

MINUTES OF THE SPECIAL CITY COUNCIL MEETING

May 16, 2022

MEMBERS PRESENT: Mayor Ray Schultz
Mayor Pro tem Lori Shierry
Councilmen Randall Barker and Brad Wynn
Councilwomen Sherrie Williams and Stephanie Wooten
Councilman Elect Jeff Pogatshnik

MEMBERS ABSENT: None

PERSONNEL: Jerry Flemming, City Manager
Mike McCarty, Public Works Director
Jason Griffin, Parks and Recreation Director
Steve Davis, Police Chief
David Owen, Economic Development Director
Andy Payne, Fire Chief
Becky Ferguson, Director of Finance
Amie Schultz, Library Director
Craig Hodgkins, Police Officer
Janice Newman, City Secretary

VISITORS: Dolores Hamilton

AGENDA ITEM NO. 1: Call to Order.

The Mayor called the meeting to order at 7:00 p.m.

AGENDA ITEM NO. 2: Invocation.

The Mayor gave the invocation.

AGENDA ITEM NO. 3: Recognition of Special Guest(s)/Action(s).

There were no recognitions at this time.

AGENDA ITEM NO. 4: Citizens' Input.

No individuals registered to participate in the citizens' input.

AGENDA ITEM NO. 5: General Consent.

A. Acceptance and Approval of the Minutes of the Regular City Council Meeting of April 25, 2022.

- B. Acceptance and Approval of the Planning and Zoning Commission Meeting of May 2, 2022.
- C. Acceptance and Approval of the Minutes of the Economic Development Corporation Board of Director’s Meeting of May 10, 2022.
- D. Acceptance and Approval of an Exemption to the Fireworks Ordinance (Section 5.01.002 of the Code of Ordinances) to Allow the Community Development (4B) Corporation Annual Independence Day Fireworks Display at Lake Gordon on Saturday, July 2, 2022.
- E. Acceptance and Approval of a Request by City Staff to Utilize the Oscar Park Volleyball Pits for the Annual Pigpen Mud Volleyball Tournament on Saturday, July 2, 2022 and to Utilize City Staff, Equipment and Water to Prepare the Pits for the Tournament.
- F. Acceptance and Approval of an Exemption of the Swimming Ordinance (Section 1.10.073) to Allow Wading and Swimming in Gordon Lake During the Pigpen Mud Volleyball Tournament on Saturday, July 2, 2022.

Motion was made by Councilwoman Williams and seconded by Councilwoman Wooten approving the general consent agenda as presented. Motion carried with five ayes. (Unanimous)

AGENDA ITEM NO. 6: Election Business.

- A. Canvass Votes From the May 7, 2022, General Election.

The Council canvassed the votes as follows:

	<u>Precinct 308</u>		<u>Precinct 309</u>		<u>Total</u>
	<u>EV</u>	<u>ED</u>	<u>EV</u>	<u>ED</u>	
<u>Mayor</u>					
Taylor Kelley	49	22	20	7	98
Ray Schultz	73	52	21	11	157
<u>City Council Place 2</u>					
Geral D Frazier	30	20	7	8	65
Jeff Pogatshnik	91	53	31	9	184
<u>City Council, Place 4</u>					
Lori M Shierry	112	68	37	17	234

B. Declare Winners in the May 7, 2022 General Election.

The Mayor announced the winners in the May 7, 2022 General Election were Ray Schultz, Mayor, Jeff Pogatshnik, City Council Place 2, and Lori M Shierry, City Council Place 4.

C. Swear in Newly Elected Members of the City Council.

The City Secretary swore in Mayor Ray Schultz, City Council Place 2 Jeff Pogatshnik, and City Council Place 4 Lori Shierry.

D. Consider and Approve the Appointment of a Mayor Pro tem.

Motion was made by Councilwoman Williams and seconded by Councilwoman Wooten to appoint Lori Shierry as Mayor Pro tem. Motion carried with five ayes. (Unanimous)

AGENDA ITEM NO. 7: Oath of Office.

A. Administer Oath of Office to Police Officer Craig James Hodgkins.

The City Secretary administer the Oath of Office to Police Officer Craig James Hodgkins.

AGENFDA ITEM NO. 8: Ordinance.

A. An Ordinance of the City of Iowa Park Accepting the Replat of Lot 1, Block 1, Highland Park Addition, Section 1, to the City of Iowa Park, Wichita County, Texas.

This is a replat of a 7.324-acre tract of land also known as 1526 Elizabeth recently purchased by the Iowa Park Industrial Development Corporation. This is a simple renumbering of the property. Motion was made by Councilwoman Williams and seconded by Councilwoman Shierry approving and adopting Ordinance Number 1355 accepting the replat of Lot 1, Block 1, Highland Park Addition, Section 1, to the City of Iowa Park, Wichita County, Texas. Motion carried with five ayes. (Unanimous)

AGENDA ITEM NO. 9: Bid Action.

A. Discuss and Consider Proposals Received in Response to Request for Proposals (RFP) for Auditing Services of the City's General Fund, Water and Sewer Enterprise Fund, Debt Service Fund, Economic Development (4A) Corporation Fund and Community Development (4B) Corporation Funds.

