



## Meeting June 25, 2013 City Manager 's Staff Meeting Notes

City Staff met at City Hall on June 25, 2013 at 8:30 AM with the following persons present:

Larry Graves  
Tommy Lemond  
Pat Stallings  
Patrick Harvey  
Bekki Roberts  
Chris Ryan  
Rense Plunkett  
Liz Gant  
Dara Crabtree  
Cindy Brown  
Marty Anderson

Updates:

Pat Stallings gave a copy of the Ops Plan for the June 29, 2013 Fireworks display to Larry Graves and said that there will be seven officers including Sgt. Talley and Sgt. Davis on duty at CO Bruce Central Park. Pat Stallings advised that there have been several vehicle burglaries recently and he reminded everyone to hide or remove personal items from your vehicles in an effort to discourage these thefts. There have also been a couple of tailgate thefts, so if truck owners will lock their tailgates or back their vehicles up next to their garages it would be helpful. Pat Stallings shared that there have been no new business burglaries since June 18, 2013 and he believes this is in part to increased police staff at night. Pat Stallings shared that Sgt. Keith Ramsey of the Kaufman Sheriff's Office, who works closely with our department, has been named the Northern District Narcotics Officer of the year. Pat Stallings stated that the police department is wrapping up hosting a two week course in Collision Reconstruction through TEEX.

Patrick Harvey reminded everyone that with the holiday coming up next week, they should expect an email from Shirley Booth about payroll cut off. Patrick Harvey advised that during the course of budget preparation he is working with a budget consultant about water and sewer rates. The budget consultant will prepare an abbreviated power point presentation for the City Council at the July 1, 2013 meeting.

Bekki Roberts shared that the SEDC has applied to the Texas Downtown Association for awards for Best Renovation and Best Restoration. Bekki Roberts stated that the SEDC has applied for a grant from the Texas Department of Agriculture for revitalization and the Anise Reed Grant. Bekki Roberts stated that the following businesses Family Thrift Store Franchise, Big Lots, Waffle House, Huddle House Corp., two barbecue businesses, AP Commercial, Inc. and Rue 21 are looking at Seagoville. Bekki Roberts shared that she received a lead from the Governor's office about a carbon fiber manufacturing company and she will be submitting Seagoville as a

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candidate for that company. Bekki Roberts advised that the building at 101 N. Kaufman Street has been totally gutted. Bekki Roberts advised that she will be out of the office July 5-12, 2013.

Chris Ryan stated that the Public Works department is currently working on the following work orders:

501 Armstrong Road - water and sewer taps

709 and 711 Ballard Road - culvert

1309 Crosscreek and 1605 Woodhaven - repairing service line leaks

1717 Woodhaven - main break

Replacing a fire hydrant at the corner of Combine and Ballard Road.

Rense Plunkett advised that Public Works is working with Oncor to install street lights at the park in the Stafford Addition. Rense Plunkett stated that according to Jim Berman, all is ready for the June 29, 2013 fireworks display. Rense Plunkett shared that the picnic pavilion for CO Bruce Central Park should be delivered tomorrow and installed next week.

Liz Gant shared that she will be out of the office July 2-9, 2013. Liz Gant stated that she is auditing the City's phone bill and needs documentation of all mobile devices and/or telephones issued to staff. Liz Gant advised that the Summer Reading Program has begun and she wanted to thank Tommy Lemond for bringing Smokey the Bear and the fire engine to the first session for the children to see.

Dara Crabtree gave a copy of the agenda for the July 1, 2013 City Council meeting to Larry Graves and advised that the work session will begin at 6:00 P.M. The oath of office will be administered to Councilmember Bill Chambliss.

Larry Graves apprised the Directors of the following upcoming events:

Thursday, June 27 through Monday, July 8, 2013 Flags displayed

Saturday, June 29, 2013 Fireworks Display at CO Bruce Central Park at Dusk

Monday, July 1, 2013 City Council Meeting

Thursday, July 4, 2013 4<sup>th</sup> of July Holiday

Tuesday, July 9, 2013 City Manager's Staff Meeting at City Hall

Thursday, July 11, 2013 Town Hall Meeting with State Representative Cindy

Burkett

Tuesday, July 16, 2013 Meet & Greet at City Hall

Monday, August 5, 2013 City Council Meeting

Larry Graves reminded everyone to continue submitting photos of City activities to Jim Berman. Larry Graves shared a mosquito update that of all the traps that have been checked in Seagoville, the mosquitos tested negative for West Nile.