

MINUTES OF  
TOWN COUNCIL WORKSESSION, PUBLIC HEARING & REGULAR MEETING  
TOWN OF PROVIDENCE VILLAGE, TEXAS  
PROVIDENCE VILLAGE TOWN HALL  
1755 MAIN STREET, PROVIDENCE VILLAGE, TEXAS

**TUESDAY, MARCH 15, 2022**  
7:30 P.M. Regular Session

*Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers or employees may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.*

***Notice is hereby given that the Providence Village Town Council will conduct its Regularly Scheduled Meeting on Tuesday, March 15, 2022 at the Providence Village Town Hall with a quorum of the Town Council physically present. Limited seating for members of the public will be available using CDC recommended social distancing measures. The Town will utilize telephone and/or videoconference public meetings to facilitate public participation to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting. Telephonic or videoconferencing capabilities will be utilized to allow individuals to address the Council. Email comments may also be submitted to [csparks@pvtx.gov](mailto:csparks@pvtx.gov) by 3:00 p.m. the day of the meeting. Members of the Public are entitled to participate remotely via Zoom Meeting***

<https://us02web.zoom.us/j/87259480335?pwd=NHdIVldubW9TcXIJZW5NHB5VEJQdz09>

Meeting ID: 872 5948 0335  
Passcode: 031522

**IMPORTANT INFORMATION**

ZOOM can be accessed by telephone, mobile phone app or computer. You must have a computer or mobile phone app to see the PowerPoint slides.

For those participating by computer only, you must have a microphone enabled computer to communicate verbally. Otherwise you will have to call in via the telephone as well. If you participate through the mobile phone app you will be able to communicate verbally.

**MINUTES**

**REGULAR SESSION – 7:30 p.m.**

**I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Mayor Linda Inman called the meeting to order at 7:31 p.m. Town Council members present in person were Council Member Jordan Woodard, Mayor Pro-Tem Kelly Nelson, and Council Member Jeff Doramus were physically present, and Council Member Stojan Bacev was present via Zoom, being a quorum. Deputy Mayor Pro-Tem Victoria Mitchell and Council Member James Willoughby were absent.

**II. INVOCATION**

Connie Sparks, Town Secretary, led the invocation.

**III. PLEDGE OF ALLEGIANCE**

**IV. OPEN FORUM:**

There were no requests to address the Town Council.

**V. COMMITTEE REPORTS/STAFF REPORTS:**

a. Staff Reports

Brian Roberson provided a summary of Town Hall activities.

b. Annual Police Report

Chief Kreidler provided a presentation of the Annual Police Report.

**VI. CONSENT AGENDA** – Items are considered self-explanatory and will be enacted with one motion. There will be no separate discussion of these items unless so requested by at least one member of the Town Council.

a. Minute Approval –February 15, 2022 Town Council Regular Session Minutes

b. Administrative Action –

1. Monthly Public Fund Investment Act Report

2. Annual Town Records Management and Retention Report

Council Member Jordan Woodard moved to approve the Consent Agenda; Mayor Pro-Tem Kelly Nelson seconded. Motion carried: 5 in favor, 0 opposed.

**VII. ACTION ITEMS**

a. Receive a report and hold a discussion on the Town of Providence Village’s response to Coronavirus (COVID-19) and take action if community mitigation measures are needed.

Brian Roberson provided a summary report.

b. Consider, discuss and act upon acceptance of Certification of Unopposed Candidates for Election to Office scheduled for May 7, 2022.

Council Member Jeff Doramus moved to accept the Certification of Unopposed Candidates for Election to Office; Mayor Pro-Tem Kelly Nelson seconded. Motion carried: 5 in favor, 0 opposed.

- c. Consider, discuss and act upon Order of Cancellation for May 7, 2022 Election and declaring each unopposed candidate elected to office.

Mayor Pro-Tem Kelly Nelson moved to approve the Order of Cancellation; Council Member Jeff Doramus seconded. Motion carried: 5 in favor, 0 opposed.

- d. Consider, discuss and act upon approval of Ordinance No. 2022-247 amending the Town of Providence Village 2021-2022 Fiscal Year Budget; providing that expenditures shall be made in accordance with the budget as amended; providing for a repealer; providing for a savings clauses; and providing for an effective date.

Brian Roberson provided a summary of the budget amendments. Council Member Jordan Woodard moved to approve Ordinance No. 2022-247 amending the Town of Providence Village 2021-2022 Fiscal Year Budget; Council Member Jeff Doramus seconded. Roll Call vote as follows:

Council Member Stojan Bacev	Aye
Council Member Jordan Woodard	Aye
Mayor Pro-Tem Kelly Nelson	Aye
Mayor Linda Inman	Aye
Council Member Jeff Doramus	Aye
Deputy Mayor Pro-Tem Victoria Mitchell	Absent
Council Member James Willoughby	Absent

Motion carried: 5 in favor, 0 opposed.

