

NOTICE

THIS NOTICE IS POSTED IN COMPLIANCE WITH THE OPEN MEETING ACT
(TEX. GOV'T CODE CHAPTER 551, SEC. 551.041)

AGENDA

REGULAR CITY COUNCIL MEETING
NOVEMBER 10, 2020 AT 5:30 P.M
GATESVILLE COUNCIL CHAMBERS/VIRTUAL
110 NORTH 8TH STREET, GATESVILLE, TEXAS 76528

In accordance with order of the Office of the Governor, the City Council of the City of Gatesville will conduct a hybrid in-person/telephonic/videoconference virtual meeting format in order to advance the public health goal of slowing the spread of the Coronavirus (COVID-19). Members of the public who attend this meeting in person must observe physical distancing and wear a face covering.

If you choose to join the meeting virtually, please join from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/328685261>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 328-685-261

An Open Meeting will be held concerning the following subjects:

1. Call to Order
2. Hear Visitors/Citizens Forum: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council for a maximum of three (3) minutes. No formal action can be taken on these items at this meeting.
3. Discussion and possible action to approve the Minutes from the Regular City Council meeting October 27, 2020
4. Discussion and possible action regarding an Ordinance amending Chapter 21, Waters and Sewers, Article II, Service Rates and Charges, Section 21-26, Code of Ordinance of the City of Gatesville, Texas by changing certain tap or connection charges; and providing an effective date (3rd & final reading of Ord. 2020-17)
5. Discussion and possible action to approve the Amended Budget for Fiscal Year 2020
6. Consider all things necessary in regard to the November 3, 2020 Election:
 - A. Canvass Votes
 - B. Declare Election Results
 - C. Swear in newly elected Council Members
 - D. Issue Certificates of Election
7. Recognize Outgoing Councilmembers
8. Discussion and possible action to appoint a Mayor Pro-Tem
9. City Manager's Report: Capital Projects, Budget Report, Future Agenda Topics, Coronavirus Update
10. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 6th day of November, 2020 by 5:00 p.m. on the official City of Gatesville website, www.ci.gatesville.tx.us and the official bulletin boards at the Gatesville City Hall, 110 N. 8th Street, Gatesville, Texas.

Wendy Cole, City Secretary

The City of Gatesville council chambers are wheelchair accessible and accessible parking spaces are available at the back entrance of City Hall. Requests for accommodations or interpretive services must be made 24 hours prior to this meeting. Please contact the city secretary's office at 254-865-8951 or FAX 254-865-8320, or email wendy.cole@ci.gatesville.tx.us for further information.

REGULAR CITY COUNCIL MEETING
NOVEMBER 10, 2020 AT 5:30 P.M.
COUNCIL CHAMBER, 110 NORTH 8TH STREET
GATESVILLE, TEXAS 76528

In accordance with guidelines of the Office of the Governor, the City Council of the City of Gatesville conducted a hybrid in-person/telephonic/videoconference virtual meeting format to slow the spread of the Coronavirus (COVID-19). In order to provide a safe and healthy environment for the public attending the meeting in-person, social distance regulations and guidelines were followed.

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) CALL TO ORDER REGULAR CITY COUNCIL MEETING AT 5:33 P.M. THIS 10TH DAY OF NOVEMBER, 2020

PRESENT: Mayor Gary Chumley, Councilmembers Meredith Rainer, Greg Casey, Bill Robinette, Randy Hitt, Jack Doyle (by-way-of GoToMeeting), Councilmember Elect Barbara Burrow, Councilmember Elect Claude Williams, and Councilmember Elect Billy Sinyard

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, Rene Ochoa, Jimmy Jones, and Lynn Jones

2) HEAR VISITORS/CITIZENS FORUM: AT THIS TIME, ANY PERSON WITH BUSINESS BEFORE THE COUNCIL NOT SCHEDULED ON THE AGENDA MAY SPEAK TO THE COUNCIL FOR A MAXIMUM OF THREE (3) MINUTES. NO FORMAL ACTION CAN BE TAKEN ON THESE ITEMS AT THIS MEETING.

