

**THE CITY OF CISCO
CITY COUNCIL, REGULAR CALLED MEETING
December 12 2016**

**CISCO, TEXAS §
EASTLAND, COUNTY §**

The City Council of the City of Cisco met in a regular called *session* at the Cisco City Hall in Cisco as scheduled, and notice was posted 72 hours in advance and prior to the meeting.

MEMBERS PRESENT:

MAYOR	JAMES KING
COUNCILMEMBER PLACE II	DENNIS CAMPBELL
COUNCILMEMBER PLACE III	WILLARD JOHNSON
COUNCILMEMBER PLACE V	TAMMY DOUGLAS
COUNCILMEMBER PLACE VI	PHILIP GREEN

PERSONNEL PRESENT:

CITY MANAGER _____ **DARWIN ARCHER**

PERSONNEL ABSENT:

COUNCILMEMBER PLACE I	JASON WEGER
COUNCILMEMBER PLACE IV	RANDY BOLES
CITY SECRETARY	TAMMY OSBORNE

Guests: Peggy Ledbetter, John Diers, Judy Langford, Larry Weikel, Caryn Green, Carolyn Elmore, Stephen Forester, Bobby Martin

I. MEETING CALLED TO ORDER:

Mayor King called the meeting to order at 6:00 p.m.

II. PLEDGES

- A. Pledge of Allegiance
- B. Pledge to the Texas Flag

III. INVOCATION:

Councilmember Green gave the invocation.

IV. CITIZEN-VISITOR COMMENTS:

None.

V. APPROVE THE MINUTES OF THE MEETING CONDUCTED:

November 28, 2016

Mayor King noted one error on the minutes in that Councilmember Weger was listed as calling the meeting to order when in actuality, the Mayor himself had done it.

Motion was made by Councilmember Campbell to accept the minutes with the amendment, second was made by Councilmember Johnson. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

VI. THE CITY COUNCIL MAY DISCUSS AND/OR TAKE ACTION ON ANY OF THE FOLLOWING AGENDA ITEMS:

A. Consider and Discuss Ordinance No. 0-2016-13

AN ORDINANCE OF THE CITY OF CISCO, TEXAS, AMENDING SECTION 13-55 “ADDITIONAL ZONES AUTHORIZED” OF THE CITY’S CODE OF ORDINANCES; DESIGNATING THE WEST SIDE OF AVENUE H BETWEEN 10TH STREET AND 11TH STREET AS A NO PARKING ZONE AND TOW AWAY ZONE ON THE STREET; AND ESTABLISHING AN EFFECTIVE DATE OF ENFORCEMENT. *(Second Reading)*

Motion was made by Councilmember Douglas to accept the ordinance as presented, second was made by Councilmember Johnson. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

B. Consider and Discuss Ordinance No. 0-2016-11

AN ORDINANCE OF THE CITY OF CISCO, TEXAS, PROVIDING THAT THE CITY’S CODE OF ORDINANCES BE AMENDED BY ADDING SECTION 20-3, “WATER REVENUE LOSS SURCHARE”; AND ESTABLISHING AN EFFECTIVE DATE. *(First Reading)*

Mr. Archer explained that this ordinance was being brought back since there were mistakes found in the second reading of the ordinance at the last meeting. This publication represents the ordinance correctly.

Motion was made by Councilmember Green to accept the ordinance as presented, second was made by Councilmember Douglas. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

C. Consider and Discuss Ordinance No. 0-2016-15

AN ORDINANCE OF THE CITY OF CISCO, TEXAS, PROVIDING THAT RANDOLPH STREET BETWEEN MANCIL AVENUE AND HARRELL AVENUE IN HARRELL’S WEST SIDE ADDITION BE CLOSED AND THAT THE DEDICATION OF THE RIGHT-OF-WAYS BE VACATED AND ABANDONED, EXCEPT FOR EXISTING UTILITY AND/OR DRAINAGE EASEMENTS AND THE ALLEYWAY BETWEEN MANCIL AVENUE AND HARRELL AVENUE; PROVIDING FOR REVERSION OF THE FEES IN SAID LAND; AND, PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON FINAL PASSAGE. *(Second Reading)*

Motion was made by Councilmember Douglas to accept the ordinance as presented, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

D. Consider and Discuss Cisco Development Corporation Significant Action Report.—John Diers

Mr. Diers presented the Significant Action Report for the Cisco Development Corporation.

