

**MINUTES
CITY COUNCIL REGULAR MEETING &
WORKSHOP
APRIL 9, 2019**

**R. E. SPRADLIN, III – MAYOR
HARVEY MCCLENDON – MAYOR PRO TEM
MERLYN HOLMES – COUNCIL MEMBER
MIKE SECHRIST – COUNCIL MEMBER
VICTOR A. BOYD – COUNCIL MEMBER**

- A. Call to Order** – With a quorum present Mayor Spradlin called the meeting to order at 5:30 p.m. Noting Council Member Holmes joined the meeting during the pledges.
- B. Prayer** – The opening prayer was led by Harry Caldwell of Mt Moriah Baptist Church
- C. Pledges of Allegiance** – Mayor Spradlin led the pledges to the U.S. and Texas flags.
- D. Public Forum (01:38 on 04/09/2019 Council Recording)**
Mayor Spradlin opened the public forum and as there were no requests to speak, the forum was closed.
- E. Items of Community Interest (02:16 on 04/09/2019 Council Recording)**
Mayor Spradlin announced the following upcoming events:
- Avalon Faire- every weekend in April at the Avalon Faire Renaissance Park on FM 1252
 - 04/10 through 04/13 – Rangerette Revels at Dodson Auditorium
 - 04/14 – Kilgore Candidates Forum at the Texan
 - 04/20 – Helicopter Easter Egg Drop at Harris Street Park 8:30 a.m. to 12:30 p.m.
 - 04/23 through 04/26 – Early Voting for Kilgore Mayor, KISD School Board, and Kilgore College South Zone
 - 05/04 – Election Day
 - Mayor Spradlin wished a belated Happy Birthday to Police Chief Todd Hunter, congratulated Josh Selleck on his 4 years at the City of Kilgore, and also congratulated Mr. Selleck on the birth of his son, Max.
- F. Presentations (04:25 on 04/09/2019 Council Recording)**
1. Operations Chief Mark Henderson stated Captain Kyle Huckabee, who was to be recognized tonight for his 20 years of service, was unable to make it and will be recognized at a later date.
 2. Operations Chief Mark Henderson recognized Jason Chamblee for 10 years of service with the Kilgore Fire Department.
-

3. Police Chief Todd Hunter recognized Detective John Rowe for 20 years of service with the Kilgore Police Department
4. Mayor Ronnie Spradlin read a Proclamation for Telecommunicator Week which is April 14th through April 20th and recognized the Dispatchers that were in attendance at the meeting. Police Chief Todd Hunter gave a brief presentation on the City of Kilgore’s dispatchers and their job duties.

G. Consent Agenda (16:01 on 04/09/2019 Council Recording)

1. Approval of the City Council Regular Meeting Minutes on March 26, 2019
2. Approval of the KEDC Board Meeting Minutes on April 9, 2019
3. Approval of Master Engineering Agreement with Jones-Carter
4. Approval of Master Engineering Agreement with Halff and Associates

Motion: Council Member Sechrist made a motion to approve the Consent Agenda as presented. The motion was seconded by Council Member Boyd and carried unanimously.

H. Public Hearings/Ordinances/Resolutions (16:49 on 04/09/2019 Council Recording)

1. Considering all matters incident and related to the issuance and sale “City of Kilgore, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2019”, including the adoption of Ordinance 1739 authorizing the issuance of such certificates of obligation.
 - Public Hearing
Mayor Spradlin opened the Public Hearing and recognized Mr. Selleck, who introduced Steven Adams with Specialized Pubic Finance, Inc. Mr. Adams gave a presentation to Council regarding final sale results for the City of Kilgore’s Certificates of Obligation, Series 2019. Mr. Adams told Council the City of Kilgore was affirmed by Standard & Poor’s for a “AA” bond rating with a stable outlook. Purchaser of the Certificates of Obligation is The Baker Group out of Oklahoma at True Interest Cost 20-year fixed rate of 2.737 percent, with final maturity on February 15, 2039. The Baker Group was one of the 9 bids received on issue. Mr. Adams recommended the approval of the Ordinance approving the issue.
 - Approval of Ordinance No. 1736

Motion: Council Member Sechrist made a motion to approve Ordinance No. 1739 relating to the issuance and sale of “City of Kilgore, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2019.” The motion was seconded by Council Member Boyd and carried unanimously.

