

REGULAR CITY COUNCIL MEETING

FEBRUARY 14, 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 AT 5:32 P.M. THIS 14th DAY OF FEBRUARY, 2017

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

OTHERS PRESENT: City Manager William H. Parry III, City Secretary Wendy Cole, City Attorney Sandy Gately, Cheri Shepherd, Dane Legg, Cody Mungia, Larry Kennedy, Brenda Kiphen

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.

Cody Mungia of 2514 Oak Drive approached the Council and asked if there would be anything different about the City wide cleanup this year?

City Manager William H. Parry III said that a lot of things that were done last year will stay the same but the layout of the event will be changed a little to make the process more efficient. The City will accept all items that were taken last year except medicines/prescription drugs because there is a better option for that. Mr. Parry acknowledged Mr. Mungia's volunteer sign up form and thanked him for volunteering again this year. Personal letters from the City Manager were mailed out to churches this week asking for their participation. Hopefully there will be a good response from church groups. Mr. Parry stated that the City will try to better the things that need improvement and sustain the things that worked well.

3) CONSENT AGENDA (ALL CONSENT AGENDA ITEMS ARE CONSIDERED ROINE 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.)

2017-06A
APPROVAL OF MINUTES FROM PREVIOUS MEETING

2017-06B
CONSIDER SECOND READING OF ORDINANCE NUMBER 2017-01 AMENDING ORDINANCE NUMBER 2014-11, OF THE CITY OF GATESVILLE, TEXAS CODE OF ORDINANCES, CHANGING CHAPTER 15, SECTION 15-5 CONCERNING CHARGES AT THE GATESVILLE CIVIC CENTER AND ADDING A NEW CLAUSE PROVIDING FOR RATES AND CHARGES

2017-06C
CONSIDER SECOND READING OF ORDINANCE NUMBER 2017-02 AMENDING CHAPTER 10, GARBAGE AND TRASH, OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE, TEXAS

Mayor Chumley asked the Council if anyone wished to remove any item from the consent agenda. There were no objections and the consent agenda items were approved.

4) CONSIDER RESOLUTION 2017-07 DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL AND GRANT FUND DOCUMENTS PERTAINING TO THE TEXAS COMMUNITY BLOCK GRANT (TXCDBG) PROGRAM 2016 CONTRACT #7216028 FOR A SOLAR PANEL SYSTEM AT THE LEON WASTEWATER TREATMENT PLANT

City Manager Parry explained that the Community Development Block Grant (CDBG) for the solar panel system at the Leon Wastewater Treatment Plant is funded by the Texas Department of Agriculture (TDA) but is money received by the federal government from Housing and Urban Development. One of the regulations required is that the governing body must determine and approve who is authorized to sign the contractual documents that will enter into contract with TDA and for the payouts as they come in.

The City Manager and the Mayor are recommended to be designated to sign the contractual documents and the City Manager, Mayor, City Secretary, and Finance Director are recommended for the "Request for Payment" forms.

It is recommended that Resolution 2017-07 authorizing signatories for the contracts and payments for the solar array project at the Leon Wastewater Treatment Plant be approved.

RESOLUTION 2017-07 AUTHORIZING SIGNATORIES

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG) CONTRACT NUMBER 7216028.

WHEREAS, the City of Gatesville, Texas has received a 2016 Texas Community Development Block Grant award to provide a solar panel system at the city's wastewater treatment plant, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the TxCDBG *Depository/Authorized Signatories Designation Form (Form A202)* is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Gatesville, Texas acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.), the City must provide TxCDBG with the following:

- a resolution (**Form A201**) stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised TxCDBG *Depository/Authorized Signatories Designation Form (Form A202)*.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AS FOLLOWS:

The Mayor and City Manager be authorized to execute contractual documents between the Texas Department of Agriculture and the City for the 2016 Texas Community Development Block Grant Program.

The Mayor, City Manager, City Secretary, and Finance Director be authorized to execute the *Request for Payment Form A203* and documents required for requesting funds approved in the 2016 Texas Community Development Block Grant Program.

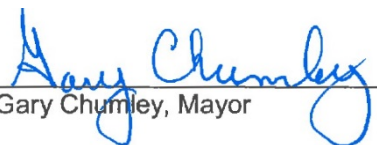
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS on the 14th day of February, 2017.



Attest:



Wendy Cole, City Secretary



Gary Chumley, Mayor

Motion by Viss, seconded by Suson, all voting "Aye" to approve Resolution Number 2017-07

RESOLUTION NUMBER 2017-07 - approve Resolution Number 2017-07 designating and authorizing the City Manager, Mayor, City Secretary and Finance Director as signatories for contractual and grant fund documents pertaining to the Texas Community Block Grant Program 2016 Contract #7216028 for a solar panel system at the Leon Wastewater Treatment Plant.

