



**MINUTES
CITY COUNCIL REGULAR MEETING
May 21, 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** – Mayor Spradlin called the meeting to order at 5:30 p.m.
- B. Prayer** – The opening prayer was led by Scott Thomas of Faith Baptist Church
- C. Pledges of Allegiance** – Council Member Holmes led the pledges to the U.S. and Texas flags.
- D. Oaths of Office and Council Appointments (01:49 on 05/21/2019 Council Recording)**
 - 1. City Clerk Rachel Rowe administered Oaths of Office to Ronnie Spradlin, Mayor, Harvey McClendon, City Council, Place 2, and Mike Sechrist, City Council, Place 3
 - 2. Council appointment of Mayor Pro Tem

Motion: Mayor Spradlin made the motion to appoint Harvey McClendon to serve a two-year term as Mayor Pro Tem. Council Member Sechrist seconded the motion, which carried unanimously.

- 3. Council appointment of Municipal Court Judge to serve a term of two years concurrent with the Mayor.

Motion: Mayor Pro Tem McClendon made the motion to approve appointment of Glen D. Phillips to serve a two-year term as Judge of the City of Kilgore Municipal Court. Council Member Boyd seconded the motion, which carried unanimously.

- 4. City Clerk Rachel Rowe administered Oath of Office to Municipal Court Judge Glenn D. Phillips.

- E. Public Forum (06:11 on 05/21/2019 Council Recording)**

Mayor Spradlin opened the public forum and as there were no requests to speak, the forum was closed.

- F. Items of Community Interest (06:43 on 05/21/2019 Council Recording)**

Mayor Spradlin introduced Andrew Hawkes, Police Chief of Jacksonville PD who presented Chief Todd Hunter with a plaque thanking him for his service as President of the Texas Police Chief's Association.

Mayor Spradlin gave a brief summary of upcoming events in Kilgore

- May 22nd – Free Charlie’s Snoball Day at Dr. deGraffenried Dentistry
- May 24th – Kilgore High School Graduation at R.E. St. John Stadium at 8:30 pm
- May 25th – Lazy Splash Ranch begins opening 7 days a week from 11am-8pm
- May 27th – Memorial Day and hopeful opening of the Kilgore City Pool
- June 3rd- Begins the Kilgore Library Summer Reading Program
- June 7th-8th – East Texas Oilmen’s Golf Classic at Meadowbrook Golf and Event Center
- June 15th- Juneteenth Celebration at Kilgore City Park
- June 20th – Kilgore Law School Lunch at Frist Christian Church
- June 22nd – LiveLikeJay Bass Fishing Tournament at Johnson Creek Recreation area

G. Presentations (11:40 on 05/21/2019 Council Recording)

1. Fire Chief Johnny Bellows recognized Kyle Huckabee for 20 years of service and Josh Britton for 10 years of service with the Kilgore Fire Department.
2. Police Chief Todd Hunter recognized Johnathan Gage for 15 years of service with the Kilgore Police Department.
3. Marilyn Kitchens, Children’s Librarian, gave a presentation on the upcoming Summer Kilgore Public Library reading program which begins June 3.
4. Bill Martin, Controller, presented a summary of investment activity for the quarter ending March 31, 2019 specifically noting activity in the City of Kilgore Investment Portfolio and Kilgore Economic Development Investment Portfolio.
5. Ryan Polk, Tourism Manager, gave a tourism update for the Kilgore Chamber of Commerce.
6. Mayor Spradlin read a Proclamation for Motorcycle Safety Awareness Month

H. Consent Agenda (55:29 on 05/21/2019 Council Recording)

1. Approval of the City Council Regular Meeting Minutes on May 7, 2019 and the City Council Special Meeting Minutes on May 13, 2019.
2. Authorizing purchase of replacement switches from Cisco Systems in the amount of \$54,056.37 for the citywide network system.

