

**SPECIAL MEETING
OF THE GOVERNING BODY OF
THE CITY OF BLANCO**

**Meeting Minutes
Tuesday, November 30, 2021, 11:30 AM**

A special meeting of the City Council, City of Blanco, Texas was held on Tuesday, November 30, 2021, at 11:30 am at the Byars Building, 308 Pecan Street, Blanco, Texas.

The meeting was called to order at 11:31 am by Mayor Rachel Lumpee, followed by roll call (Laurie Cassidy) announcing a quorum was present. The Pledge of Allegiance was led by Mayor Lumpee. Council members present: Mayor Lumpee, Mayor Pro-Tem Saucedo, Councilmembers Smith, Barron, Divine, and McClellan.

City staff present: Kelly Kuenstler, Laurie Cassidy, Linda Coones, and Police Chief Rubin.

Mayor Lumpee made the following announcement: Twin Sisters Fiddle Festival to be held December 2 at Twin Sisters Dance Hall; CRC Clothes Drive on going (drop-off times 8:30-4 pm); and Blanco Holiday Parade, starts at 6:00 pm December 11.

Public Comments:

- None

Closed regular meeting at 11:34 am and opened executive session.

Executive Session in accordance with Texas Government Code: in accordance with the authority contained in the Texas Government Code, Sections 551.071 and 551.074.

1. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding Interviews of City Administrator Candidates.

Closed executive session at 6:11 pm and opened regular session.

A motion was made by Councilmember Smith to authorize the City Administrator to complete due diligence, to include the following candidates for City Administrator position: Brenton Lewis, Fabrice Kabona, and Warren Escovy, seconded by Councilmember Divine, all in favor, motion carried unanimously.

Presentation: State of the City's Infrastructure

Mike Rieken, Chair, Capital Improvement & Asset Management Committee did a PowerPoint presentation regarding the City's water and wastewater systems. The City participated in the TWDB's 2019 Pilot Project and received a \$75,000 grant which provided the City with a wastewater asset management plan (AMP) and GIS model of the system; unfortunately, this has not been utilized. The AMP does not exist for the water system. The Comprehensive Development Plan was developed in 2004. A CIP exists for the wastewater system, but the City has not utilized. A PIF was submitted for "shovel ready projects" but did not include some of the high priority items listed in the \$75,000 wastewater AMP. Nothing was submitted for the water system even though many of the lines are past their design life. Documents required to implement impact fees or to fully utilize unexpected opportunities such as Federal infrastructure funds do not exist. The CIAMAC committee will review Jones-Heroy files, the current CDP and land use plan, develop cost schedule scenarios for CDP and land use update, establish suitability of the City's land use plan for impact fee determination and develop plan updates cost and schedules, develop a pavement assessment template in conjunction with the public works department, finalize discussions with HR Green regarding GIS uploads, creation of a water system AMP and update the wastewater AMP, and develop short-term, stand-alone document sharing options.

City Staff Report:

- City Hall (Kelly Kuenstler, Interim City Administrator) Noteworthy updates: AdComp is working on utility billing data to go live with new software, RCI inventoried all of the City's records last week. We will now receive a digital inventory and we will schedule a shred date before the end of this calendar year. Review of RFQ's were conducted. Planning and Zoning currently has two openings, City Administrator interviews were conducted, Water Treatment Plan tank is out of service, currently sandblasting the beams. City Engineer will report once this work has been completed, the wastewater treatment plan 210 permit is still being worked on, Finance Department is continuing to work with IRS on City 940 and 941 audits.

Consent Agenda: *The following items may be acted upon in one motion.* No separate discussion or action is necessary unless requested by the Mayor or a Councilmember, in which those items will be pulled for separate consideration.

1. Presentation, Discussion and Possible Action on Providing a Support Letter for a Feasibility Study for a Relief Route around the City of Blanco (Kelly Kuenstler, Interim City Administrator).
2. Discussion, Consideration & Possible Action on Approval of Resolution 2021-R-013 Amending the Number of Members on the Streetscape Committee from Five to Seven (Councilmember Smith).
3. Presentation, Discussion and Possible Action on Amendment to Extend the Existing MOU between the City of Blanco and The Meadows Center (Councilmember Divine).
4. Discussion, Consideration and Possible Action on Approval of Waiving Water Disconnect/Shut-Offs for the Month of December 2021.