Visitors present were only concerned with an Agenda item.

3) DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FROM THE REGULAR CITY COUNCIL MEETING OCTOBER 27, 2020

RESOLUTION 2020-88: Motion by Bill Robinette, seconded by Greg Casey, to approve the Minutes from the Regular City Council Meeting October 27, 2020; all five voting "Aye", motion passed.

4) DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING CHAPTER 21, WATERS AND SEWERS, ARTICLE II, SERVICE RATES AND CHARGES, SECTION 21-26, CODE OF ORDINANCE OF THE CITY OF GATESVILLE, TEXAS BY CHANGING CERTAIN TAP OR CONNECTION CHARGES; AND PROVIDING AN EFFECTIVE DATE (3RD & FINAL READING OF ORD. 2020-17)

City Manager Parry said that there had been no changes to the ordinance since it was presented to the Council for approval on the first reading. These changes will bring the City in line with the actual cost of new connection fees for water taps and water meters within the city. Parry recommended that the Council approve the third and final reading of Ordinance 2020-17.

ORDINANCE 2020-17-03: Motion by Meredith Rainer, seconded by Bill Robinette, to approve the third and final reading of Ordinance 2020-17, amending Chapter 21, Waters and Sewers, Article II, Service Rates and Charges, Section 21-26, Code of Ordinance of the City of Gatesville, Texas by changing certain tap or connection charges; and providing an effective date; all five voting "Aye", motion passed.

5) DISCUSSION AND POSSIBLE ACTION TO APPROVE THE AMENDED BUDGET FOR FISCAL YEAR 2020

City Manager Parry reminded the council that after this discussion, the Council would need to take action to amend the 2020 Fiscal Year Budget which was approved by the City Council on September 24, 2019. Texas Local Government Code authorizes a City to make an amendment to an original budget to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. COVID-19 impacted the FY 2020 Budget both positively and negatively.

There is not a requirement for the City Council to amend the annual operating budget but amending the budget simplifies the audit process and provides real data (as opposed to projections) for preparing future budgets.

Mr. Parry presented a Power Point Presentation and highlighted the following points:

- Actual General Fund Revenues that exceeded budget by \$93,338.07: Ad Valorem Taxes, Sales Tax Allocation, Franchise Fees, Licenses & Permits, Sale of City Property, and GISD School Resource Officer (SRO) Reimbursement due to having five SRO's as compared to the original three SROs that were budgeted.
- Actual General Fund Revenue Accounts where revenues did not meet budget: Interest Income (due to dropped interest rates), Library Fines & Copies, Recreation Sponsorships, Outdoor Swimming Pool Receipts, Civic Center Rentals, Transfer from Water & Sewer Fund, and Transfer from Hotel Occupancy Tax Fund. Due to Sales Tax Allocations and Property Taxes faring better than anticipated, the full amount of budgeted funding did not have to be transferred from the Water and Sewer Fund account and also because many activities were cancelled because of COVID-19, there were budgeted expenses that were not accrued.
- General Fund Expenses: Planning and Community Development, Police Department, Municipal Court, and the outdoor pool (Capital Outlay repairs) were over in budgeted expenses but the Library, Administration, Fire Department, Street Department, Utility Building, Building & Grounds, Recreation, and the Convention & Visitors Bureau expenses came in less than anticipated. In the aggregate, actual General Fund expenses were \$15,553.00 less than anticipated.
- Enterprise Fund Revenues: Gatesville & Texas Department of Criminal Justice (TDCJ) water and sewer billing, and Fort Hood sewer revenue/Bonds exceeded budget by \$567,932.12 but that is only because the TDCJ portion of the debt service for the Stillhouse Treatment Plant expansion failed to get included in the budget. Water & Sewer revenues came in about 4% higher than anticipated and is planned to be dedicated to Capital Projects.
- Enterprise Fund Revenues that did not meet budget: Fitness Center (due to COVID-19 restrictions), Wholesale Water Production (off 9%), and Airport (gas).
- TDCJ water sales under-performed the budget projections by 3.4%. After the FY 2020-budget was approved last October TDCJ water usage went down due to conservation measures that TDCJ chose to implement at the units. But then when the Coronavirus hit, consumption went back up to due to sanitation purposes. Also, the billing cycle is an anomaly in that the TDCJ meters - for example- would be read on the first of November which would be for October usage and then wouldn't be billed until the first of December. So, the lagging months affected the new rates that were to go into effect for October usage.
- Wholesale Water sales under-performed the budget projections by 9.3%. Wholesale rates need to be updated and the Rate Study will solve this issue when completed. Another factor is weather and rainfall amounts which impact water usage. A presentation of the history of wholesale water volumes that compared the last three Fiscal Years was presented and Parry noted that the City of Gatesville has been undercharging the water entities and will be rectified when the rate study is completed.

