

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
MARCH 22, 2022 AT 5:30 P.M
GATESVILLE COUNCIL CHAMBER
110 NORTH 8TH STREET, GATESVILLE, TEXAS 76528**

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 regarding the 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 2022-21: Minutes from Regular City Council Meeting March 8, 2022

Resolution 2022-22: Re-adoption of the City of Gatesville Tax Abatement Guidelines (effective for 2 years)

- 4. Discussion and possible action regarding an Ordinance of the City of Gatesville, Texas, amending Chapter 10, Buildings and Building Regulations of the Code of Ordinances of the City of Gatesville; adopting the 2021 editions of the International Building Code, International Residential Code, International Fire Code, International Mechanical Code, International Plumbing Code, International Fuel Gas Code, International Energy Conservation Code, and International Property Maintenance Code; and the 2020 edition of the National Electrical Code; repealing sections 10.129 and 10.130; and amending Section 10.22 of the Code of Ordinances of the City of Gatesville (3rd and final reading of Ordinance 2022-01)**
- 5. Discussion and possible action regarding a determination of whether the structure located at 2006 Bridge Street, Gatesville, TX is dilapidated, substandard, unfit for habitation and/or a hazard to public health, safety and welfare, and action, if any, that should be taken to address any such condition.**
- 6. Discussion and possible action regarding the Purchasing Policy and Cooperative Guide for the City of Gatesville, Texas**
- 7. Discussion/briefing regarding a uniform procedure for renaming a dedicated street within the City of Gatesville, Texas**
- 8. City Manager's Report: Capital Projects, Future Agenda Topics, Department Head Reports: Finance, Fire, Code Enforcement/Building Permits, Utility, Police, Court, Parks & Recreation, Convention and Visitor's Bureau**
- 9. Adjourn Meeting**

I hereby attest that the above agenda was posted on this the 18th day of March, 2022 by 5:00 p.m. on the official City of Gatesville website, www.gatesvilletx.com 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 wcole@gatesvilletx.com for further information.

REGULAR CITY COUNCIL MEETING
MARCH 22, 2022 AT 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 22ND DAY OF MARCH, 2022

PRESENT: Mayor Gary Chumley, Councilmembers Billy Sinyard, Barbara Burrow, Greg Casey, Meredith Rainer, Claude Williams, and John Westbrook

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, Rene Ochoa, Mike Halsema, Diana Barnett, Josiah Wilson, and Jeff Osborne

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 REGARDING THE 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 2022-21: Minutes from the Regular City Council Meeting March 8, 2022

RESOLUTION 2022-22: Re-adoption of the City of Gatesville Tax Abatement Guidelines (effective for 2 years)

Motion by Greg Casey, seconded by Billy Sinyard, to approve the Consent Agenda:

RESOLUTION 2022-21: Minutes from the Regular City Council Meeting March 8, 2022;

RESOLUTION 2022-22: Re-adoption of the City of Gatesville Tax Abatement Guidelines effective for two years; all six voting “Aye”, motion passed.

4) DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE OF THE CITY GATESVILLE, TEXAS, AMENDING CHAPTER 10, BUILDINGS AND BUILDING REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE; ADOPTING THE 2021 EDITIONS OF THE INTERNATIONAL BUILDING CODE, INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL FIRE CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL FUEL GAS CODE, INTERNATIONAL ENERGY CONSERVATION CODE, AND INTERNATIONAL PROPERTY MAINTENANCE CODE; AND THE 2020 EDITION OF THE NATIONAL ELECTRICAL CODE; REPEALING SECTIONS 10.129 AND 10.130; AND AMENDING SECTION 10.22 OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE (3RD AND FINAL READING OF ORDINANCE 2022-01)

Parry reminded the Council that these are the latest additions of nine specific codes included in the International Codes Council family of codes and will be the standard that the Building Inspector will use

to enforce inspections for residential and commercial structures constructed in the City of Gatesville. Adoption of these codes will also be a positive factor in Gatesville's insurance ratings which are reviewed periodically. Parry said that there were no changes to this ordinance since the last two (2) readings and recommended approval of the third and final reading of the ordinance.

