

**Minutes of Regular Meeting of the Board of Alderman
For the City of Valley View, Texas 06/10/2021**

Call meeting to order – Mayor Chalk called the meeting to order at 6:04pm. Alderman Scoggin and Alderman Holder were absent.

Pledge of Allegiance & Invocation Mayor Chalk led the pledge and Mayor Pro Tem Spears said the invocation.

C. Mayor Comments

Mayor Chalk thanked everyone for coming to the meeting.

D. Public Comments

None

E. CONSENT ITEMS:

1. Approve budget report for General, Disposal, and Police/Municipal Department
2. Approve check register
3. Approve minutes from Regular Meeting held on **May 13, 2021**.

Mayor Pro Tem Spears made a motion to approve the Consent Items. Alderman Wilkerson seconded the motion and the motion passed 3-0.

F. DEPARTMENT REPORTS/UPDATES

1. Water/Sewer
2. Maintenance
3. Police
4. Fire

Police Chief Scott Otto gave an update that included 630 calls for service, the majority of which are security checks around town at night. He added the City has been fortunate to not have the

G. INDIVIDUAL ITEMS

1. Conduct a Public Hearing and take action on the request from Glennora Valdez's, request for a Specific Use Permit for property located at 304 W. O'Buch (Cooke CAD 4985)
 - a. Presentation of request.

Glennora Valdez, property owner, stated she has owned the building for 30 months and would like to turn the front half into a vintage/antiques store and have the back

two spaces as offices with one office being a nonprofit and another being an engineering firm. At this point, Ms. Valdez turned the floor over to her husband, Jack Medcalf.

Mr. Medcalf presented a drawing of the parking around the square and said the roof and a/c of the building are in good shape. He stated they wish to add lighting at the front of the building and create a sign with the tenants names. Mr. Medcalf stated there is an error on the appraisal district paperwork as it shows 2,500 square foot building sitting on a 2,200 square foot lot. He added there is plenty of parking there. Mr. Medcalf said the major improvements to the building would be converting the existing bathroom to an ADA compliant unisex one. Mr. Medcalf stated they would be adding safety lights, but the exit lights were already in place and the electric had been updated by the County when they owned it. He said they would be removing the musty carpeting and relocating the waterlines as needed for the restroom. Mr. Medcalf estimated the total cost of the project to be under \$10,000. He plans to use Allen Electric and Sandmann Plumbing. Mr. Medcalf will make sure each room has a 3' wide door, but needs to know if the front door can be left as an inward swing or if it needs to open out. Mr. Medcalf stated that Mike Doughty, City Inspector, said the building and uses qualifies as a dry area, so fire extinguishers will be sufficient. He added the building has the original ceiling tiles in the storage area, but the offices had an 8' dropped ceiling. Mr. Medcalf said all lighting will be fluorescent or LED.

Mr. Medcalf stated the plans are for the retail space to be open 10-5 or 10-6 5 days a week or by appointment. He stated the nonprofit would be open 1-2 times per month. He said he would use the engineering office as a part time office, along with Nathan Olson of OESI Engineering. Mr. Medcalf said the building is likely to have security cameras.

b. PUBLIC HEARING to receive comments regarding the request.

Public Hearing opened at 6:33pm

Misty Links, asked what the difference was in C-1 verse RS-1 retail zoning is, per the application and if specific tenants were ready to move in. She also asked if the retail area would be true antiques or stuff others call “junk”, adding that she loves “junk” stores”.

Public Hearing closed at 6:35pm.

c. Discussion and action regarding the request.

Lynn Morgan, City Secretary, clarified Mrs. Links inquires and stated the property is actually zoned C-2, per the approved Zoning Maps. She said that while each individual business type is allowed in C-2, once they all want to be under one roof, it becomes an “office center”, which requires a Specific Use Permit.

