

REGULAR CITY COUNCIL MEETING  
MAY 25, 2021 AT 5:30 P.M.  
COUNCIL CHAMBER, 110 NORTH 8TH STREET  
GATESVILLE, TEXAS 76528

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) MAYOR CHUMLEY CALLED THE REGULAR CITY COUNCIL MEETING TO ORDER AT 5:34 P.M. THIS 25TH DAY OF MAY, 2021

PRESENT: Mayor Gary Chumley, Councilmembers Greg Casey, Barbara Burrow, Jack Doyle, Claude Williams, and Billy Sinyard

REGRETS: Councilmember Meredith Rainer

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, Rene Ochoa, Mike Halsema, Lauren Morrell, and Sabrina Anderson

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) 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 A COUNCILMEMBER REQUESTS AN ITEM BE REMOVED AND CONSIDERED SEPARATELY.)

Resolution 2021-32 Discussion and possible action to approve Minutes from Regular City Council Meeting May 11, 2021

Resolution 2021-33 Discussion and possible action regarding appointment of Board Member to the Keep Gatesville Beautiful Committee

Motion by Jack Doyle, seconded by Claude Williams, all five voting "Aye", motion passed to approve:

RESOLUTION 2021-32: Minutes from the Regular City Council Meeting May 11, 2021;

RESOLUTION 2021-33: Appointment of Kandi Luensmann to Keep Gatesville Beautiful Board of Directors

4) DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSALS FOR PROFESSIONAL AUDIT SERVICES FOR CITY OF GATESVILLE FISCAL YEARS 2021-2023

City Manager Parry said that Lott Vernon & Company Audit Firm who has conducted the audits for the City the last ten (10) years did not submit a proposal as the auditor that was assigned to the City of Gatesville has retired. Five (5) proposals were submitted to provide audit services. There was another proposal submitted but it arrived a day late so it was not considered. Parry said that the Financial Director reviewed each company's audit procedures as well as the cost per hour to perform any additional services requested by the City. Parry said that staff was directed to look for "Best Value" of overall services that the City was seeking.

generally accepted accounting principles to achieve the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association in the second year of the engagement (FY22). Preparing this document for review by the Government Finance Officers Association will require additional staff and auditor's time. Halsema discussed the five proposals and recommended La Follet & Company PLLC to be approved as the audit firm for the City of Gatesville. Halsema stated that he has worked with LaFollet previously and said that that are very responsive and easy to work with during the year with the audit process. LaFollet also best met the requirement to provide three (3) municipal government references. Attaining the Certificate of Achievement for Excellence in Financial Reporting recognizes individual governments that show evidence of transparency and determines that the government has gone beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports. This award will recognize individual governments that succeed in achieving that goal.

There was a lengthy discussion regarding:

Best Value: Defined as the ability to submit a good product for specific services that the City is requesting and requiring with the best price.

Additional Services: Includes consultation with auditors of how financials are being reported or the need to confirm any other financial procedures. These consultations would be more extensive than the normal discussions that are included in the annual price. The upcoming American Rescue Plan Act grant will require a single audit which will require an audit firm that can perform this efficiently and would be considered an additional service. LaFollet is experienced in performing single audits.

Following further discussion of the other audit firms proposals Mayor Chumley asked for a motion.

RESOLUTION 2021-34: Motion by Barbara Burrow, seconded by Billy Sinyard, to approve LaFollett & Company PLLC for audit services for the City of Gatesville for the next three (3) Fiscal Years 2021-2023 with options on additional two (2) years for the annual fee of \$39,500.00 with any additional services at \$50.00 to \$165.00 per hour; all five voting "Aye", motion passed.

##### 5) CITY MANAGER'S REPORT:

Parry highlighted a handout provided to the councilmembers regarding Annual Cybersecurity Training. State law requires that City employees who use the computer more than 25% of the time and all elected officials are required to take this training. It does not matter if the elected official has a city email account or uses a city computer or not – it is a requirement to take this training.

The Texas Municipal League has a certified training video that will be meet the requirement.

Parry provided the link to the training and asked the councilmembers to notify City Secretary Cole when they had completed the training as city staff are required to certify training compliance to the Director of Information Resources by June 15, 2021.