ORDINANCE 2022-01-03: Motion by Barbara Burrow, seconded by Meredith Rainer; to approve the third and final reading of Ordinance 2022-01 amending Chapter 10, Buildings and Building Regulations of the Code of Ordinances of the City of Gatesville; adopting the 2021 edition of the International Building Code, International Residential Code, International Fire Code, International Mechanical Code, International Plumbing Code, International Fuel Gas Code, International Energy Conservation Code, and International Property Maintenance Code; and the 2020 edition of the National Electrical Code; repealing Sections 10.129 and 10.130; and amending Section 10.22 of the Code of Ordinances of the City of Gatesville; all six voting "Aye", motion passed.

5) DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION OF WHETHER THE STRUCTURE LOCATED AT 2006 BRIDGE STREET, GATESVILLE, TX IS DILAPIDATED, SUBSTANDARD, UNFIT FOR HABITATION AND/OR A HAZARD TO PUBLIC HEALTH, SAFETY AND WELFARE, AND ACTION, IF ANY, THAT SHOULD BE TAKEN TO ADDRESS ANY SUCH CONDITION

City Manager Parry said that at the meeting on January 25th the Building Standards Commission (Council) determined that the structure located at 2006 Bridge Street was substandard and ordered it to be demolished. Mr. Chris Richardson who was the property owner at that time said that he may have a potential buyer for the property with a closing date of February 3rd and was granted an extension by the Council to present a contract at the Council meeting on February 8th. That contract was presented to the Council on February 8th and was with Tallbridge Investments LLC with a closing date of February 25th. Council approved an extension until March 8th for the new owner to present a repair plan to the Council. On March 8th Mr. Parry said that he noticed two "For Sale" signs in the yard. Mr. Parry called the number on the sign and spoke to new owner, Josiah Wilson, who said that when he bought this house he was not told about the demolition order from the city. The new owner was unable to attend the meeting on March 8th so Council approved an extension until this meeting on March 22nd to present a plan for renovation.

Mayor Chumley asked Josiah Wilson to approach the Council and present his plans for the structure located at 2006 Bridge Street. Mr. Wilson said that he was from Buda, Texas and had renovated a house in Gatesville before. Wilson provided photographs to the Council of other houses that he had renovated which included the house in Gatesville and also provided basic plans which described the scope of work of the projected work for 2006 Bridge. The house is currently a two (2) bedroom, one (1) bathroom house and is planning convert into a three (3) bedroom, two (2) bathroom house. Wilson said that all construction, electrical, and plumbing will be done by qualified companies and is expected to be completed in six (6) to eight (8) weeks after the work begins- as long as materials are available. Wilson said that he is currently lining up contractors so does not yet have the estimated amount to complete the renovation. Mr. Wilson said that he is planning to sell the property once the renovation is completed.

Following discussion regarding the renovations, permit timelines, and consideration of approving Mr. Wilson an extension to present a plan to the Council; Mayor Chumley asked for a motion.

RESOLUTION 2022-23: Motion by Claude Williams, seconded by John Westbrook, to approve an extension to property owner Josiah Wilson until the next Council meeting on April 12, 2022 to present a detailed plan regarding the scope of work regarding 2006 Bridge Street; all six voting "Aye", motion passed.

6) DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASING POLICY AND COOPERATIVE GUIDE FOR THE CITY OF GATESVILLE, TEXAS

City Manager Parry said that The City developed a “Purchasing Policies and Procedures” document in September 2015 in response to an Audit Management comment regarding the lack of adequate and effective City internal controls. Due to changes to Local Government Code Chapter 252 (*Purchasing and Contracting Authority of Municipalities*) the 2015 policies and procedures need to be updated to reflect the changes.

Local Government Code Chapter 252 requires the City Council to approve any purchase exceeding \$50,000 and to ensure that appropriate procurement procedures have been followed for those purchases. Department Heads have authority to approve micro-purchases for their Department up to \$1,000. The City Manager is required to approve purchases between \$1,000 and \$49,999.

The Council was provided a complete copy of the purchasing policy and City Manager Parry highlighted the process with a Power Point presentation and discussed what amount of purchases that Department Heads can approve (< \$1000), what amount required City Manager with Finance Director recommendation (\$1000 -\$49,999), and what amounts require competitive procurement (>\$50,000). Also discussed was when “Invitations to Bid” were required and when it was necessary to “Request for Competitive Sealed Proposals.” Federally funded grants require “Request for Qualifications” for planning services before the competitive procurement process can be started. City Council would have direct involvement if a purchase for goods and services are over \$50,000 as it would need Council approval. In some circumstances Purchasing Cooperatives can be utilized for purchases because that contractor has already been vetted and have demonstrated that they are capable to provide goods and services that a municipality is seeking. Following a few questions and brief discussion Parry said that City staff recommended approval of the updated Purchasing Policy.

