

PUBLIC NOTICE

TOWN COUNCIL MEETING

The Town Council of Leeds will hold a meeting on, Wednesday, March 30, 2005, at the Leeds Town Hall, 218 North Main Street at 7:00 p.m.
Public welcome to attend.

Agenda

1. Call to Order
2. Roll Call
3. Pledge
4. Approval of Agenda and Minutes
5. Mayor Norma Gier
 - a) Certificate of Appreciation to Board of Adjustment Member Ken Stevens
 - b) Oath of Office to new Board of Adjustment Member Frank Lojko
 - c) Action item: Ratify the letter to release \$670,966.49 of the \$740,966.49 improvement bond held by Sun First Bank and posted by Silver Reef Highlands Subdivision.
 - d) Town Auditor Gerry Buckner-Present the 2003-2004 Financial Statement for approval
6. Alene Cuff

Discussion concerning her property located at approximately 300 S. Main
7. Russell Limb

Babylon Road Project Performance Bond
8. Roger and Connie Donohoe

Introduce themselves and the possibility of opening a new business in Leeds
9. Mike Kelley

Request action concerning water running on his property from a spring that was recently disturbed on Mt. View and Babylon Rd.
10. Treasurer Elaine Murphy- discuss proposed budget for 2005-2006 year
11. Council Member Darrell Nelson

Planning Commission items from the March 1, 2005 meeting:
Action item:
 - a) Jim Parnell- zone change from R-R-1 and Open Space to General Commercial
 - b) Pat Sheneman-building and site plans for an office building at approx.560 N. MainInformation items:
 - b) Craig Sullivan building and site plan for a home at 225 S Main St.
 - c) Tessa Lefler building and site plan for a home at 312 N Main St.
 - d) Cletus Hamilton building and site plans for a steel building at 434 Silver Reef Rd.
 - e) Joseph Beesley building plans for an addition on existing home at 9 N Main St.
 - f) Russell Limb- conditional use permit for a rock crusher at 434 Silver Reef Rd.
 - g) Don Fuller- encroachment permit on Babylon and Mt. View Road.
 - h) June Spencer- Red Rock Naturals business license
 - i) Preliminary Plat amendment for the Cibolo Estates Development
 - j) Draft of the new zoning/subdivision ordinance

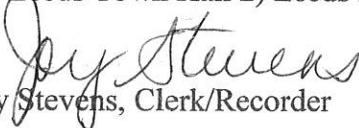
Update on the Mosquito Abatement meeting

12. Council Member Gloria Parnell
13. Council Member Dave Harbour
14. Council Member Dale Barnes
15. Adjournment

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call Town Hall at 879-2447 at least 24 hours prior to the meeting.

Certificate of Posting

The undersigned Clerk/Recorder does hereby certify that the above notice was posted in three public places within Leeds Town limits on this 29th day of March, 2005. These public places being
1) Leeds Town Hall 2) Leeds Post Office 3) Walton Plaza


Joy Stevens, Clerk/Recorder

TOWN OF LEEDS
Minutes of the Town Council
March 30, 2005

1. CALL TO ORDER:

Mayor Norma Gier called the meeting to order at 7:02 p.m.

2. ROLL CALL:

Present was Mayor Norma Gier, Council Members, Gloria Parnell, Dave Harbour, and Dale Barnes. Darrell Nelson was excused.

3. PLEDGE OF ALLEGIANCE:

Gloria Parnell

4. APPROVE AGENDA AND MINUTES:

Motion by Gloria Parnell to approve the agenda and minutes of February 23, 2005, and September 29, 2004 as amended. Seconded by Dave Harbour. Passed unanimously.

5. MAYOR NORMA GIER:

a) Certificate of appreciation to Board of Adjustment Member Ken Stevens. Mayor Gier expressed her appreciation to Ken Stevens for serving on the Board of Adjustment for the past 5 years. Stevens was presented with a certificate of appreciation from Leeds Town Council.

b) Oath of Office to new Board of Adjustment member Frank Lojko. Lojko was not present at the meeting.

c) Action Item: Ratify the letter to release \$670,966.49 of the \$740,966.49 improvement bond held by Sun First Bank and posted by Silver Reef Highlands Subdivision.

Motion by Dave Harbour to release the amount of \$670,966.49 of the \$740,966.49 improvement bond, retaining \$70,000.00 to be held as a warranty bond for 1 year. Seconded by Dale Barnes. Roll call vote. All aye votes. Passed unanimously.

d) Town Auditor Gerry Buckner-present the 2003-2004 Financial Statement for approval. Buckner will be arriving late.

