

NOTICE

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

AGENDA FOR GATESVILLE CITY COUNCIL
REGULAR CITY COUNCIL MEETING AND WORKSHOP

JANUARY 23, 2018 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 at _____ p.m., this 23rd day of January, 2018
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. 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.)

2018-07

Consider approval of minutes from regular City Council meeting January 9, 2018

2018-08

Consider approval of third and final reading of Ordinance 2017-08 amending the Zoning Ordinance of the City of Gatesville, Texas being Ordinance Number 95-17, changing the zoning of two parcels of land located at 307 & 309 State School Road, legally known as part of Block 5 Northern Annex from Agricultural Suburban Homesites Zoning District to Residential 2-4 Family Zoning District

2018-09

Consider approval of third and final reading of Ordinance Number 2017-09 removing and amending Section 12-Uniform Sign Regulations from the 1995 Zoning Ordinance and move to reserved Chapter 12 in the City of Gatesville's Code of Ordinances

2018-10

Consider approval of third and final reading of Ordinance 2017-10 amending Chapter 16, Article I, Planning, of the Code of Ordinances for the City of Gatesville and repealing Section 4 in the 1995 Zoning Ordinance as it now exists and repealing all Ordinances or parts of Ordinances herewith

2018-11

Consider moving Regular City Council meeting from February 13, 2018 to February 6, 2018

4. Recess Regular meeting and call -----

Public Hearing #1

Hear comments concerning a request of Coward Family Investments, LLC to re-plat 205-207 A & B Watts Lane and 209-213 A & B Watts Lane dividing one lot into two lots in order to build duplexes as rental properties

5. End Public Hearing #1 and reconvene Regular Meeting
6. Consider request to re-plat 205-207 A & B Watts Lane and 209-213 A & B Watts Lane dividing one lot into two lots in order to build duplexes as rental properties
7. Recess Regular meeting and call -----

Public Hearing #2

Hear comments concerning a request from Texas First State Bank to re-plat 2501 South Highway 36 dividing one lot into two lots in order to sell vacant lots as Business Commercial property

8. End Public Hearing #2 and reconvene Regular Meeting
9. Consider request from Texas First State Bank to re-plat one lot into two lots located at 2501 South Highway 36 in order to sell the vacant lots as Business Commercial property
10. Consider approval of Resolution 2018-14 supporting a Central Texas Council of Governments grant application for a Technology & Software Upgrade for 2018/2019 for the Gatesville Police Department ticket writer system
11. City Manager's Report

12. Recess Regular Meeting and call a workshop-----

Briefing/discussion of a Fund Balance Policy

13. Adjourn meeting and workshop at _____ p.m., this 23rd day of January, 2018

I hereby attest that the above agenda was posted on this the 19th day of January 2018, 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 AND WORKSHOP

JANUARY 23, 2018 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 5:31 P.M., THIS 23RD DAY OF JANUARY, 2018

PRESENT: Mayor, Gary M. Chumley, Council Members, Ronnie Viss, David Mitchell, Dwight Suson, Randy Hitt and Meredith Rainer

REGRETS: Councilmember Jack Doyle

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, Brenda Kiphen, Nathan Gohlke, Liz Reinhardt, Kate Edwards and Jacob Bell

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 COUNCILMEMBER REQUESTS AN ITEM BE REMOVED AND CONSIDERED SEPARATELY.)

Resolution 2018-07: Approval of minutes from regular City Council meeting January 9, 2018.

Ordinance 2017-08- third and final reading amending the Zoning Ordinance of the City of Gatesville, Texas being Ordinance Number 95-17, changing the zoning of two parcels of land located at 307 & 309 State School Road, legally known as part of Block 5 Northern Annex from Agricultural Suburban Homesites Zoning District to Residential 2-4 Family Zoning District.

Ordinance Number 2017-09 - third and final reading removing and amending Section 12-Uniform Sign Regulations from the 1995 Zoning Ordinance and move to reserved Chapter 12 in the City of Gatesville's Code of Ordinances.

