

REGULAR CITY COUNCIL MEETING AND CITY COUNCIL WORKSHOP

JUNE 13, 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 5:34 P.M., THIS 13th DAY OF JUNE, 2017

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

REGRETS: Councilmembers Meredith Rainer and Jack Doyle

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, City Attorney Sandy Gately, Brenda Kiphen, Liz Reinhardt, Robert Featherston, Vagn Hansen,

Stu McLennan

2) APPROVAL OF MINUTES FROM PREVIOUS MEETINGS: MAY 23 AND MAY 30, 2017

Motion by Suson,, seconded by Hitt, all voting "Aye" to approve Resolution Number 2017-41

RESOLUTION 2017-41 – approve Minutes of May 23, 2017 Regular City Council Meeting and Minutes of May 30, 2017 Special 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 APPROVAL OF LOTT, VERNON & COMPANY, P.C. AUDITING FIRM FOR FISCAL YEARS 2017-2019

City Manager William H. Parry III explained that there is a requirement every year for an accountant firm to provide an audit of the City of Gatesville's financial operations to the City Council.

Lott, Vernon & Company P.C. has been the audit firm for the City of Gatesville for the last five years and city staff has been very satisfied with their services but their contract is coming to an end so the City was required to advertise for proposals.

The City staff traditionally asks for proposals/statement of qualifications for professional auditing services for a three year contract with a two year option clause. City Staff initially issued a Request for Proposals (RFP) to provide audit services and received no responses. City Staff then reissued the RFP request and received three responses.

REGULAR CITY COUNCIL MEETING AND CITY COUNCIL WORKSHOP JUNE 13, 2017 PAGE 2

City Manager Parry discussed the three firms and noted that while Lott, Vernon & Company's fee is slightly higher than the other two, they best meet the qualifications stipulated in the RFQ qualifications.

City Staff recommended that the Council approve Lott, Vernon & Company as the City of Gatesville's audit firm as they provide the best value.

Finance Director, Brenda Kiphen was present to answer questions from the Council and there was a brief discussion about single and separate audits.

Motion by Viss, seconded by Mitchell, all voting "Aye" to approve Resolution Number 2017-42

RESOLUTION 2017-42 – approve Lott, Vernon and Company, P.C. as the audit firm for the City of Gatesville for Fiscal Years 2017-2019 with option for an additional two years based upon performance.

5) CITY MANAGERS REPORT

--- The Fort Hood Joint Land Use Study Implementation (JLUS-I) plan will be discussed during the workshop at the end of this meeting.

--- WaterCARE Communities Program. Attached at the back of the City Manager's Report is an assessment that the Department of Finance Center of the University of New Mexico submitted to the Environmental Protection Agency which is the formulation of their plan to assist the City of Gatesville. This report identifies all the issues that WaterCARE plans to help the City with. There will be a webinar next week regarding financial issues.

--- Capital Projects.

- Staff is still evaluating the RFQs for Professional Engineering Services regarding the Stillhouse Wastewater Treatment Plant expansion. The City has received a formal notice of violation from Texas Commission on Environmental Quality (TCEQ) on exceeding the permitted capacity at the Stillhouse Plant. The TCEQ inspector has been informed of what the City has already been doing regarding this issue and has been provided some documentation supporting these plans. No fine has been issued at this point and as long as the city shows that they are moving forward an extension is very possible.
- Live Oak/Park Street Infrastructure Replacement Project. The water and sewer lines on Park Street have been replaced. The street from Park Street up to the circle is ready to be worked on. This project is approximately 25% complete.

--- Dates of Note.

- City Manager will be gone next week to the Association of Defense Communities National Summit in Washington D.C. June 19-21.
- There will be a firework show on July 4th which again will be funded by the City and business/citizen donations. Hopefully this will be the last year that City staff will have to solicit donations as the City is budgeting funds for this annual event.

REGULAR CITY COUNCIL MEETING AND CITY COUNCIL WORKSHOP JUNE 13, 2017 PAGE 3

--- Budget/Financial Report. As of June 9, 2017 the cash fund balances in General and Water/Sewer Funds are again in good shape with \$400,000 earmarked for the Live Oak Project. The reserve Fund continues to increase. The June sales tax allocations are 6.14% above the June 2015 number. Finance Director, Brenda Kiphen and the City Manager have been meeting with department heads and discussing their requests as the budget is being formulated and developed. Mr. Parry asked the Council to please return their budget satisfaction surveys if they haven't done so as this information will help create a dialogue on funding priorities in the budget process. The draft budget will be presented to the Council at the July 11th Council Meeting.

--- Leon River Bridge. The TxDot Area Engineer has stated that the Bridge Division in Waco developed three alternatives for the alignment of a replacement bridge, but he has not reviewed them yet. TxDOT was anticipating “letting” the project in July 2019 (tentative) if the Council chooses that option. He also indicated that TxDOT was planning an asphalt overlay on Business 36 in March 2021.

--- Future Council Meeting Agenda Topics were provided in the council book and briefly discussed.