- e. Consider, discuss and act upon approval of Ordinance No. 2022-249 modifying Chapter 3, "Building Regulations," Article 3.06, "Certificate of Occupancy for Residential Units" to require photo ID and verification of transfer of property ownership, and to amend Chapter 3, "Building Regulations," Article 3.08, "Tree Preservation and Protection," to add Cottonwood, Cedar and Hackberry trees to the definition of "Protected tree," increase the DBH size required for Council approval to 30 inches or more, exclude trees in proposed roadways, fire lanes and other flatwork being excluded from replacement mitigation calculations, increase the minimum size of replacement trees, and remove Eastern Red Cedar and Mountain Cedar as approved new and/or replacement tree list for large trees; providing for a repealer; providing for a savings clause; providing for a penalty in an amount not to exceed \$500.00; providing an effective date; and providing for the publication of the caption hereof.

Brian Roberson provided a summary of the need for these modifications to the Code of Ordinances relating to the certificate of occupancy practices and the protected tree matters. Council Member Jordan Woodard moved to approve Ordinance No. 2022-249 modify Code of Ordinances; Council Member Jeff Doramus seconded. Motion carried: 5 in favor, 0 opposed.

- f. Consider, discuss and act upon approval of Ordinance No. 2022-248 amending Chapter 8, "Offenses and Nuisances," Article 8.03, "Noise" to prohibit construction activities during specific hours and Sundays, delegate authority to the town manager to issue

permits for construction activity adjacent to or in residential areas during prohibited hours, require notice of the permit to be posted and provided to residents within 300 feet of the construction site, and provide for an appeal process for denial of a permit; providing for a repealer; providing for a savings clause; providing for a penalty in an amount not to exceed \$500.00; providing an effective date; and providing for the publication of the caption hereof.

Brian Roberson provided a summary of the need for Ordinance No. 2022-248 amending Code of Ordinances to modify noise nuisances and construction activities. Council Member Jeff Doramus moved to approve Ordinance No. 2022-248 amending Code of Ordinances to modify noise and nuisance chapter; Council Member Jordan Woodard seconded. Motion carried: 5 in favor, 0 opposed.

- g. Consider, discuss and act upon appointment of alternate members to the Zoning Board of Adjustments.

No action taken.

- h. Consider, discuss and act upon legal and administrative status involving litigation involving CoServ Gas, Ltd.'s application with the Railroad Commission, Docket No. OS-20-00005136 for gas rate changes.

Cynthia Kirchoff stated no need for Executive Session.

- i. Consider, discuss and act upon legal and administrative status involving litigation with Kyle Huggins, et al.

Brian Roberson stated that there may be a brief update in Executive Session.

- j. Consider, discuss and act upon purchase, exchange and/or valuation of real estate.

Nothing to discuss.

- k. Consider, discuss and act upon legal and administrative status involving subrogation claim and/or litigation with ALINSCO.

To be discussed in Executive Session.

- l. Identify agenda items to be discussed at future meeting.
  - 1. BOA Alternate appointment
  - 2. Zoning for Donna Sims east property
  - 3. Planned Development for 380 & Main St.
  - 4. Financial Budget
  - 5. Bond
  - 6. Inframark Contract and Fee Schedule Update

Mayor Linda Inman closed Town Council Regular Session and convened into Executive Session at 9:03 p.m.

**VIII. EXECUTIVE SESSION**

The Town Council will convene into executive session pursuant to Texas Government Code 551.071, Consultation with Attorney, to seek the advice of the Town Attorney or other legal counsel concerning pending or contemplated litigation or on a matter in which the duty of the attorney(s) to the Town under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.

- a. To receive legal advice regarding pending or contemplated litigation, or settlement offer regarding: CoServ Gas, Ltd.'s application with the Railroad Commission, Docket No. OS-20-00005136 for gas rate changes.
- b. To receive legal advice regarding pending or contemplated litigation with Kyle Huggins, et al.
- c. To receive legal advice regarding purchase, exchange and/or valuation of real estate.
- d. To receive legal advice regarding subrogation claim and/or litigation with ALINSCO.

Mayor Linda Inman closed Executive Session and reconvened into Town Council Regular Session at 9:20 p.m.

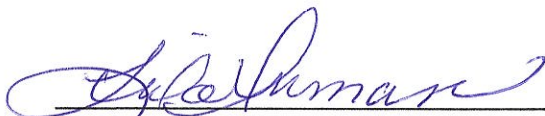
**IX. RECONVENE INTO OPEN SESSION**

- a. Consider and act upon items discussed in Executive Session.

**X. ADJOURNMENT**

Mayor Pro-Tem Kelly Nelson moved to adjourn; Council Member Jordan Woodard seconded. Motion carried: 5 in favor, 0 opposed.

Mayor Linda Inman adjourned the meeting at 9:21 p.m.

  
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Linda Inman, Mayor

4/5/22  
\_\_\_\_\_  
Date Minutes Approved

  
\_\_\_\_\_  
Connie S. Sparks, TRMC  
Town Secretary

4/5/22  
\_\_\_\_\_  
Date Minutes Approved