Ordinance 2017-10 – third and final reading amending Chapter 16, Article I, Planning, of the Code of Ordinances for the City of Gatesville and repealing Section 4 in the 1995 Zoning Ordinance as it now exists and repealing all Ordinances or parts of Ordinances herewith.

Resolution 2018-08: To move Regular City Council meeting from February 13, 2018 to February 6, 2018.

Mayor Chumley read the items on the consent agenda and asked if anyone would like to remove any items from the agenda for discussion. No one objected and Mayor Chumley asked for a motion to approve all the items on the consent agenda.

Motion by Dwight Suson and seconded by David Mitchell to approve the consent agenda; all five in favor, motion passed.

4) RECESS REGULAR MEETING AND CALL -----

Public Hearing #1

Hear comments concerning a request of Coward Family Investments, LLC to re-plat 205-207 A & B Watts Lane and 209-213 A & B Watts Lane dividing one lot into two lots in order to build duplexes as rental properties

City Manager Parry explained that this public hearing is regarding the piece of land on Watts Lane that Coward Family Investment owns and are requesting to be re-platted in order to accommodate new duplexes. The Planning and Zoning Commission met on January 8, 2018 and unanimously voted to approve this request. Planning and Zoning representative, Liz Reinhardt, was present if there were any questions. There were no questions from the Council or the public.

5) END PUBLIC HEARING #1 AND RECONVENE REGULAR MEETING

6) RESOLUTION 2018-09 APPROVES REQUEST FROM COWARD FAMILY INVESTMENTS, LLC TO RE-PLAT 205-207 A & B WATTS LANE AND 209-213 A & B WATTS LANE DIVIDING ONE LOT INTO TWO LOTS IN ORDER TO BUILD DUPLEXES

Mayor Chumley asked if there were any questions or comments from the Council and there were none. Mayor asked for a motion.

Motion by Ronnie Viss and seconded by Meredith Rainer to approve resolution, all five in favor, motion passed.

7) RECESS REGULAR MEETING AND CALL -----

Public Hearing #2

Hear comments concerning a request from Texas First State Bank to re-plat 2501 South Highway 36 dividing one lot into two lots in order to sell vacant lots as Business Commercial property

City Manager Parry commented that Liz Reinhardt, was available if there were any questions. Ms. Reinhardt said that Jacob Bell from Walker Partners Engineers was also present if anyone had questions. This request concerns a vacant lot that is approximately an acre that sits on the east side of the Texas First State Bank (TFSB). TFSB would like to sub-divide this lot into two lots in order to sell as Business Commercial property. Ms. Reinhardt said that there is already a potential buyer for this lot. There were no questions from the Council or the public.

8) END PUBLIC HEARING #2 AND RECONVENE REGULAR MEETING

9) RESOLUTION 2018-10 APPROVES REQUEST FROM TEXAS FIRST STATE BANK TO RE-PLAT ONE LOT INTO TWO LOTS LOCATED AT 2501 SOUTH HIGHWAY 36 IN ORDER TO SELL THE VACANT LOTS AS BUSINESS COMMERCIAL PROPERTY

Mayor Chumley asked if there was any questions or discussion.

Motion by David Mitchell and seconded by Dwight Suson to approve resolution, all five in favor, motion passed.

10) RESOLUTION 2018-14 SUPPORTS A CENTRAL TEXAS COUNCIL OF GOVERNMENTS GRANT (CTCOG) APPLICATION FOR A TECHNOLOGY & SOFTWARE UPGRADE FOR 2018/2019 FOR THE GATESVILLE POLICE DEPARTMENT TICKET WRITER SYSTEM

Gatesville Police Chief, Nathan Gohlke, reported that the Police Department (PD) currently utilizes eCitation software, which was purchased through the PD's current records management vendor in 2012. Flaws in the software have caused inefficiencies and safety concerns for officers while working in the field. This software is also not upgradable or transferable to other law enforcement platforms. Chief Gohlke's recommendation was to move to a new eCitation software, which is available through the PD's same vendor. This software utilizes handheld devices and is designed to limit the time an officer spends on a traffic stop.

Chief Gohlke said that the PD is currently in the process of submitting a grant application through CTCOG, requesting Justice Assistance funding to help purchase new eCitation software and other related equipment.