6. ALENE CUFF:

Discussion concerning her property located at approximately 300 S Main Street. Cuff explained in 1997 she presented to the town council a plan to split her property into a minor subdivision of 5 one half acre lots. Cuff said the council at that time approved the minor subdivision and she would like to now proceed with the subdivision. Cuff explained she would like to sell one lot at a time to pay for her care while she is in an assisted living facility. Attorney Snow informed Cuff the approval in 1997 has lapsed and she will need to re-apply for the minor subdivision. Councilman Dale Barnes asked Cuff if she would be interested in selling the parcel of land to the Town of Leeds. The Town would then pay Cuff so much per year. Barnes will follow up with Cuff at a later date.

7. RUSSELL LIMB-PROGRESSIVE CONTRACTING:

Babylon Road Project Performance Bond. Limb presented a cashiers check in the amount of \$100,000.00 in lieu of a performance bond. There will be an increase in the contract amount by \$2,000.00 for the requirement of the bond. Also presented was an agreement between Progressive Contracting and the Town of Leeds. Limb indicated that the project will be completed by July 11, 2005. Leeds Town engineering firm, Bush & Gudgell, will do the final inspection on the project. Limb will be responsible for the quality control testing which is required every 1000 yards. Limb said Landmark Testing is who he uses for his testing. When Landmark Testing submits their report then Bush & Gudgell will come out and review.

Motion by Dale Barnes to accept the \$100,000.00 cash deposit in lieu of a performance bond, approve signing of the agreement by the Mayor, and approve the \$2,000.00 increase in the contract for the bond agreement. **Seconded** by Dave Harbour. **Roll call vote. All aye votes. Passed unanimously.**

8. ROGER AND CONNIE DONOHOE:

Mr. Donohoe introduced himself and stated they would like to open a candy business in Leeds. They are currently refurbishing the unit in Walton Plaza previously occupied by Catfish Charlie's. Donohoe said they will be doing wholesale and not retail sales from that location. Donohoe said they do their own deliveries in their van and Mr. & Mrs Donohoe and her mother are currently the only employees. Mayor Gier thanked the Donohoe's for coming in and informing the Council of their business plans.

9. MIKE KELLEY:

Request Town action concerning water running on his property from a spring that was recently disturbed on Mr. View and Babylon Road. Mike Kelley and Bailey Muir explained their request to the Council. There is water running onto their property from a spring that was disturbed when Don Fuller hired Lawrence Cummins to make Fuller a road into his property. Fuller's property is currently in the county. Kelley said he is concerned about the excess water running into his leach field.

Motion by Dave Harbour to request the property owner be contacted to correct the flow of water so it stays on the north side of Babylon. If the property owner doesn't correct the problem the Town will hire someone at the property owners expense. **Seconded** by Dale Barnes. **Passed unanimously.**

10. TREASURER ELAINE MURPHY:

Discuss proposed budget for 2005-2006 year. This item will be re-visited when the auditor arrives.

11. COUNCIL MEMBER DARRELL NELSON:

Since Nelson was not at this meeting Mayor Gier reviewed the Planning Commission items.

Planning Commission Items from the March 1, 2005 meeting:

Action Items for the Town Council:

a) **Jim & Gloria Parnell-request a zone change from R-R-1 and Open Space to General Commercial.** The Planning Commission recommended approval of the zone

change and will set a public hearing date at their next meeting.

Motion by Dave Harbour to set a public hearing date for the zone change request by Jim & Gloria Parnell for April 27th during the regular council meeting. **Seconded** by Dale Barnes. **Passed unanimously.**

b) **Pat Sheneman-building and site plans for an office building at approximately 560 N. Main Street.** Sheneman was not present at the Planning Commission meeting to answer the commissions previous concerns regarding the narrow road, size of building versus parking spaces, concrete barriers to protect businesses at the bottom of the hill, water and fire department concerns. The Planning Commission recommended denial of the request citing the previously mentioned concerns.

Motion by Dave Harbour to deny the request based upon the recommendation of the Planning Commission. **Seconded** by Dale Barnes. **Passed unanimously.**

Information only: The Planning Commission approved the following:

A business license for Red Rock Naturals. Building and site plans for Craig Sullivan, and Tessa Lefler. Also building and site plans for a steel building for Cletus Hamilton which was later ratified and the approval was rescinded.

Tabled Items: A conditional use permit request by Russell Limb for a rock crusher, an encroachment permit request by Don Fuller, preliminary plat amendment by Cibolo Estates Development, and “draft” of the new zoning/subdivision ordinances.

12. COUNCIL MEMBER GLORIA PARNELL:

Discuss Roads. Parnell informed the Council that there are several property owners who have encroached upon town roads. Parnell said she will talk with the attorney concerning notification to these property owners.

