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Center, Texas 75935-1744

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AGENDA

The Center City Council will meet in Regular Session on Monday, August 13, 2018 at 5:00 p.m. in Council Room at Center City Hall. The following items are on the agenda for appropriate action:

- I. Welcome Guests and Visitors.**
- II. Approval of Minutes of the Regular Meeting on July 23, 2018.**
- III. Discuss Consider and Action on the Following:**
 - A. Resolution 2018-11 Publishing Tax Rate**
 - B. Request from Center Amateur Softball Association.**
 - C. Final Payment and Release of Retainage – McSwain Hill Water Tank Rehab Project**
 - D. Budget Change for Building Improvements - 102 Childs St.**
 - E. Request for Center Police Department Reserve Officer.**
- IV. Items of Interest from Council and City Manager and Citizens – No Action Items.**
- V. Executive Session**
 - 1. Consultation with City Attorney – Land.**

Consider entering executive session for legal consultation with the City Attorney and discussion of pending litigation, personnel matters and land acquisition with possible action related thereto upon reconvening in open session in accordance with Government Code Section 551.071, 551.072 and 551.074
- VI. Adjournment.**

**MINUTES OF THE CITY OF CENTER
CITY COUNCIL MEETING
REGULAR MEETING
June 25, 2018**

The Center City Council met in a regular session on Monday, June 25, 2018 at 5:00 p.m. in the Council Chambers at Center City Hall. The meeting was open to the public. Notices were properly posted of the date, place and hour and the news media was notified. The following members were present:

David Chadwick	-	Mayor
Leigh Porterfield	-	Mayor Pro Tem
Joyce Johnson	-	Council Member
Howell Howard	-	Council Member
Jerry Lathan	-	Council Member
Terry Scull	-	Council Member
Randy Collard	-	Council Member
Chad Nehring	-	City Manager
Barbara Boyd	-	City Secretary
Jim Payne	-	City Attorney

Guests signed the register.

Item I. Mayor David Chadwick opened the meeting and welcomed the visitors.

Item II. Approval of Minutes of the Workshop Meetings on June 25, 2018, July 11, 2018 and the Regular Meeting on June 25, 2018.

Council Member Howell Howard made a motion to approve the minutes. Council Member Randy Collard seconded the motion. All voted in favor.

Item III. Presentation of Downtown Streetscape Engineering and Design.

Jim Patterson with White Oak Studios and Bob Staehs with Everitt Griffith and Associates provided the Council with updated visuals, final design, recommendations and estimates of costs regarding the Downtown Streetscape Project.

Item IV. Consider Discussion and Possible Action on the following:

A. Ordinance 2018-03 No Parking on Park Hill Lane. City Manager, Chad Nehring stated the Code of Ordinances currently requires that any street or portion thereof considered for "No Parking" designation be presented and approved by Council to amend the listing of authorized "No Parking" areas. Mr. Nehring stated a request to evaluate the width and on-street parking on Park Hill Lane was recently asked and after Police personnel reviewed the current situations and street function, the recommendation being the street is too narrow for on-street parking without creating a likely traffic hazard. Council Member Howell Howard made a motion to approve Ordinance 2018-03 No Parking on Park Hill Lane. Council Member Terry Scull seconded the motion. All voted in favor.

B. Resolution 2018-10 Ordering Annual Election. City Secretary, Barbara Boyd stated this is the annual order of Election for Council Members District II and District IV and the two At Large Council Members. Council Member Joyce Johnson made a motion to approve Resolution 2018-10 Ordering Annual Election. Council Member

Jerry Lathan seconded the motion. All voted in favor.

C. Request for Use of Center Square – Fall Festival of Hope- October 20, 2018. Judy Monroe and Amanda Kirby addressed the Council regarding the fund raiser they are requesting to have on the Center square in October. Council Member Howell Howard made a motion to approve the Request for Use of Center Square for the Fall Festival of Hope on October 20, 2018. Council Member Jerry Lathan seconded the motion. All voted in favor.

D. Deep East Texas Council of Governments Annual Dues. City Manager, Chad Nehring stated special dues have historically been approved by Council. Council Member Terry Scull made a motion to approve the Deep East Texas Council of Governments Annual Dues. Council member Howell Howard seconded the motion. All voted in favor.

Item V. Items of Interest from Council and City Manager, and Citizens – No Action Items.
Dixie Youth Baseball Invitational World Series Update.

Item VI. Executive Session.

