

REGULAR CITY COUNCIL MEETING AND WORKSHOP

OCTOBER 11, 2016

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 AT 5:31 P.M. THIS 11<sup>th</sup> DAY OF OCTOBER, 2016

REGRETS: Councilmember Sandra Shepherd-Cain

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

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, City Attorney Sandy Gately, Randy Hitt, Dwight Suson, Kaleb Hitt, Tom Creek, Roger Miller, Bob Brown, Michael Street, and Kathy Harte

2) APPROVAL OF MINUTES FROM PREVIOUS MEETING

Motion by Viss, seconded by Doyle, all voting "Aye" to approve Resolution Number 2016-77

RESOLUTION NUMBER 2016-77 - approve Minutes of September 27, 2016 Regular City Council Meeting.

3) 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.

4) CONSIDER SECOND READING OF ORDINANCE NUMBER 2016-05 GRANTING TO ATMOS ENERGY CORPORATION, A TEXAS AND VIRGINIA CORPORATION, ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT, MAINTAIN, AND OPERATE PIPELINES AND EQUIPMENT IN THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS, FOR THE TRANSPORTATION, DELIVERY, SALE, AND DISTRIBUTION OF GAS IN, OUT OF, AND THROUGH SAID CITY FOR ALL PURPOSES; PROVIDING FOR THE PAYMENT OF A FEE OR CHARGE FOR THE USE OF THE PUBLIC RIGHTS-OF-WAYS; AND PROVIDING THAT SUCH FEE SHALL BE IN LIEU OF OTHER FEES AND CHARGES, EXCEPTING AD VALOREM TAXES; AND REPEALING ALL PREVIOUS GAS FRANCHISE ORDINANCES.

City Manager William H. Parry III said that this Ordinance solidifies the franchise agreement between City of Gatesville and Atmos Energy Corporation and there have been no changes to the ordinance since the first reading. Atmos Energy representative Michael Street was present at the meeting if anyone had any questions or concerns. There were no questions and Mr. Parry recommended that the Council approve the second reading of Ordinance Number 2016-05 granting Atmos Energy a franchise agreement.

Motion by Inmon, seconded by Mitchell, all voting "Aye" to approve Resolution Number 2016-78

RESOLUTION NUMBER 2016-78 - approve the second reading of Ordinance Number 2016-05 granting to Atmos Energy Corporation, a Texas and Virginia Corporation, Its Successors and assigns, a franchise to construct, maintain, and operate pipelines and equipment in the City of Gatesville, Coryell County, Texas, for the transportation, delivery, sale, and distribution of gas in, out of, and through said city for all purposes; providing for the payment of a fee or charge for the use of the public rights-of-ways; and providing that such fee shall be in lieu of other fees and charges, excepting ad valorem taxes; and repealing all previous gas franchise ordinances.

5) CONSIDER FIRST READING OF ORDINANCE NUMBER 2016-06 AMENDING CHAPTER 10, GARBAGE AND TRASH COLLECTION CHARGES SECTION 10-1 CODE OF ORDINANCE OF THE CITY OF GATESVILLE, TEXAS BY CHANGING THE GARBAGE RATES

City Manager Parry stated that Waste Management approached City staff and requested a fee increase for solid waste collection which is in accordance with the City’s contract. Waste Management is authorized by the City’s agreement to request a fee increase based upon the urban Consumer Price Index of United States Cities Average. There has not been an increase in trash rates in five years and Waste Management is requesting a \$0.36 (three percent) increase which will result in a fee of \$11.89. Mr. Parry said there was a request to increase the fee in 2014 but it never made it to the Council for consideration. There was a brief discussion regarding the current contract and what it allows for pickup service and how Gatesville’s contract still allows additional bulk item collection that many other cities don’t have in their contracts. Mr. Parry said that the contract never expires unless both parties agree to any requested changes. Mr. Parry said that this rate increase of thirty-six cents is still a very affordable rate for twice a week pick-up and recommends that the Council approve the first reading of Ordinance Number 2016-06 which will increase the garbage rates by thirty-six cents.

Motion by Viss, seconded by Doyle, all voting "Aye" to approve Resolution Number 2016-79

RESOLUTION NUMBER 2016-79 – approve first reading of Ordinance Number 2016-06 amending Chapter 10, garbage and trash collection charges, Section 10-1 Code of Ordinance of the City of Gatesville, Texas by changing the garbage rates.