TEXAS WATER DEVELOPMENT BOARD GRANT REQUEST (Update): The Texas Water Development Board approved the drainage study and master plan for the City on May 20, 2021. This grant is for \$225,000 with a loan/cash match of \$25,000. Staff has not received the agreement yet.

BROWNFIELDS CLEANUP GRANT FOR THE ROTUNDA (Update): The City's Grant Management Official/project manager will come from The Environmental Protection Agency (EPA) Region 6, and our initial coordination meeting should occur in the next two weeks to begin the official award process. Not sure who the City's project manager will be yet. The EPA must approve the work plan and finalized application before funding – awarded as a cooperative agreement between the City and EPA. This will not be a fast process and EPA expects this part of the process to be complete by November 2021 with the demolition completed within eighteen (18) months.

##### DEPARTMENT HEAD REPORTS- APRIL 2021:

- Gatesville will host three District tournaments from June 21st – July 2nd and since this is at the District level, there will be an admission fee so the City will receive a portion of the gate.

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- Keep Gatesville Beautiful/Gatesville was one of ten (10) cities that received a Governor’s Community Achievement Award in the amount of \$180,000. Staff will meet with a TxDOT Waco District Landscape Architect on June 3rd to begin the planning for the beautification project in a yet-to be-determined TxDOT right-of-way.

BROADBAND: Parry said he is scheduled to go to Belton tomorrow morning for a meeting hosted by the Bell County Judge for an initial discussion regarding regional broadband initiatives. Updates to follow.

WASTE MANAGEMENT: Cheri Shepherd, Convention and Visitors Bureau Director/ Ex-Officio on the Keep Gatesville Beautiful (KGB) Committee is hosting another Homestead Fair in Freedom Park on June 26th and KGB will have a booth to educate residents on the proposed Waste Management 96-gallon trash carts and recycle options. This engagement with the public will allow the City to distribute educational materials and also to hear resident’s opinions and comments on the possible solid waste options for the City to consider.

GATESVILLE MUNICIPAL AIRPORT HANGARS: Parry told the Council that he was providing this information in case they would get any phone calls regarding the Gatesville airport. TxDOT Aviation controls 258 Municipal Airports in the State of Texas with Gatesville’s airport being one of those. There are 21 standard aircraft hangars available for rent at the Gatesville Municipal Airport and all are occupied at this time. Compared to the population of Gatesville the lessees represent .0025% of the community residents but require a considerable amount of city staff’s time to manage. Because the City has received grant funds for the airport in the past and would like to apply for funding in the future Federal Aviation Administration (FAA) policy for federally-obligated airports must be adhered to. Hangars located on airport property must be used for an aeronautical purpose, or be available for an aeronautical purpose, unless otherwise approved by the FAA Office of Airports. There is a waiting list for Gatesville’s hangars and the FAA are requesting that the Gatesville Airport Sponsors (city staff) confirm that Gatesville’s hangars are in compliance. The FAA has been receiving phone calls from people on the waiting list complaining that not all the hangars are being used for aeronautical purposes. . Parry discussed key lease provisions required from the FAA which the City has been requiring since October 1, 2017. City staff is in the process of validating FAA required information with the current lessees and that federal rules are being followed. Letters have been sent to all current lessees asking to furnish FAA required information. Any lessees that have not responded or are not in compliance will have their leases terminated and be directed to remove all items from their hangar. New leases will then be executed with persons on the waiting list.

Policies may need to be further reviewed in regards to leasing another hangar to a person if they are already renting one or if a tax payer that lives inside the city limits would have priority over someone that lives in Coryell County and priority over someone who lives outside Coryell County. The Airport is in Chapter Eight (8) of the Code of Ordinances and is currently up for review and this process can be further specified when changes to this ordinance are considered by the Council.

Past Routine Airport Maintenance Program (RAMP) grant projects that were conducted at the Gatesville Airport were briefly discussed.

6) ADJOURN MEETING AT 6:28 P.M., THIS 25TH DAY OF MAY, 2021

ATTEST:

APPROVED:

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Wendy Cole  
City Secretary

Gary M. Chumley  
Mayor