTLY OR OTHERWISE, OF LESSEE OR OF ANY PATRONS OF LESSEE WHEN ON, OR WHEN ABOUT TO ENTER, OR WHEN JUST LEAVING THE FACILITY, HEREIN LEASED TO LESSEE ON THE FOLLOWING DATES:

_____.

7. If the event is expected to involve more than 250 patrons, the Lessee must provide the City of Murphy with a Commercial General Liability insurance policy written on an occurrence basis and with a

**City Council Special Meeting
November 15, 2016**

Issue

Consider and/or act upon the recommendations from the Council Interview Panel regarding appointing board members to the Planning and Zoning Commission, Board of Adjustments, Murphy Municipal Development District, Murphy 4B Community Development District, the Ethics Review Commission, and the Building and Fire Code Board of Appeals. This item may be discussed in executive session before action is taken.

Staff Resource/Department

Susie Quinn, City Secretary

Background/History

Mayor Pro Tem Scott Bradley, Deputy Mayor Pro Tem Owais Siddiqui and Councilmember Jennifer Berthiaume volunteered to serve as one of the Council Interview Panels for 2016. They met on November 2nd and November 3rd, 2016 for interviews with applicants for the Capital Project Advisory Committee (CPAC) and to make recommendations to the other Interview Panel regarding CPAC applicants that might be a good fit for other Boards and Commissions.

Councilmember Betty Spraggins, Councilmember Sarah Fincanon and Councilmember Don Reilly volunteered to serve as the Boards and Commissions Council Interview Panel. Interviews were conducted on November 2nd, and November 8th, 2016 for the Planning and Zoning Commission, Board of Adjustments, Murphy Municipal Development District, Murphy 4B Community Development District, the Ethics Commission and the Building and Fire Code Board of Appeals.

Pursuant to City Charter, Article VIII, Section 8.01 Authority, Composition and Procedures:

- (1) The City Council shall create, establish or appoint, as may be required by the laws of the State of Texas or this Charter, or deemed desirable by the City Council, such boards, commissions and committees as it deems necessary to carry out the functions and obligations of the City. The City Council shall, by ordinance or resolution, prescribe the purpose, composition, function, duties, accountability and tenure of each board, commission and committee where such are not prescribed by law or this Charter.
- (2) Individuals who are qualified voters in the City may be appointed by the City Council to serve on one (1) or more boards, commissions or committees. Such appointees shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council, except for the members of the Board of Adjustment, who may be removed only for cause. Except as otherwise provided in this Charter, members of any such board, commission or committee shall serve without compensation, but may be reimbursed for actual expenses as approved by the City Council.
- (3) All boards, commissions or committees of the City shall, at the discretion of the City Council, keep and maintain minutes of any proceedings held.
- (4) No officer or employee of the City nor any person who holds a compensated appointive position with the City shall be a member of any board, commission or committee created or established by state law or this Charter other than in an advisory and/or ex officio capacity except as allowed by state law.
- (5) Any member of a board, commission or committee who is absent from three (3) consecutive regular meetings, or twenty-five percent (25%) of regularly scheduled meetings

**City Council Special Meeting
November 15, 2016, Page 2**

during the twelve (12)-month period immediately preceding and including the absence in question, without explanation acceptable to a majority of the other members, shall be deemed to have forfeited his or her position on the board, commission or committee.

Attachments

- 1) Board and Commission Listing

Current Quasi-Judicial Boards & Commissions

BOARD OF ADJUSTMENT							
Kelly Carpenter, Interim, Staff Liaison 972/468-4006 kcarpenter@murphytx.org (meets as needed)							
		BOARD OF ADJUSTMENT - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Open		Board of Adjustment				
2	Remaining	Beverly S. Gaither	Board of Adjustment	12/11/2012	12/1/2015	2.5	
3	Applied	Laura Deel	Board of Adjustment	6/7/2016	6/7/2016	.5	
4	Remaining	Sharon D. Kindall	Board of Adjustment	1/2/2013	12/1/2015	2	
5	Remaining	Kevin McGillis	Board of Adjustment	6/7/2016	6/7/2016	1	
6	Open		Board of Adjustment				
7	Remaining	Mahendra Parikh	Board of Adjustment	1/31/2012	12/1/2015	2	
8	Remaining	Kenneth Tatsch, Alternate	Alternate, Board of Adjustment	1/31/2012	12/1/2015	2	
9	Open		Alternate, Board of Adjustment				
10	Open		Alternate, Board of Adjustment				
11	Remaining	Dr. Rajan Subra, Alternate	Alternate, Board of Adjustment	12/1/2015	12/1/2015	1	
Staff Liaison		Kelly Carpenter, Interim					