Following the presentation, City Manager Parry, recommended approval of the Amended Budget for FY 2020.

RESOLUTION 2020-89: Motion by Meredith Rainer, seconded by Greg Casey, to approve the Amended Budget for Fiscal Year 2020; all five voting "Aye", motion passed.

Councilmember Jack Doyle departed the meeting at 6:13 p.m. and quorum was maintained.

6) CONSIDER ALL THINGS NECESSARY IN REGARD TO THE NOVEMBER 3, 2020 ELECTION

As the presiding officer of the canvassing authority for the City of Gatesville November 3, 2020 election, Mayor Gary Chumley certified the following vote totals and certified that the figures on the tally sheets corresponded with the figures on the official returns:

		<u>Votes Received</u>
Mayor (unopposed):	Gary Chumley	2715
Councilmember, Ward 1, Place 1:	Claude Williams	1816
	Dennis Fueston	598
Councilmember, Ward 1, Place 2:	Barbara Burrow	1387
	Kent Ford	1175
Councilmember, Ward 2, Place 4:	Niki Foster	777
	William (Bill) Robinette	689
	Billy Sinyard	1095
Councilmember, Ward 2, Place 6:	Jack Doyle	1831
	Willie Joe Taylor	601

Mayor Chumley declared: Gary Chumley as Mayor
Claude Williams Councilmember for Ward 1, Place 1
Barbara Burrow Councilmember for Ward 1, Place 2
Billy Sinyard Councilmember for Ward 2, Place 4
Jack Doyle Councilmember for Ward 2, Place 6

City Secretary, Wendy Cole, administered the Oath of Office to the Mayor and new Councilmembers and issued the Certificates of Election.

7) RECOGNIZE OUTGOING COUNCILMEMBERS

Mayor Gary Chumley recognized outgoing Councilmembers Randy Hitt and Bill Robinette and thanked them for their service to the Council and to the residents of the City of Gatesville.

8) DISCUSSION AND POSSIBLE ACTION TO APPOINT A MAYOR PRO-TEM

Mayor Chumley stated that once a year after the city council election a new Mayor Pro-Tem is appointed by the council and the newly appointed Mayor Pro-Tems term will last until the next election the following November. The Mayor Pro-Tem shall perform all the duties of the Mayor in the absence or disability of the Mayor. In the event that the Mayor Pro-Tem is leading the Council meeting in the Mayor’s absence, he or she will be able to vote on agenda items as they are only the presiding officer of the meeting.

Mayor Chumley asked for a motion to approve the appointment of a Mayor Pro- Tem.

RESOLUTION 2020-90: Motion by Greg Casey, seconded by Barbara Burrow, to approve the appointment of Councilmember Meredith Rainer as Mayor Pro-Tem; all five voting “Aye”, motion passed.

9) CITY MANAGER'S REPORT:

1. INITIATIVES-

- Capital Projects:

STILLHOUSE WASTEWATER TREATMENT PLANT EXPANSION: The project is in the final steps of the Planning Phase (as designated by the Texas Water Development Board). The Planning Phase will end when the Environmental Information Document is approved by the Texas Water Development Board and will then move into Design Phase.

WATER METER REPLACEMENT (UPDATE): Ameresco began replacing water meters on October 20th and to date have installed 191 meters. They have been working on Main Street with those mostly being commercial meters.

