

**CITY OF SULPHUR SPRINGS, TEXAS
REGULAR MEETING OF THE
CITY COUNCIL**

SEPTEMBER 6, 2016

7:00 p.m.

Mayor Emily Glass called the regular meeting of the Sulphur Springs City Council to order at 7:00 p.m. The following council members and staff were present:

Mayor Emily Glass
Councilman Craig Johnson
Councilwoman Kayla Price-Mitchell
Councilman John Sellers

Absent: Mayor Pro Tem Clay Walker
Councilman Oscar Aguilar
Councilman Freddie Taylor

Staff: Marc Maxwell, City Manager
Gale Roberts, City Secretary
Jim McLeroy, City Attorney
Peter Karstens, Finance Director
Lesla Smith, Budget Analyst
Gordon Frazier, Director Human Resources
Jason Ricketson, Police Captain
Roger Feagley, Executive Director EDC

PLEDGE AND INVOCATION

Mayor Glass led in the pledge of allegiance to the United States Flag and the Pledge to the Texas Flag. Councilman Johnson led in the invocation

PRESENTATIONS, ANNOUNCEMENTS AND PROCLAMATIONS

City Manager Maxwell stated the October meeting would be cancelled due to a lack of quorum.

MANAGER'S REPORT

STREETS, WATER AND SEWER - Water and sewer improvements on Bill Bradford Road are completed. Atmos completed the replacement of the gas main. The curb & gutter and street will be replaced next by a contractor.

DAVIS/TOMLINSON PARKING LOT – This project has been on hold for a couple of weeks while the Capital Construction crew has been working on the Jefferson Street parking lot.

JEFFERSON STREET PARKING LOT – The concrete work on this parking lot is nearly completed. We will do the landscaping around the perimeter in October. The new lot will have 77 spaces. When the County opted into the Tax Increment Financing Reinvestment Zone #1 they committed to building the parking lot, and the City committed to beautification of the parking lot.

AIRPORT FUEL FARM – This project is completed.

This project removed the underground AvGas and JetA fuel tanks and replaced them with above ground tanks and associated pumps and controls. The total project cost is about \$630,000. The original engineering estimate was \$1.2 million. By breaking the bid up into its component parts and acting as prime contractor, we were able to cut the cost in half.

CLAIMS – No liability claims were filed in August. One minor workers' compensation claim was filed in August.

WASTEWATER TREATMENT PLANT - Total suspended solids (TSS) came in at .91 mg/L, well within the limit of 10 mg/L.

Elsewhere around the city, employees:

- Installed lighting at the Jefferson Street parking lot.
- Made electrical repairs at Pacific Park splash pad.
- Cleaned multiple a/c units at city buildings.
- Performed preventative maintenance on several items at the wastewater treatment plant and water treatment plant.
- Repaired 16 water main ruptures.
- Replaced 26 water meters.
- Unstopped 12 sewer mains.
- Washed 75,000 feet of sewer mains.
- Flushed 36 dead end water mains.
- Switched to emergency power at Cooper Lake Pump Station while the North Texas Municipal Water District performed maintenance on their electrical switch gear.
- Treated 160 million gallons of potable water.
- Passed a TCEQ inspection of the wastewater treatment plant with no violations.

- Conducted 29 building inspections, 15 electrical inspections, 7 plumbing inspections, 1 mechanical inspection and issued 30 building permits.
- Responded to 222 calls for animal control and achieved an adoption rate of 26%.
- Made 6 felony arrests in the Special Crimes Unit.
- Responded to 42 accidents, made 62 arrests, wrote 588 traffic tickets and recorded 52 offences.
- Responded to 124 fire/rescue calls, including 5 structure fires.
- Conducted 56 fire inspections and wrote 56 pre fire plans.
- Checked out 3,006 items from the library.
- Sold 1,557 gallons of AvGas and 5,025 gallons of JetA fuel.
- Sprayed for army worms in all parks.
- Removed a dead tree at the skate park.

REVENUES AND EXPENDITURES – Finance Director Peter Karstens presented a year-to-date summary of revenues and expenditures.