BUILDING AND FIRE CODE APPEALS BOARD							
Ed Henderson, Staff Liaison 972/468-4303 ehenderson@murphytx.org (meets as needed)							
		BUILDING AND FIRE CODE APPEALS BOARD - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Open		Building and Fire Code Appeals Board				
2	Applied	Donald Decker	Building and Fire Code Appeals Board	7/6/2010	12/9/2014	3	
3	Applied	Chris Martin	Building and Fire Code Appeals Board	12/9/2014	12/9/2014	1	
4	Open		Building and Fire Code Appeals Board				
5	Open		Building and Fire Code Appeals Board				
Staff Liaison		Ed Henderson, Interim					

ETHICS REVIEW COMMISSION							
Andy Messer, City Attorney, Staff Liaison, 972-424-7200 (meets as needed)							
		ETHICS REVIEW COMMISSION - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Remaining	Barbara Harless	Ethics Review Commission	1/31/2012	12/1/2015	3	100%
2	Applied	Andrew Chase	Ethics Review Commission	12/11/2012	1/1/2013	2	100%
3	Remaining	Jennifer Davis	Ethics Review Commission	12/9/2014	12/1/2015	2	100%
4	Open		Ethics Review Commission				
5	Remaining	Lindy Martin	Ethics Review Commission	12/11/2012	12/1/2015	3	100%
Staff Liaison		Andy Messer					

4B MURPHY COMMUNITY DEVELOPMENT CORPORATION							
Kelly Carpenter, Staff Liaison 972/468-4006 kcarpenter@murphytx.org (meets 3rd Monday)							
		MURPHY COMMUNITY DEVELOPMENT CORPORATION - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Open		Murphy Community Development Corporation Board				
2	Applied	Laurel Clement	Murphy Community Development Corporation Board	6/7/2016	6/7/2016	2	50%
3	Remaining	Amanda Turner	Murphy Community Development Corporation Board	12/1/2015	12/1/2015	1	75%
4	Remaining	Lequita Davenport	Murphy Community Development Corporation Board	12/10/2013	12/1/2015	2	88%
5	Remaining	Sri Alapati	Murphy Community Development Corporation Board	12/1/2015	12/1/2015	1	63%
6	Applied	Chi Egwuekwe	Murphy Community Development Corporation Board	6/7/2016	6/7/2016	1	75%
7	Remaining	Karan Chetal	Murphy Community Development Corporation Board	12/9/2014	12/1/2015	2	50%
Staff Liaison		Kelly Carpenter, Interim					

MURPHY MUNICIPAL DEVELOPMENT DISTRICT BOARD							
Mike Castro, City Manager 972/468-4007 mcastro@murphytx.org (meets 1st Monday)							
		MURPHY MUNICIPAL DEVELOPMENT DISTRICT BOARD - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Remaining	John Daugherty	Murphy Municipal Development District Board	9/17/2013	2/2/2016	2	80%
2	Applied	Jamie Nicholson	Murphy Municipal Development District Board	12/11/2012	12/9/2014	2	60%
3	Remaining	Alex Acuña	Murphy Municipal Development District Board	12/10/2013	2/2/2016	2	80%
4	Open		Murphy Municipal Development District Board				
5	Remaining	Michael Loftus	Murphy Municipal Development District Board	2/2/2016	2/2/2016	1	100%
Staff Liaison		Mike Castro, City Manager					