1. Consultation with City Attorney – Land. Council entered into executive session at 5:46 pm.

Consider entering executive session for legal consultation with the City Attorney and discussion of pending litigation, personnel matters and land acquisition with possible action related thereto upon reconvening in open session in accordance with Local Government Code Section 551.071, 551.072 and 551.074.3.

Council Adjourned Executive Session at 6:32 pm.

Item VII. Adjournment. Mayor David Chadwick adjourned the meeting at 6:32 pm.

David Chadwick, Mayor

Attest:

Barbara Boyd, City Secretary

MEMORANDUM

TO: Mayor and City Council

FR: Chad D. Nehring, City Manager



Date: August 10, 2018

RE: Agenda Comments for Regular Meeting of August 13, 2018

REGULAR MEETING AGENDA:

III.A. Resolution 2018-11 – Publishing Tax Rate

This is the annual requirement put into place by the State legislature a few years ago that requires the Council, prior to any action on a budget or the actual upcoming tax rate. This action is required if Council is willing to even discuss a tax rate higher than the current. The current tax rate is \$0.575/\$100. In recent years, the non-binding vote on this item has been presented with the flexibility for consideration up to the rollback rate. The draft of this resolution indicates a considered rate slightly less than calculated rollback of \$0.60/\$100. While it will authorize consideration, the likely “filed” budget currently anticipates the same rate as the current year at \$0.575/\$100. Based on Council workshops this year, consideration of major projects or capital expenditures for items like additional parks, downtown streetscape or facility/equipment enhancements would likely necessitate some level of increase beyond the current rate. All this action does is allow for that discussion prior to final adoption of the budget and tax rate required by its adoption.

III.B. Request by Center Amateur Softball Assoc.

Representatives of the Softball league will be present to request their desire to hold an adult season for a fundraiser to fund some additional improvements at the complex. The concept is included and staff has met with league representatives to work out details. As long as funds generated exclusively benefit the league or the facilities, not operating like a business with private proceeds, the current City ordinances and policies governing park/field uses allows this activity as outlined. Staff is also supportive of this becoming expanded into an annual or seasonal component of the overall recreation program should demand dictate. Staff recommends approval.

III.C. Final Payment and Release of Retainage – McSwain Hill Water Tank Rehab
This project was the contract for the repair and painting of the exterior of the McSwain Hill (Hwy 7) Water tank. The project is complete and staff concurs with the enclosed recommendation of the project engineer to release retainage and make final payment to the contractor.

III.D. Budget Change for Building Improvements – 102 Childs St.
Now that the building has been acquired, staff immediately had the roof repair completed. Phase 2 is to make the facility functional prior to interior and exterior cleaning/painting and finishes. The A/C and electrical both necessitate complete rehab as expected. Comparative quotes are included and staff is recommending Council allocate a budget change to allow this initial \$20,700 of major work prior to the refinishing of walls, floors and exterior.

III.E. Request for Center Police Department Reserve Officer
The request to include an officer for a reserve position is included. This does not increase the authorized number of reserve officers on the force but replaces a position currently unfilled. The Chief will be available should there be any questions.

IV. Items of Interest:

1. Dixie Youth Baseball Invitational World Series

I would like to express the appreciation of the staff to all those volunteers and community members that helped make this event such a success. Jason and the Parks staff also did a tremendous job having fields and facilities in top condition. Very few complaints, other than cell phone service, from attendees and several businesses have already reported tremendous sales that weekend, noticeably from visitors in baseball uniforms.

2. No Parking Ordinance Request

Staff is working as requested by Council at the prior meeting to develop a listing and concept for “safe” widths of streets to create a designated minimum requirement that would automatically trigger “no parking” signage and enforcement. This may be ready for consideration at the next meeting.

3. Shelby County Appraisal District notices

Included are two notices to taxing entities of required activities of the combined appraisal district. The actual audit and appraisal method are available, if Council would like copies.

VI. Executive Session

We will have need of an executive session.

RESOLUTION 2018-11

A RESOLUTION OF THE CITY OF CENTER, AUTHORIZING BUDGET DEVELOPMENT AND PUBLICATION OF NOTICES REFLECTING A TAX RATE NOT TO EXCEED THE CALCULATED ROLLBACK RATE OF \$0.616027 AND SCHEDULING THE PUBLIC HEARINGS.