--- Summer Softball/Baseball Tournaments. Recreation Director, Seth Phillips has several district tournaments scheduled at the ballparks in July. The City has not had district tournaments here in some time so the City appreciates Seth’s hard work to get these tournaments scheduled. Sam Cockrell and Keith Bell were inducted onto the “Wall of Honor” this past Saturday evening.

Mayor Gary Chumley commented that Seth is doing a great job and has heard many compliments on how well the ball games are being run and what great shape the fields are in.

6) ADJOURN THE CITY COUNCIL MEETING AT 5:45 P.M. THIS 13th DAY OF JUNE, 2017 AND CALL THE WORKSHOP TO ORDER

WORKSHOP:

Comprehensive Plan Review:

City Manager Parry stated that the Fort Hood Joint Land Use Study (JLUS) that has been in discussion for the last year and a half was finalized in December 2016 and then approved by the Department of Defense. The principal purpose of the Joint Land Use Study is to examine the environment around the multitude of military installations. This study will examine the mission of Fort Hood and the development around the installation to ensure that any land use is compatible with the mission of Fort Hood and that encroachment concerns are mitigated before they happen.

The Department of Defense funded 90% of that study and the implementation plan.

The City of Killeen was the study sponsor for the plan and Central Texas Council of Governments (CTCOG) was the sponsor for the implementation. The implementation plan is focused on helping the communities look at zoning ordinances, comprehensive plans, and subdivision ordinances and updating to current standards.

Essentially, a comprehensive plan is an orderly road map that allows a city to develop the community while preserving the quality of life that is wanted and expected and is usually projected for twenty years ahead.

City Manager Parry discussed a comprehensive plan that was recently discovered at City Hall from 1970 which proposed creating a zoning ordinance and projected long range plans until 1990 for the City of Gatesville. Mr. Parry said that although a zoning ordinance was eventually created it is interesting to imagine what Gatesville would be like currently if the comprehensive plan had been implemented.

Parry introduced Stu McLennan who is the JLUS Implementation Project Manager and is also from Central Texas Council of Governments and Vagn Hansen from Benchmark Planning who is the Implementation Contractor selected by CTCOG and will oversee the joint study implementation plan. They were present for discussion and to answer any questions the council might have.

Mr. Hansen met with County Attorney, Brandon Belt and City Staff this afternoon to review the 1970's comprehensive plan and to discuss zoning ordinances and subdivision ordinances.

Mr. Parry said that there is no requirement by law that says a City must have a comprehensive plan but if a city has a zoning ordinance it must be based upon a comprehensive plan.

A comprehensive plan will allow a city to examine its extraterritorial jurisdiction (which is a mile off of the city limits) and to look at future land uses in that area.

From the city council's perspective, the City's limited resources must be spent wisely and efficiently, so that is why a comprehensive plan is so important. A comprehensive plan will also assist in the City's capital improvement plan.

Mr. Hansen then provided an overview of the plan and the following points were discussed:

1. The City of Gatesville received dedicated funding for assistance with their Comprehensive Plan. The City Manager and Staff will receive support moving forward with this planning process.

2. The level of the cost of the comprehensive plan was discussed and that it varies on what the Council wants to do with their plan and if outside assistance is required to

accomplish their goals. The Grant funding assistance will help tremendously with the cost.

3. Support and expertise provided will include assistance with mapping, graphics, organizing sections of plans and plan writing, analyzing data, and just identifying where the greatest needs are. Community ideas are welcomed.

4. Issues that need immediate attention: Infrastructure, dilapidated housing and how that influences new housing to be built next to it, a more vibrant downtown area is desired.

5. That the end result of this comprehensive plan should make Gatesville a more attractive community for people to live in and at the same time offer a product that makes people want to move here.

There was a lengthy discussion on what was projected in the 1970's comprehensive plan and what the council hopes to accomplish creating this new comprehensive plan and what needs to be studied such as demographics, population, economic factors, and what drives economy. Other things that would need to be addressed are thoroughfares, streets, parks & recreation, utilities, and public safety. A future land use map would be very important also.

Mr. Parry discussed his suggestions of moving forward and asked the Council to think of what they want the future of Gatesville to look like, what they want to focus on and that resources and priorities must also be thought of as a plan of action is developing. The comprehensive plan will also help with the zoning revisions that are being viewed currently.

Mr. Vagn said that technical sections of the plan will need to be examined and existing conditions and goals will need to be addressed with his part of the plan taking six to nine months.

REGULAR CITY COUNCIL MEETING AND CITY COUNCIL WORKSHOP JUNE 13,
2017 PAGE 5

The JLUS that Mr. Vagn is also working on will certainly overlap with what Gatesville is trying to accomplish.

Mayor Chumley commented that a comprehensive plan will provide future City Managers and Council continuity and guidance with a plan that is already in place.

City Attorney Sandy Gately said that a comprehensive plan is also essential during annexation discussion and decisions.

7) ADJORN WORKSHOP AT 6:37 THIS 13TH DAY OF JUNE 2017

ATTEST:

APPROVED:

Wendy Cole
City Secretary

Gary M. Chumley
Mayor