

**CITY OF COLDSTREAM
CITY COUNCIL MEETING
April 15, 2025**

Present: Glenn Busby, Paul Chapman, Terry Goodloe, Pam Hopkins, and Mayor William Starks
Attorney: Brian Hodge
Trainee: Myra Clayton
Absent: George Stewart

1. The April meeting of the City Council of the City of Coldstream was called to order by Mayor Starks at 7:10pm.
2. Code Enforcement Issues
 - a. 4902 Springlet Court – Abandoned Vehicles
Mayor Starks reported that the Blue Dodge and Red Cadillac have not been towed. B. Hodge sent a letter, today, advising the owner that the vehicles will be towed.
 - b. 5025 Middlesex Drive
There are two unauthorized commercial vehicles still parked at this property. B. Hodge sent a letter with a seven-day notice that the vehicles will be towed. If they are not removed, Mayor Starks will contact the towing company.
 - c. 5009 Winding Spring Place
There is a vehicle at this property that is up on ramps, and the vehicle's hood open. G. Stewart will provide a follow-up report.
 - d. 5005 Winding Spring Place
There is a red truck on the property that is jacked up with a back wheel missing. G. Stewart will be asked to check on this.
3. Review of March Minutes
The minutes of the March meeting were reviewed. A motion was made by P. Chapman and seconded by T. Goodloe to approve the minutes. All approved.
4. Monthly Budget Reports
Monthly budget reports are being reviewed.
5. Legal Business
 - a. 5111 Middlesex Drive
The commercial parked at the above address was granted a 6-month waiver. i.e., ending March 31, 2025, to comply with the stipulations in the ordinance regarding commercial vehicles. As of April 6th, the vehicle was unaltered and still parked at the residence. Mayor Starks asked B. Hodge to send a legal notice to give a 7-day notice of pending towing action. B. Hodge will send a letter giving 7-notice to the homeowner to remove the vehicle. Deadline will be April 22, 2025.
6. Old Business
 - a. Drainage Issue at Ancient Spring and Winding Spring Circle
Discussion: P. Chapman mentioned that he had contacted Twin Mac.
Action: Twin Mac will provide an estimated update on this issue.
PENDING
 - b. SOP Creation
Discussion: Mayor Starks expressed the importance of establishing a Standard Operating Manual for all aspects of the city's procedures.
Action: Mayor Starks will attend the training session between G. Sawyer and M. Clayton this Thursday.
PENDING

c. Pothole on Middlesex Drive

Discussion: P. Chapman mentioned that there has been no change in the pothole.

Action: P. Chapman will monitor the issue.

PENDING

d. Street Signs

Discussion: M. Clayton mentioned that the final stage of the project is pending.

Action: M. Clayton will check on when the project will be completed.

PENDING

e. Cracks in Roadways

Discussion: P. Chapman has done an assessment of the cracks. Streets were seal coated in the 1990's.

Action: P. Chapman will request an estimate from the paving company about sealcoating the streets.

PENDING

f. Reports of Election Financial Reports

Discussion: Reports have been completed.

Action: P. Hopkins mentioned that the Board of Elections representative, Kristy King, will assist in taking care of the fines.

CLOSED

7. New Business

a. Newsletter

Discussion: Newsletter needs to be written advising residents of updated projects that the city has completed the past year.

Action: Newsletter will be prepared and distributed soon.

PENDING

8. Meeting adjourned.

A motion was made by P. Chapman and seconded by P. Hopkins to adjourn the meeting. All approved. The meeting was adjourned at 8:00pm.

William Starks, Mayor

Gail Sawyer, City Clerk