2. Consider all matters incident and related to the issuance and sale of “Kilgore Economic Development Corporation Sales Tax Revenue Bonds, Taxable Series 2019”, including the adoption of Resolution No. 19-06 approving the Resolution of the Corporation authorizing the issuance of such bonds.
 - Public Hearing
Mayor Spradlin opened the Public Hearing and once again recognized Steven Adams with Specialized Public Finance, Inc. Mr. Adams gave a presentation to Council regarding final sale results

for the Kilgore Economic Development Corporation’s Sales Tax Revenue Bonds, Taxable Series 2019. The bonds were sold on a taxable basis to allow the corporation maximum flexibility in the use of the facility. Mr. Adams told Council the EDC was affirmed by Standard & Poor’s for a “A+” bond rating due to the possible fluctuation of future revenue streams. In addition, the bonds were insured by AGM in order to obtain an insured rating of “AA.” The Sales Tax Revenue Bonds were underwritten by Raymond James & Associates at True Interest Cost of 3.912 percent, with final maturity in 2039. Mr. Adams recommended the approval of the resolution regarding KEDC’s bond issue.

- Approval of Resolution No. 19-06

Motion: Mayor Pro Tem McClendon made a motion to approved Resolution 19-06 relating to the issuance and sale of “Kilgore Economic Development Corporation Sales Tax Revenue Bonds, Taxable Series 2019.” The motion was seconded by Council Member Holmes which carried unanimously.

I. Discussion and Possible Action Items (27:37 on 04/09/2019 Council Recording)

1. Approval of the final plat for the John Bennett Estate Subdivision.

Mayor Spradlin recognized Carol Windham, Director of Planning who stated there are ten new lots that are located on Fritz Swanson Road and the reason a subdivision plat is needed is because the back of the property and one lot along Fritz Swanson will remain with the family, however, they will be selling lots 1-8 along Fritz Swanson. Since the property will be a divided subdivision, a plat is required. All lots meet the “R3” Single Family Residential District zone requirements. Gregg County does maintain the road and has no requirements of improvements. All water and sewer infrastructure is in place. Staff recommends approval of the final plat of John Robert Bennett Subdivision.

Motion: Mayor Pro Tem McClendon made a motion to approve the final plat for the John Robert Bennett Estate Subdivision. The motion was seconded by Council Member Sechrist which carried unanimously.

2. Authorize City Manager to execute Task Order PC19-002-TO-01 with Schaumburg & Polk for Additional Services for the Design of Phase 2 of the Trails System

Mayor Spradlin recognized Clay Evers, Director of Public Works who explained this was a task order relating to the permitting, design, and construction of Phase 2 of the Trails System. A preliminary design of the crossing of Dudley Rd under the bridge and a low water crossing at Turkey Creek has been approved by TXDOT. This task order is for \$38,000 and will complete the engineering services of the Trails Phase 2 through its construction and reimbursement by TPWD. The City’s responsible match funding is anticipated to be from KEDC and Undesignated Capital Improvement Funds.

Motion: Council Member Holmes made a motion to authorize the City Manager to execute Task Order PC19-002-TO-01 with Schaumburg & Polk for Additional Services for the Design of Phase 2 of the Trails System. The motion was seconded by Mayor Pro Tem McClendon which carried unanimously.

3. Authorize City Manager to execute Task Order UT18-003-TO-02B with Pure Technologies for Groundwater Transmission Main Assessment.

