

REGULAR CITY COUNCIL MEETING AND CITY COUNCIL WORKSHOP

OCTOBER 24, 2017

5:30 P.M.

COUNCIL CHAMBER, 110 NORTH 8TH STREET

GATESVILLE, TEXAS 76528

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) CALL TO ORDER REGULAR CITY COUNCIL MEETING AT 5:32 P.M., THIS 24th DAY OF OCTOBER, 2017

PRESENT: Mayor Chumley, Council Members, Mitchell, Suson, Hitt, Rainer, Viss and Doyle

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, City Attorney Sandy Gately, Brenda Kipphen, Bill Barton, Frank Williams, Michael Skeen, Renee Kettler, Stefani Case, Nathan Gohlke, Roger Miller, Wade Wilson, Ken Kelsey, Liz Reinhardt, and Keith Sledd

Mayor Gary Chumley welcomed Wade Wilson of the Gatesville Messenger and announced that Mr. Wilson is taking Larry Kennedy's place who is retiring.

Mayor Chumley also welcomed Keith Sledd from the Heart of Texas Defense Alliance who is the liaison between the military and cities in the surrounding area.

PRESENTATION OF ENERGY SAVINGS INCENTIVE CHECK FROM TEXAS NEW-MEXICO POWER COMPANY

City Manager William H. Parry III invited Texas New-Mexico Power Company (TNMP) representatives Renee Kettler, Michael Skeen and Stefani Case to come before the Council where they presented an incentive rebate check to the City of Gatesville in the amount of \$8,936.38 for installing energy-efficient lighting which was part of the City's energy savings contract. Michael Skeen congratulated the Council on this energy saving accomplishment.

RECESS THE REGULAR MEETING AND CALL THE WORKSHOP TO ORDER-----

2) BRIEFING/DISCUSSION OF POSSIBLE REVISION TO CITY OF GATESVILLE CODE OF ORDINANCES, CHAPTER 16, PLANNING AND THE 1995 ZONING ORDINANCE, SECTION 4, PLANNING & ZONING COMMISSION

City Manager Parry reminded the Council that as previously discussed, the City has challenges with several ordinances being inconsistent. The 1970 ordinance referred to in Chapter 16, Planning, of the Code of Ordinances is contradictory in several places with the Zoning Ordinance that was approved in 1995. Certain information should have been abolished during the past 44 years as ordinances were updated. As part of the zoning ordinance revision process, part of this is to fix these errors. The Planning and Zoning Commission (P & Z) have been working the last several months to reconcile these two documents which will ultimately constitute a change to Chapter 16 of the Code of Ordinances and the 1995 Zoning Ordinance and which will require a new ordinance to be approved by the Council.

City Manager Parry introduced P&Z Chairman Roger Miller who discussed the proposed priorities:  
ÿ Incorporate the 1995 stand- alone zoning ordinance document (with changes) into the Code of Ordinances.

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ÿ Move Sign Regulations out of Section 12 of the Zoning Ordinance and propose that it be a stand-alone Ordinance.

ÿ Review and redefine zones to work in conjunction with the new comprehensive plan.

ÿ Zoning map review

ÿ Subdivision review and update- Chapter 22 of the Code of Ordinances

Mr. Miller then discussed current proposed changes to Chapter 16 of the Code of Ordinances which defines the administrative side of the P&Z:

ÿ Part of Section 4 of the 1995 ordinance would be deleted since it contradicts Chapter 16.

ÿ Clarified criteria of membership, term limits, organization of meetings, duties and authority, meetings & hearings, and quorum.

City Manager Parry said these changes will take out all consistencies and make the zoning ordinance easier to review and update and that the next step will be to bring an amended Chapter 16 Ordinance to the Council for approval.

3) ADJOURN WORKSHOP AT 5:56 P.M.-----

1) RECONVENE REGULAR MEETING:

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.

Bill Barton stated that he lives on State School Road and has been a resident of Gatesville for 36 years. Mr. Barton said he has come before the Council before complaining about City departments and that nothing was done and no one seems to care about money being wasted. He wanted to know why city employees are seen eating breakfast at local restaurants right after they pick up their City trucks in the morning. Wanted to know why employees take City trucks home. Thinks this a waste of tax payer money. Following Mr. Barton's allotted time period, he left the building.

