

# AGENDA

## Regular City Council Meeting

7:00 PM - Tuesday, May 18, 2021

City Council Chambers, 201 E. Nash Street, Terrell, TX



**Mayor Rick Carmona**

### Council Members

**District 2 - Grady Simpson**

**District 3 - Mayrani Velazquez**

**District 4 - Charles Whitaker**

**District 5 - Tim Royse**

**City Manager Mike Sims**

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NOTICE IS HEREBY GIVEN that the Terrell City Council will conduct a Regular City Council Meeting at 7:00 p.m. on Tuesday, May 18, 2021, at Terrell City Hall located at 201 East Nash Street. The meeting is open to the public with limited seating in the Council Chambers. Recommendations of the CDC regarding social distancing will be practiced during the course of the public meeting to slow the spread of the Coronavirus (COVID-19).

If you choose not to attend in person and you wish to submit public comments, email support@cityofterrell.org and title the email "Public Comment". All public comments submitted by 12:00 pm on Tuesday, May 18, 2021 will be provided to the City Council members and read into the record for the Tuesday, May 18, 2021 City Council Meeting.

Page

### 1. CALL TO ORDER

### 2. INVOCATION

### 3. PLEDGE TO AMERICAN FLAG AND TEXAS FLAG.

### 4. ELECTION BUSINESS

- 4.1. Discuss and Consider Resolution No. 1031, A Resolution Of The City Council Of The City Of Terrell Canvassing The Election Returns And Declaring The Results Of An Election Held On May 1, 2021, In Terrell Texas, For The Purpose Of Electing Council Members For District No. 2 And District No. 4 Of The City Of Terrell, Texas, Such Councilmembers To Serve A Term Of Three (3) Years
- 4.2. Administration of Oath of Office:  
Grady Simpson, District 2 Council Member  
Stephanie Holmes-Thomas District 4 Council Member

## **5. MAYOR AND COUNCIL COMMUNITY RECOGNITION AND EVENTS**

National Motorcycle Safety Awareness Month Proclamation

## **6. ADOPTION OF MINUTES**

- 6.1. Discuss and Consider Approval of the Minutes from the Special City Council Meeting and Workshop on April 27, 2021, the Regular City Council Meeting on May 4, 2021, the Special City Council Meeting and Workshop on May 4, 2021, and the Special City Council Meeting and Workshop on May 11, 2021. 6 - 17

[Special City Council Meeting and Workshop - May 04 2021 - Minutes - Pdf](#)

[Regular City Council - May 04 2021 - Minutes - Pdf](#)

[Special City Council Meeting and Workshop - May 11 2021 - Minutes - Pdf](#)

[Special City Council Meeting and Workshop - Apr 27 2021 - Minutes - Pdf](#)

## **7. HEAR REMARKS FROM VISITORS.**

*This time is set aside on the agenda to invite any person to address the Council on issues not subject to a public hearing. Routine administrative matters are best discussed with the appropriate City Staff before bringing them to the Council. Prior to the meeting, please complete a "Citizen Participation Form" and present it to the City Secretary. In accordance with the Texas Open Meetings Act, Section 551.042, the City Council cannot discuss, consider, or take action on matters not listed on the agenda. Speakers should limit their comments to 3 minutes and are asked to speak into the microphone provided, identifying themselves for the record. The total amount of time set aside for this place on the agenda is 15 minutes. Comments of a personal nature directed at the Council or Staff are inappropriate.*

## 8. PUBLIC HEARING

8.1. Conduct A Public Hearing To Receive Comments Regarding A Zone Change From Single-Family 7.5 (SF-7.5) To Planned Development Single-Family 7.5 (PD SF-7.5) To Allow A Planned Residential Development To Be Developed Under Certain Single-Family 6 (SF-6) Requirements On 8.972 Acres Of Terrell Revised, Block 632, Lot 1 PT, City Of Terrell, Kaufman County, Texas. The Property Is Located On The Southwest Corner Of North State Highway 34 And Rose St. The Property Is Currently Zoned Single-Family 7.5 (SF-7.5). [Agenda Item Report - AIR-21-040 - Pdf](#) 18 - 26

8.2. Discuss And Consider A Zone Change From Single-Family 7.5 (SF-7.5) To Planned Development Single-Family 7.5 (PD SF-7.5) To Allow A Planned Residential Development To Be Developed Under Certain Single-Family 6 (SF-6) Requirements On 8.972 Acres Of Terrell Revised, Block 632, Lot 1 PT, City Of Terrell, Kaufman County, Texas. The Property Is Located On The Southwest Corner Of North State Highway 34 And Rose St. The Property Is Currently Zoned Single-Family 7.5 (SF-7.5). 27 - 33

8.3. Conduct A Public Hearing To Receive Comments Regarding A Change In Zoning From Retail (R) To Single-Family Residential 7.5 (SF-7.5). The Property Is Described As Lot 1, Block 351, Out Of The Terrell Revised, City Of Terrell, Kaufman County, Texas And Is Also Known As 801 N. Rockwall. [Agenda Item Report - AIR-21-039 - Pdf](#)

8.4. Discuss And Consider A Change In Zoning From Retail (R) To Single-Family Residential 7.5 (SF-7.5). The Property Is Described As Lot 1, Block 351, Out Of The Terrell Revised, City Of Terrell, Kaufman County, Texas And Is Also Known As 801 N. Rockwall.

## 9. BOARDS AND COMMISSIONS

9.1. Discuss Council Board Assignments. [Council Board Responsibilities](#) 34

9.2. Discuss Boards/Vacancies Review. [Upcoming Board Appointments](#) 35

9.3. Discuss June Meeting Schedule. [June Calendar](#) 36

9.4. Discuss and Consider Tax Increment Reinvestment Zone No. 1 and 37 - 43 Power Center Board Member Appointments.

[TIF-PC](#)

[Council Board Responsibilities](#)

[C Whitaker Volunteer Form](#)

[A Reese Volunteer Form](#)

9.5. Discuss and Consider Planning and Zoning Commissioner 44 - 50 Reappointments.

[Agenda Item Report - AIR-21-041 - Pdf](#)

9.6. Discuss and Consider Zoning Board of Adjustments Reappointments. 51 - 57

[Agenda Item Report - AIR-21-042 - Pdf](#)

## **10. DISCUSSION ITEMS**

10.1. Discuss Annual City Council Training Requirements.

**11. ADJOURN INTO EXECUTIVE SESSION IN ACCORDANCE WITH SECTION 551 OF THE TEXAS GOVERNMENT CODE TO DISCUSS THE FOLLOWING:**

Section 551.072 Deliberations Regarding Real Property - Drainage/Flood Easements.

Section 551.072 Deliberations Regarding Real Property - City Water and Utility Projects.

**12. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ITEMS DISCUSSED IN EXECUTIVE SESSION.**

### **13. ADJOURN.**

I, the undersigned authority, do hereby certify that the above NOTICE OF MEETING of the Governing Body of the City of Terrell is a true and correct copy of said NOTICE, which has been posted on the front OUTDOOR BULLETIN BOARD CABINET FOR AGENDAS of the Terrell City Hall, Terrell, Texas, a place convenient and readily accessible to the General Public and on the website at [cityofterrell.org](http://cityofterrell.org), and which has been continuously posted for a period of seventy-two (72) hours prior to the date and time said meeting was convened.

Posted Friday, May 13, 2021 –5:00 p.m.

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Dawn Steil, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 972-551-6600 for further information. Braille is not available.

Council Reserves the Right to Adjourn into Executive Session to Seek Legal Counsel on a Matter Which the Canon of Legal Ethics Demands to Preserve the Attorney-Client Privilege Pursuant to Section 551.071(2) of the Texas Government Code.



# MINUTES

## Special City Council Meeting and Workshop Meeting

5:00 PM - Tuesday, May 4, 2021

City Council Chambers, 201 E. Nash Street, Terrell, TX

The City of Terrell Council conducted a Special City Council Meeting and Workshop on Tuesday, May 4, 2021 at 5:00 PM in the City Council Chambers, 201 E. Nash Street, Terrell, TX.

**COUNCIL  
PRESENT:** Mayor Rick Carmona  
District 5 Tim Royse  
District 2 Grady Simpson  
District 3 Mayrani Velazquez  
District 4 Charles Whitaker

**COUNCIL  
ABSENT:**

**STAFF PRESENT:** City Manager Mike Sims  
City Secretary Dawn Steil  
Assistant City Attorney Greg Shumpert

### 1 CALL TO ORDER

Mayor Rick Carmona called the meeting to order.

### 2 INVOCATION

Grady Simpson gave the invocation.

### 3 PLEDGE TO AMERICAN FLAG AND TEXAS FLAG.

Mayor Rick Carmona led the pledge.

### 4 MAYOR AND COUNCIL COMMUNITY RECOGNITION AND EVENTS

None.

### 5 HEAR REMARKS FROM VISITORS.

No one came forward to speak.

### 6 DISCUSSION ITEMS

- a) Discuss Purchase of Motorola Radios from Garland Mesquite Radio System.  
**Emergency Management Coordinator Dustin Conner presented this item to Council for discussion.**
- b) Discuss Contract Between the City of Terrell and Charter/Spectrum for Fiber Link.

**Emergency Management Coordinator Dustin Conner presented this item to Council for discussion.**

- c) Discuss Interlocal Facilities Lease Agreement Between the City of Terrell and Trinity Valley Community College.

**Management Consultant John Godwin presented this item to Council for discussion.**

- d) Discuss Engineering Plan Review Fee Ordinance Update.