5) CONSIDER APPROVAL OF FISCAL YEAR 2016 AUDIT

Finance Director, Brenda Kiphen, provided copies of the "Annual Financial Report" for the year ended September 30, 2016 and the "Auditor's Report" to the City Council. City Manager Parry said that the purpose of an audit is to look at the City's accounting practices and procedures to see if they follow generally acceptable accounting procedures. Mr. Parry pointed out that the pension liabilities of the Texas Municipal Retirement System that the City participates in (instead of Social Security) has a tendency to skew the auditor's results because the rate of uncertain return assumptions vs. actual pension plan performance differences result in the liability getting passed on to the City. So any big numbers concerning liability are virtually all associated with the pension liability and the Governmental Accounting Standards Board (GASB) requirements mandated for financial reporting. Mr. Parry then turned the audit briefing over to Dane Legg of Lott, Vernon, and Company, P. C. Mr. Legg said that the financial statements for the City of Gatesville's fiscal year ending September 30, 2016 are in accordance with accepted accounting principles and Lott, Vernon, and Company are pleased to give the City a clean opinion.

Mr. Legg discussed:

- Balance Sheet of Governmental Funds: Assets, Liabilities and Fund Balances, Revenue, Expenditures.
- Changes in Fund Balances – Governmental Funds
- Net Position – Proprietary Funds – Revenues, Expenses, Liabilities
- Changes in Fund Net Position – Proprietary Funds

Mr. Legg stated that an internal control policy and procedures outline for each department that has been needed for the last few years has now been completed and is in place. The only recommendation is the need of depreciation information relating to capital assets. The listing should be maintained and updated through the fiscal year for any addition, sales of assets, and disposals of assets. The City has new software in place and are using but need to get completed. Mr. Parry said there have still been some problems getting the new software to work but Finance Director, Brenda Kiphen, is working to complete this process of updating assets and adding the depreciation information and will have up to date for next year's audit.

Motion by Doyle, seconded by Viss, all voting "Aye" to approve Resolution Number 2017-08

RESOLUTION NUMBER 2017-08 - approve the City of Gatesville Fiscal Year 2016 Audit.

6) CITY MANAGERS REPORT

- Texas Department of Criminal Justice Sewer Contract.
This agreement is still progressing slowly. City staff will be going to Austin this Friday to meet with the Texas Water Development Board about financing options in terms of the Stillhouse Wastewater Treatment Plant upgrade which will also help us be prepared to negotiate debt service agreement with TDCJ to assist in paying for the plant upgrade. Update will be provided at the next City Council Meeting. TDCJ would like to enter into agreement with the City by ordinance as opposed to contracts.
- Friday, February 24, 2017 is the annual Military Appreciation Fish Fry at the Civic Center. Invitations have just been mailed out.
- February 25, 2017 is the date that the annual warrant roundup will begin. The City has over 1350 open warrants with a value of over \$440,000. We have recently issued 316 new warrants with a value of over \$108,000. These individual's names with outstanding warrants will be published in the Gatesville Messenger on the 22nd of February with the roundup beginning the 25th. Mr. Parry discussed the ticket process.
- Operation Clean Sweep II/Household Hazardous Waste Day. Letters were mailed to churches this week for help in identifying people (possibly in their congregation) that need assistance or congregation members that might volunteer. City staff will mail an HHW Day informative flyer to the Council tomorrow. Mr. Parry asked the Council to help with asking merchants to donate food items to help feed the volunteers. That worked great last year and was very much appreciated. Councilmember Mitchell helped tremendously last year with his trailer and going to predetermined addresses to pick up items that citizens needed assistance with.
- Budget/Financial Report. As of yesterday the City had collected approximately 94% if the budgeted property taxes and still have \$101,759.00 of outstanding property taxes to collect.

- Broadband Internet. The City has been working with Centurylink to resolve issues with broadband capacity in Gatesville. Centurylink hosted a meeting Saturday morning and about 43 residents showed up. Centurylink brought in consultants from Killeen to assist residents with questions and issues with their bills and to see if their internet could be upgraded. Most residents left satisfied but if someone complains to you please tell them to contact City Hall and we will give them the contact information of these representatives in Killeen as opposed to calling the 800 number. There was also a meeting with businesses at the Texas Station Friday night.

Councilmember Comments:

Councilmember Rainer: How will we contact businesses for Clean Up Day donations so some of the businesses won't be asked twice?

Mr. Parry said he will make up a list of what we need and try to determine who will ask who.

7) ADJOURN REGULAR CITY COUNCIL MEETING AT 6:17 P.M. THIS 14th DAY OF FEBRUARY, 2017

ATTEST:

APPROVED:

Wendy Cole
City Secretary

Gary M. Chumley
Mayor