13. COUNCIL MEMBER DAVE HARBOUR:

Harbour said he attended a FEMA meeting. FEMA is working on a new flood zone map for Washington County. There will be minimum detailed mapping for Leeds since our area hasn't seen significant flooding in the wake of the recent heavy rains.

Harbour said Attorney Snow's comments concerning the “draft” of the new zoning/subdivision ordinance have been submitted and he will be adding some changes to the “draft” ordinance.

14. COUNCIL MEMBER DALE BARNES:

Update on park projects. Barnes said the cement has been poured for the basketball court.

Barnes informed the Council he did meet with Mr. and Mrs Ed Snow concerning the property adjacent to the park. They have agreed to donate the property next to the park to the Town. Snow told Barnes they will donate the property now but they want a binding agreement concerning development on other property they own in town. Attorney Heath Snow said the Town will have to set some type of limited development within the ordinances. Barnes said he will have Mr. Snow prepare a document concerning what he is proposing and some type of valuation for their donation. Barnes will ask Mr. Snow if their will be a deed restriction on the donated property or if a town hall can also be constructed on the property.

RE-VISIT ITEMS 5-d) AND 10:

5- d) Gerry Buckner-Present the 2003-2004 Financial Statement. Buckner presented the 2003-2004 Financial Statement to the Council for their review and approval. Buckner explained the difference between an audit and a review since the Town had a review this year. Buckner also explained the challenges he and Treasurer Murphy were confronted with concerning the GASB-34 which was implemented in the 2003-2004 year. Buckner and the Council noted several corrections that needed to be made to the statement.

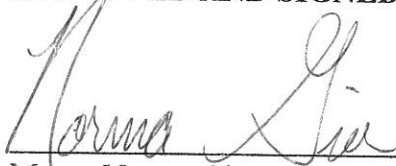
Motion by Dave Harbour to accept the 2003-2004 Financial Statement subject to the noted changes. Seconded by Dale Barnes. Roll call vote. All aye votes. Passed unanimously.

10. Treasurer Elaine Murphy proposed budget for the 2005-2006 fiscal year. (See attached) Discussion was on funds on hand concerning the historical cemetery road and hiring a city manager/planner.


15. ADJOURNMENT:

The meeting adjourned at 10:35 p.m.

APPROVED AND SIGNED THIS 27th DAY OF APRIL 2005



Mayor Norma Gier



attest: Joy Stevens Clerk/Recorder

WN OF LEEDS

FUNDS ON HAND

Bank Statement		(DISBURSE) (DEPOSITORY ACCNTS) (REV. INTEREST BEARING ACCOUNTS)										TOTAL FUNDS	
DATE	DESCRIPTION	ZIONS CHECKING	PTIF 1117 GENERAL	PTIF 0930 ROADS	PTIF 1692 CEMETARY	PTIF 2090 SR PARK	PTIF 1690 IMPACT FEES	PETTY CASH					
7/31/02	End of FY	5,316.14	122,318.59	43,583.00	4,290.94	0.00	41,123.38	50.00					\$ 216,682.05
7/31/03	End of FY	1,914.98	78,072.62	79,770.22	5,994.22	0.00	51,227.57	50.00					\$ 217,029.61
7/31/04	End of FY	5,961.34	113,194.00	97,163.43	6,002.02	0.00	37,543.78	50.00					\$ 259,914.57
3/28/05	Bank Statement	10,593.23	156,733.53	111,237.98	6,165.35	9,681.81	38,028.89	50.00					\$ 332,490.79

TOWN OF LEEDS

PROPOSED TENTATIVE 2005-2006 BUDGET

FISCL YEAR	BEG FUNDS AVAILABLE	END FUNDS AVAILABLE	INCREASE/DECREASE		Actual REV EARNED	REV'S BUDGETED		INCREASE/DECREASE		EXPENSES BUDGETED	Actual EXPENDED	INCREASE/DECREASE		Increase less Decrease:	CDBG In&Out		
			\$	\$		\$	\$	\$	\$			\$	\$				
2002-2003	216,682.05	\$217,029.61	\$	347.56	\$211,616.12	\$	193,681.00	\$	17,935.12	\$206,718.63	\$227,460.31	\$	(20,741.68)	\$	(2,806.56)	\$11,584.00	
2003-2004	217,029.61	\$259,914.57	\$	42,884.96	\$253,488.09	\$	203,697.00	\$	54,741.09	\$203,697.00	\$237,690.94	\$	(33,993.94)	\$	20,747.15	\$13,101.00	
04/05 a/cMar05	\$259,914.57	\$332,490.79	\$	72,276.22	\$166,480.80	\$	211,137.00	#####	2/11,257	\$211,137.00	\$119,540.83	\$	91,596.08	\$	46,939.88	\$10,315.00	
Prop. 2005/06						\$	235,000.00			\$235,000.00						\$35,000.00	total grant