WHEREAS, SB 1510 reformed the procedures for adopting the tax rate and requires the City Council to take a record vote of the proposed maximum tax rate; and,

WHEREAS, the FY 2019 effective tax rate was calculated at \$0.564509; and,

WHEREAS, the FY 2019 Budget is being developed with a proposed tax rate that could be established higher than the effective rate;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTER, TEXAS, THAT:

- 1) City staff are directed to develop the FY 2019 Proposed Budget with a tax rate not to exceed \$0.600000.
- 2) City staff are hereby authorized to publish the required notice
- 3) The Public Hearings are scheduled for August 27 and September 10, 2018 at 5:00 pm at the Center City Hall

PASSED and APPROVED on the 13th day of August, 2018.

David Chadwick, Mayor

ATTEST:

Barbara Boyd, City Secretary

Monday July 30, 2018

Dear City of Center,

The Center Amateur Softball Association is proposing to the City the starting of an adult coed softball exhibition. We are requesting use of the fields with lights and possible use of concession stand. We are planning to start sign ups the first week in August and play games September through the end of October. This will be a five-week season with a two-week playoff bracket. We will be scheduling games on Mondays and possibly Tuesdays depending on number of teams and rainouts. Center ASA will maintain the fields and leave them in game ready conditions. Each team will be covered with insurance upon registration. We don't expect numbers to be great the first year, but we hope this will grow into a future revenue source for the softball program. All proceeds will be 100% returned to the girls' softball park. Batting cages are the first project we are looking to start.

We hope to have your support and approval.

Center ASA Board Members

Sean Crouch

Treasurer



Everett Griffith, Jr. & Associates Inc.
ENGINEERS • SURVEYORS

August 8, 2018

Chad Nehring, City Manager
City of Center
P.O. Box 1744
Center, Texas 75935

Re: McSwain Tank Rehab

Dear Chad:

All work has been completed on the above referenced project to the satisfaction of the City and Engineer. It is my recommendation to accept this job as complete. The one year warranty period will begin on the date of this letter.

Attached is pay request #3-Final.

Please feel free to contact me if you have any questions or comments.

Sincerely,

Bob Staehs, P.E.
Project Manager

cc: Kevin Crim
Cherokee Painting & Sandblasting, Inc.

Cherokee Painting & Sandblasting, Inc.
P. O. Box 1348
JACKSONVILLE, TX 75766

Invoice

DATE

8/6/2018

INVOICE #

13823

BILL TO:

City of Center
P. O. Box 1744
Center, Texas 75935

P.O. NUMBER

TERMS

PROJECT

Due on Receipt

1715

QUANTITY

DESCRIPTION

RATE

AMOUNT

City of Center - McSwain GST Rehabilitation

Bid Item #2 - 100% completion

4,200.00

4,200.00

Plus Retainage Held

5,050.00

5,050.00

OK TO PAY
Bob [Signature]
8/7/18

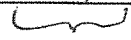
Accounts 30 days past due will be charged a 1.5% monthly service fee (18% yearly) on unpaid balance.

TOTAL

\$9,250.00

PROJECT: City of Center McSwain GST Rehabilitation
 PAY REQUEST: # 3 & Final

BID ITEM	PRICE	PERCENT COMPLETE	PREVIOUS DRAWS	THIS DRAW	AMOUNT REMAINING
1	5000.00	100%	5000.00	-0-	-0-
2	4200.00	100%	-0-	4200.00	-0-
3	45500.00	100%	45500.00	-0-	-0-
	54700.00		50500.00	4200.00	-0-


 54700.00

Contract Amount	\$ 54700.00
Additions / Changes	\$ -0-
Total Adjusted Contract Amount	\$ 54700.00
Value of Completed Work	\$ 54700.00
Less Previous Value of Completed Work	\$ -50500.00
Plus Retainage Held	\$ + 5050.00
Balance Due This Estimate	\$ 9250.00

102 CHILDS STREET REPAIRS

4 TON AIR CONDITIONER IN ATTIC:

ADAMS ELECTRIC \$7350

NAC SHEET METAL \$7000

C AND J ELECTRICAL \$9578

ELECTRICAL REPLACEMENT:

C AND J ELECTRICAL \$12,180

4 C ELECTRIC \$15,840

BUILDING SANITIZING AND DEODORIZING:

TRI-COMM EMERGENCY RESTORATION \$1500

CENTER POLICE DEPARTMENT

Jim Albers

Chief of Police

PO Box 1900 Center, Texas 75935

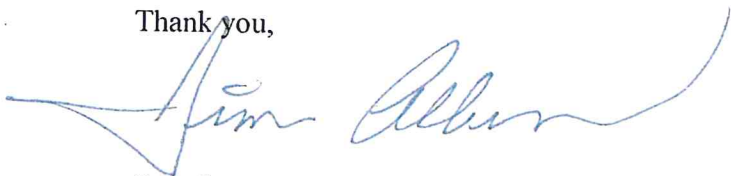
Phone # 936-598-2788 Fax # 936-598-7629

May 8, 2018

Dear Chad Nehring and Council:

I am requesting to add Robert (Bubba) Lee as a reserve officer. Mr. Lee graduated from Kilgore Police Academy on Friday, August 3, 2018. Mr. Lee would like to start his new career and be part of the CPD as a reserve. This will give the Police Department 6 Reserves.

