



**NOTICE OF MEETING
OF THE GOVERNING BODY
OF THE
CITY OF OVERTON, TEXAS**

Notice is hereby given that the Regular Called Meeting of the above-named City Council will be held on the 16th day of November, 2017 at 7:00 PM at City Hall Council Chambers, 1200 South Commerce Street, Overton, Texas.

AGENDA

I. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance

II. CITIZEN FORUM- Each citizen will be allowed three (3) minutes.

This particular listing has been included on the agenda to allow public comments and presentations. Citizens may issue comments for topics that do not appear on this agenda. Any citizen who wishes to speak before the City Council must submit to the City Secretary a signed request to speak under Citizen Forum prior to the opening of the council meeting.

In accordance with existing law, the City Council cannot discuss, deliberate, or take action on any item(s) or topic(s) that is not so scheduled on this agenda. Public comments requiring action or deliberation of the Council may be scheduled on a following regular agenda. The Mayor, Council Members or City Staff may only respond to Citizens comments with a:

1. Factual Informational Statement
2. Statement of Current Policy
3. Discussion of Placing Topic on Future Agenda

III. CITIZEN'S REQUEST

1. City Council to hear and take action regarding Charles Robinson, Jr. and Judy Williamson-Elrod, on behalf of the Overton-New London Chamber of Commerce, for approval to hold their annual Christmas Parade on Monday, November 27, 2017 utilizing and closing City Streets and City Law Enforcement personnel.

IV. CONSENT AGEN

Any or all items under Consent Agenda may be removed by the Mayor, any Council Member or the City Manager for discussion.

1. City Council to review, make possible corrections and approve minutes from a Special Called Meeting of the City Council October 26, 2017.

V. BUSINESS

1. Presentation of Certificates of Election.
2. Administration, oath and installation of newly elected Council members; Mayor C. R. Evans, Jr., John Posey, Jr., Place #2 and Lawrence Davis, Place #4.

3. City Council to consider and/or take action to elect a Mayor Pro Tempore.
4. Present revised meeting schedule for the City Council as updated November 13, 2017.
 - a. Mayor to receive request, if any, for leave of absence from any Council Member for future meetings
5. Discuss and take action ratifying the Overton Municipal Development District decision to fund the following items for the Overton Municipal Park Improvement Project:
 - a. Purchase and Installation of a Fork Lift Attachment in the amount of \$1,350.
 - b. Acceptance of bid from Jason Wood in the amount not to exceed \$9,500 for:
 - i. Revisions to the original drainage project and building of a pad for parking, including the rental of a dozer for one month
 - ii. Refurbishing the existing three swing set frames to be kept
 - iii. Removal of the existing playground equipment (excluding the carousel swing) and leveling of the ground for the new playground equipment
6. Discuss and take action regarding a recommendation by Overton Municipal Development District to remove the Carousel (Merry-Go-Round) Swing in the Overton Municipal Park due to the cost of repair, refurbishing and safety issues / liability associated with keeping the swing.
7. Discuss and consider taking action regarding a Resolution declaring certain property as surplus and authorizing the sale and/or the disposal of said property by the City Manager.
8. Discuss and consider taking action regarding a Resolution authorizing the City Manager to enter into a Service Agreement as an Equipment Operator with Jason Wood on behalf of the City for a term of approximately six month beginning November 12, 2017 and ending on May 31, 2018.
9. Discuss and consider taking action regarding a Resolution to reappoint the Municipal Court Judge and authorize the City Manager to enter into a Professional Services Agreement with the Municipal Court Judge with an effective date of November 17, 2017 through December 31, 2019.
10. Discuss and consider taking action regarding authorizing the City Manager to publish a Request for Proposals (RFP) for Janitorial Services for City Hall, Police Department, City Park Restrooms and the Community Building.
11. Discuss and consider taking action regarding authorizing the City Manager to publish a Request for Proposals for Landscaping and Mowing Services for the Overton Municipal Cemetery.
12. Discuss and consider taking action regarding a Resolution authorizing the casting of the City's 36 votes for either Clifford Harkless, Jon Johnston, Jimmy L. Jones, Pat McCorry or Lanita Whitehead for a seat on the Board of Directors of the Rusk County Appraisal District for the 2018-19 term of office.

13. Discuss and consider taking action regarding a Resolution nominating Ron Shaffer for reappointment to Smith County 9-1-1 District Board of Managers for an additional two-year term beginning January 1, 2018 and expiring on December 31, 2020.
14. Discuss and give staff direction regarding possible creation of new classes of Part Time Employees.
15. Review, discuss and consider taking action regarding the City Manager's recommendation to add a part time position for a Pro Re Nata (PRN) Part Time Dispatcher.

VI. CONVENE TO EXECUTIVE SESSION

City Council to adjourn into Executive Session

1. City Council to discuss, consider and take action on evaluating the performance of the City Secretary during the period April 21, 2014 through November 16, 2017, pursuant to Section 551.074(A) (1) of the "TEXAS GOVERNMENT CODE".

City Council to adjourn executive session and return to open meeting

VII. RECONVENE INTO OPEN SESSION

The Overton City Council will reconvene in open session to act on any matter listed for deliberation in executive session.

1. Council to take action regarding the City Secretary evaluation as discussed in Executive Session.

VIII. CITY ADMINISTRATION'S MONTHLY REPORTS

1. Emergency Services Monthly Reports
2. Department of Finance Monthly Report
3. City Manager's Monthly Report

IX. ADJOURNMENT

I, **Rachél Gafford, City Secretary** of the City of Overton, Texas do hereby certify that notice of the above-named meeting was posted on the bulletin board of City Hall of the City of Overton, Texas, a place readily accessible to the public at all times, on the **13th** day of **November, 2017** by 5:00 p.m. and remained continuously posted for at least 72 hours immediately preceding the said meeting and that said notice was posted in accordance with Chapter 551, Texas Government Code.


Rachél Gafford, CITY SECRETARY



The City Council for the City of Overton reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas

Government Code Sections 551.071 (Consultation with attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberation About Security Devices), 551.074 (Personnel), and 551.087 (Deliberations regarding Economic Development negotiations).

This facility is wheelchair accessible and accessible parking spaces are available. Individuals who require auxiliary aids or services for the meeting should contact the City Secretary's office at least forty-eight (48) hours prior to the meeting. To make arrangements, call 903-834-3171.

CERTIFICATION

I, Rachél Gafford, City Secretary of the City of Overton, Texas do hereby certify that notice of the above-named meeting with the agenda of items to be considered by the City Council was removed by me bulletin board outside of City Hall.

REMOVED FROM BULLETIN BOARD:

Date: _____

Time: _____

Rachél Gafford, CITY SECRETARY