**Management Consultant John Godwin presented this item to Council for discussion.**

- e) Discuss Upcoming Capital Projects.

**City Manager Mike Sims presented this item to Council for discussion.**

**7 ADJOURN INTO EXECUTIVE SESSION IN ACCORDANCE WITH SECTION 551 OF THE TEXAS GOVERNMENT CODE TO DISCUSS THE FOLLOWING:**

Section 551.071 Consultation With Attorney-Pending or Contemplated Litigation.

Section 551.072 Deliberations Regarding Real Property.

**8 RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ITEMS DISCUSSED IN EXECUTIVE SESSION.**

No action taken.

**9 ADJOURN.**

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E. Rick Carmona, Mayor

Attest:

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Dawn Steil, City Secretary



# MINUTES

## Regular City Council Meeting

7:00 PM - Tuesday, May 4, 2021

City Council Chambers, 201 E. Nash Street, Terrell, TX

The City of Terrell City Council conducted a Regular City Council meeting on Tuesday, May 4, 2021 at 7:00 PM in the City Council Chambers, 201 E. Nash Street, Terrell, TX.

**COUNCIL PRESENT:** Mayor Rick Carmona  
 District 2 Grady Simpson  
 District 3 Mayrani Velazquez  
 District 4 Charles Whitaker  
 District 5 Tim Royse

**COUNCIL ABSENT:**

**STAFF PRESENT:** City Manager Mike Sims  
 City Secretary Dawn Steil  
 Assistant City Attorney Greg Shumpert

**1 CALL TO ORDER**

Mayor Rick Carmona called the meeting to order.

**2 INVOCATION**

Charles Whitaker gave the invocation.

**3 PLEDGE TO AMERICAN FLAG AND TEXAS FLAG.**

Mayor Rick Carmona led the pledge.

**4 MAYOR AND COUNCIL COMMUNITY RECOGNITION AND EVENTS**

Mayor Rick Carmona congratulated newly elected TISD School Board Member Tonya Derrick. Mayor Rick Carmona congratulated unopposed candidate for Terrell City Council District 2 Council Member Grady Simpson and newly elected Terrell City Council District 4 Council Member Stephanie Holmes Thomas.

City Manager Mike Sims welcomed the new City Manager's Office Administrative Assistant Dora Trejo.

**5 ADOPTION OF MINUTES**

- a) Discuss and Consider Minutes From the Special City Council Meeting and Workshop on April 20, 2021 and the Regular City Council Meeting on April 20, 2021.

**Tim Royse moved to approve the Minutes From the Special City Council Meeting and Workshop on April 20, 2021 and the Regular City Council Meeting on April 20, 2021, with Grady Simpson seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

**6 HEAR REMARKS FROM VISITORS.**

No one came forward to speak.

**7 BOARDS AND COMMISSIONS**

- a) Discuss and Consider Terrell Economic Development Corporation Board Reappointments.

**Mayrani Velazquez moved to reappoint Terry Barber and Carol Ohmann to the Terrell Economic Development Corporation Board of Directors, with Grady Simpson seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

**8 BUSINESS ITEMS**

- a) Discuss and Consider Interlocal Facilities Lease Agreement Between the City of Terrell and Trinity Valley Community College.

**Mayrani Velazquez moved to authorize the City Manager to execute the Interlocal Facilities Lease Agreement Between the City of Terrell and Trinity Valley Community College, with Tim Royse seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

- b) Discuss and Consider Ordinance No. 2864, An Ordinance Authorizing The Issuance Of "City Of Terrell, Texas, Combination Tax And Waterworks And Sewer System (Limited Pledge) Revenue Certificates Of Obligation, Series 2021"; Specifying The Terms And Features Of Said Certificates; Providing For The Payment Of Said Certificates Of Obligation By The Levy Of An Ad Valorem Tax Upon All Taxable Property Within The City And A Limited Pledge Of The Net Revenues Derived From The Operation Of The City's Waterworks And Sewer System; Providing The Terms And Features Of Such Certificates And Resolving Other Matters Incident And Relating To The Issuance, Payment, Security, Sale And Delivery Of Said Certificates, Including The Approval And Execution Of A Paying Agent/Registrar Agreement And A Purchase Letter; And Providing An Effective Date.

**Grady Simpson moved to adopt Ordinance No. 2864, An Ordinance Authorizing The Issuance Of "City Of Terrell, Texas, Combination Tax And Waterworks And Sewer System (Limited Pledge) Revenue Certificates Of Obligation, Series 2021"; Specifying The Terms And Features Of Said Certificates; Providing For The Payment Of Said Certificates Of Obligation By The Levy Of An Ad Valorem Tax Upon All Taxable Property Within The City And A Limited Pledge Of The Net Revenues Derived From The Operation Of The City's Waterworks And Sewer System; Providing The Terms And Features Of Such Certificates And Resolving Other Matters Incident And Relating To The Issuance, Payment, Security, Sale And Delivery Of Said Certificates, Including The Approval And Execution Of A Paying Agent/Registrar Agreement And A Purchase**

**Letter; And Providing An Effective Date, with Charles Whitaker seconding the motion.  
Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

c) Discussion and consideration of all matters incident and related to approving and authorizing publication of notice of intention to issue certificates of obligation, including the adoption of a resolution pertaining thereto.

**Grady Simpson moved to approve Resolution No. 1030, A Resolution Of The City Council Of The City Of Terrell, Texas, Approving And Authorizing Publication Of Notice Of Intention To Issue Certificates Of Obligation, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

d) Discuss and Consider Annual Agreement for Data Services and Equipment Leasing Related to the Advanced Metering Infrastructure System.

**Mayrani Velazquez moved to authorize the City Manager to execute the agreement for Data Services and Equipment Leasing Related to the Advanced Metering Infrastructure System with Sensus USA, Inc, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

e) Discuss and Consider Annual Agreement for Support Services Related to the Advanced Metering Infrastructure System.

**Tim Royse moved to authorize the City Manager to execute the Annual Agreement for Support Services Related to the Advanced Metering Infrastructure System with Thirkettle Corporation dba Aqua-Metric Sales Company, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

f) Discuss and Consider Contract for Advanced Meter Infrastructure (AMI) Installation.

**Grady Simpson moved to authorize the City Manager to execute the Contract for Advanced Meter Infrastructure (AMI) Installation with Thirkettle Corporation, Inc. dba Aqua-Metric Sales Company in an amount not to exceed \$3,590,567.03, with Mayrani Velazquez seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

g) Discuss and Consider Approval of Surplus Items for Auction.

**Mayrani Velazquez moved to approve the sale of surplus items for auction, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Grady Simpson, Mayrani Velazquez, Charles Whitaker, and Tim Royse**

9      **ADJOURN INTO EXECUTIVE SESSION IN ACCORDANCE WITH SECTION 551 OF THE TEXAS GOVERNMENT CODE TO DISCUSS THE FOLLOWING:**  
None.

10     **RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ITEMS DISCUSSED IN EXECUTIVE SESSION.**  
None.

11     **ADJOURN.**

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E. Rick Carmona, Mayor

Attest:

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Dawn Steil, City Secretary



# MINUTES

## Special City Council Meeting and Workshop Meeting

5:30 PM - Tuesday, May 11, 2021

City Council Chambers, 201 E. Nash Street, Terrell, TX

The City of Terrell Council conducted a Special City Council Meeting and Workshop on Tuesday, May 11, 2021 at 5:30 PM in the City Council Chambers, 201 E. Nash Street, Terrell, TX.

**COUNCIL  
PRESENT:** Mayor Rick Carmona  
District 5 Tim Royse  
District 2 Grady Simpson  
District 3 Mayrani Velazquez  
District 4 Charles Whitaker

**COUNCIL  
ABSENT:**

**STAFF PRESENT:** City Manager Mike Sims  
City Secretary Dawn Steil  
City Attorney Mary Gayle Ramsey

### 1 CALL TO ORDER

Mayor Rick Carmona called the meeting to order.

### 2 INVOCATION

Charles Whitaker gave the invocation.

### 3 PLEDGE TO AMERICAN FLAG AND TEXAS FLAG.

### 4 MAYOR AND COUNCIL COMMUNITY RECOGNITION AND EVENTS

M. Legend Brown Recognition - M. Legend Brown will be filming a new movie entitled "The Key" in Terrell.

Recognition of Retiring Council Member - Mayor Rick Carmona recognized outgoing Council Member Charles Whitaker for his 3 terms of service on City Council.

a) National Police Week Proclamation

**Mayor Rick Carmona read a proclamation recognizing May 9-14, 2021 as National Police Week.**

### 5 HEAR REMARKS FROM VISITORS.

No one came forward to speak.

### 6 DISCUSSION ITEMS

- a) Discuss Process for Tracking Council Related Customer Service.  
**City Manager Mike Sims presented this item to Council for discussion.**

## 7 BUSINESS ITEMS

- a) Discuss and Consider Purchase of Motorola Radios from Garland Mesquite Radio System.  
**Tim Royse moved to authorize the City Manager to execute the contract between the City of Terrell and Motorola, Inc. for the purchase of radios in an amount not to exceed \$825,911, with Charles Whitaker seconding the motion. Carried by the following votes:**  
**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**
- b) Discuss and Consider Contract Between the City of Terrell and Charter/Spectrum for Fiber Link.  
**Tim Royse moved to authorize the City Manager to execute the contract between the City of Terrell and Charter/Spectrum for Fiber Link, with Charles Whitaker seconding the motion. Carried by the following votes:**  
**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**
- c) Discuss and Consider Strategic Plan.  
**Charles Whitaker moved to adopt the FY22 Strategic Plan, with Mayrani Velazquez seconding the motion. Carried by the following votes:**  
**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**

## 8 INFORMATION REPORTS

- a) April 2021 National Incident-Based Reporting System (NIBRS) Report.
- b) Terrell Fire Department April 2021 Monthly Report.