City Manager Parry told the Council that the last time Mr. Barton complained he suggested to him to file a formal complaint against the City which he did. Gatesville Chief of Police Gohlke conducted an investigation based on Mr. Barton's allegations finding out that several of these claims happened 5-7 years ago. After a result of a fairly extensive and lengthy police investigation there were no grounds for any official charges against city employees. City Department Heads have been told that all city employees will comply with City Policy. Department Heads- by City Policy- have City vehicles because City administration expects them to be able to respond to situations in a City vehicle 7 days a week and 24 hours a day. City Manager Parry said if employees were out working hours before 8:00 a.m. fixing a leak he does not have a problem with them stopping to get something to eat afterwards. Department Heads know what the standard is and if employees are caught doing something against City Policy that is a non-negotiable- they will be fired.

3) CONSENT AGENDA (ALL CONSENT AGENDA ITEMS ARE CONSIDERED ROUTINE BY CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS COUNCILMEMBER REQUESTS AN ITEM BE REMOVED AND CONSIDERED SEPARATELY.)

RESOLUTION 2017-81:

Consider Approval of Minutes from Regular Council Meeting, September 26, 2017

RESOLUTION 2017-82 Consider holding only one City Council Meeting in November & December- November 14, 2017 & December 12, 2017

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Motion by Viss, seconded by Suson, all voting "Aye" to approve:

Resolution Number 2017-81: Approve Minutes from the September 26, 2017 Regular City Council Meeting

Resolution 2017-82: Approve holding only one Council meeting in November and December- November 14, 2017 and December 12, 2017

4) CONSIDER APPROVAL OF A WATER CONSERVATION PLAN FOR THE CITY OF GATESVILLE

City Manager William H. Parry III told the council that as part of the upgrade to the Stillhouse Wastewater Treatment Plant with the Texas Water Development Board (TWDB), the application requires that a city must adopt a formal water conservation plan which the City of Gatesville does not have. This plan, which was included in the council read ahead book, was submitted to the TWDB and they made a few recommendations on some changes. A Water Conservation Plan must be approved by the council prior to any funding so it is recommended that the Council approve this plan and when finalized will be placed in Chapter 21 of the Code of Ordinances.

Motion by Rainer, seconded by Viss, all voting "Aye" to approve Resolution Number 2017-83

RESOLUTION 2017-83 – Approve the Water Conservation Plan for the City of Gatesville

5) CONSIDER APPROVAL OF FUNDING FOR THE DEFENSE ECONOMIC ADJUSTMENT ASSISTANCE GRANT APPLICATION FOR FISCAL YEAR 2018 TO SUPPORT FORT HOOD

City Manager Parry explained that Keith Sledd was present at this meeting if there were any questions. Parry said that the Defense Economic Adjustment Assistance Grant (DEAAG) program is a state program that is codified in Chapter 436 of the Local Government Code. Based upon previous Base Realignment and Closure (BRAC) considerations the Texas legislature in some years have appropriated funding for this grant program and other years have not. Because another BRAC round is looming, the legislature has appropriated grant funds that can range from \$50,000 to \$5 million. The goal is to cost share as much as possible which makes a higher score on the application.

Fort Hood is planning to submit an application to upgrade/replace the closed circuit television (CCTV) system at Robert Gray Army Air Field. This project is not really about the Air Field but taking soldiers off

of duties that don't enhance their war fighting ability and get them back in their units so they can train. The Bell County Commissioner's Court has agreed to serve as the sponsor and fund 25% of the match. Grants with local matches and those that increase military value receive a higher score. Parry discussed the other cities proposed matches and how he calculated the proposed City of Gatesville match of \$3500 which is based on Gatesville's population minus the Texas Department of Criminal Justice population. The funds are available in the Fiscal Year 2017 fund balance. The City will contribute only if the grant is approved by the Texas Military Preparedness Commission with any contributed amount above the estimated cost of the project to be returned to the contribution cities. The seven communities surrounding Fort Hood are positively impacted economically by Fort Hood with Gatesville additionally being recognized as a Greater American Defense Community because of its support to Fort Hood.

City Manager Parry recommended the Council approve this funding request as it is appropriate and important to show Fort Hood that Gatesville is committed to the support of Fort Hood.

Following a brief discussion regarding City participation in DEAAG programs in the past, Mayor Chumley asked for a motion.

Motion by Suson, seconded by Doyle, all voting "Aye" to approve Resolution Number 2017-84

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RESOLUTION 2017-84 – Approve City of Gatesville commitment to a Defense Economic Adjustment Assistance Grant application for a future contribution (if the grant is approved) in the amount of \$3500 with funds available from the Fiscal Year 2017 fund balance.

#### 6) CONSIDER APPROVAL OF AMENDED BUDGET FOR 2016-2017 (FISCAL YEAR 2017)

City Manager Parry stated that there is not a statutory requirement to approve an amended budget but what this does is facilitate the audit process when the auditors render their opinion on how the City reconciled budget differences that occurred during the year. An amended budget also helps City Staff establish historical and real data for the next budget process. Parry stated that the Financial Reports that are included in the Council read ahead books will summarize by departments what the amended budget looks like.