A resolution must be passed by the City Council authorizing the submission of the application to the Criminal Justice Division (CJD). It must also include a designation of the name and/or title of an authorized official, as well as give a written assurance that the governing body will return all funds to CJD in the event the funds are lost or misused. The grant application is due by February 20, 2018.

Following a lengthy discussion regarding the many changes in technology, the wear, tear and end of useful life of the current laptops, and the many advantages of a new system including Bluetooth technology which would be much more reliable than the internet in this area Mayor Chumley asked for a motion.

Motion by Ronnie Viss and seconded by Meredith Rainer to approve the resolution and designate the Mayor as the designated authorized official, all five in favor, motion passed.

11) CITY MANAGER'S REPORT:
WITH DEPARTMENT HEAD REPORTS

1. CITY MANAGER INITIATIVES:

-CAPITAL PROJECTS:

- Park Street Infrastructure Replacement: Walker Partners have begun the engineering and survey and are diligently looking for survey pins that are already in place.

2. BUDGET/FINANCIAL REPORT: Property taxes are coming in and as of last week 52.45% of the budgeted revenue from the property taxes have been collected by the County where they in turn send the City a check.

3. LEON RIVER BRIDGE: TTG Utilities has completed the west side bridge footings/ rip rap and are working on the east side now. Mr. Parry encouraged the Council to go and take a look.

4. FUTURE COUNCIL MEETING AGENDA TOPICS:

- The next Council meeting on February 6th will include the presentation of a fund balance policy to the Council for approval and the Water and Sewer Rate Analysis Workshop. Mr. Parry reported that he has acquired free assistance from the Texas Rural Water Association (by-way-of a referral from the Public Utilities Commission) to bring a consultant to Gatesville to help City Staff with the water rate study. The rate analysis workshop at the next meeting will show the involvement of the WaterCARE in

this analysis and also the show the cost of service versus the revenues that the City brings in. The water/sewer rates for the Texas Department of Criminal Justice units were briefly discussed and will be addressed in the workshop at the next meeting.

- The February 27th meeting will include the 2017 Audit Review, the annual report from the GISD Superintendent, and the Police Department annual report.
- Pointed out that Department Head reports will now include and show the level of support that is received from TDCJ inmates.
- Planning for the new City Attorney, Charlie Olson, to attend the February 27th meeting so the Council can meet him.

12) RECESS REGULAR MEETING AT 6:10 P.M. AND CALL A WORKSHOP -----

BRIEFING/DISCUSSION OF A FUND BALANCE POLICY

City Manager Parry explained that at the last City Council Workshop there was a discussion of the purpose of a Fund Balance Policy and noting that the City of Gatesville does not have one. The purpose of this workshop is to present further Fund Balance Policy information with no Council decision tonight.

City Manager Parry discussed the draft Fund Balance Policy that was included in the read ahead books. Discussed were various fund balance policies at other cities and what percentage of revenues or expenses might be appropriate for the City of Gatesville. Parry said that this policy will ensure that the City maintains adequate fund balances in the operating fund with the capacity to:

1. Provide sufficient cash flows for daily financial needs.
2. Provide funds for unforeseen expenditures related to disasters.
3. Offset significant economic downturns or revenue shortfalls.
4. Secure and maintain a high investment grade bond ratings.

The City of Gatesville's current Reserve Fund will seed the Fund Balance policy if the council decides to go forward with a policy with the Reserve Fund being classified as the Unassigned Balance and could be used for any purpose.

City Manager Parry said that the City's financial advisor recommends that the City consider at least 60 days of operation which would be 16.66%. Parry said that it would be smart and prudent for the City to have a Fund Policy to be able to fund essential services for the citizens and which would also gain more favorable credit ratings when it is time to borrow money. Following a lengthy discussion and further comparing the different options, it was determined that the staff will present a draft policy with percentages filled in for discussion and possible action at the February 6, 2018 Council meeting.

13) ADJOURN MEETING AND WORKSHOP AT 6:34 P.M., THIS 23RD DAY OF JANUARY, 2018

ATTEST:

Wendy Cole, City Secretary

APPROVED:

Gary M. Chumley, Mayor

