



**CITY OF ELKHART  
CITY COUNCIL  
REGULAR**

**MEETING MINUTES**

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**Monday, December 2, 2019**

**6:00 pm**

**First United Methodist Church**

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**CALL TO ORDER**

With a quorum present, the Regular Meeting of the City of Elkhart City Council was called to order by Mayor Jennifer McCoy at 6:02 p.m. at the First United Methodist Church, 202 West Parker Street, Elkhart, Texas 75839.

**Present:** Mayor Jennifer McCoy, Mayor Pro Tem Raymond Dunlap, Councilmember Lucia Butler, Councilmember James Warren, City Administrator Judith Cantrell, and City Secretary Ami Ashworth.

**Absent:** Councilmember Chuck Conner and Councilmember Daryll Faulk.

**REGULAR ACTION ITEMS**

**A. CALL TO ORDER, PRAYER, AND PLEDGE OF ALLEGIANCE**

Pledge of allegiance was followed by the invocation given by Mayor Pro Tem Raymond Dunlap.

**B. PUBLIC COMMENT**

None

**C. EXECUTIVE SESSION**

At 6:03 p.m., Council convened into Closed Session pursuant to Section 551.071(2) to consult with legal counsel via telephone and to receive legal advice, on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

**D. REGULAR SESSION**

Mayor McCoy reconvened into Regular Session at 6:36 pm.

1. Discuss and take action, if any, on matters discussed in Executive Session.

No action taken.



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**E. MAYOR AND CITY ADMINISTRATOR JOINT REPORT**

- Update on city finances, including current bank balances

City Administrator updated Council on City finances and provided Council with an updated bank balance sheet.

- Update on community projects, including Christmas event.

City Administrator gave an update on the successful Christmas event, which was attended by approximately 300 members of the community. Several compliments received from residents and businesses, as well as a request to make the event bigger next year, possibly into a festival.

- Update on code enforcement projects.

Mayor McCoy addressed Council concerning plans for rolling out code revisions, bringing City Ordinances up to date with current standards and fee rates. Administration plans to present small sections of Code to Council at a time, starting with items deemed most urgent. The Code will be published pursuant to legal requirements at one time, with a website link to the drafts being place in the paper.

Biff Knight updated council on Code violation cases that have been written up to date, as well as their status with Judge Thomas' office. Mr. Knight also presented his plans moving forward with various areas within the Code that need improvement to maximize results throughout town.

**F. PUBLIC WORKS DIRECTOR REPORT**

City Administrator Cantrell presented report for Public Works Director Clark, including information surrounding the break-in and theft at the City's Wastewater Treatment Facility. Mr. Clark met with engineers to discuss schedules for the overall water improvement project, as well as additional areas of improvement that are needed to provide the most effective and quality services to our residents.

**G. APPROVAL OF MINUTES**

- November 4, 2019
- November 18, 2019



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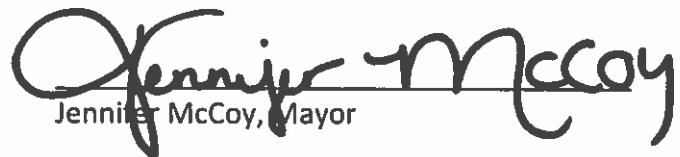
**First United Methodist Church**

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Motion was made by Councilmember Butler, seconded by Councilmember Warren to approve the minutes of November 4, 2019 and November 18, 2019. Upon vote, the Motion passed unanimously 3-0.

**H. ADJOURN**

Motion was made by Councilmember Butler, seconded by Councilmember Warren, to adjourn the Regular Meeting of the City of Elkhart City Council at 7:23 p.m. Upon vote, the Motion carried unanimously 5-0.

  
Jennifer McCoy, Mayor

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Ami Ashworth, City Secretary