City Manager Parry presented a power point program and discussed the following:

• Differences in the budget and the actual revenue and expenses with revenues exceeding the budgeted amount by \$706,265 and expenses coming in slightly higher than the budgeted amount by \$57,718. The excess revenue zeroed out the over budgeted expenses to bring the difference to zero which brings the difference in revenue to \$648,547.

• Paid off the 2015 operating loan.

• Charter- mandated 3% Reserve is now fully funded due to increased revenues.

• The Live Oak Street infrastructure project will carryover. Reviewed modifications to the project.

• The Runway Rehabilitation Project will carryover, and the cost will be less than the \$65,200 budgeted.

• Budget Amendment Revenues and Budget Amendment Expenses reviewed in detail.

• Areas that missed Revenue targets: Franchise Taxes/fees, Outdoor swimming pool, Civic Center rentals, Airport L3 lease not renewed, Fitness Center, and Wholesale Water sales

• Unbudgeted Expenses: Comprehensive Plan and Substandard Structures abatement

Following the Power Point Presentation and brief discussion and questions, City Manager Parry recommended that the City Council adopt the Fiscal Year 2017 amended budget.

Motion by Mitchell, seconded by Suson, all voting "Aye" to approve Resolution Number 2017-85  
RESOLUTION 2017-85 – Approve the Amended Budget for 2016-2017 (Fiscal Year 2017)

City Attorney, Sandy Gately, left the meeting at 6:40 P.M. after the approval of the amended budget.

## 7) CITY MANAGER'S REPORT

### 1. INITIATIVES:

City of Gatesville Comprehensive Plan/Ft Hood Joint Land Use Study Implementation (JLUS-I):  
Parry will meet with the Benchmark Planning Group on November 7th. The group is in the process of putting together department level assessments. There have been 111 responses to the City's Comprehensive Plan survey so far. Trying to get the survey to GISD and TDCJ. Good article regarding the survey in the Gatesville Messenger this week.

WaterCARE Communities Program:

Completion of the 2017 budget amendment will allow city staff to get more involved with the Water and Wastewater rate analysis.

### --- CAPITAL PROJECTS:

Live Oak/Park Street Infrastructure Replacement: Street paving is all that is left in this project. The Street Department is standing by, ready to go pending the temperatures to become ideal. Parry encouraged the Council to go and view the results of this project.

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s Energy Savings Performance Contract: Fitness Center Heating, Ventilation, & Air Conditioning (HVAC) installation has begun and should be completed next week. Still working on the water pump change-outs at the Water Plant.

### --- Dates of Note:

sEncouraged everyone to support the Boozaar this Saturday from 6-8 P.M.

s P&Z Chairman Roger Miller and Code Enforcement Officer Liz Reinhardt will be attending a Central Texas Council of Governments (CTCOG) sponsored municipal training class in Belton on November 3rd.

sNovember 7th is election for School Board and Constitutional Amendments

sNovember 14th is the next City Council meeting

sNovember 17th is the City employee Thanksgiving lunch at noon in the Council Chambers at City Hall- City Council is invited to attend.

----Budget/Financial Report: Financials and Budget are in good shape.

Department Head Reports were included behind the City Manager Report for review if there were any questions. There was a brief discussion on Christmas decorations.

## 8) RECESS REGULAR MEETING AND CALL AN EXECUTIVE SESSION AT 6:49 P.M.

CLOSED MEETING:

Section 551.074- Personnel Matters- City Manager's Annual Performance Evaluation

9) END CLOSED MEETING AND RECONVENE REGULAR MEETING AT 7:25 P.M.

10) CONSIDER ANY ACTION REQUIRED FROM THE EXECUTIVE SESSION CONCERNING PERSONNEL MATTERS-CITY MANAGER'S ANNUAL PERFORMANCE EVALUATION

Councilmember Randy Hitt made the motion to recommend a 2% raise for City Manager, William H. Parry III based upon his annual performance evaluation.

Motion by Hitt, seconded by Doyle, all voting "Aye" to approve Resolution Number 2017-86

RESOLUTION 2017-86- Approve a 2% raise for City Manager, William H. Parry III based upon his annual performance evaluation.

Councilmember Rainer requested an update on the status of the 1904 Leon River Bridge. Mr. Parry said that the Request for Proposals had gone out and that he would provide details at a future Council meeting.

ADJOURN REGULAR CITY COUNCIL MEETING AT 7:28 P.M. this 24th day of October, 2017.

ATTEST:

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Wendy Cole  
City Secretary

APPROVED:

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Gary M. Chumley  
Mayor