

**CITY COMMISSION MINUTES**

**April 11, 2017**

**9:00 A.M.**

The City Commission of the City of Sweetwater, Texas met in regular session on April 11, 2017 at 9:00 a.m. in the City Commission Room at City Hall, 200 E. Fourth Street with the following members present:

**JIM MCKENZIE**, Mayor

**JEROD PEEK**, Mayor Pro-Tern

**JIM LEE**, Commissioner

**LARRY MAY**, Commissioner

**RICKY CASTRO**, Commissioner

**DAVID A, VELA**, City Manager

**PETE SHERIDAN**, City Attorney

**PATTY TORRES**, City Secretary

Staff Members present: City Services Director Kirk Harris, Public Works Director Russell Jones, Emergency Services Director Grant Madden, Utilities Director Eddy Campbell, SNAP Director Tonya Challis and IT Director Zach Adames.

1. Mayor McKenzie called the meeting to order.
2. Matt McGowen, pastor of Trinity Baptist Church gave the invocation.
3. Commissioner Castro led the pledge of allegiance.
4. Motion was made by Commissioner May, seconded by Commissioner Lee to approve minutes for the meeting held on March 14, 2017. The motion carried unanimously.
5. Action Items:
  - A. City Commission opened and considered bids for the acquisition of lease hold interest in twenty-two (22) Oak Creek Lake Lots and five (5) Lake Sweetwater Lots.

The following bid was received:

Oak Creek Lake Lot 521, 176D: \$2,000 from Sharon J. Looney

Motion was made by Commissioner May, seconded by Commissioner Castro to award lot. The motion carried unanimously.

**COPY OF BID SHEETS ARE LOCATED IN THE ORDINANCE AND CONTRACT BOOK XIII PAGE 819.**

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- B. Kristy Tyra, Area Manager for ONCOR Electric Delivery Company, LLC, made presentation regarding change of rates.
- C. Motion was made by Commissioner May, seconded by Commissioner Lee to adopt Resolution suspending rate change, at the request of ONCOR Electric Delivery Company, LLC.

**COPY OF RESOLUTION IN FULL IS LOCATED IN THE ORDINANCE AND CONTRACT BOOK XIII PAGES 820-821.**

**A RESOLUTION SUSPENDING THE PROPOSED EFFECTIVE DATE OF THE PROPOSED CHANGE IN RATES OF ONCOR ELECTRIC DELIVERY COMPANY LLC, PROVIDING THAT THE RATE SCHEDULES AND SERVICE REGULATIONS OF SAID COMPANY SHALL REMAIN UNCHANGED DURING THE PERIOD OF SUSPENSION, PROVIDING FOR NOTICE HEREOF TO SAID COMPANY, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED AS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

- D. Motion was made by Commissioner Lee, seconded by Mayor Pro Tern Peek to adopt a Resolution authorizing continued participation with the Steering Committee of cities served by ONCOR; and authorizing the payment of 11 cents per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to ONCOR Electric Delivery Company, LLC. The motion carried unanimously.

**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF 11 CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.**

**COPY OF RESOLUTION IN FULL IS LOCATED IN THE ORDINANCE AND CONTRACT BOOK XIII PAGES 822-824.**

- E. Motion was made by Commissioner May, seconded by Commissioner Castro to approve the appointment of Diane Trent as the City appointee to the County-City Library Board for a (3) three year term which will expire on December 31, 2019. The motion carried unanimously.

- F. Motion was made by Commissioner Lee, seconded by Commissioner May to approve the Quarterly Investment Report for the quarter ending March 31, 2017. The motion carried unanimously.

**COPY OF REPORT IN FULL IS LOCATED IN ORDINANCE AND CONTRACT BOOK XIII PAGE 825.**

- G. Motion was made by Mayor Pro Tern Peek, seconded by Commissioner Castro to adopt a Resolution approving HIPAA Privacy and Security Policy and Procedures and the designation of a HIPAA Privacy and Security Officer and an Incident Response Team. Patty Torres, City Secretary spoke about the necessity of plan due to continued funding from OHS. The plan will cover SNAP and EMS. The motion carried unanimously.

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SWEETWATER, TEXAS, ADOPTING HIPAA PRIVACY AND SECURITY POLICY AND PROCEDURES AND DESIGNATING A HIPAA OFFICER AND AN INCIDENT RESPONSE TEAM.**

**COPY OF RESOLUTION IN FULL IS LOCATED IN THE ORDINANCE AND CONTRACT BOOK XIII PAGES 826-847.**

- H. Motion was made by Commissioner Lee, seconded by Commissioner May to adopt the City of Sweetwater's newly completed Source Water Protection Plan (SWPP). Eddy Campbell, Utilities Director spoke about the benefits of Plan for funding. The motion carried unanimously.
- I. Motion was made by Mayor Pro Tern Peek, seconded by Commissioner Castro to approve transfer of golf course operating agreement with Mr. George DiJulio, OBA Lake Sweetwater Golf Course LLC, to Mr. Rusty Taylor, effective immediately. The motion carried unanimously.
- J. Motion was made by Commissioner May, seconded by Mayor Pro Tern Peek to authorize the City Manager to negotiate and execute interlocal agreement with local taxing entities to take steps necessary to offer for sale properties currently owned by the taxing entities, including the City of Sweetwater. The motion carried unanimously.

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7. City Manager's Report.
  - A. SNAP Updates: Roundup \$4,600; Taste of Sweetwater \$4,293; 448 count
  - B. Tara Boiles resignation
  - C. Improvements to City Commission Chambers
8. Public Input. Barry Meffert, local representative from Mercury Operating, LLC, spoke about his desire to go forward on oil and gas lease.
9. Commissioner Castro made a motion, seconded by Mayor Pro Tern Peek to adjourn. There being no further business, the meeting adjourned at 9:30 a.m. The motion carried unanimously.

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Jim McKenzie, Mayor

**ATTEST:**

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Patty Torres, City Secretary

Persons signing register: Jr. Taylor, Barry Meffert and Kristy Tyra