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

I. Discussion and Possible Action Items (56:17 on 05/21/2019 Council Recording)

Mayor Spradlin changed I.1 and I.2 on this agenda

1. Nomination of Fred Gebhardt to the Kilgore Main Street Advisory Board.

Mayor Spradlin introduced Sonya Waters, Community Relations Manager, who stated one of the advisory board members, Carrie Jackson, asked to remove herself from the board due to having too many existing commitments. The Board’s recommendation is to nominate Fred Gebhardt to the Board. Fred is very active in the community and has been a huge help to Sonya in numerous events and is currently in the process of buying a building downtown.

Motion: Council Member Sechrist made a motion to nominate Fred Gebhart to the Kilgore Main Street Advisory Board. The motion was seconded by Council Member Boyd which carried unanimously.

2. Comprehensive Plan

Mayor Spradlin recognized Josh Selleck, City Manager who brought forward the Comp plan presentation as three plans and is recommending it go forward as three. Going forward with this plan will allow us to design a Downtown Master Plan and a detailed analysis of our Thoroughfare situation. This will give us about \$20,000-\$30,000 of savings. In summary, the overall Comp Plan will contain a broad future Land Use Map including our extra jurisdictional territories. It will include a Downtown Master Plan Focus Area, and a Thoroughfare Plan. We should complete these concurrently because of shared stakeholder process, common vision, and sub plans are dependent on the overall comprehensive plan.

The Comp Plan will cost \$133,500.00 which would be funded from the original \$93K in the budget with \$40,500.00 appropriated from sales tax. The Downtown Master Plan, \$39,500.00, will be funded from sales tax. And Thoroughfare plan at \$67,525.00 coming from the existing Street Department Budget.

Motion: Council Member Sechrist made a motion to authorize the City Manager to negotiate and execute contracts with Freese and Nichols for:

- **Comprehensive Plan in the amount of \$133,500.00**
- **Thoroughfare Plan in the amount of \$67,525.00**
- **Downtown Master Plan in the amount of \$39,500.00**

The motion was seconded by Mayor Spradlin which carried unanimously.

3. Interlocal agreement with East Texas Council of Governments, Kilgore ISD, and Kilgore College related to street sweeping.

Mayor Spradlin introduced Mr. Selleck who explained these entities have problems getting their parking lots cleaned and had reached out requesting to use to the City Street Sweeper. Mr. Selleck stated if the entities are in agreement to pay the labor during non-business hours and take care of scheduling, the City could enter into an interlocal agreement if Council agrees.

Motion: Mayor Pro Tem McClendon made a motion give authority to the City Manager to negotiate and execute an interlocal agreement with East Texas Council of Governments, Kilgore ISD, Kilgore College, and Region VII related to street sweeping. The motion was seconded by Council Member Holmes which carried unanimously.

4. Wholesale Water Rate Study

Mayor Spradlin recognized Josh Selleck at the podium who introduced Chris Ekrut with Newgen Strategies who completed the City's wholesale water rate study. Mr. Ekrut provided a summary of the wholesale water rates indicating Liberty Danville hasn't been charged correctly in twenty years and the contract is inappropriate. The City also needs a new Emergency Interconnect Contract in place.

Cross Roads Water Supply was eliminated because they just recently notified us they will no longer be a customer due to building a system to be able to provide their own water supply, but there does need to be a solid Emergency Interconnect Contract in place. Mr. Ekrut stated he believes a discussion needs to be had and contracts need to be renegotiated and administered moving forward.

J. Executive Session (02:30:00 on 05/21/2019 Council Recording)

Mayor Spradlin closed the open meeting at 8:01 p.m. to convene into Executive Session to discuss the following:

1. Personnel matters pursuant to Section 551.074
 - Annual performance evaluation of City Manager by City Council
2. Possible purchase exchange, lease, or value of real estate pursuant to section 551.072
 - Properties near 1612 S Henderson Blvd.
 - Lots in Remington North

K. Possible action on items discussed in Executive Session

Mayor Spradlin reconvened in open session at 8:42 and no action was taken.

L. Adjournment

Upon a motion by Mayor Pro Tem McClendon and seconded by Council Member Boyd the meeting was adjourned at 8:43 p.m.

ATTEST:

CITY OF KILGORE, TEXAS

RACHEL ROWE, CITY CLERK

R. E. SPRADLIN, III, MAYOR