5. Discussion And Possible Action on the Approval of Unimproved Property Contract between City of Blanco and Winona 416, LTD, Relating to Property Described at Vol. 75, Pages 673 and 674, Deed Records, Blanco County, Texas.
6. Discussion And Possible Action on the Approval of Unimproved Property Contract between Winona 416, LTD and City of Blanco, Relating to a Portion of Lot 4A, River Park, City of Blanco, County of Blanco.
7. Discussion And Possible Action on the Approval of Seller's Temporary Lease between Winona 416, LTD and City of Blanco.
8. Discussion, Consideration, and Possible Action on Amendment to Resolution 2020-R-003 Blanco Police Department Body Armor Project (Grant No. 3968201).
9. Discussion, Consideration, and Possible Action on Amendment to Resolution 2021-R-014 (Grant No. 4147301).
10. Discussion, Consideration, and Possible Action on Disbursement of Tuition Reimbursement to Victoria McMaim in the Amount of \$1,000.00 (Chief Rubin).

Councilmember Smith recused himself from vote. **A motion was made by Councilmember McClellan to approve consent items one through ten, seconded by Councilmember Barron, all in favor, motion carried.**

Old Business: Discuss, Consider, and Take Appropriate Action on the Following:

1. Discussion, Consideration And Possible Action on an Ordinance Amending and Modifying Ordinance 2016-O-09 (Adopted 8/29/16), Codified As Section 12.01.002 of the Code of Ordinances of the City of Blanco, and Prohibiting Provision of Water Outside City Limits Except in Limited Circumstances (Councilmember Barron). Attorney Bullock reviewed to address Councilmember Smith's concerns regarding new construction in existing service areas. Current Ordinance has been in place since 2016. Amended Ordinance shall not prohibit pre-existing water services that are in place and providing water at the time of the approval of the ordinance. **A motion was made by councilmember Barron to adopt Ordinance 2016-O-09 as amended, seconded by Councilmember Divine, all in favor, motion carried unanimously.**

New Business: Discuss, Consider, and Take Appropriate Action on the Following:

1. Discussion, Consideration, and Possible Action on Approval of Financial Statement for October 2021 (Linda Coones, Financial Director). Ms. Coones presented the October 2021 profit and loss statement. Next month the report will include October AND November. When we start utilizing our Fund accounting software this will mirror our budget, this is not currently the case. **No Action Taken.**

2. Discussion, Consideration, and Possible Action Pursuant to Section 551.074 of the Texas Government Code, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: consideration and possible action regarding Requests for Qualifications for appointment of City Attorney (Interim City Administrator, Kelly Kuenstler). Ms. Kuenstler presented PowerPoint discussing duties of City Attorney. Interviews of qualified applicants were conducted. Ms. Kuenstler recommended that Council accept the committee's nomination of Tim Tuggey as the applicant that the City Administrator will attempt to negotiate a contract with on behalf of the City. **A motion was made by Councilmember Barron to accept the committee's nomination of Tim Tuggey as City Attorney and authorize the City Administrator to negotiate a contract with Mr. Tuggey, seconded by Councilmember Smith, all in favor, motion carried unanimously.**

3. Discussion, Consideration, and Possible Action on Amendment to Task Order No. 4, General Engineering Services (Ronnie Rodriguez, Public Works Director). Mr. Turk, Freeland Engineering presented PowerPoint presentation. Original Task Order active since March 2020. Scope of work includes on-call general engineering services not-to-exceed \$25,000. This amount has been exceeded and the amendment would increase the not-to-exceed amount to \$50,000. **A motion was made by Councilmember Smith to approve amendment to Task Order No. 4, General Engineering Services to increase by \$25,000, seconded by Councilmember McClellan, all in favor, motion carried unanimously.**

Council did not adjourn into Executive Session.

Adjournment:

A motion was made by Councilmember Barron to adjourn the meeting, seconded by Councilmember Smith, all in favor.

Meeting was adjourned at 7:17 pm.

Respectfully submitted,

Rachel Lumpee
 Rachel Lumpee, Mayor

ATTEST:

Laurie A. Cassidy
 Laurie A. Cassidy, City Secretary



These minutes were approved on the 11 day of January, 2022.