6) CONSIDER APPROVAL OF ADMINISTRATIVE/MANAGEMENT SERVICES FIRM FOR THE 2016 COMMUNITY DEVELOPMENT BLOCK GRANT – COMMUNITY ENHANCEMENT FUND, AND THE 2017-2018 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION AND PROJECT FOR FUNDING

City Manager Parry stated that this Council action is a requirement of Housing and Urban Development (HUD) regarding Community Development Block Grants (CDBG). HUD now requires that before a city enters into a CDBG project it must procure the grant administrative services firm and engineer services firm.

Mr. Parry said that the City applied for two CDBG projects this year:

- 1. The 2016 Community Enhancement Fund (CEF) for the solar project at the Leon Wastewater Treatment Plant. City staff was just notified that Gatesville will be funded at the \$500,000 level.
- 2. The 2017-2018 CDBG project to replace/install new water and sewer lines on Park Street.

Requests for Proposals were e-mailed to eleven Administrative Agent Firms and advertised in the newspaper. Two proposals were received:

Traylor Associates, Inc  
Langford Community Management Services

The firms were independently evaluated by the City Manager, City Secretary, and Library Director using CDBG criteria and evaluation form with the evaluation results shown in the matrix below:

ADMINISTRATIVE:	Wendy	Faye	Bill	Average
Traylor Associates Inc	67	68	65	66.7
Langford Management	99	98	93	96.7

The high score was awarded to Langford Community Management Services and was recommended for approval as the firm for the CEF solar array project and the 2017-2018 CDBG project if funded.

Motion by Rainer, seconded by Inmon, all voting "Aye" to approve Resolution Number 2016-80

RESOLUTION NUMBER 2016-80 - approve awarding the Administrative/Management Services mission for the 2016 Community Enhancement Fund solar project to Langford Community Management Services and also for the 2017-2018 Community Development Block Grant project if funded. (Application for the 2017-2018 grant will be submitted in February 2017).

7) CONSIDER APPROVAL OF AN ENGINEERING SERVICES FIRM FOR THE 2017-2018 COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT, AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT IF THE CDBG GRANT IS FUNDED

Mr. Parry said that this action is the selection of the Engineering Services firm for the 2017-2018 CDBG project (if funded) that was just discussed in the previous agenda item and must be approved separately from the Administrative firm. The City’s application for this grant will be submitted in February but the Engineering firm must be approved before the CDBG application is submitted. Requests for Proposals were e-mailed to ten Engineering firms and advertised in the newspaper.

Three proposals were received:

- 1. KSA Engineers
- 2. TRC Engineers
- 3. Walker Partners

The firms were independently evaluated by the City Manager, the City Secretary and the Finance Director. The evaluation results are shown in the matrix below:

ENGINEERS:	Wendy	Brenda	Bill	Average
KSA Engineers	83	88	82	84.3
TRC Engineers	78	77	78	77.7
Walker Partners	95	93	95	94.3

The high score was awarded to Walker Partners Engineers and was recommended to be approved as the firm for the 2017-2018 CDBG project.

An engineer is not required for the solar project so the approved Engineer will be only used on the 2017-2018 CDBG project. The intent of this project is to replace water and sewer lines on Park Street which continues the Live Oak project.

Motion by Mitchell, seconded by Doyle, all voting "Aye" to approve Resolution Number 2016-81

RESOLUTION NUMBER 2016-81 - approve awarding the Engineering Services firm to Walker Partners Engineers for 2017-2018 Community Development Block Grant (if funded) and authorize the City Manager to negotiate a Professional Services Agreement with Walker Partners for the 2017-2018 CDBG grant if approved.

8) CITY MANAGERS REPORT

- WaterCARE Communities Program. Talked to the Engineering and Finance Center at the University in North Carolina, and they sent an analysis of the City’s water and sewer rates to determine if the City is implementing the correct cost of service. City staff is still reviewing the information and will bring results to the Council at a future meeting.
- Chamber of Commerce Christmas Parade will be the 10<sup>th</sup> of December.
- The City was notified by the Office of Rural Affairs/Texas Department of Agriculture that Gatesville’s Community Enhancement Fund Application scored third overall and will be funded.
- Budget/Financial Report. Fully reconciled financial statements for Fiscal Year 2016 will be provided to the Council at the next Council Meeting on October 25<sup>th</sup>. \$75,000 is anticipated to be left in the fund balance and City staff will recommend several options for Council consideration on where to apply that balance at the next meeting.

- Live Oak Infrastructure Rehabilitation. Spoke to Otto Wiederhold of Walker Partners today and they are in the final stages of the plan review of this project:
  - design
  - bidding/negotiation
  - construction administration
  - inspection

There will be a meeting on October 24<sup>th</sup> for Walker Partners, City Manager, Street Superintendent and Water Distribution to review the final plans.