DISCUSSION/ACTION ON THE CONSENT AGENDA

Consider for approval the regular City Council meeting minutes of August 2, 2016; the City Council workshop session meeting minutes for August 2, 2016; the Special City Council meeting minutes of August 9, 19, and 23, 2016; and the Economic Development Corporation meeting minutes of July 25, 2016. There was no one to speak to the issue. Councilman Johnson made a motion to approve the minutes as presented. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON PUBLIC HEARING FOR SECOND AND FINAL READING OF ORDINANCE NO. 2686, AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF CITY OF SULPHUR SPRINGS, TEXAS COMBINATION TAX AND SURPLUS REVENUE CERTIFICATES OF OBLIGATION, SERIES 2016; BEARING INTEREST AT THE RATES HEREINAFTER SET FORTH; TO SECURE FUNDS FOR THE PURPOSE OF PAYING CONTRACTUAL OBLIGATIONS INCURRED TO FUND WASTEWATER SYSTEM IMPROVEMENTS, AND FOR PAYING LEGAL, FISCAL, ARCHITECTURAL AND ENGINEERING FEES IN CONNECTION WITH SUCH PROJECTS; PRESCRIBING THE FORM OF CERTIFICATES OF OBLIGATION; LEVYING AD VALOREM TAXES AND PLEDGING SURPLUS NET REVENUES OF THE CITY'S WATERWORKS AND SEWER SYSTEM FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE CERTIFICATES OF OBLIGATION; MAKING CERTAIN OTHER COVENANTS OF THE CITY WITH RESPECT TO THE CERTIFICATES OF

OBLIGATION, THE FUNDS FROM WHICH SAID CERTIFICATES OF OBLIGATION ARE TO BE PAID AND THE PROJECTS TO BE FUNDED WITH THE CERTIFICATES OF OBLIGATION; EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND ESCROW AGREEMENT; AWARDING SALE OF SAID CERTIFICATES OF OBLIGATION; PROVIDING AN EFFECTIVE DATE; AND ENACTING OTHER PROVISIONS RELATING THERETO

Finance Director Karstens presented the staff report and was available to answer any questions. This ordinance authorizes the Certificates of Obligation to redo the Wastewater Treatment Plant. Andrew Friedman with SAMCO Capital Markets, Inc. and Leroy Grawunder with McCall, Parkhurst & Horton LLP were also available to answer any questions. There was a brief discussion. There was no one else to speak to the issue. Councilman Sellers moved to adopt the ordinance on the second and final reading. Councilman Sellers seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2687, THE APPROPRIATIONS ORDINANCE FOR THE CITY OF SULPHUR SPRINGS FISCAL YEAR 2016-2017

Finance Director Peter Karstens presented the staff report. This is the same budget as presented during the budget workshops with a few exceptions. Sales Tax went up last month over the same month last year. As a result the end of year sales tax revenue was increased and the budget for FY 2017 was increased. The rain estimate for water sales was lowered. Staff has scoured all activities throughout the city and the new fee schedule was noted in red. There was a brief discussion. There was no one else to speak to the issue. Councilman Johnson moved to approve the ordinance on the first reading. Councilman Sellers seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2688, SETTING THE TAX RATE FOR THE CITY OF SULPHUR SPRINGS

Finance Director Peter Karstens presented the staff report. The property tax rate is set at 44¢ per \$100 of valuation as discussed at the budget workshops. The taxes in the ordinance are assessed property as of January 1, 2015, though they are due after the tax rate is set. There was no one to speak to the issue. Councilman Sellers moved that the property tax rate be increased by the adoption of a tax rate of \$0.44 per \$100 which is effectively a 0.99% increase to the tax rate. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

**DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2689,
SETTING THE WATER RATE FOR THE CITY OF SULPHUR SPRINGS**

Finance Director Peter Karstens presented the staff report. As noted in the workshops the water rates will increase 2.25% this year. There was no one to speak to the issue. Councilman Johnson moved to approve the ordinance on the first reading. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

**DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2690,
SETTING THE SEWER RATE FOR THE CITY OF SULPHUR SPRINGS**

Finance Director Peter Karstens presented the staff report. As noted in the workshops the sewer rates are proposed to increase 2.25% this year. There was no one to speak to the issue. Councilman Johnson moved to approve the ordinance on the first reading. Councilman Sellers seconded and the vote was unanimous.

The motion carried.

**DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2691,
SETTING THE SANITATION RATE FOR THE CITY OF SULPHUR SPRINGS**

Finance Director Peter Karstens presented the staff report. As noted in the workshops the sanitation rates will increase 2% this year. There was no one to speak to the issue. Councilman Sellers moved to approve the ordinance on the first reading. Councilman Johnson seconded and the vote was unanimous.

The motion carried.

**DISCUSSION/ACTION ON FIRST READING OF ORDINANCE NO. 2692,
AUTHORIZATION OF UPDATED SERVICE CREDITS**

Human Resource Director Gordon Frazier presented the staff report. It is recommended that the city continue with the updated service credits for all full time employees. We choose this annually so we have the option to discontinue at any time which we have done for periods in the past. There was a brief discussion with questions by Councilman Johnson which were addressed by Mr. Frazier. There was no one else to speak to the issue. Councilman Johnson moved to approve the ordinance on first reading. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON THE FIRST READING OF ORDINANCE NO. 2693, AN ORDINANCE AMENDING THE SULPHUR SPRINGS ZONING ORDINANCE BY REPLACING IN ITS ENTIRETY CHAPTER 13, ARTICLE 1, ENTITLED FOOD AND FOOD ESTABLISHMENTS, REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH

City Manager Marc Maxwell presented the staff report. The current ordinance requires restaurant owners to obtain health permits and subjects them to inspections. It does not authorize the city to revoke the health permits. City Attorney McLeroy stated the ordinance had not been updated in over fifty years. We currently contract with a retired State health Inspector for our inspections. Sometimes there are safety issues that can require immediate action. Restaurant owner Barbara Palmer was shocked but also glad for the attention, as she and the other downtown restaurant owners present are very conscientious and particular about their restaurants. There was a brief discussion. There was no one else to speak to the issue. Councilman Sellers moved to approve the ordinance on first reading. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON PROPOSALS AND AWARD OF CONTRACT FOR ADMINISTRATIVE SERVICES FOR THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOME RESERVATION PROGRAM GRANT, RSP AGREEMENT #2015-0118

Human Resource Director Gordon Frazier presented the staff report. The only proposal received was from Resource Management & Consulting Company. Owner Charles Edwards was available to answer any questions. All fees paid to the consultant are reimbursable costs paid through the grant. The City will not be responsible for any administration costs above what is approved and paid by TDHCA. There was no one else to speak to the issue. Councilman Sellers moved to accept the proposal and award the contract to Resource Management & Consulting Company. Councilman Johnson seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON ASSET FORFEITURE BUDGET

Captain Ricketson presented the Police Department Asset Forfeiture Budget to the City Council. Asset Forfeiture money is acquired from cash and liquidation of forfeited property from narcotic related activities. There was no one to speak to the issue. Councilman Johnson moved to approve the budget as presented. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON ECONOMIC DEVELOPMENT CORPORATION BUDGET

Roger Feagley, Executive Director of the Economic Development Corporation, presented the staff report to the City Council. There was no one else to speak to the issue. Councilman Johnson moved to approve the Economic Development Corporation budget as presented. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON BIDS AND AWARD OF CONTRACT FOR REPLACEMENT OF LIBRARY ROOF

Finance Director Peter Karstens presented the staff report. We received four sealed bids. Three of which were responsive to the specifications and one was not. Staff will recommend that the City move ahead on choosing a contractor based in the whole package but only authorize the non-metal until we see what the insurance chooses to do. Staff recommends the City accepts Hefner Roofing & Construction's bid and approve the TPO Roofing "Roof Over" option for \$105,900 and wait on additional information from the insurance company. There was a general discussion. There was no one else to speak to the issue. Councilman Johnson moved to accept the bids and award the contract to Hefner Roofing & Construction. Councilwoman Price-Mitchell seconded and the vote was unanimous.

The motion carried.

DISCUSSION/ACTION ON RESOLUTION NO. 1115 APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE CRIMINAL JUSTICE DIVISION FOR BODY CAMERAS AND STORAGE AND DESIGNATING THE MAYOR AS THE AUTHORIZED SIGNATORY OFFICIAL

Captain Jason Ricketson presented the staff report to the City Council. There was no one else to speak to the issue. Councilman Johnson moved to approve the resolution as presented. Councilman Sellers seconded and the vote was unanimous.

The motion carried.

VISITORS/PUBLIC FORUM

None.

ADJOURN

With all business complete the meeting was adjourned at 7:50 p.m.