



David Allen, Mayor

Jonathan Miller, Council Member Position 1

Jonathon Randle, Council Member Position 2

Marie Herndon, Council Member Position 3

Wendy Williams, Council Member Position 4

Paulette Barnett, Council Member Position 5

## **CITY OF PRAIRIE VIEW**

[www.prairieviewtexas.gov](http://www.prairieviewtexas.gov)

Notice is hereby given of a Regular Meeting of the City Council of the City of Prairie View to be held on Monday, November 14, 2016 at 6:00 p.m. at the Prairie View City Hall, City Council Chamber, 44500 U.S. Business Highway 290, Prairie View, Texas 77446, for the purpose of considering the following agenda items. All agenda items are subject to action. The City Council Reserves the right to meet in closed session on any agenda item should the need arise and if applicable, pursuant to Chapter 551 of the Texas Government Code.

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### **1. Call to Order**

### **2. Certification of Quorum**

### **3. Invocation**

### **4. Consent Agenda**

The following items are considered routine in nature by the City Council and will be enacted by one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

### **5. Consider the approval of the Meeting Minutes of the Regular City Council Meeting on October 24, 2016.**

### **6. Consider the approval of the Fiscal Year 2016-2017 Employee Holiday Schedule.**

### **Regular Agenda**

### **7. Presentation on City of Prairie View Volunteer Fire Department training program. (Assistant Chief Verdon Bordeaux)**

### **8. Public input on the 2017-2018 Community Development Block Grant ("CDBG") Community Development Fund Project. (David Allen)**

- a. Consider approval of a Resolution awarding a professional service contract for grant administration services for the 2017-2018 CDBG Community Development Fund Project; and
- b. Consider approval of a Resolution awarding a professional service contract for engineering services for the 2017-2018 CDBG Community Development Fund Project.

9. Discuss and consider action, if deemed appropriate, on the appointment of a City Council Member to be a representative on the Sub-Regional Committee. (Council Member Herndon)
10. Discuss and consider action, if deemed appropriate, on the Zip Code Committee matters, including:
  - a) Status of Zip Code Committee activities;
  - b) Proposed new resolution in support of realignment of zip code boundaries; and
  - c) Proposed packet for submission to United States Postal Service.
11. Discuss and consider action, if deemed appropriate, concerning the 4B Economic Development Corporation matters, including status of Economic Development Corporation's administration, operations, approved and pending applications for programs and projects.
12. Discuss and consider action, if deemed appropriate, renewal of contract for bookkeeping services with J.J. Johnson for one year.
13. Discuss and consider action, if deemed appropriate, renewal of contract for engineering services with David Leyendecker for one year.
14. **Departmental Reports**
  - a. Administration Department
  - b. Finance, Financial Statements for the Period of September 2016 and Year-to-Date, Unaudited
  - c. Municipal Court Monthly Report for September 2016
  - d. Police Monthly Report
  - e. Public Works Operations Report
  - f. Tax Collections Report from Waller ISD
  - g. Delinquent Tax Report from Linebarger Goggan Blair & Sampson, LLP
  - h. Volunteer Fire Fighting Association Monthly Report/ESD Report
  - i. Ordinance Violations Report

**15. Mayor and City Council Reports**

Pursuant to Texas Government Code § 551.0415, City Council Members and City Staff may make reports about items of community interest during a meeting of the governing body without having given notice of a report.

**ARTICLE 1.500 CITY COUNCIL RULES OF PROCEDURE**

**Sec. 1.516 Addressing the Council**

Any person desiring to address the council by oral communication shall first secure the permission of the mayor; provided, however, that preference will be given to those persons who have notified the city secretary by noon of the meeting day of the council meeting of their desire to speak in order that their names may be placed on the agenda, and they will be recognized by the mayor without further action.

**Sec. 1.517 Addressing the Council After Motion Made**

After a motion made by the council, no person shall address the council without first securing the permission of the mayor to do so.