## 9 ADJOURN INTO EXECUTIVE SESSION IN ACCORDANCE WITH SECTION 551 OF THE TEXAS GOVERNMENT CODE TO DISCUSS THE FOLLOWING:

Section 551.072 Deliberations Regarding Real Property.

Section 551.087 Deliberations Regarding Economic Development Negotiations.

## 10 RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ITEMS DISCUSSED IN EXECUTIVE SESSION.

- a) Mayrani Velazquez moved to authorize the City Manager to engage professional services preliminary to the purchase of land for a fire station from the Terrell Economic Development Corporation and approve the TEDC Board action, with Charles Whitaker seconding the motion. Carried by the following votes:  
**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**
- b)

Mayrani Velazquez moved to authorize an agreement between Terrell Economic Development Corporation and Nucor Building Systems for plant expansion in an amount not to exceed \$450,000 for job retention, with Charles Whitaker seconding the motion. Carried by the following votes:

**Ayes:** Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker

**11 ADJOURN.**

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E. Rick Carmona, Mayor

Attest:

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Dawn Steil, City Secretary



# MINUTES

## Special City Council Meeting and Workshop Meeting

5:30 PM - Tuesday, April 27, 2021

Terrell Police Headquarters, 1100 N. State Highway 34, Terrell, TX

The City of Terrell Council conducted a Special City Council Meeting and Workshop on Tuesday, April 27, 2021 at 5:30 PM in the Terrell Police Headquarters, 1100 N. State Highway 34, Terrell, TX.

**COUNCIL PRESENT:** Mayor Rick Carmona  
 District 5 Tim Royse  
 District 2 Grady Simpson  
 District 3 Mayrani Velazquez  
 District 4 Charles Whitaker

**COUNCIL  
ABSENT:**

**STAFF PRESENT:** City Manager Mike Sims  
 City Secretary Dawn Steil  
 Assistant City Attorney Greg Shumpert

### 1 CALL TO ORDER

Mayor Rick Carmona called the meeting to order.

### 2 INVOCATION

Charles Whitaker gave the invocation.

### 3 PLEDGE TO AMERICAN FLAG AND TEXAS FLAG.

Mayor Rick Carmona led the pledge.

### 4 MAYOR AND COUNCIL COMMUNITY RECOGNITION AND EVENTS

Mayor Rick Carmona introduced Bill Huthmacher. Mr. Huthmacher purchased the "Mayor For the Day" package at the Terrell Chamber of Commerce/CVB Civic Auction last year. Mayor Carmona presented Mr. Hutchmacher with a key to the City.

Grady Simpson introduced Pastor Antoine Jackson representing New Hope Baptist Church. National Drug Take Back Day was held on April 24, 2021, and 234 pounds was collected by the Police Department.

### 5 HEAR REMARKS FROM VISITORS.

None.

### 6 DISCUSSION ITEMS

- a) Discuss Contract for Advanced Meter Infrastructure (AMI) Installation.  
**Assistant City Engineer Mike Mikeska presented this item to Council for discussion.**
- b) Discuss Annual Agreement for Data Services and Equipment Leasing Related to the Advanced Metering Infrastructure System.  
**Assistant City Engineer Mike Mikeska presented this item to Council for discussion.**
- c) Discuss Annual Agreement for Support Services Related to the Advanced Metering Infrastructure System.  
**Assistant City Engineer Mike Mikeska presented this item to Council for discussion.**
- d) Discuss Summer Activities Preview.  
**Library/IT Director Rebecca Anderson and Director of Public Services Glenn Caldwell presented this item to Council for discussion.**

7

## BOARDS AND COMMISSIONS

- a) Discuss and Consider Park Board Reappointments

**Tim Royse moved to reappoint Matt Malone and Katie Smith to the Park Board, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**

8

## BUSINESS ITEMS

- a) Discuss and Consider Resolution No. 1029, A Resolution Of The City Council Of The City Of Terrell, Texas, Authorizing The City Manager Or His Designee To Negotiate And Execute Contracts For The Park Deferred Maintenance Project For Improvements To Ben Gill Park, Breezy Hill Park; Stallings Park, Arlie White Park And Kings Creek Park In Accordance With Proposals Received And To Execute All Necessary Documents For The Improvements And Maintenance In Compliance With The Park Deferred Maintenance Project; And Declaring An Effective Date.

**Tim Royse moved to approve Resolution No. 1029, A Resolution Of The City Council Of The City Of Terrell, Texas, Authorizing The City Manager Or His Designee To Negotiate And Execute Contracts For The Park Deferred Maintenance Project For Improvements To Ben Gill Park, Breezy Hill Park; Stallings Park, Arlie White Park And Kings Creek Park In Accordance With Proposals Received And To Execute All Necessary Documents For The Improvements And Maintenance In Compliance With The Park Deferred Maintenance Project; And Declaring An Effective Date, with Charles Whitaker seconding the motion. Carried by the following votes:**

**Ayes: Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker**

9

## CONSENT AGENDA

- a) Discuss and Consider Ordinance No. 2863 on Second Reading, An Ordinance Of The City Of Terrell, Texas, Amending The Annual Budget For The Year Beginning October 1, 2020, And Ending September 30, 2021, To Provide For Increases In Certain Accounts; Providing For Severability; And Providing An Effective Date.

Mayrani Velazquez moved to adopt Ordinance No. 2863 on Second Reading, An Ordinance Of The City Of Terrell, Texas, Amending The Annual Budget For The Year Beginning October 1, 2020, And Ending September 30, 2021, To Provide For Increases In Certain Accounts; Providing For Severability; And Providing An Effective Date, with Charles Whitaker seconding the motion. Carried by the following votes:

**Ayes:** Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker

**10 ADJOURN INTO EXECUTIVE SESSION IN ACCORDANCE WITH SECTION 551 OF THE TEXAS GOVERNMENT CODE TO DISCUSS THE FOLLOWING:**

Section 551.071 Consultation With Attorney - Pending or Contemplated Litigation.

Section 551.072 Deliberations Regarding Real Property.

Section 551.087 Deliberations Regarding Economic Development Negotiations.

**11 RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ITEMS DISCUSSED IN EXECUTIVE SESSION.**

a)

Tim Royse moved to approve Resolution No. 1028, A Resolution Of The City Council Of The City Of Terrell, Texas, Authorizing The City Manager Or His Designee To Negotiate And Purchase Real Property In Accordance With The 2017 Comprehensive Plan, Park Plan And The Downtown Plan And To Execute All Necessary Documents For The Purchase Of The Real Property In Compliance With The 2017 Comprehensive Plan, Park Plan And Downtown Plan; And Declaring An Effective Date, with Charles Whitaker seconding the motion. Carried by the following votes:

**Ayes:** Tim Royse, Grady Simpson, Mayrani Velazquez, and Charles Whitaker

**12 ADJOURN.**

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E. Rick Carmona, Mayor

Attest:

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Dawn Steil, City Secretary

# Regular City Council

# AGENDA ITEM REPORT



**To:** City Council

**Subject:** Conduct a public hearing to discuss and consider a zone change from Single-Family 7.5 (SF-7.5) to Planned Development Single-Family 7.5 (PD SF-7.5) to allow a planned residential development to be developed under certain Single-Family 6 (SF-6) requirements on 8.972 acres of Terrell Revised, Block 632, Lot 1 PT, City of Terrell, Kaufman County, Texas. The property is located on the southwest corner of North State Highway 34 and Rose St. The property is currently zoned Single-Family 7.5 (SF-7.5).

**Meeting:** Regular City Council - May 18 2021

**Department:** P+Z Commission

**Staff Contact:** Charles Fenner, Director

## BACKGROUND INFORMATION:

### Background:

The applicant has submitted a Planned Development Single Family-7.5 (PD SF-7.5) on 8.972 acres of land Terrell Revised, Lot 1PT, Block 632, City of Terrell, Kaufman County, Texas. This property is located on the southwest corner of Rose Street and N. State Highway 34. The property is currently zoned Single-Family 7.5.

The Planning & Zoning Commission and City Council approved the original Planned Development in 2020 under Planned Development PD 20-05. Planned Development PD 21-02 will be amending the original Planned Development PD 20-05. The underlying zoning will remain SF-7.5; however, the Planned Development Overlay Ordinance will have certain conditions attached to the property (see ordinance attached). Anything not addressed in the overlay ordinance as a condition will revert to the standard SF-7.5 zoning. A few conditions of the PD are as such:

- A. The development will also contain a trail and a park for the residents, maintained by The HOA.
- B. There have been other negotiated efforts to enhance the quality of this standard development.
- C. There will be nice entryways into the development.
- D. The minimum lot size will be 6,000 square foot.
- E. The minimum house living space will be 1,800 square feet.

The amendment Planned Development ordinance addresses the width of two lots only; all other conditions of the original approved Planned Development remain the same.

Municipal Development Department sent out 41 letters, as of April 19, 2021 staff has received 1 letters in favor of the PD and 1 opposing the PD.

### Staff Recommendation:

This is a simple amendment that does not affect the density nor the quality of the original Planned Development. Staff recommends the approval of the new ordinance amending the Planned Development to address widths of two lots within the original approved PD 20-05.