PLANNING & ZONING COMMISSION							
Kelly Carpenter, Staff Liaison 972/468-4006 kcarpenter@murphytx.org (meets 4th Monday)							
		PLANNING & ZONING COMMISSION - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Remaining	Steve Levy	Planning and Zoning Commission	7/6/2009	12/1/2015	4	80%
2	Applied	Christine Johnson	Planning and Zoning Commission	6/6/2016	12/9/2014	2	75%
3	Remaining	Camille Hooper	Planning and Zoning Commission	1/31/2012	12/1/2015	3	90%
4	Remaining	John Johnson	Planning and Zoning Commission	1/31/2012	12/1/2015	3	60%
5	Applied	Lloyd Jones	Planning and Zoning Commission	12/10/2013	12/9/2014	1.5	80%
6	Applied	Greg Mersch	Planning and Zoning Commission	12/11/2012	12/9/2014	2	90%
7	Applied	Julie Kamm	Planning and Zoning Commission	12/1/2015	5/17/2016	1	100%
Alt	Remaining	James Holley	Alternate, Planning and Zoning Commission	6/7/2016	6/7/2016	1	100%
Alt	Applied	Chris George	Alternate, Planning and Zoning Commission	6/7/2016	6/7/2016	1	50%
Staff Liaison		Kelly Carpenter, Interim					

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Issue

Consider and/or act upon the recommendations from the Council Interview Panel regarding appointing board members to the Animal Shelter Advisory Committee, the Park and Recreation Board and the Capital Project Advisory Committee.

Staff Resource/Department

Susie Quinn, City Secretary

Background/History

Appointed Committees and Advisory Boards and Commissions are appointed groups which make recommendations to Council but they do not have the legal authority that quasi-judicial boards have in determining recommendations to Council. Therefore, they are not subject to being discussed in Executive Session.

Mayor Pro Tem Scott Bradley, Deputy Mayor Pro Tem Owais Siddiqui and Councilmember Jennifer Berthiaume volunteered to serve as the Capital Project Advisory Committee (CPAC) Council Interview Panel. They met on November 2nd and November 3rd, 2016 for the CPAC.

Councilmember Betty Spraggins, Councilmember Sarah Fincanon and Councilmember Don Reilly volunteered to serve as the Boards and Commissions Council Interview Panel. Interviews were conducted on November 2nd, and November 8th, 2016 for the Animal Shelter Advisory Committee, and the Park and Recreation Board.

Pursuant to City Charter, Article VIII, Section 8.01 Authority, Composition and Procedures:

(1) The City Council shall create, establish or appoint, as may be required by the laws of the State of Texas or this Charter, or deemed desirable by the City Council, such boards, commissions and committees as it deems necessary to carry out the functions and obligations of the City. The City Council shall, by ordinance or resolution, prescribe the purpose, composition, function, duties, accountability and tenure of each board, commission and committee where such are not prescribed by law or this Charter.

(2) Individuals who are qualified voters in the City may be appointed by the City Council to serve on one (1) or more boards, commissions or committees. Such appointees shall serve at the pleasure of the City Council and may be removed at the discretion of the City Council, except for the members of the Board of Adjustment, who may be removed only for cause. Except as otherwise provided in this Charter, members of any such board, commission or committee shall serve without compensation, but may be reimbursed for actual expenses as approved by the City Council.

(3) All boards, commissions or committees of the City shall, at the discretion of the City Council, keep and maintain minutes of any proceedings held.

(4) No officer or employee of the City nor any person who holds a compensated appointive position with the City shall be a member of any board, commission or committee created or established by state law or this Charter other than in an advisory and/or ex officio capacity except as allowed by state law.

(5) Any member of a board, commission or committee who is absent from three (3) consecutive regular meetings, or twenty-five percent (25%) of regularly scheduled meetings

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during the twelve (12)-month period immediately preceding and including the absence in question, without explanation acceptable to a majority of the other members, shall be deemed to have forfeited his or her position on the board, commission or committee.

Attachments

- 1) Board and Commission Listings for the Animal Shelter Advisory Committee and the Parks and Recreation Board
- 2) Recommendations from Boards and Commission interview Panel for the Animal Shelter Advisory Committee and the Park and Recreation Board
- 3) Recommendations from the CPAC Interview Panel for the Capital Project Advisory Committee

Current Advisory Boards & Commissions

ANIMAL SHELTER ADVISORY COMMITTEE							
Kim Parker, Staff Liaison 972/468-4235 kparker@murphytx.org (meets minimum of 3x per year)							
		ANIMAL SHELTER ADVISORY COMMITTEE - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Appled	Buddy Russell	Animal Shelter Advisory Committee	7/6/2010	12/9/2014	3	100%
2	Appled	Lorraine Chalkley	Animal Shelter Advisory Committee	7/6/2010	12/9/2014	3	100%
3	Remaining	Lyle B. Doyle	Animal Shelter Advisory Committee	12/1/2015	12/1/2015	1	100%
4	Remaining	Maggie Whitt	Animal Shelter Advisory Committee	12/10/2013	12/1/2015	2	100%
5	Remaining	Tammy Drake, ACO	Animal Shelter Advisory Committee				
Staff Liaison		Kim Parker (City Official)		8/6/2013	12/9/2014	2	