RESOLUTION 2022-24: Motion by Meredith Rainer, seconded by Barbara Burrow, to approve the Purchasing Policy and Cooperative Guide for the City of Gatesville, Texas; all six voting “Aye”, motion passed.

7) DISCUSSION/BRIEFING REGARDING A UNIFORM PROCEDURE FOR RENAMING A DEDICATED STREET WITHIN THE CITY OF GATESVILLE, TEXAS

City Manager Parry reminded the Council that at the February 8th meeting Councilmember Williams asked for a future Council discussion about renaming Mill Street. The City does not have a policy about renaming streets nor is it addressed in the City’s Code of Ordinances. Staff researched the street renaming procedures from other cities in Texas, and consulted with the Texas Municipal League (TML) on this subject and TML recommends that if the City decides to move forward with a street renaming policy, that it be in Ordinance form.

Parry discussed a comparative table of other cities procedures that was included in the Council’s read ahead books and said that before determining whether to rename Mill Street, staff requests City Council direction on whether a formal policy is needed; and if so, what procedures would need to be included in the Ordinance or Resolution.

Following a lengthy discussion the Council gave the following guidance for a process to rename streets:

- Procedures determined by Ordinance
- City Manager & Staff responsible for application process
- Application fee & form
- Require Public Hearing
- Criteria required to rename a street
- Mail certified combination of Public Hearing notification letter/ ballot to property owners to vote for name change before it goes to the Council for rename consideration with 50 + 1 % or majority votes for approval
- City pays for street sign replacement
- Protocol for City initiated street rename

8) CITY MANAGER’S REPORT:

CAPITAL PROJECTS:

Stillhouse Wastewater Treatment Plant Expansion (Update): Initial cost estimate reductions include deferring a cover that would be put over the sludge holding area and a new generator. The current diesel generator is still working fine.

Drainage Study & Master Plan: Meeting with Walker Partner Engineers tomorrow to resolve issues to satisfy the Texas Water Development Board so this project can move forward.

Other activities/dates of note: Household Hazardous Waste event will be held this Saturday on March 26, 2022 from 8:00 a.m. to 3:00 p.m. at the Civic Center. Volunteers are always welcome as well as any support with food and beverages. No televisions will be accepted this year. Goodwill will accept electronics but will not be present Saturday as they are still not going to events due to their COVID protocol. Residents will have to carry their electronics to the Goodwill donation sites. Residents are limited to one (1) load of bulk. Tires will be accepted: 4 passenger tires free and larger tires will be priced on site. Any passenger tires over the 4 free will be \$3.00 apiece.

BROWNFIELDS CLEANUP GRANT FOR THE ROTUNDA (update): Baer Engineering and Environmental Consulting from Austin, Texas that has been selected as the Qualified Environmental Professional has tentatively targeted the end of April 2022 to provide the draft of the Quality Assurance Project Plan for the cleanup of the Rotunda.

PROPOSED CONSTITUTIONAL AMENDMENTS FOR THE SPECIAL ELECTION MAY 7, 2022: Parry highlighted two (2) propositions that were included in the read ahead books and pointed out that they are School District related and not necessarily for the city.

WATER/SEWER RATES: In accordance with Ordinance 2020-11 adopted on July 28, 2020 residential water and sewer rates will be increasing effective with the April 1, 2022 billing reflecting March usage.

FUTURE COUNCIL MEETING AGENDA TOPICS:

- Broadband: An update will be brought to the Council at the next meeting.
- Amending the Carnival/Circus Ordinance will be discussed at the next meeting. Council indicated that they would consider changes to the start/end time and consider the distance from a private residence.

COUNCILMEMBER BURROW: Inquired about excavation currently going on at North Fort Hood and was concerned about how the construction would affect storm water. Parry said that it was addressed on the last “Fort Hood Fact Sheet” and that he would review the fact sheet and let the Council know.

9) ADJOURN MEETING AT 7:08 P.M., THIS 22ND DAY OF MARCH, 2022

ATTEST:

Wendy Cole
City Secretary

APPROVED:

Gary M. Chumley
Mayor