## ITEM 8.1.

Planning and Zoning Commission approved the zone change by a 7-0 vote.

### **ATTACHMENTS:**

[Amended PD 20-05 Revised with PD 21-02 labeling](#)

[PID # 41504 Location](#)

[PID # 41504 Zoning](#)

[PID # 41504 Buffer Map](#)

[Traditional Neighborhoods](#)

[PID # 41504 FLU](#)

Ordinance No. \_\_\_\_\_  
Page 1 of 2

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TERRELL, KAUFMAN COUNTY, TEXAS, PLANNED DEVELOPMENT 21-02 (PD 21-02) AMENDING PLANNED DEVELOPMENT PD 20-05 (PD 20-05), IN THE MANNER SHOWN IN THE REVISED NORTHSIDE ADDITION SUBDIVISION DEVELOPMENT CONCEPTUAL DRAWINGS AND THE REVISED NORTHSIDE ADDITION DEVELOPMENT STANDARDS COPIES OF WHICH ARE ATTACHED HERETO AS EXHIBITS "A" AND "B" AND MADE A PART HEREOF FOR ALL PURPOSES; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS** on the 22<sup>nd</sup> day of April, 2021, the Planning and Zoning Commission conducted a public hearing and approved Planned Development PD 21-02 (PD 21-02) amendment to Planned Development PD 20-05 (PD 20-05), in the manner shown in the revised Northside Addition Subdivision Development Conceptual Drawings and the revised Northside Addition Development Standards copies of which are attached hereto as Exhibits "A" and "B" and made a part hereof for all purposes.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TERRELL, KAUFMAN COUNTY, TEXAS;**

**ARTICLE I.**

**THAT** Planned Development PD 21-02 (PD 21-02) is hereby in the manner shown in the revised Northside Addition Development Conceptual Drawings and the revised Northside Addition Development Standards copies of which are attached hereto as Exhibits "A" and "B" and made a part hereof for all purposes.

**ARTICLE II.**

All Ordinances or parts of Ordinances in conflict herewith are to the extent of such conflict hereby repealed.

**ARTICLE III.**

It is hereby declared to be the intention of the City Council of the City of Terrell, Texas, that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not effect any of the remaining phrases, clauses, sentences, paragraphs and sections.

Ordinance No. \_\_\_\_\_  
Page 2 of 2

#### **ARTICLE IV.**

All other provisions of Appendix 2 not expressly modified by this Ordinance shall remain in full force and effect.

#### **ARTICLE V.**

This Ordinance will take effect immediately after its passage and the publication of the caption, as the law in such cases provides.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**PASSED AND ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

---

E. Rick Carmona, Mayor

Attest:

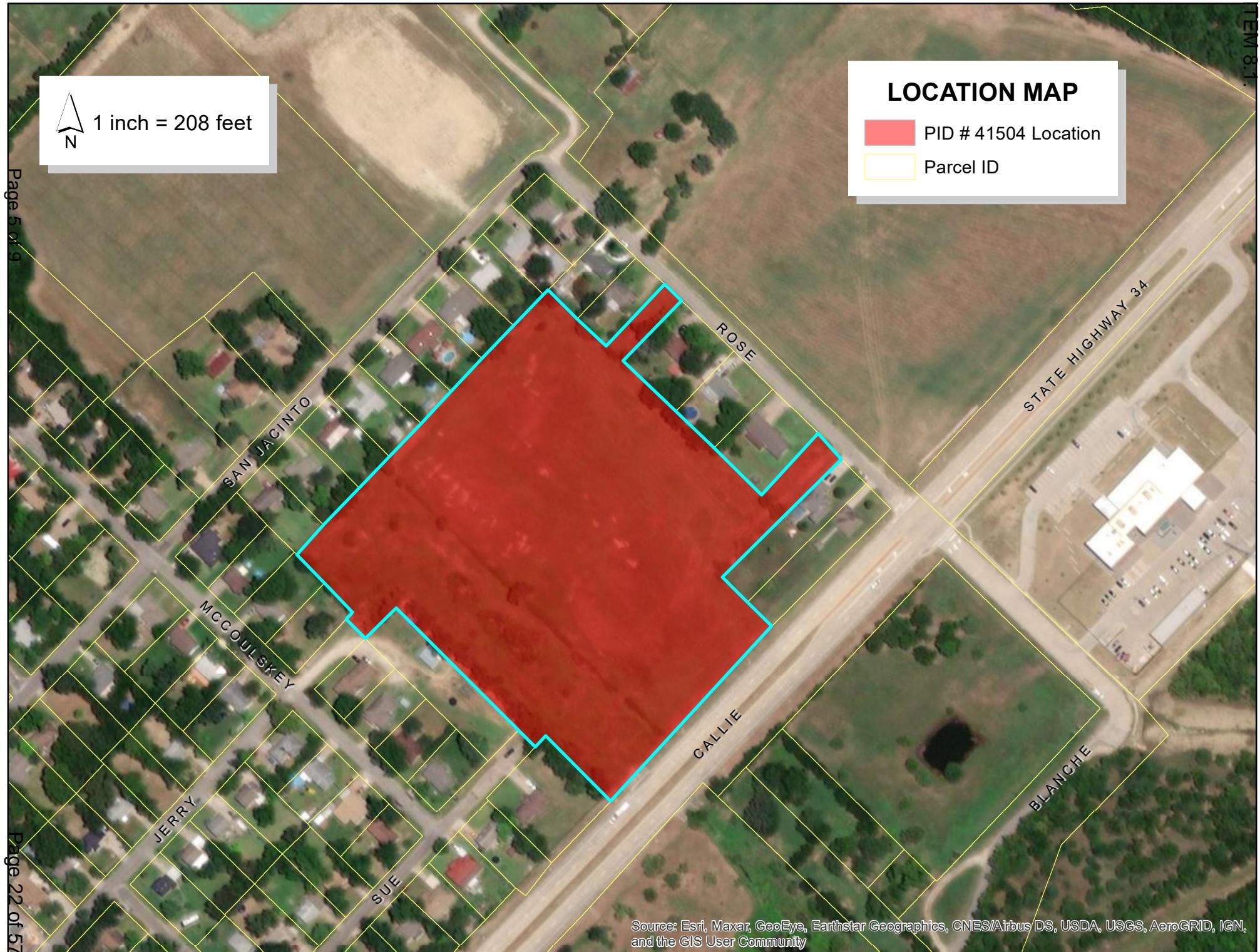
---

Dawn Steil, City Secretary

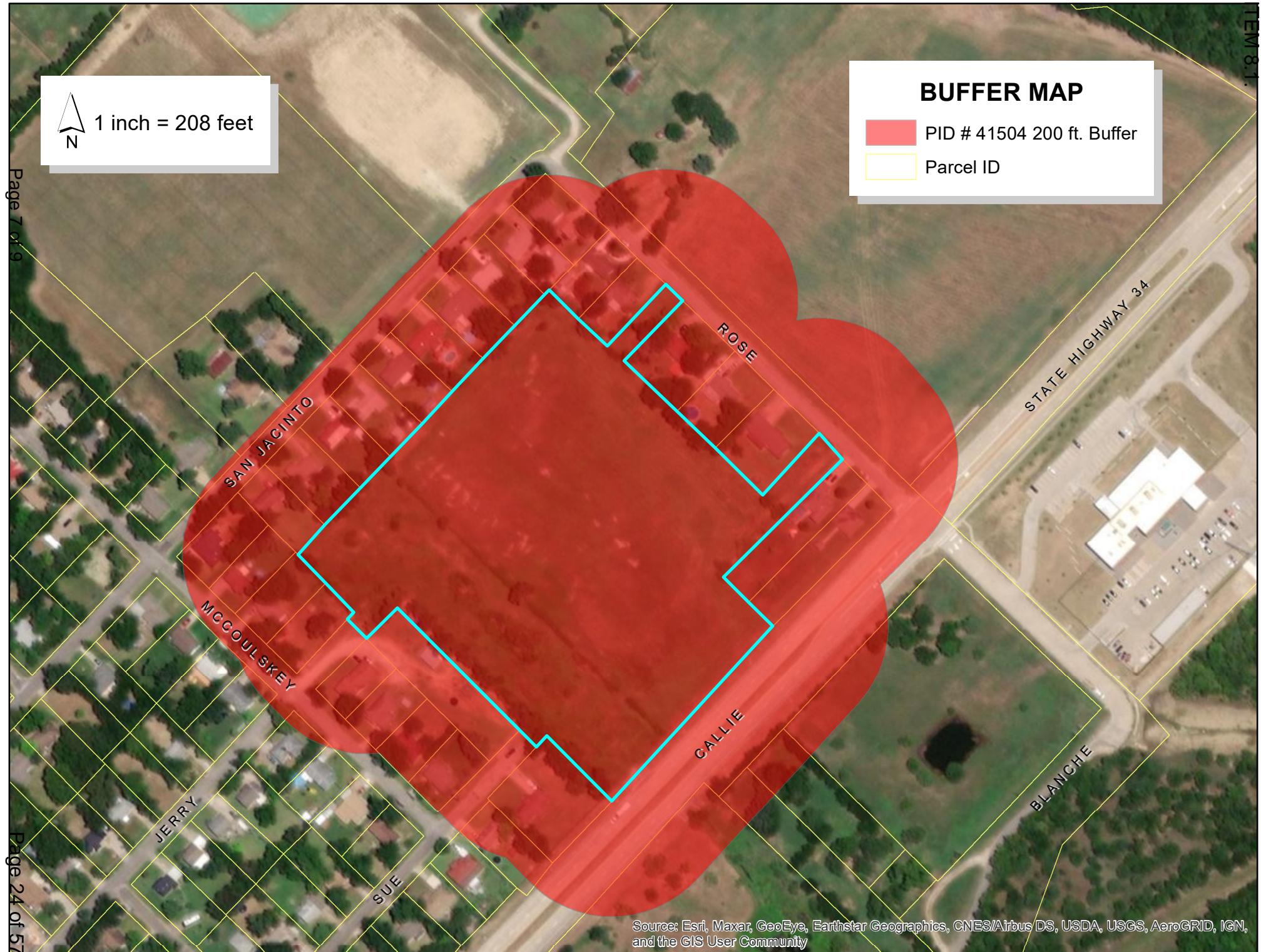
Approved as to form:

---

Mary Gayle Ramsey, City Attorney









## TERRELL 2017 COMPREHENSIVE PLAN

## Land Use Categories

Existing Traditional Neighborhoods	
<b>Purpose and intent</b>	 <ul style="list-style-type: none"> <li>• To maintain quality of the existing traditional neighborhoods</li> <li>• To preserve character and context of existing traditional neighborhoods</li> <li>• To encourage infill and redevelopment in keeping with the design of existing neighborhoods</li> </ul>
<b>Land use types and density</b>	 <ul style="list-style-type: none"> <li>• Historic buildings to maintain their original intent (mostly single family) while allowing garage apartments/granny flats</li> <li>• Transition to downtown with denser urban residential infill where appropriate (e.g. townhomes, courtyard apartment buildings, and cottage courts)</li> <li>• Density based on existing neighborhood context</li> </ul>
<b>Design priorities</b>	 <ul style="list-style-type: none"> <li>• Encourage renovation and infill design that is in keeping with historic structures</li> <li>• Prioritize the maintenance of existing streets and sidewalks</li> <li>• Explore opportunities to create new infill pocket parks and/or playgrounds in addition to maintaining existing parks</li> <li>• Provide additional trail connections</li> <li>• Connect to new adjoining neighborhoods</li> <li>• Step up code enforcement</li> </ul>
<b>Zoning Recommendations</b>	 <ul style="list-style-type: none"> <li>• Explore the creation of a "conservation neighborhood" overlay or zoning district to preserve, enhance, and maintain the neighborhood character and prevent further deterioration</li> <li>• Explore the creation of historic preservation standards to protect the community's beloved neighborhoods in keeping with the Secretary of the Interior Standards for Historic Preservation</li> <li>• Evaluate current zoning to eliminate any incompatible zoning with respect to density and building design</li> </ul>

## 2017 Thoroughfare Routes

Existing	Proposed	
		Regional Outer Loop
		Freeway
		Frontage Road
		Type AA Principal Arterial (6 Lanes, 140' ROW)
		Type A Major Arterial (4 Lanes, 120' ROW)
		Type B Minor Arterial (4 Lanes, 100' ROW)
		Type C Principal Collector (2 Lanes, 80' ROW)
		Type D Major Collector (2 Lanes, 80' ROW)
		Type E Minor Collector (3 Lanes, 60' ROW)
		Type F Residential (2 Lanes, 60' ROW)
		Lakeside 2-Lane Road
		Lakeside Trail
		Proposed Greenbelt Trails
		Minor Rail Access Corridor
		Major Rail Access Corridor

Page 9 of 9

Page 26 of 51

Note: For graphic purposes, the 100-year floodplain is shown separately from the land use classification. The floodplain layer is either shown on top of the underlying classification, or completely separated from the adjacent land use classification.

## Future Landuse Plan

Mixed Use
DT Mix Use Downtown
MU Mix Use Neighborhood
Residential
TN Traditional Neighborhood
EN Existing Neighborhood
NTN New Tradition Neighborhood
LDR Low Density Residential
TX Texas Heritage / Agriculture
Heritage Buffer Zone
Commercial
RO Local Retail and Office
HC Highway Commercial
Industrial
OBP Office Business Park
IBP Industrial Business Park
CI Cottage Industry
Public / Civic
PIR Park / Recreation
SIP Schools and Public
Cemeteries
Other Information
Floodway
100 Year Flood Plain
City Limits
ETJ-2017

Regular City Council  
**AGENDA ITEM REPORT**



**To:** City Council  
**Subject:** Conduct a public hearing to discuss and consider a change in zoning from Retail (R) to Single-Family Residential 7.5 (SF-7.5). The property is described as Lot 1, Block 351, out of the Terrell Revised, City of Terrell, Kaufman County, Texas and is also known as 801 N. Rockwall.  
**Meeting:** Regular City Council - May 18 2021  
**Department:** P+Z Commission  
**Staff Contact:** Charles Fenner, Director

**BACKGROUND INFORMATION:**

**Background:**

The property is currently zoned Retail (R). The applicant would like to rezone it to Single Family 7.5 (SF-7.5). The property is located in the Terrell Rev Addition, Block 351, Lot 1, City of Terrell, Kaufman County, Texas. Also, known as 801 N Rockwall.

**Current:**

The current zoning of the property is Retail (R), as delineated by the attached map. The applicant is requesting a zone change to Single-Family 7.5 (SF-7.5). The applicant proposes the zone change to match the neighboring properties and have a conforming use zoning status. The adjacent properties are zoned as follows:

North – Single-Family 7.5 (SF-7.5)  
South – Retail (R)  
East – Single-Family 7.5 (SF-7.5)  
West- Single-Family 7.5 (SF-7.5)

- The rezoning of this property fits in with the adjacent zoning to the north, west and east.
- The Comprehensive plan calls out for the property to be Traditional Neighborhood.

**Technical Issues:**

Nineteen letters were sent out to adjacent property owners within 200 feet of the property involved in this request. As of April 19, 2021, 0 letters have been returned in favor or opposing of the requested zone change.

**Staff Recommendation:**

Approval of the zone change from Retail (R) to the Single-Family 7.5 (SF-7.5) zoning. The change in zoning is in the spirit of the Comprehensive Plan, which has this area designation as Traditional Neighborhood.

Planning and Zoning Commission approved the zone change by a 7-0 vote.

**RECOMMENDATION:**

**ATTACHMENTS:**

[801 N. Rockwall Application ZC 21-02](#)

[PID # 40831 Zoning](#)

[PID # 40831 FLU](#)

[801 N. Rockwall \(40831\) Buffer Map](#)

[Traditional Neighborhoods](#)



# City of Terrell

## ZONING or SUP Application

### PLANNING AND ZONING COMMISSION

City of Terrell  
201 E. Nash  
P.O. Box 310  
Terrell, TX 75160

#### Property Owner Information:

Owner: Edward Mathews + Michelle Giddings-Mathews Phone No.: 214.604.7664 Fax No.: n/a  
 Cell No.: 971.207.2135 E-Mail: e.m.mathews@comcast.net  
 Address: 801 N Rockwall

Owner Signature: Edward Mathews + Michelle Giddings-Mathews

If the property owner is represented by an authorized agent, please complete the following:

Agent: n/a Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Cell No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_

Agent Signature: \_\_\_\_\_

#### Existing Property Information:

Lot: 1 Block: 351

Subdivision: \_\_\_\_\_ No. of Lots: 1

Survey abstract & acreage: \_\_\_\_\_

Address: 801 N Rockwall

Current zoning district (Please note chart below): R - Retail

(AG)	AGRICULTURE	(NS)	NEIGHBORHOOD SERVICES
(SF-16, SF-10, SF-7.5, SF-6)	SINGLE-FAMILY RESIDENTIAL	(R)	RETAIL
(TH-12)	TOWNHOUSE RESIDENTIAL	(CBD)	CENTRAL BUSINESS DISTRICT
(MF-22)	MULTI-FAMILY RESIDENTIAL	(C)	COMMERCIAL
(MH)	MANUFACTURED HOME	(LI)	LIGHT INDUSTRIAL
(O)	OFFICE	(PD)	PLANNED DEVELOPMENT

