

MINUTES
REGULAR MEETING
MINERAL WELLS CITY COUNCIL
CITY HALL ANNEX
November 1, 2016 - 6:00 pm

City Councilmembers present were Mayor Mike Allen, Mayor Pro-Tem John Upham, Councilmembers Brian Reagan, Tammy Underwood and Wayne Johnson. Councilmember Clif Wright was absent. There is one vacancy on the Council. A quorum of City Councilmembers was present.

Staff members present were City Manager Lance Howerton, Police Chief Dean Sullivan, Finance Director John Moran, Public Works Director Kelly Jones, Fire Chief Mike Pool, City Clerk Juanita Formby, and City Attorney George Gault.

Mayor Allen called the meeting to order, Pastor Randy Anderson of First Church of the Nazarene of Mineral Wells gave the invocation, and the Pledges of Allegiance to the U.S. and Texas were recited.

Mr. Reagan moved and Mr. Upham seconded to approve the following **CONSENT AGENDA**, and the motion carried 5-0:

1. Consider minutes of previous meetings held October 17 and October 18, 2016.
2. Consider approval of budgeted expenditures over \$500.
3. Consider a resolution accepting a donation of computer equipment from the Boyce Ditto Library Fund to the City of Mineral Wells.
4. Consider a resolution recognizing November 7-11, 2016 as Municipal Court Week.
5. Authorize Crawford Roofing's Application for Payment in the amount of \$151,021.50.

ITEMS FOR INDIVIDUAL CONSIDERATION

6. Mr. Moran addressed the Council and spoke about the Texas Community Development Block Grant (TxCDBG) program, which the City has participated in several times. New rules require cities to advertise Request for Qualifications to procure engineering and administrative services for the 2017-2018 funding cycle. The Mayor will then need to appoint a Selection Review Committee with the following criteria:

- The committee must include at least one person, with no maximum number of members.
- The committee must include at least one local official, such as a member of the elected governing body.
- The committee may also include other elected officials; employees of the municipality; employees or officers of third-party public utilities served through this project; or other relevant persons.

The Selection Review Committee will review any responses received and present a recommendation to the City Council at a future meeting for the final selection and approval of a Grant Administrator/Service Provider and Architect/Engineer. The City Council could also authorize a contract award at that time which would enable staff to proceed with the TxCDBG submittal. Following the discussion, Mr. Reagan moved and Mrs. Underwood seconded to authorize staff to advertise Request for Qualifications for engineering and administrative services for the City's 2016-2018 TxCDBG Community Development Fund grant application and implementation, and further to authorize Mayor Allen to appoint a Selection Review Committee to review the responses and make a recommendation to the City Council. Motion carried 5-0.

7. Mr. Moran explained that staff desired to procure a Tax Exempt Master Lease/Purchase Agreement for the financing of four new police patrol cars and one tractor for the Airport, with an estimated cost of \$250,000. The purchases are included in the 2016-2016 annual budget. This financing would be for 36 months. He presented bidding documents and said that any bids received would be opened on December 1, 2016 with a possible award to be made at a future meeting of the City Council. Mr. Upham moved and Mr. Reagan seconded to authorize staff to advertise for bids for the recommended financing, and the motion carried 5-0.

8. Mr. Moran presented Change Request No. 5 to the City's contract with Crawford Roofing for repairs of storm damage to various City facilities. This Change Request included repair and weather-resistant coverings to the exterior walls of the City Gym. Mr. Moran said that foam roofing material from a previous job had penetrated the expansion joints causing cracking in the exterior walls, and allowing water damage. Also, the gym has little or no insulation in the walls. The

architect recommended the use of EIFS (Exterior Insulation and Finish Systems) to repair the walls and protect against future damage. The amount of this Change Request is \$28,992.77. Following the presentation, Mr. Upham moved to approve Change Request No. 5 to the contract with Crawford Roofing, Mr. Reagan seconded, and the motion carried 5-0.

9. Pursuant to Section 551.074 of the Texas Government Code, Mayor Allen called the City Council into a closed Executive Session at 6:18 pm to deliberate the appointment of a new City Councilmember, a public officer, for Ward 1 to serve as successor for Thomas Lively. The persons under consideration for this post are Ray Madrigal, Jerrel Glen Tomlin, Robert Martin Avants, and Stephen "Scott" Simonton.

10. The open meeting was reconvened at 7:09 pm. Mr. Upham moved and Mr. Reagan seconded to appoint Mr. Jerrel Tomlin to the City Council, representing Ward 1. Motion carried 5-0.

11. There was no further business, and the meeting was adjourned at 7:12 pm.

/s/ Mike Allen, Mayor

ATTEST:

/s/ Juanita Formby, City Clerk

APPROVED: 11-15-2016