Two bids were received as follows:

	<u>MWH Group</u>	<u>Rod Abbott</u>
FY 21-22	\$24,500.00	\$19,375.00
FY 22-23	\$25,000.00	\$19,950.00
FY 23-24	\$25,500.00	\$20,750.00
FY 24-25	\$26,000.00	\$21,800.00
FY 25-26	\$26,500.00	\$23,100.00

It was noted that MWH Group has been the City’s auditors since 2012. Rod Abbott is based in Tom Bean, Texas and has experience with municipal audits, but with much smaller cities. After a brief discussion, motion was made by Councilman Pogatshnik and seconded by Councilwoman Williams accepting the proposal from MWH Group for auditing services of the City’s General Fund, Water and Sewer Enterprise Fund, Debt Service Fund, Economic Development (4A) Corporation Fund and Community Development (4B) Corporation Funds. Motion carried with five ayes. (Unanimous)

AGENDA ITEM NO. 10: City Manager’s Report.

- A. Discuss and Consider a Proposal From DP Construction in the Amount of \$14,730.00 to Enclose the Truck Port at the Animal Control Facility.

Police Chief Davis briefed the Council on the proposed enclosure of the truck port at the Animal Control Facility. \$13,000.00 had been budgeted to enclose the port. However, rising cost of material has increased the total cost to \$14,730.00. The base estimate is \$13,760.00 to enclose the existing covered area and two overhead doors. An additional \$970.00 will include a walk-through door which will be required. Motion was made by Councilwoman Wooten and seconded by Councilman Barker accepting the proposal from DP Construction in the amount of \$14,730.00 to enclose the truck port at the Animal Control Facility. Motion carried with five ayes. (Unanimous)

- B. Discuss and Consider Budget Preparation and Approval Schedule.

The State requires a municipality to adopt their annual budget and tax rate on or before September 30th. Council was presented a proposed schedule for workshops, public notices and hearings with the first budget workshop on September 12th and the adoption of the budget and tax rate on September 26th. Motion was made by Councilwoman Williams and seconded by Councilwoman Wooten approving the proposed FY 2022/2023 budget preparation and approval schedule as presented. Motion carried with five ayes. (Unanimous)

- C. Receive Debt Obligation Report From City Staff.

The City Manager briefed the Council on the City’s debt obligations effective October 1, 2022. For fiscal year 22/23, General Fund will have debt payments of \$79,907.49. \$52,500.00 of this is for the swimming pool that the Community Development Corporations pays. \$27,407.49 is for the lease purchase of a fire truck. General Fund interest payments will be \$159,087.53. This includes

\$148,477.37 for public safety facilities, \$4,162.50 for the swimming pool (4B reimburses) and \$6,447.66 for the fire truck lease.

The Utility Fund will have debt payments of \$337,500.00. \$297,500.00 is the U.S. Highway 287 water line and ground storage. \$40,000.00 is the Wastewater Effluent Reuse Project that the Economic Development Corporation pays. Utility Fund interest payments will be \$37,210.00, with \$23,587.50 for the U.S. Highway 287 water line and ground storage and \$13,622.50 for the Wastewater Effluent Reuse Project (4A reimburses).

D. Discuss and Consider Utilities Provided to Nonprofit Organizations.

The following is a list of nonprofit organizations and the FY 22-23 estimates on City paid utilities:

<u>Nonprofit Name</u>	<u>Water/Sewer</u>	<u>Electricity</u>	<u>Natural Gas</u>	<u>Total</u>
Highland Cemetery	\$3,500.00	\$ 0.00	\$0.00	\$3,500.00
Friendly Door	\$ 260.00	\$ 0.00	\$0.00	\$ 260.00
Optimist Gym	\$ 600.00	\$ 0.00	\$0.00	\$ 600.00
RAC	\$ 600.00	\$4,300.00	\$1,400.00	\$6,300.00
History Museum	\$ 250.00	\$2,000.00	\$0.00	\$2,250.00
Youth Baseball/Softball	\$ 250.00	\$4,500.00	\$0.00	\$4,750.00
Totals	\$5,460.00	\$10,800.00	\$1,400.00	\$17,660.00

It was noted that the lease agreement with the RAC expires in September. It was the consensus of the Council to review the RAC lease agreement and have the RAC Board members present at a future Council meeting. It was also the consensus of the Council to bring back this item with caps on each utility paid by City.

E. Discuss and Consider the 2020 Strategic Plan for the City of Iowa Park.

The Council reviewed the 2020 Strategic Plan to consider any additions, changes or deletions they would like to make. The City Manager explained with the new Police and Fire facilities as well as potential City Hall, that will be a big part of the General Fund budget. Staff will start updating and removing completed items.

F. Discuss and Consider the Local State of Disaster for Public Health Emergency Adopted by City Council on March 23, 2020.

As of Friday, May 6, 2022, there was one active case in the 76367-zip code and a total of 42 in the county.

The meeting adjourned at 8:00 p.m.

PASSED, APPROVED AND ADOPTED this 13th day of June, 2022.

Mayor Ray Schultz

ATTEST:

City Secretary Janice Newman