Motion was made by Councilmember Campbell to accept the report as presented, second was made by Councilmember Johnson. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

E. Consider and Discuss Selection of Firm for Bank Depository Services.

Mr. Archer informed the Council that the committee had met and discussed both bank depository proposals and the recommendation of the committee was to select Prosperity Bank as the firm to provide bank depository services to the city.

Motion was made by Councilmember Douglas to select Prosperity Bank for the city's bank depository services, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

F. Consider and Discuss Award of Bid for 5.12 Acres Near the Convenience Station.

Mayor King confirmed that one bid was received for the 5.12 acres. The bid was opened and it was revealed that the bid was for \$21,001.00 from the Cisco Development Corporation.

Motion was made by Councilmember Johnson to award the bid to the Cisco Development Corporation, second was made by Councilmember Douglas. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

G. Consider and Discuss Awarding Contract for Administrative Consultant for Application Preparation and Grant Administration Services for the TxCDBG 2017-2018 Community Development Fund Application for Water and/or Sewer System Improvements and Authorizing the Mayor and/or City Manager to Approve Contract with Selected Firm.

Mr. Archer explained that this was for an annual grant application the city made. The project had not been identified yet, but the city wanted to procure for grant administration to make that annual application. One proposal was received from Langford Community Services.

Motion was made by Councilmember Johnson to award the contract for TxCDBG 2017-2018 Community Development Fund Application to Langford Community Services, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

H. Consider and Discuss Approval of Scoring Recommendation Priority List for Engineering Services for the TxCDBG 2017-2018 Community Development Fund Application for Water and/or Sewer System Improvements and Contract with Funding Availability, and Authorizing the Mayor and/or City Manager to Negotiate a Contract with the Selected Firm, and if a Contract Cannot be Negotiated with the Selected Firm to Negotiate a Contract with the Second Ranked Firm.

Mayor King commented that two firms submitted proposals. Mr. Archer continued by saying that the two engineering firms were Enprotec Hibbs & Todd and Jacobs & Martin. Both proposals were scored and Enprotec Hibbs & Todd received the higher score.

Motion was made by Councilmember Douglas to award the Contract for Engineering Services for the TxCDBG 2017-2018 Community Development Fund Application to Enprotec Hibbs & Todd, second was made by Councilmember Green. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

I. Consider and Discuss Awarding Contract for Administrative Consultant for Application Preparation and Grant Administration Services for Infrastructure Improvements for the 2016-2017 Texas Capital Fund Real Estate and Infrastructure Program and Authorizing the Mayor and/or City Manager to Approve Contract with Selected Firm.

Mayor King told the Council that this procurement was for the NSC Beef Processing project and the city had again received only one proposal from Langford Community Services.

Motion was made by Councilmember Johnson to award the contract for the 2016-2017 Texas Capital Fund Real Estate and Infrastructure Program for grant administration services to Langford Community Services, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

J. Consider and discuss Approval of Scoring Recommendation Priority List for Engineering Services for the Texas Department of Agriculture (TDA) TxCDBG 2016-2017 Texas Capital Fund for Infrastructure Improvements and Authorizing the Mayor and/or City Manager to Negotiate a Contract with the Selected Firm and if a Contract Cannot be Negotiated with the Selected Firm to Negotiate a Contract with the Second Ranked Firm.

Once more, the Council was informed that this would be for engineering services for the NSC Beef Processing project. The city received two submissions for engineering services and the scoring was the same as in Item H with Enprotec Hibbs & Todd scoring the highest. However, the cost estimate from Eh/t was much higher than the verbal cost estimate from Jacobs & Martin. Procurement is not dependent on project cost estimates, but Mr. Archer noted that the large disparity in costs could negatively impact the city. Ms. Langford clarified that the city could negotiate with the selected firm on costs and if an agreement could not be reached then negotiations could be cancelled and the city could begin negotiations with the second ranked firm. Mr. Archer reiterated that based on scoring criteria, Enprotec Hibbs & Todd would be the recommended firm.

Motion was made by Councilmember Campbell to award the contract for engineering services for the TDA TxCDBG 2016-2017 Texas Capital Fund for Infrastructure Improvements to Enprotec Hibbs & Todd, second was made by Councilmember Johnson. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0

Absent: Weger, Boles

K. Consider and Discuss Resolution No. 2016-12-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CISCO, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR AND/OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

Mr. Archer commented that this was the resolution to approve application for the grant for which we just procured grant administration and engineering services.