Thank you,



Jim Albers
Chief of Police

City of Center
Sales Tax Analysis
Historical Total Sales Tax Receipts by Month

AUGUST 2018

Month	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Monthly Percentage	FY 2018	Percent Change
October	257,753	335,201	245,967	244,899	228,115	231,497	238,942	8%	248,034	3.80%
November	432,948	338,279	302,511	259,984	276,664	294,255	293,524	10%	285,077	-2.88%
December	265,439	265,303	206,335	232,741	226,007	236,836	229,978	7%	235,009	2.19%
January	262,380	302,637	246,183	241,181	231,378	231,546	246,897	8%	245,441	-0.59%
February	371,088	365,493	331,108	349,611	336,519	314,037	332,583	11%	326,532	-1.82%
March	239,331	263,274	206,065	201,810	208,247	212,208	207,108	7%	223,858	8.09%
April	241,588	264,284	249,697	210,844	210,221	227,687	222,669	7%	231,114	3.79%
May	328,048	312,786	293,299	285,819	279,420	326,257	291,837	9%	332,039	13.78%
June	348,851	247,419	216,356	222,767	230,377	224,919	226,133	8%	236,845	4.74%
July	306,444	248,010	224,280	231,096	224,098	236,589	242,449	8%	263,496	8.68%
August	359,983	311,966	272,497	266,114	299,026	292,434	294,075	9%	317,658	8.02%
September	325,572	243,919	228,343	231,038	237,446	241,060	229,515	8%		-100.00%
	3,739,425	3,498,572	3,022,640	2,977,904	2,987,519	3,069,326	3,055,709		2,945,103	

Monthly Allocation

317,658.34

City of Center	
4B Economic Development Corporation	1%
4A Economic Development Corporation	0.50%
Sales Tax for Property Tax Relief	0.25%
	0.25%
	39,707.29
	317,658.34

YTD Change 2,826,194 4.21%

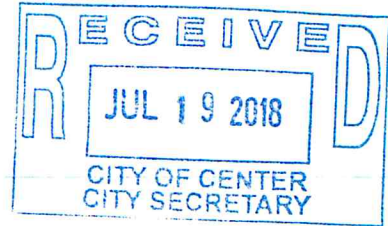


SHELBY COUNTY APPRAISAL DISTRICT

Robert N. Pigg, Chief Appraiser

July 17, 2018

David Chadwick
Mayor, City of Center
P.O. Box 1744
Center, Texas 75935



Dear Mayor Chadwick

Pursuant to Texas Property Tax Code Section 6.05(i), appraisal districts are required to adopt a written biennial plan for the periodic reappraisal of all property within the boundaries of the district. Accordingly, the appraisal districts must conduct a public hearing, make amendments and adopt by resolution a final plan by September 15 of each even-numbered year.

The 2019 - 2020 Reappraisal Plan was approved at the Board of Director's meeting on July 10, 2018. Enclosed is a copy of the Reappraisal Plan for your review. If you have any questions, please let me know.

Sincerely,

A handwritten signature in black ink that reads 'Angie Wright'.

Angie Wright, RPA IV
Office Manager

Enclosure



SHELBY COUNTY APPRAISAL DISTRICT

Robert N. Pigg, Chief Appraiser

July 17, 2018

David Chadwick
Mayor, City of Center
P.O. Box 1744
Center, Texas 75935



Dear Mayor Chadwick:

Per Sec. 6.063. of the Texas Property Tax Code at least once each year, the board of directors of an appraisal district shall have prepared an audit of its affairs by an independent certified public accountant or a firm of independent certified public accountants. The report of the audit is a public record. A copy of the report shall be delivered to the presiding officer of the governing body of each taxing unit eligible to vote on the appointment of district directors, and a reasonable number of copies shall be available for inspection at the appraisal office.

Enclosed is a copy of the Financial Statements for the period ending December 31, 2017 prepared by Frank Campos & Associates. The audit was presented to and approved by the board of directors at their meeting on July 10, 2018. If you have any questions, please let me know.

Sincerely,

Angie Wright
Angie Wright
Office Manager

Enclosure