Alderman Sandmann asked for clarification regarding women living in the building. Ms. Valdez said no one would be living there, just women to visit the nonprofit. She stated the nonprofit is called “Always, you are enough” and it’s focus is to help empower women.

Ms. Valdez addressed Mrs. Links question and said that while some may see it as “junk”, it will be vintage and antique pieces and odds and ends. She said artists use a lot of the pieces as parts of bigger finished projects.

Mayor Chalk asked how many people would be in the building at any given time. Mr. Medcalf said 2-3 employees and up to 10 customers . He said that someone may come to visit next door and stop in to look around.

Alderman Sandmann asked if the retail would be one vendor or multiple. Ms. Valdez stated it would be her and one other person. She said the goal is to eventually open up the space next to this one and create a walkway between the two. Mr. Medcalf added that Ms. Valdez owns 306 W. O’buch as well.

Mr. Medcalf stated all utilities would continue to be paid by the owner.

Alderman Sandmann clarified the open hours and Ms. Medcalf confirmed 10-5 or 10-6 and expand as needed.

Alderman Wilkerson asked about the frequency of the neighborhood services. Ms. Medcalf said it’s currently once a month.

Mr. Medcalf said they live at 201 S. Lee and have owned property here for 15 years.

Mayor Pro Tem Spears asked if visitors to the other office spaces would have to go through the retail space. Ms. Valdez stated they would. Mr. Medcalf added that at no point, is anyone more than 60’ from an exit. Ms. Valdez added that the other tenants would have lockable office doors. Alderman Sandmann stated that the planned open hours were during Whiskey Hollow’s prime hours. Alderman Wilkerson agreed, stating that may add to the traffic in the retail space.

Alderman Wilkerson asked if there was a more detailed layout of the space available. Mr. Medcalf gave dimensions and room sizes he had, but that weren’t on the drawings the Board had. Mr. Medcalf said the overall building size was 25’ x 80’.

Alderman Sandmann asked if the sales tax certificate was already in place for the retail space. Ms. Valdez said she already had hers and the other person had her own as well.

Mr. Medcalf stated the air conditioned areas have an 8’ ceiling and the storage area had 16’ ceilings.

Alderman Wilkerson asked Mrs. Morgan what else might be needed. Mrs. Morgan said this would not pass for a permit, as more details are needed.

Mayor Chalk agreed that he would like to see more detailed drawings. Mr. Medcalf asked if the Mayor would like to see his drawings. Mayor Chalk said that wouldn't show him the dimensions he was looking for.

Alderman Wilkerson asked if security might be a concern, given the clientele of the nonprofit. Ms. Valdez clarified that the nonprofit is more for awareness and empowerment, that the County has plenty of services available for victims.

Mayor Pro Tem Spears asked what would be put in the storage area. Mr. Medcalf said extra pieces from the retail spaces or pieces that need repairs. Mayor Medcalf asked if the storage area would house any combustible materials. Ms. Valdez stated that none of them would be left overnight. Mr. Medcalf added that the other retail vendor hauls things to shows and something might get damaged in transport, needing touch up when it gets back. Ms. Valdez said that even that is done with chalk paint or acrylics, which are safer.

Mayor Pro Tem Spears echoed the message of wanting to see more detailed drawings. Mr. Medcalf stated he didn't want the expense of doing drawings. He said he has 52 years of engineering experience and doesn't want to spend \$5,000 for drawings. He said when he started, they did everything on paper and he doesn't need to put things in CAD. Mr. Medcalf says he has all the information, but that it would take him longer to put in on paper and make it accurate, than it would to do the project. Mr. Medcalf added that he built the \$130,000 building on his property with drawings just on a piece of paper.

Alderman Wilkerson asked if new walls were being built or just using the existing. Mr. Medcalf said that 14' of wall would be changed to accommodate the ADA bathroom. Alderman Wilkerson said that the only thing he would like to see changed on the plans is the door changed, but acknowledged that Mr. Medcalf was already aware of that concern.