Motion was made by Councilmember Johnson to accept the resolution as presented, second was made by Councilmember Douglas. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

L. Consider and Discuss Resolution No. 2016-12-12-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CISCO, TEXAS, APPROVING AN APPLICATION FOR FUNDING THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE, TEXAS CAPITAL FUND PROGRAM.

Mr. Archer stated that this resolution allowed application for the grant for the NSC Beef Processing project.

Motion was made by Councilmember Douglas to accept the resolution as presented, second was made by Councilmember Green. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

M. Consider and Discuss Resolution No. 2016-12-12-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CISCO, TEXAS, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG)-TEXAS CAPITAL FUND (TCF) PROGRAM CONTRACT NUMBER "YET TO BE ASSIGNED".

Mr. Archer explained that this resolution was in regard to authorized persons to execute contractual documents for the E. 18th Street project.

Motion was made by Councilmember Green to accept the resolution as presented, second was made by Councilmember Douglas. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

N. Consider and Discuss Resolution No. 2016-12-12-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CISCO, TEXAS, ADOPTING AND REAFFIRMING CIVIL RIGHTS POLICIES AND PROCEDURES FOR THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG).

Ms. Langford spoke saying that this resolution was a requirement for receiving grant funds.

Motion was made by Councilmember Campbell to accept the resolution as presented, second was made by Councilmember Johnson. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

O. Consider and Discuss Resolution No. 2016-12-12-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CISCO, TEXAS, APPROVING THE EXECUTION AND DELIVERY OF A PRINCIPAL FORGIVENESS AGREEMENT BETWEEN THE TEXAS WATER DEVELOPMENT BOARD AND THE CITY OF CISCO, TEXAS; AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT.

Mr. Archer notified the Council that this resolution was for the \$500,000.00 from the Texas Water Development Board for the Water Treatment Plant project.

Motion was made by Councilmember Johnson to accept the resolution as presented, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

P. Consider and Discuss Cooperative Dispatch Agreement.

Mr. Archer advised that the contract was exactly the same as last year.

Motion was made by Councilmember Green to accept the contract as presented, second was made by Councilmember Douglas. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

Q. Consider and Discuss Plan of Action for Rebuilding Water Treatment Plant.

Mr. Archer began discussion saying that the federal government had determined that moving the Water Treatment Plant was not cost effective and they would not cover costs for the move. He further stated that after all was said and done, FEMA would end up paying out about 2 million dollars for replacement of the Water Treatment Plant. He explained all the funding options available to the city including several grants, an insurance pay out, and finally the FEMA funds which should leave the city with approximately 3.4 million in debt service which will be financed through Texas Water Development Board at a rate that will save the city around \$70,000.00 annually. He continued to say that he felt regardless of the determination of FEMA, he felt that the critical components, the office, the chemicals, and the membrane building, should be moved to higher ground to prevent future loss of property or life.

Motion was made by Councilmember Campbell to move forward with a plan to rebuild the Water Treatment Plant in its current location with a move of critical components to the top of the hill, second was made by Councilmember Green. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

R. Consider and Discuss Texas Certified Public Manager Certification Training for City Manager.

Mr. Archer would like to participate in this program and would like Council approval to attend.

Motion was made by Councilmember Johnson to allow Mr. Archer to attend the Public Manager Certification Training, second was made by Councilmember Campbell. Motion prevailed by the following vote:

Ayes: Councilmembers: Campbell, Johnson, Douglas, Green, King
Nays: None/Motion Carries
Voted: 5 to 0
Absent: Weger, Boles

S. Consider and Discuss Long Range Planning.

Mr. Archer has been asked to speak at Texas Water Development Board’s panel for Small and Medium Sized City Conference.

He has further been appointed to an advisory board for Natural Resources Commission for the West Central Texas Council of Governments.

Mayor King commented that he would be attending a workshop for dam safety after the first of the year to continue to look for opportunities to improve Williamson Dam.

Councilmember Green asked if the city was prepared to combat any winter weather street conditions to which Mr. Archer replied affirmatively.

VII. ADJOURNMENT

Motion was made by Councilmember Green to adjourn, second made by Councilmember Johnson. Motion passed unanimously and the meeting adjourned at 7:21 p.m.

ATTEST:

Tammy Osborne, City Secretary

James King, Mayor