PARK & RECREATION BOARD (Tree Preservation Board)							
Matt Foster, Staff Liaison 972/468-4068 mfoster@murphytx.org (meets 2nd Monday)							
		PARK & RECREATION BOARD - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Remaining	Katie Westhara	Park & Recreation Board	1/31/2012	12/1/2015	3	88%
2	Remaining	Kenneth Oltmann	Park & Recreation Board	1/31/2012	12/1/2015	3	100%
3	Remaining	Amy Lawrence	Park & Recreation Board	1/31/2012	12/1/2015	3	100%
4	Open		Park & Recreation Board				
5	Remaining	Stephen Janiga	Park & Recreation Board	12/11/2012	12/1/2015	3	100%
6	Open		Park & Recreation Board				
7	Open		Park & Recreation Board				
Staff Liaison		Vacant					

Recommended Advisory Boards & Commissions

ANIMAL SHELTER ADVISORY COMMITTEE							
Kim Parker, Staff Liaison 972/468-4235 kparker@murphityx.org (meets minimum of 3x per year)							
		ANIMAL SHELTER ADVISORY COMMITTEE - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	REAPPOINT	Buddy Russell	Animal Shelter Advisory Committee	7/6/2010	11/15/2016	4	100%
2	REAPPOINT	Lorraine Chalkley	Animal Shelter Advisory Committee	7/6/2010	11/15/2016	4	100%
3	Remaining	Lyle B. Doyle	Animal Shelter Advisory Committee	12/1/2015	12/1/2015	1	100%
4	Remaining	Maggie Whitt	Animal Shelter Advisory Committee	12/10/2013	12/1/2015	2	100%
5	Remaining	Tammy Drake, ACO	Animal Shelter Advisory Committee				
Staff Liaison		Kim Parker (City Official)		8/6/2013	11/15/2016	2	

PARK & RECREATION BOARD (Tree Preservation Board)							
Matt Foster, Staff Liaison 972/468-4068 mfoster@murphytx.org (meets 2nd Monday)							
		PARK & RECREATION BOARD - BOARD MEMBER NAME		ORIGINAL APPOINTMENT DATE	CURRENT APPOINTMENT DATE	TERM #	ATTEND
1	Remaining	Katie Westhora	Park & Recreation Board	1/31/2012	12/1/2015	3	88%
2	Remaining	Kenneth Oltmann	Park & Recreation Board	1/31/2012	12/1/2015	3	100%
3	Remaining	Amy Lawrence	Park & Recreation Board	1/31/2012	12/1/2015	3	100%
4	APPOINT	Julie Pancake	Park & Recreation Board	11/15/2016	11/15/2016	1	
5	Remaining	Stephen Janiga	Park & Recreation Board	12/11/2012	12/1/2015	3	100%
6	APPOINT	Amit Kohli	Park & Recreation Board	11/15/2016	11/15/2016	1	
7	APPOINT	Carol Long	Park & Recreation Board	11/15/2016	11/15/2016	1	
Staff Liaison		Vacant					

Recommendations for the Capital Projects Advisory Committee

Name	Education	Past Involvement	Occupation	Years as Murphy Resident
Kevin McGillis	MBA, Engineering & Technology Mgt.; BS in Business Administration	Charter Review Commission now BOA	Real Property and Security Manager for Aviall, A Boeing Company	7.5
John Wideman	BBA, MBA	Charter Review Commission & other boards	Information Technology	11
Chris Holloway	MBA - Finance, MS - Information Technology, BS Information Systems		Finance Planning Manager	1
Wilson Pierce	Masters of Professional Accountancy		Accountant	8
Greg Matocha	BSME & MBA		Director of Global Performance Systems at PepsiCo	14
Frederick Olison	Masters of Strategic Studies, BS- Electrical Engineering		Chief of Staff, Army Corps of Engineers	10
Chris George		P & Z alternate	Director of Facilities	11