**Sec. 1.518 Manner of Addressing the Council; Time Limit**

- (a) Each person addressing the council shall step up to the microphone in front of the rail, shall give his name and address in an audible tone of voice for the taped record and, unless further time is granted by the council, shall limit his address to three minutes.
- (b) All remarks shall be addressed to the council as a body and not to any member thereof.
- (c) No person shall be permitted to enter into any discussion, either directly or through a member of the council without the permission of the mayor.
- (d) No question shall be asked a councilmember except through the mayor.

**Sec. 1.519 Silence Constitutes Affirmative Vote**

Unless a member of the council states that he/she is not voting, his/her silence in failing to respond to a roll call shall be recorded as an affirmative vote.

**Sec. 1.520 Decorum**

- (a) While the council is in session, the members must preserve order and decorum, and members shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the council or disturb any member while speaking nor refuse to obey the orders of the council or the mayor, except as otherwise herein provided.
- (b) Any person making personal, impertinent, or slanderous remarks or who shall become boisterous while addressing the council shall be forthwith, by the mayor, barred from further audience before the council, unless permission to continue be granted by a majority vote of the council.

**Sec. 1.521 Enforcement of Decorum**

- (a) The chief of police, or such member or members of the police department as he./she may designate, shall be sergeant-at-arms of the council meetings. He/she, or they, shall carry out all orders and instructions given by the mayor for the purpose of maintaining order and decorum at the council meeting.
- (b) Upon instructions of the mayor, it shall be the duty of the sergeant-at-arms, or any of them present, to place any person who violates the order and decorum of the meeting under arrest, and cause him/her to be prosecuted under the provisions of this code; the complaint to be signed by the mayor.

**Sec. 1.522 Persons Authorized to be Within Rail**



No person, except city officials, their representatives and newspaper, radio, and television reporters, shall be permitted within the rail in front of the council chamber without the express consent of the council.

**16. Citizens Comments:** Please limit your comments to three (3) minutes. City Council will listen to the comments, but cannot discuss or respond to the comments during the meeting. The matter may be referred to a department head, or City Council may direct that the matter be placed on the next regular City Council Agenda. If a written response is desired from the City please request in writing.

Citizens may also submit their documents in writing and/or fill out a Customer Service Evaluation Form.

All persons in attendance at the meeting of the City Council will conduct themselves in an orderly manner. Disregard of order from the Mayor/Chair or Sergeant-At-Arms/Law Enforcement Officers will result in the removal of the person or persons causing the disorder. Please see the full Code of Ordinances Article 1.500 Council's Rules of Procedure on line (link available on city website)

**17. New Business (Future Agenda Items)**

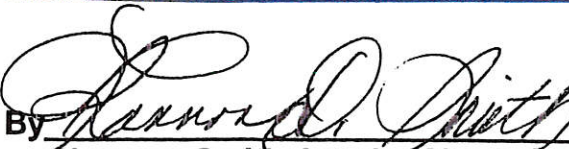
The Mayor and City Council Members may request that certain items be scheduled for a future agenda. Requesting that items be placed on future agenda does not exclude other agenda items being added.

**18. Adjourn**

The City of Prairie View City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

I, the undersigned authority do hereby certify that the above Notice and Agenda of Workshops and Regular Meetings of the governing body of the City of Prairie View is a true and correct copy of said notice and said Notice was posted on the City Hall front door, a place convenient and readily accessible to the general public at all times; said Notice was posted on Friday, November 11, 2016 by 5:00 p.m., and remained so posted continuously for at least 72 hours preceding the scheduled time for said meeting. The Notice and Agenda was also posted on the City's website at:

[http://www.prairieviewtexas.gov/departments/council\\_agendas-and-minutes.php](http://www.prairieviewtexas.gov/departments/council_agendas-and-minutes.php)

By   
Shannon Smith, Interim City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (936)857-3603.