Mayor Spradlin recognized Clay Evers, Director of Public Works, who explained this task order is to proceed with a full valve assessment and acoustic leak inspection on the 20 inch main that was built in 1954. This is a critical piece of infrastructure that brings water into the City of Kilgore. This task order is in the amount of \$155,270.00 and is funded by FY2019 PAYGO funds and 2019 debt issue proceeds.

Motion: Council Member Boyd made a motion to authorize the City Manager to execute Task Order UT18-003-TO-02B with Pure Technologies for Groundwater Transmission Main Assessment. The motion seconded by Council Member Sechrist which carried unanimously.

4. Authorize City Manager to execute Task Order ST19-003-TO-01 with Halff and Associates for Preliminary Engineering for Main Street Improvements.

Mayor Spradlin recognized Clay Evers, Director of Public Works, who explained this task order is for the preliminary engineering and surveying of Main Street improvements. These improvements were identified in the FY19 Capital Improvement Plan as the next corridor for rehabilitation. This order is in the amount of \$35,635.00 and is for preliminary engineering and surveying. Also included in this task order is a complete survey of Main Street which also includes researching and establishing the true right of way limits, define entrance improvements, sidewalks, and landscaping.

Motion: Mayor Pro Tem McClendon made a motion to authorize the City Manager to execute Task Order ST19-003-TO-01 with Halff and Associates for preliminary engineering for Main Street improvements. The motion was seconded by Council Member Boyd which carried unanimously.

5. Authorize City Manager to execute Task Order WT19-003-TO-01 with HDR for Groundwater Supply Master Plan- Director of Public Works.

Mayor Spradlin recognized Clay Evers, Director of Public Works, who explained the water supply options study completed in early 2018 indicated that the City of Kilgore needs to expand its water supply to meet the projected future demands. The recommendations were to expand our wellfield capacity due to location, infrastructure, cost effectiveness, and abundant, sustainable supply over long term. This task order is to lay the groundwork to develop the wellfield in an orderly, cost-efficient, and systematic way. This task order is for \$65,600.00. This project is funded through FY2019 debt issue funds.

Motion: Council Member Holmes made a motion to authorize the City Manager to execute Task Order WT19-003-TO-01 with HDR for Groundwater Supply Master Plan. The motion was seconded by Council Member Boyd which carried unanimously.

J. Council Workshop discussion on the following topics, for which no formal Council action was taken:

1. Rapid Response Vehicle

- Mayor and Council along with other attendees of the Council Meeting went outside to take a look at the new vehicle.
- 2. Randall Scott and Associates
 - Presentation was given on the facilities condition assessment of the Police Department, Dispatch and Training Center, and the three Fire Stations.
- 3. Kilgore Fire Department Service Fees
 - Will re-visit after more analysis has been completed.
- 4. Heavy vehicles in residential neighborhoods
 - Addressing all trailers parking in the street.
 - Spoke of gathering public opinion by survey and other means to discuss options for camper/RV storage in rear yards only.
- 5. Property Maintenance Code
 - Enforce storage building requirements on buildings that are not completely empty.
 - Spoke of options for strengthening vacant building aesthetic requirements.
- 6. Code Enforcement Update
 - Continue to use the land use maps and zoning ordinances to determine land use rules.
- 7. Safe Routes to School update
 - The safe routes to school was widely accepted at the recent meetings.
- 8. Capital Improvement Projects update
 - Clay Evers gave an update on all going, complete, and future projects in Public Works, Utilities, and Streets.
- 9. Agenda Software

K. Executive Session

Council did not convene for Executive Session.

L. Possible action on items discussed in Executive Session

Council did not convene for Executive Session.

M. Adjournment

Upon a motion by Council Member Boyd and seconded by Council Member Sechrist the meeting was adjourned at 10:49 p.m.

ATTEST:

CITY OF KILGORE, TEXAS

RACHEL ROWE, CITY CLERK

R. E. SPRADLIN, III, MAYOR