Mrs. Morgan stated that the permit will not move forward at all without an asbestos report. Mrs. Morgan stated that in the previous meeting between the building owner, the City Inspector and the City Engineer, parking per the Ordinances was a concern and that isn't addressed here at all. Mr. Medcalf stated he has plenty of parking on lots that he owns at 201 S. Lee, 203 Mill street, the church has parking at Church and McCubbin and there are 103 spaces around the square.

Mr. Medcalf stated that the problem is Mr. Kevin Ware (City Engineer) doesn't know this town. Mrs. Morgan stated that Mr. Ware does know the Ordinances as passed and he was hired to enforce them; and while they may not have been enforced in the past, the City has to start somewhere with enforcement. Mr. Medcalf replied that not

having the building open does nothing for the town. Mayor Pro Tem Spears confirmed with Mrs. Morgan how long the Ordinances had been in place.

Mr. Medcalf stated that each business is allowed in the zoning per 17.2.4, but the office center is what caught them.

Alderman Wilkerson confirmed that the plumbing in the bathroom does exist, that it's just being modified. Mr. Medcalf stated the hallway and north wall would stay the same, but the others would be moved to increase the size.

Alderman Wilkerson asked if it could be approved with contingencies. Mrs. Morgan stated the contingencies they would be considering would mean the applicants coming back before the Board for another Hearing.

Alderman Sandmann made a motion to approve the request from Glennora Valdez's, request for a Specific Use Permit for property located at 304 W. O'Buch (Cooke CAD 4985) providing more detailed drawings are provided for permitting and approved by the City Engineer and Inspector. Alderman Wilkerson seconded the motion and the motion passed 3-0.

2. Discuss and consider presentation from Parks Commission regarding recommendations for empty Commission seats, possible action.

Misty Links, Chairman of the Parks Commission, stated that there had been six applicants and that the Parks Commission had picked their top candidates. At that point, Mrs. Morgan reached out to them to confirm that they were still interested and available for the time commitment and they were. Mrs. Links stated the top two were Dr. Fred Cummings and Ms. Cami Williams.

Mayor Pro Tem Spears confirmed these were the two applicants the Parks Commission was recommending and confirmed.

Alderman Wilkerson asked who all applied and Mrs. Links read the names. Alderman Sandmann asked how the decisions were made, because in her eyes, it's best to have a representative from the youth sports association on the Board. Mrs. Links agreed that representation from the youth sports is essential, but suggested that the Parks Commission would create liaison type roles for them, giving them a voice and encouragement to attend meetings, but not be in a voting role.

Mayor Pro Tem Spears made a motion to approve the recommendations brought forth to fill the vacant seats on the Parks Commission. Alderman Wilkerson seconded the motion and the motion passed 3-0.

8. Discuss and consider creating Parks Commission account at First State Bank, possible action.

Mrs. Morgan explained the need for separate accounts, as the Parks Commission does more fundraising and as developments come in contributing to the Parks. She stated a separate account will make it more simple to show money in and money out as dedicated to parks.

Alderman Wilkerson made a motion to approve the creation of a separate Parks Commission account at First State Bank. Mayor Pro Tem Spears seconded the motion and the motion passed 3-0.

9. Update on Pecan Creek Crossing.

Mrs. Morgan read an update from the developer that stated they were glad to finally have some days with no rain and that they were looking forward to getting back to work.

10. Update for N. Pecan Creek Trail road improvements.

Mrs. Morgan said that the rain has still delayed the southern portion of the project, but that she had been working with Commissioner Snuggs regarding quotes to redo the remaining portion of the road. His rough estimate was for \$30,000 in materials which would include tearing up and repacking the existing roadway, a layer of white rock and then a double coat of chip seal.

11. Adjourn.

Alderman Sandmann made a motion to adjourn at 7:55pm. Alderman Wilkerson seconded the motion and the motion passed 3-0.