Other activities/dates of note:

- November 11, 2020: Veterans Day federal holiday – City Hall closed.
- November 24, 2020: NO City Council meeting due to Thanksgiving

2. BUDGET/FINANCIAL REPORT: The City's cash balance is in strong financial condition.

3. FAUNT LEROY PARK DAMAGES: No change. An update will be provided to the Council as soon as status of the project is received.

4. WHOLESALE WATER RATE STUDY (Update): Work continues on the study and the Council should receive a briefing within the next six weeks. The objective of the rate study is to determine an equitable wholesale water rate and new contracts with the five Water Supply Corporations that the City serves. Certified letters were mailed out September 23rd to the five Water Supply Corporations requesting response in writing with the quantity of water they wish to contract for. As of this date, city staff has not heard back from anyone.

5. TEXAS WATER DEVELOPMENT FUND GRANT REQUEST REGARDING THE DRAINAGE STUDY: Continuing to work with the TWDB to comply with all their requests for the approved grant application and should be completed by December 17th.

6. FUTURE COUNCIL MEETING AGENDA TOPICS: Next meeting on December 8th will include a briefing from Keep Gatesville Beautiful. In the near future, results of the Wholesale Water Study will be brought to the Council for action as well as the adoption of the Recodified Code of Ordinances.

7. NEW COUNCILMEMBER ORIENTATION: Newly-elected officials are required to complete two mandatory trainings – one on the Public Information Act/Open Records training, and the other on the Texas Open Meetings Act. There is no charge; you will need to turn in your certificate of completion to Wendy when you have finished them. Largely, anything that you do in councilmember capacity is subject to an open records request.

The City Manager and City Secretary will conduct a new Councilmember Orientation for the newly-elected members (incumbents are welcome to attend). Topics include:

- How a City runs – differences between home rule and general law cities; municipal budgeting "101"
- Council Meeting Procedures Policy
- FY 2021 Budget (and Tax Rate) briefing; includes the 5-year Capital Improvement Plan.
- Water and Sewer Rate setting methodology
- City of Gatesville Comprehensive Plan

Staff will accommodate your schedule/calendar, but ideally we can do this as a group, and before January 2021.

City Manager Parry discussed the Fort Hood Fact Sheet and Fort Hood Population reports that were included in the read ahead books. Highlighted was the fact that there are five military construction projects going on at Fort Hood that should last into February 2022. These five construction projects will be an approximate \$30.2 million investment.

9. COVID-19 UPDATE: Statewide confirmed cases: 963,019
Daily new cases as of 11-9-2020: 3816
Estimated active cases: 126,412
Fatalities: 18,769 (none in Gatesville that staff is aware of)

Coryell County and Gatesville cases are growing with 39 new cases confirmed in Gatesville yesterday. Discussed school shutdowns, Mayor approved upcoming events, Mayor unapproved upcoming events that are being scheduled by the community, and cancelled city and school sporting activities.

Parry discussed CARES: Coronavirus Aid, Relief (CRF), and Economic Security (CESF) Act Funding: This funding which was passed by Congress provides extra funding to aid municipalities during the Coronavirus pandemic. This emergency management relief fund is available to cities based on population so Gatesville is allowed \$884,000 in relief funds. Discussed were the different categories and how funds must be allocated, which included public health related reimbursements and city employees working from home. Texas Department of Emergency Management administers and approves the City’s spending plan which must be submitted by November 14, 2020. The Council agreed with City Manager Parry’s proposal and had no objections on the City’s CARES Act Funding Plan.

Mayor Chumley welcomed the new Councilmembers and stated that he knew that all of this information is a lot to absorb but that it is definitely an exciting time to be involved in the City of Gatesville with the many upcoming projects that will improve and enhance residents overall quality of life.

- 10) ADJOURN MEETING AT 7:00 P.M., THIS 10TH DAY OF NOVEMBER, 2020

ATTEST:

Wendy Cole
City Secretary

APPROVED:

Gary M. Chumley
Mayor