#### Application Request:

Zone Change

Specific Use

Use or Zoning Requested: SF-7.5 Single Family Residential

Reason for Request: please see letter, included

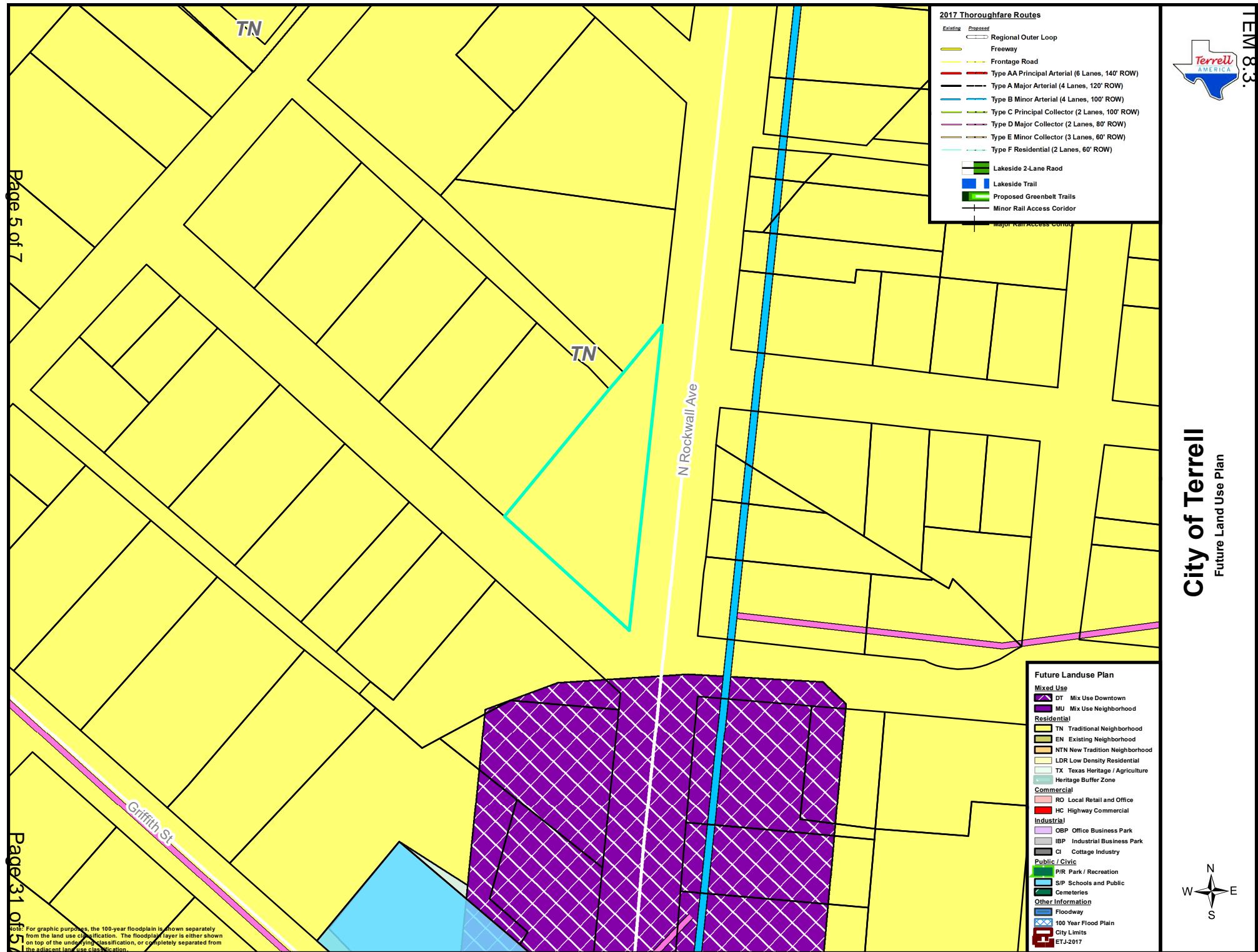
**The Municipal Development Department will only accept complete applications. This includes a completed application form, proof of ownership, non-refundable filing fee made payable to the City of Terrell, legal description or surveyed plat drawn by a Licensed Surveyor, and a Comprehensive Site Plan (if applicable). Planning & Zoning Commission meetings are held on the 4th Thursday of each month at 5:30 p.m. Applications are due thirty (30) days prior to the meeting date.**

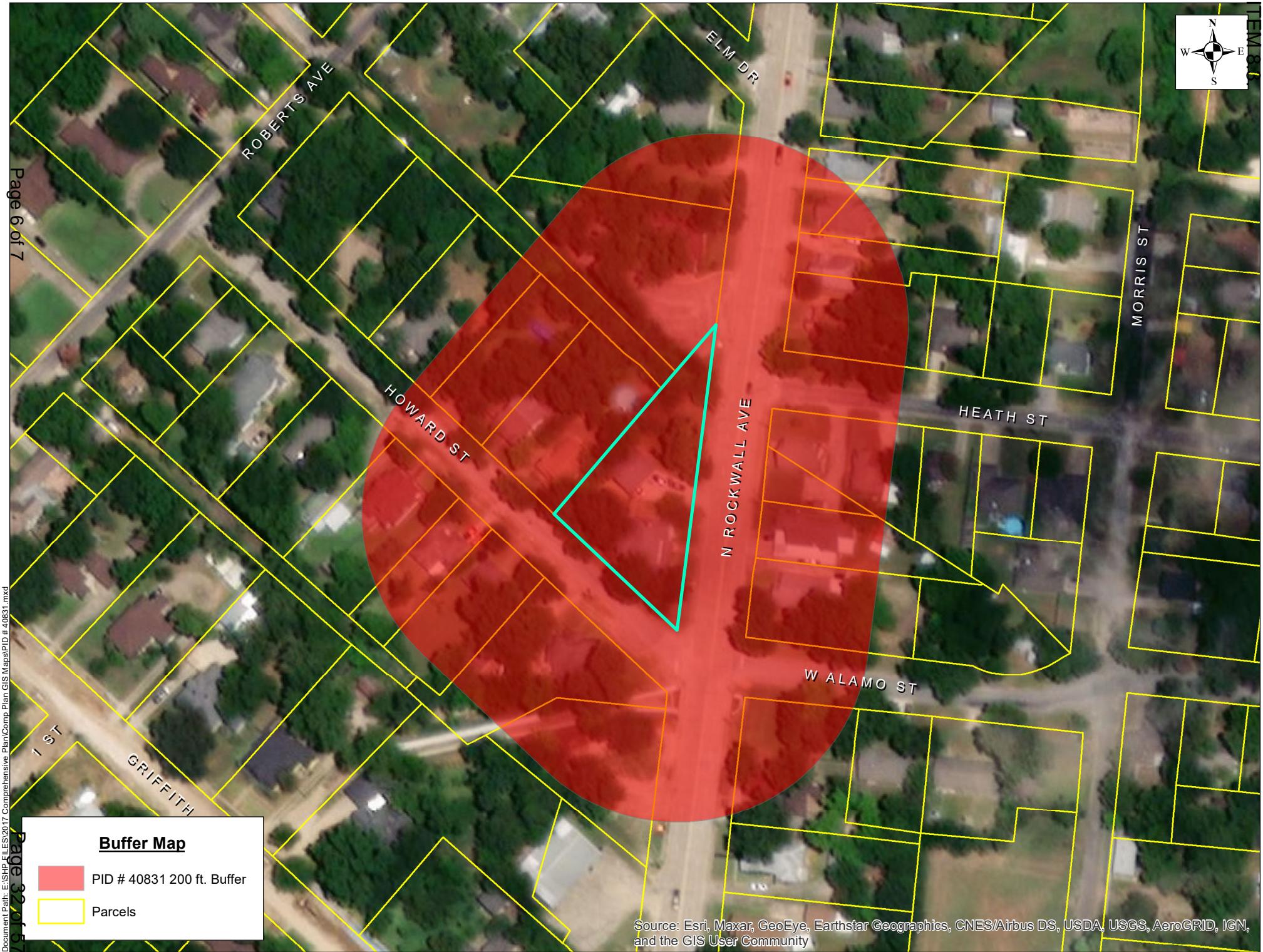
#### Office Use Only:

- Complete Application
- \$200.00 Fee
- Proof of Ownership
- Surveyed Plat
- Comprehensive Site Plan (for PD or SUP)

Received By: \_\_\_\_\_  
 Filing Date: \_\_\_\_\_  
 Planning & Zoning Date: \_\_\_\_\_  
 1<sup>st</sup> City Council Date: \_\_\_\_\_  
 2<sup>nd</sup> City Council Date: \_\_\_\_\_







Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

$$1 \text{ inch} = 125 \text{ feet}$$



## TERRELL 2017 COMPREHENSIVE PLAN

## Land Use Categories

Existing Traditional Neighborhoods	
<b>Purpose and intent</b>	 <ul style="list-style-type: none"> <li>• To maintain quality of the existing traditional neighborhoods</li> <li>• To preserve character and context of existing traditional neighborhoods</li> <li>• To encourage infill and redevelopment in keeping with the design of existing neighborhoods</li> </ul>
<b>Land use types and density</b>	 <ul style="list-style-type: none"> <li>• Historic buildings to maintain their original intent (mostly single family) while allowing garage apartments/granny flats</li> <li>• Transition to downtown with denser urban residential infill where appropriate (e.g. townhomes, courtyard apartment buildings, and cottage courts)</li> <li>• Density based on existing neighborhood context</li> </ul>
<b>Design priorities</b>	 <ul style="list-style-type: none"> <li>• Encourage renovation and infill design that is in keeping with historic structures</li> <li>• Prioritize the maintenance of existing streets and sidewalks</li> <li>• Explore opportunities to create new infill pocket parks and/or playgrounds in addition to maintaining existing parks</li> <li>• Provide additional trail connections</li> <li>• Connect to new adjoining neighborhoods</li> <li>• Step up code enforcement</li> </ul>
<b>Zoning Recommendations</b>	 <ul style="list-style-type: none"> <li>• Explore the creation of a "conservation neighborhood" overlay or zoning district to preserve, enhance, and maintain the neighborhood character and prevent further deterioration</li> <li>• Explore the creation of historic preservation standards to protect the community's beloved neighborhoods in keeping with the Secretary of the Interior Standards for Historic Preservation</li> <li>• Evaluate current zoning to eliminate any incompatible zoning with respect to density and building design</li> </ul>

## Council Board Responsibilities

<b>Board</b>	<b>Council Member</b>
Airport	Rick Carmona
Animal Advisory Board	Grady Simpson
Building Standards	Tim Royse
Civil Service	Grady Simpson
Economic Development	Rick Carmona
Library	Charles Whitaker
Park	Tim Royse
Zoning Board of Adjustments	Mayrani Velazquez
TIF/Power Center	Mayrani Velazquez
Planning and Zoning	Mayrani Velazquez

