

## Regular City Council Meeting Minutes

March 21, 2024

7:00 p.m.

1. **Call to order and announce quorum is present.**

Mayor Cardwell called the meeting to order at 7:00 pm and announced a quorum was present. Those present were Mayor Crystal Cardwell, Mayor Pro Tem Christopher Raines, Councilmember Melanie Payne, Councilmember Richard Sidebottom, Councilmember Nathaniel Butler, City Secretary Jenni Moore, City Admin Staff Michelle Peterson and Code Enforcement Officer Devon Kennedy.

2. **Pledge of allegiance and invocation.**

Mayor Cardwell led the invocation and City Admin Staff Michelle Peterson led the invocation.

3. **Mayor's update.**

Mayor Cardwell shared about the Heart for Park's Easter Egg Hunt coming up as well as speaking about the library events coming up.

4. **Public Comments.**

There were no public comments.

5. **Consider and act on the following items:**

**A. Council Meeting Minutes for February 15, 2024.**

**B. Accounts Payables for February 15, 2024.**

**C. Financial Statements for February 15, 2024.**

**D. Staff Reports- Municipal Court, Building Permits, Code Enforcement, and Public Works for February 2024.**

Councilmember Payne motioned to approve A through D as a whole. Councilmember Sidebottom second the motion. All approved. Motion was passed.

6. **Public Hearing: Preliminary Plat submission request from PMB Rolling V Land LP., for property located in the City's Extraterritorial Jurisdiction, 52.982 Acres out of the Alexander Black Survey, Abstract No. 72, and the Jacob Moffatt Survey, Abstract No. 554, Wise County Texas.**

Mayor Cardwell opened the public hearing at 7:03pm. There were no public comments. Mayor Cardwell closed the public hearing at 7:04pm.

7. **Consider and act on the Preliminary Plat submission request from PMB Rolling V Land LP., for property located in the City's Extraterritorial Jurisdiction, 52.982 Acres out of the Alexander Black Survey, Abstract No. 72, and the Jacob Moffatt Survey, Abstract No. 554, Wise County Texas.**

Mayor Pro Tem Raines motioned to accept the preliminary plan submission from PMB Rolling V Land LP., for property located in the City's Extraterritorial Jurisdiction, 52.982

Acres out of the Alexander Black Survey, Abstract No. 72, and the Jacob Moffatt Survey, Abstract No. 554, Wise County Texas. Councilmember Pay second the motion. All approved. Motion was passed.

8. **Public Hearing: Variance request from Tony Coughlin to deviate from the provisions of setback guidelines of the City of Newark 14A Zoning Ordinance; section 13, MH-1 Manufactured Home District, regarding placement of a manufactured home located at 406 Rogers Rd.**

Mayor Cardwell opened the public hearing at 7:06 pm. There were not public comments. Mayor Cardwell closed the public hearing at 7:07 pm.

9. **Consider and act Variance request from Tony Coughlin to deviate from the provisions of setback guidelines of the City of Newark 14A Zoning Ordinance; section 13, MH-1 Manufactured Home District, regarding placement of a manufactured home located at 406 Rogers Rd.**

Mayor Pro Tem Raines motioned to approve the variance request from Tony Coughlin to deviate from the provisions of setback guidelines of the City of Newark 14A Zoning Ordinance; section 13, MH-1 Manufactured Home District, regarding placement of a manufactured home located at 406 Rogers Rd. Councilmember Payne second the motion. All approved. Motion was passed.

10. **Public Hearing: Zoning change request from Zion Properties Group, LLC to Rezone Lots 6-9, Block 27, Newark Beach Estates, Newark, Texas, from Two-Family Residential (Duplex) District (TF) to Single Family Residential District – 1 (SF-1).**

Mayor Cardwell opened the public hearing at 7:10 pm. One resident spoke asking for clarity on the exact location of this property. No one spoke for or against this topic. Mayor Cardwell closed this public hearing at 7:12 pm.

11. **Consider and act on a Zoning change request from Zion Properties Group, LLC to Rezone Lots 6-9, Block 27, Newark Beach Estates, Newark, Texas, from Two-Family Residential (Duplex) District (TF) to Single Family Residential District – 1 (SF-1).**

Councilmember Sidebottom motioned to approve a zoning change request from Zion Properties Group, LLC to Rezone Lots 6-9, Block 27, Newark Beach Estates, Newark, Texas from Two-Family Residential (Duplex) District (TF) to Single Family Residential District – 1 (SF-1). Councilmember Butler second the motion. All approved. Motion was passed.

12. **Discuss, consider and act on Ordinance No. A-554 an Ordinance cancelling the May 4, 2024 General Election and declaring each unopposed candidate elected to office.**

Councilmember Sidebottom motioned to act on Ordinance No. A-554 and Ordinance cancelling the May 4, 2024 General Election and declaring each unopposed candidate elected to office. Councilmember Butler second the motion. All approved. Motion was passed.

13. **Discuss, consider and act on funding radios for the Newark Volunteer Fire Department.**

Fire Chief Jerry Taylor presented a request for a loan to assist with the funding for the radios for the Newark Volunteer Fire Department. This loan would be for \$30,000 and would be paid back with the stipend over the next three years. Mayor Pro Tem Raines motioned to approve the funding for the Newark Volunteer Fire Department with the appropriate documentation from legal. Councilmember Butler second the motion. All approved. Motion was passed.

14. **EXECUTIVE SESSION – In accordance with the Texas Government Code, Section 551.001, et.seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:**

a. Pursuant to Section 551.071; Consultation with the attorney regarding pending or contemplated litigation, or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, re:

i. Interlocal Agreement with PMB Rolling V Land LP.

15. **RECONVENE INTO OPEN SESSION – In accordance with the Texas Government Code Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.**

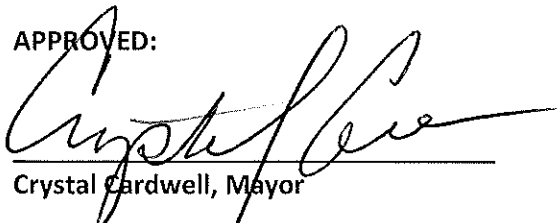
16. **Discuss and act on approving the Interlocal Agreement between the City and PMB Rolling V Land LP.**

Mayor Cardwell Tabled agenda items 14-16 to next month. No action was taken.

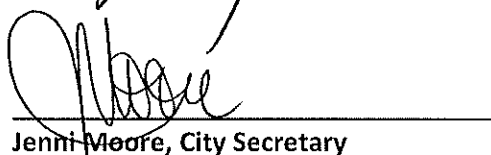
17. **Meeting Adjourn.**

Mayor Cardwell adjourned the meeting at 7:25 pm.

APPROVED:

  
Crystal Cardwell, Mayor

4/18/2021  
Date

  
Jenni Moore, City Secretary