- TxDOT is starting to work on traffic signals at South Highway 36 and Old Osage Road. Currently they will install a flashing beacon with plans to eventually turn this into a full traffic light.
- The Gatesville Public Library received a grant in the amount of \$15,600 from the Ladd and Katherine Hancher Library Foundation that will be used to replace computers in the youth reading room.
- The Gatesville Volunteer Fire Department received a Texas Forest Grant in the amount of \$14,700 (10% match requirement) to replace approximately one quarter of the sets of bunker gear.
- Update on the City Manager/Mayor's trip to the Association of the United States Army annual meeting in Washington D.C.: attended several receptions, talked to the Chief Staff of the Army about the future of Fort Hood, met with Senator Cornyn's staff and made a few important contacts to help the City with it's internet issues and what need to be done concerning high speed internet. Received insights on several topics concerning military installations and what assistance is needed from cities.
- Mayor Chumley said it was a very useful trip – Gathered very important information and made some good contacts.

9) ADJOURN CITY COUNCIL MEETING AT 5:55 P.M. THIS 11<sup>th</sup> DAY OF OCTOBER, 2016 AND CALL THE WORKSHOP TO ORDER

Workshop:

**DISCUSS "IN PROGRESS" INFORMATION BRIEFING ON REVISIONS TO THE 1995 ZONING ORDINANCE.**

City Manager Parry reminded the Council that this is just a workshop with no action required at this time. The Planning and Zoning Committee has been working with City staff on revisions to the 1995 zoning ordinance for the last ten months and would now like to brief the Council and discuss proposed changes to the ordinance. Mr. Parry said that a lot of rural communities have adopted cumulative zoning which allows a City to place zoning wherever desired, which has challenged the City in many areas of town; like Surrey Lane, which has become congested with problematic roads and parking, but all falls legally within our current zoning ordinance.

Other zoning types used are Euclidean and Modified. Euclidean is the most restrictive zoning and Modified has more flexibility.

Mr. Parry provided the Council with a handout which showed the review of the zoning districts. Mr. Parry discussed the current zoning districts, the proposal of changing square feet of lot sizes and setback lines and current challenges the City faces with the older zoning ordinance.

Mr. Parry introduced Planning and Zoning Chairman, Tom Creek who in turn introduced other Planning and Zoning members present: Kaleb Hitt, Kathy Harte, Dwight Suson, and former member, Randy Hitt. Those not present at this meeting but have worked equally hard were Kim Gore, Angie Martin and Dickie Brown. Mr. Creek said that there is still a lot of work to do but most importantly the Planning and Zoning must think long term, think about the future of Gatesville and what is best for the community as this ordinance revision is modified. Future land use regarding possible annexation must also be considered.

There was a lengthy discussion on the following:

- Current zoning districts which are nine and are proposed to increase to fourteen:
  - R – CE Residential Country Estates (NTE 12 acres)
  - R – 1 Single Family > 8,000 square feet
  - R – 2 Single Family > 5,000 square feet
  - R – 3 2 – 4 Family Residential
  - R – 4 Multi-Family Residential (5+)
  - R – 5 Manufactured Homes/Mfg. Home Parks
  - R – RVP Recreational Vehicle Parks
  - B -1 Professional Business
  - B – 2 Local Retail
  - B – 3 Local Business
  - B – 4 Commercial Services
  - B – OT Business Old Town
  - I – 1 Industrial Services
  - PD Planned Development

There was a meeting last week with builders and developers regarding these proposed zoning districts and their input was considered positive and valuable. Their comments are documented on the handout that was provided to the Council. Planning and Zoning are considering their proposed changes.

There was a discussion regarding smaller lots and zero lot lines.

Mr. Creek said the Planning and Zoning Commission welcomes the Council’s comments and input and hoped this workshop had been informative. Mr. Creek reminded the Council that these proposed zoning districts tie directly to the City’s strategic plan and need to make sure this fits into the plan with roads, infrastructure and drainage. Mr. Creek said Gatesville’s Planning and Zoning Commission is also looking at what other cities are doing and comparing, with the goal of modifying, updating and leaving in Gatesville’s ordinance what makes sense for this community.

Mayor Chumley thanked Mr. Creek and the rest of the Planning and Zoning Commission for their hard work on this huge project.

10) ADJOURN WORKSHOP AT 6:30 P.M. THIS 11<sup>TH</sup> DAY OF OCTOBER, 2016

ATTEST:

APPROVED:

\_\_\_\_\_  
Wendy Cole  
City Secretary

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Gary M. Chumley  
Mayor