## Upcoming Board Appointments

### Library Board

Joe Perry	June 2021
Cindy Oakley	June 2021
Dimitra Bandy	October 2021
Vicki Badgett	October 2021
Deborah Patton	October 2021
Beverly Vaughn	October 2021
Jerry Wiley	October 2021

### Park Board

Melissa Nichols	August 2021
Micah Rice	September 2021
Leonard Lancaster	November 2021

### Planning and Zoning Board

Trini Jones	February 2021
Jenny Heisel	February 2021
Danny Stephens	February 2021
Stephanie Thomas	May 2021
Joe Hood	May 2021

### TIRZ No. 1/Power Center Board

John Davidson	March 2021
Don Thurman	March 2021
Terry Barber	April 2021
Mike Hunt	April 2021

### Zoning Board of Adjustments

Jimmy Cooper	February 2021
Dr. Kameka Miller	February 2021
Karen Jones	February 2021

May 2021						
S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

# JUNE 2021

July 2021						
S	M	T	W	T	F	S
					1	2
					3	
				4	5	6
				7	8	9
			11	12	13	10
			14	15	16	17
			18	19	20	24
			21	22	23	
			25	26	27	30
			28	29	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2	3	4	5
6	7	8 Library Summer Act Fair 5-7 pm City Council Meeting 7 pm	9 Airport Board Meeting 6:00 pm at Terrell Municipal Airport	10 Park Board Meeting 6:00 pm Terrell Service	11	12
13	14	15 Workshop 5:00 pm and City Council Mtg 7 pm	16	17	18	19
20 Father's Day	21	22 Special City Council Mtg and Workshop 5:30 pm	23	24 Planning & Zoning Board 5:30 pm	25 Budget Workshop 8:30 am-5:00 pm	26
27	28 ZBA Meeting 5:30 pm	29 Special City Council Mtg and Budget Workshop 5:30 pm	30	1	2	3

## ITEM 9.4.

Name	Contact Information	Term Count	Appointed Re-	Term Expiratio
Tax Increment Financing Reinvestment Zone No. 1 Board				
Don Thurman Chairman for 1 year Appointed November 20, 2007	1103 Griffith Ave. Terrell, Texas 75160 T: 972-524-6219 M: 469-474-8111	7	3/5/2019	Mar-21
Juan Salazar Replacing Douglas Howie term expired Jan-20 Orig. Appt. Date - Dec. 18, 2019	1720 Oak Post Drive Terrell, TX 75160 W: C: 214-832-9441 EM: juans@1stchoicepandb. com	1	1/20/2020	Jan-22
John Davidson, Chairman Appointed Chairman 3/5/19 Appointed November 20, 2007	408 Laurel Trail North Terrell, Texas 75160 T: 972-563-0186 EM: johndavidson@anbtx.com W: 214-863-5959	7	3/5/2019	Mar-21
Terry Barber Appointed by KC Comm. Court to fill unexp. term of Ken Schoen Appointed 1/23/2017	601 E. Nash Street Terrell, TX 75160 W: 972-563-5362 C: 214-734-0812 EM: tbarber@kaufmancounty. net	2	3/20/2019	Apr-21
Mike Hunt Appointed by KC Comm. Court to fill unexp. term of Jimmy Vrzalik Appointed 1/23/2017	Pct. 1 3001 S. Washington St. Kaufman, TX 75142 W: 972-932-0285 C: 214-797-6420 EM: mhunt@kaufmancounty. net	2	3/20/2019	Apr-21
2 years Board of Directors Ordinance 2355	Initial appointments required by resolution. See Resolution 595			

ITEM 9.4.

Needs Replacement	Requests Reappointment		
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## Council Board Responsibilities

<b>Board</b>	<b>Council Member</b>
Airport	Rick Carmona
Animal Advisory Board	Grady Simpson
Building Standards	Tim Royse
Civil Service	Grady Simpson
Economic Development	Rick Carmona
Library	Charles Whitaker
Park	Tim Royse
Zoning Board of Adjustments	Mayrani Velazquez
TIF/Power Center	Mayrani Velazquez
Planning and Zoning	Mayrani Velazquez

Not Eligible	
Appointed to Board	No
First Name	Charles
Last Name	Whitaker
Email	<a href="mailto:chaswhit02@yahoo.com">chaswhit02@yahoo.com</a>
Address	207 Stonegate
City	Terrell
State	Texas
Zip Code	75160
Occupation	Retired
Resident of Terrell?	Yes
If Yes, How Many Years?	35
Airport Board	
Civil Services Board	
Building Standards Board	
Library Board	
Tax Increment Financing Reinvestment Number 1 Board	1
Parks Board	
Planning and Zoning Commission	
Economic Development Corporation	
Zoning Board of Adjustments	
Kaufman County Appraisals	

Park and Downtown Improvements Corporation	
Qualifications	former 3 term City Council member
Special Qualifications	Attended None of These
Notes	
Admin Notes	

Not Eligible	
Appointed to Board	No
First Name	Andreia
Last Name	Reese
Email	<a href="mailto:aandreiakr@yahoo.com">aandreiakr@yahoo.com</a>
Address	312 Laurel Trail Dr
City	Terrell
State	Texas
Zip Code	75160
Occupation	Financial Advisor
Resident of Terrell?	Yes
If Yes, How Many Years?	1
Airport Board	
Civil Services Board	
Building Standards Board	
Library Board	
Tax Increment Financing Reinvestment Number 1 Board	
Parks Board	
Planning and Zoning Commission	
Economic Development Corporation	
Zoning Board of Adjustments	
Kaufman County Appraisals	

Park and Downtown Improvements Corporation	
Qualifications	I am on the Chamber Board and have lived in the Terrell area ( just outside city limits for 15yrs) and worked in Terrell 10 years. I am a board member of the Terrell Share Center. I am the secretary of the Terrell Kiwanis and active member of Rockwall and Brin Church of Christ. I care about our community and surrounding area.
Special Qualifications	Attended None of These
Notes	
Admin Notes	

Regular City Council  
**AGENDA ITEM REPORT**



**To:** City Council  
**Subject:** Discuss and Consider Planning and Zoning Commissioner Reappointments.  
**Meeting:** Regular City Council - May 04 2021  
**Department:** Municipal Development  
**Staff Contact:** J Potts,

**BACKGROUND INFORMATION:**

Planning and Zoning Commissioners requesting reappointment to the commission:  
Chairman- Danny Stephens reappointment to third term.  
Vice-Chairman Jenny Heisel reappointment to third term.  
Commissioner Trini B. Jones reappointment to third term.

**ATTACHMENTS:**

[council board responsibilities](#)  
[Planning & Zoning Board](#)  
[Planning and Zoning Term Emails](#)

## Council Board Responsibilities

Board	Council Member
Airport	Rick Carmona
Animal Advisory Board	Grady Simpson
Building Standards	Tim Royse
Civil Service	Grady Simpson
Economic Development	Rick Carmona
Library	Charles Whitaker
Park	Tim Royse
Zoning Board of Adjustments	Mayrani Velazquez
TIF/Power Center	Mayrani Velazquez
Planning and Zoning	Mayrani Velazquez

ITEM 9.5.

Member	Contact Information	Term Count	Appointed / Re-Appt'd	Term Expiration	Attendance Present	Attendance Absent
					1/1/2020	12/31/2020
Planning & Zoning Commission						
Rosi Jaurez Original Appointment 9/19/2017	204 Heath Terrell, TX 75160 H: M: 713-818-5328 EM: rosi@fun-folks-unlimited.com	2	4/1/2020	Apr-22	12	1
Jenny Heisel Vice-Chairman Original Appt. Date - 11/15/2016 Vice- Chairman elect 7/23/2020	302 Lovers Lane Terrell, TX 75160 T: 972-563-6408 M: 214-384-3031 EM: jenny.heisel@suddenlink.net	2	2/14/2019	Feb-21	11	2
Jorge Vargas originally appointed 11-17-2020 replaced Vickie Anderson who termed out	810 E. College Street Terrell, Texas 75160 M: 469-474-5245 EM: sgtvargas74@yahoo.com	1	11/17/2020	Nov-22	1	
Gabriel Cabrera originally appointed 2-23-2021 replaced Carolyn A. Wimberly who was not reappointed	408 S Frances Street Terrell, TX 75160 M: 214-948-4242 W: EM: gabriel.cabrera@dallascityhall.com	1	2/23/2021	Feb-23	0	0
Trini B. Jones Original appointment date - 10/20/2015	136 E. McCoulskey Terrell, TX 75160 M: 469-343-8245 EM: trinibjones@gmail.com	2	2/14/2019	Feb-21	11	2

ITEM 9.5.

Garrett Carlisle Original Appointment June 30, 2020 to replace Carolyn Fairley who termed out	307 Talty Road Terrell, TX 75160 C: 972-489-6456 EM: garrett@cliffviewassetgroup.com	1	6/30/2020	Jun-22	5	0
Stephanie Thomas Original Appointment: April 18, 2017 to replace Bruce Loflin who resigned.	1815 Trailview Terrell, TX 75160 H: 972-551-3466 M: 214-335-3670 EM: stephaniethomasrn@yahoo.com	2	5/21/2019	May-21	9	4
Danny Stephens- <b>CHAIRMAN</b> Orig. Appt. Date - 1/5/17	307 W. Moore Ave Terrell, Texas 75160 T: 972-524-5025 C: 214-926-9204 EM: dannystephens@sbcglobal.net	2	2/14/2019	Feb-21	11	2
Joe Hood - Replaced Jerry Yates term out.	506 Fox Terrell, TX 75160 T: 972-977-7507 W: C: 972-977-7505 EM: cmdrjoehood@yahoo.com	2	5/21/2019	May-21	11	2
(3) Terms: 2 years 4th Tuesday of each month Quorum: 5 members Ordinance 2350						
Request Reappointment						
Needs a Replacement						



---

## Third Term on the Planning and Zoning Commission

2 messages

**J Potts** <jpotts@cityofterrell.org>  
To: Danny Stephens <dannystephens@sbcglobal.net>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Thu, Feb 25, 2021 at 6:53 PM

Mr. Stephens,

I want to "Thank You" for your service during the second term on the Planning and Zoning Commission, which expired in February 2021. I'm emailing you to see if you would like to serve a third term on the Planning and Zoning Commission. Please let me know if you wish to serve the third term on the Planning & Zoning Commission.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

---

**Danny Stephens** <dstephens@ter-jan.com>  
To: J Potts <jpotts@cityofterrell.org>

Fri, Feb 26, 2021 at 8:27 AM

Jay,

I will be glad to serve a third term.

Thanks

[Quoted text hidden]



## Third Term on the Planning and Zoning Commission

2 messages

**J Potts** <jpotts@cityofterrell.org>  
To: Jenny <jenny.heisel@suddenlink.net>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Thu, Feb 25, 2021 at 6:52 PM

Mrs. Heisel,

I want to "Thank You" for your service during the second term on the Planning and Zoning Commission, which expired in February 2021. I'm emailing you to see if you would like to serve a third term on the Planning and Zoning Commission. Please let me know if you wish to serve the third term on the Planning & Zoning Commission.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

**Jenny** <jenny.heisel@suddenlink.net>  
To: J Potts <jpotts@cityofterrell.org>

Sat, Feb 27, 2021 at 5:46 AM

Yes, I will serve another term. Thank you

Sent from my iPad

> On Feb 25, 2021, at 6:49 PM, J Potts <jpotts@cityofterrell.org> wrote:  
>  
>  
[Quoted text hidden]



---

## Third Term on the Planning and Zoning Commission

3 messages

**J Potts** <jpotts@cityofterrell.org>  
To: Trini Jones <trinibjones@gmail.com>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Thu, Feb 25, 2021 at 6:54 PM

Mr. Jones,

I want to "Thank You" for your service during the second term on the Planning and Zoning Commission, which expired in February 2021. I'm emailing you to see if you would like to serve a third term on the Planning and Zoning Commission. Please let me know if you wish to serve the third term on the Planning & Zoning Commission.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

---

**J Potts** <jpotts@cityofterrell.org>  
To: Trini Jones <trinibjones@gmail.com>

Thu, Mar 4, 2021 at 11:27 AM

Mr. Jones,

Wanted to check in with you to see if you have considered serving a third term on the Planning and Zoning Commission? I am currently preparing the agenda item for the City Council to consider and approve additional term appointments to the Planning and Zoning Commission at the City Council meeting scheduled for 3/16/2021.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

[Quoted text hidden]

---

**Trini Jones** <trinibjones@gmail.com>  
To: J Potts <jpotts@cityofterrell.org>

Thu, Mar 4, 2021 at 11:26 AM

Yes, I will.

[Quoted text hidden]

Regular City Council  
**AGENDA ITEM REPORT**



**To:** City Council  
**Subject:** Discuss and Consider Zoning Board of Adjustments Reappointments.  
**Meeting:** Regular City Council - May 18 2021  
**Department:** Municipal Development  
**Staff Contact:** J Potts,

**BACKGROUND INFORMATION:**

Zoning Board of Adjustments members requesting reappointments to the board:  
Dr. Kameka Miller reappointment to second term.  
Chairman Jimmy Cooper reappointment to third term.  
Vice-Chairman Karen Jones reappointment to third term.

**ATTACHMENTS:**

[council board responsibilities](#)  
[ZBA](#)  
[Zoning Board of Adjustments Term Emails](#)

## Council Board Responsibilities

<b>Board</b>	<b>Council Member</b>
Airport	Rick Carmona
Animal Advisory Board	Grady Simpson
Building Standards	Tim Royse
Civil Service	Grady Simpson
Economic Development	Rick Carmona
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Park	Tim Royse
Zoning Board of Adjustments	Mayrani Velazquez
TIF/Power Center	Mayrani Velazquez
Planning and Zoning	Mayrani Velazquez

## ITEM 9.6.

Member	Contact Information	Term Count	Appointed Re-Appointed	Term Expiration
Zoning Board of Adjustments				
Jimmy Cooper CHAIRMAN (10/26/2020) Original appointment date - Jan. 3, 2017 Replaced Stacey Browning who was not reappointed.	222 Elm Drive Terrell, TX 75160 M: 972-955-8736 EM: <a href="mailto:jim@jarepllc.com">jim@jarepllc.com</a>	2	2/5/2019	Feb-21
Matthew Hancock originally appointed 2-23-2021	220 Griffith Ave Terrell, TX 75160 T: 469-223-5040 EM: <a href="mailto:cpthippity@aol.com">cpthippity@aol.com</a>	1	2/23/2021	Feb-23
Dr. Kameka Miller Orig. Appt. Date - 2/5/19 to replace Dawn Steil who resigned 11/9/18 due to City of Terrell employment	ADDRESS Terrell, Texas 75160 C: 601-720-2828 W: EM:	1	2/5/2019	Feb-21
Jerry Yates- replaced Valente Briones	109 Brookhollow Terrell, TX 75160 972-669-4654	2	10/20/2020	Oct-22
Ashley Carmona Fivecoat originally appointed 2-23-2021 Replaced Gene Glaeser who termend out	1007 Griffith Ave. Terrell, TX 75160 C: 214-537-1155 EM: <a href="mailto:ashley5coat@gmail.com">ashley5coat@gmail.com</a>	1	2/23/2021	Feb-23
Carolyn Fairley Appointed 10/20/20, replaced Bill Sweazea who did not seek a 3rd term	1007 N. Frances Terrell, TX 75160 C: 972-322-1990 EM: <a href="mailto:realtorcarolynfairley@gmail.com">realtorcarolynfairley@gmail.com</a>	1	10/10/2020	Oct-22

### ITEM 9.6.

Karen Jones VICE-CHAIRMAN (10/26/2020)	150 Redwood Lane Terrell, Texas 75160 C: 469-474-9719 H: 972-524-1499 EM: TISDWife@yahoo.com	2	2/5/2019	Feb-21
(3) Terms: 2 years Quorum: 4 members Ordinance 2357				
Request Reappointment				
Needs Replacement 2011 Honorees: Chris Simpson Frank Finan				



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## Second Term on the Zoning Board of Adjustments

2 messages

**J Potts** <jpotts@cityofterrell.org>  
To: Kameka Miller <kamekamiller87@gmail.com>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Mon, Mar 1, 2021 at 8:10 AM

Mrs. Miller,

I want to "Thank You" for your service during the first term on the Zoning Board of Adjustments, which expired in February 2021. I'm emailing you to see if you would like to serve a second term on the Zoning Board of Adjustments. Please let me know if you wish to serve the third term on the board.

Sincerely,  
J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

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**Kameka Miller** <kamekamiller87@gmail.com>  
To: J Potts <jpotts@cityofterrell.org>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Mon, Mar 1, 2021 at 3:04 PM

Hi Mr. Potts,

Thank you so much for your email. I would love to serve another term on the Zoning Board of Adjustments for the City of Terrell.

Sent from my iPhone

> On Mar 1, 2021, at 8:07 AM, J Potts <jpotts@cityofterrell.org> wrote:  
>  
>  
[Quoted text hidden]



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## Third Term on the Zoning Board of Adjustments

2 messages

**J Potts** <jpotts@cityofterrell.org>  
To: jim@jarepllc.com  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Mon, Mar 1, 2021 at 8:06 AM

Mr. Cooper,

I want to "Thank You" for your service during the second term on the Zoning Board of Adjustments, which expired in February 2021. I'm emailing you to see if you would like to serve a third term on the Zoning Board of Adjustments. Please let me know if you wish to serve the third term on the board.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

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**Jim Cooper** <jim@jarepllc.com>  
To: J Potts <jpotts@cityofterrell.org>

Mon, Mar 1, 2021 at 8:32 AM

3<sup>rd</sup> term is fine by me. Thanks for your hard work

[Quoted text hidden]



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## Third Term on the Zoning Board of Adjustments

2 messages

**J Potts** <jpotts@cityofterrell.org>  
To: K Jones <tisdwife@yahoo.com>  
Cc: Charles Fenner <cfenner@cityofterrell.org>

Mon, Mar 1, 2021 at 8:08 AM

Mrs. Jones,

I want to "Thank You" for your service during the second term on the Zoning Board of Adjustments, which expired in February 2021. I'm emailing you to see if you would like to serve a third term on the Zoning Board of Adjustments. Please let me know if you wish to serve the third term on the board.

Sincerely,

J. Lee Potts  
City of Terrell  
Municipal Development Tech  
972-551-6600 Ext 2063

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**Karen Jones** <tisdwife@yahoo.com>  
To: J Potts <jpotts@cityofterrell.org>

Mon, Mar 1, 2021 at 9:44 AM

Yes, I'd love to serve another term. I enjoy the work and the great people I work with! Thanks J!

Sent from my iPad

On Mar 1, 2021, at 8:05 AM, J Potts <jpotts@cityofterrell.org> wrote:

[Quoted text hidden]