

City of Wimberley
City Hall
221 Stillwater
Wimberley, Texas 78676
Minutes of Regular Meeting of City Council
June 2, 2016 at 6:00 p.m.

City Council meeting called to order at 6:00 p.m. by Mayor Mac McCullough.

Mayor McCullough gave the Invocation and Councilmembers led the Pledge of Allegiance to the United States and Texas flags.

Councilmembers Present: Mayor Mac McCullough, Councilmembers Bob Dussler, Craig Fore, Sally Gibson Trapp, Gary Barchfeld, and John White.

Staff Present: City Administrator Don Ferguson & City Secretary Cara McPartland

Proclamation

Proclamation of the City Council of the City of Wimberley, Texas recognizing the 30th Anniversary of the Senior Citizens Craft Shop of Wimberley

Mayor McCullough presented the proclamation to Craft Shop representatives who expressed appreciation to Council.

Citizens Communications

No citizen comments were heard.

1. Consent Agenda

- A. Approval of minutes of the Regular City Council meeting of May 19, 2016
- B. Approval of the appointment of Rebecca McCullough to the City of Wimberley Planning and Zoning Commission. (*Place Four Councilmember Gary Garchfeld's nominee*)
- C. Approval of the appointment of John Espinoza to the City of Wimberley Planning and Zoning Commission. (*Mayor Mac McCullough's nominee*)
- D. Approval of the appointment of one (1) consensus member to the City of Wimberley Planning and Zoning Commission. (*Mayor Mac McCullough*)

Mayor McCullough pulled Consent Agenda Item 1D.

Councilmember Trapp moved to approve Consent Agenda Item 1A, as presented. Councilmember White seconded. Motion carried on a vote of 5-0.

Councilmember Barchfeld noted his support for nominee Rebecca McCullough, who is not related to Mayor McCullough, and highlighted her professional background. He thanked the Planning and Zoning Commission members for their service.

Nominee John Espinoza spoke briefly of his background and qualifications.

Councilmember White moved to approve remaining Consent Agenda Items 1B and 1C, as presented. Councilmember Trapp seconded. Motion carried on a vote of 5-0.

Mayor McCullough administered the oath of office to newly appointed Planning and Zoning Commissioner John Espinoza.

2. City Administrator Report

- Status report on the Central Wimberley Wastewater Project

City Administrator Ferguson reported that the Ad Hoc Wastewater Review Committee is holding its third meeting and working diligently. He stressed that the design work on the wastewater project is continuing. He stated that the City's permit approval should be on next week's Texas Commission on Environmental Quality (TCEQ) meeting agenda. He anticipated permit issuance within the next ten (10) days.

- Status report on proposed changes to the term lengths for members of the Planning and Zoning Commission

City Administrator Ferguson reported on term length staggering, posting/publication of the proposed change, and timeframe for public hearings.

- Status report on the upcoming meeting regarding the planned reconstruction of the Hidden Valley low water crossing

City Administrator Ferguson reported that an on-site meeting with Council, project engineers, and residents is scheduled for Wednesday, June 8, 2016 at 6 p.m. in the Hidden Valley neighborhood. Discussion established that insurance proceeds will fund this project.

- Status report on hotel occupancy tax collections for the City of Wimberley

City Administrator Ferguson reported that \$88,119 has been collected to date. He noted that collections are kept in a separate account and not commingled with other funds.

- Status report on plans for a recognition ceremony for 2015 flood volunteers

City Administrator Ferguson reported that Mayor McCullough is working on plans for a reception to be held immediately prior to Council's next meeting on June 16th, and asked for input on names to be added to the invitation list.

- Status report on operation of the Blue Hole Regional Park

City Administrator Ferguson reported that Park Manager Lauren Shrum has accepted a position with the City of Schertz and noted that applications are being accepted for her replacement. He advised the swimming area has been subject to closures recently due to inclement weather.

- Status report on 2015 Flood Recovery

City Administrator Ferguson anticipated closing out of FEMA paperwork on the Memorial Day Weekend 2015 and October 2015 floods, including some leftover items from the October 2013 flood event. He provided details on the River Road Restoration Project, including specific design features and an alternative approach to present to neighborhood residents. He noted other River Road issues such as possible road closures and speed humps. He stated a written emergency response plan is being drafted for future Council review and advised that the community will be surveyed for input on the plan. A meeting on the proposed emergency response plan is scheduled for Wednesday, June 15th at the Wimberley Community Center.

In addition, City Administrator Ferguson reported on the possible creation of Emergency Services District No. 9 (ESD No. 9) and reviewed previous Council discussion on this issue. He advised that all parties have agreed on proposed boundaries and noted Wimberley ESD plans to hold an election on boundary expansion and initiate a significant public education effort. He asked Council to express its preference for participation in the annual Fourth of July parade. General agreement was reached on Council's participation in the parade, with details to be worked out later.

Mayor McCullough stated that Council's meeting on Tuesday, May 31st at Alan Plummer Associates was very productive and spoke on a possible alternative discharge option that was brought up at the meeting. Councilmember Barchfeld felt the discharge option related to Aqua Texas is an example of a good idea that can come from review of the wastewater project.

3. Public Hearing and Consider Action

Hold a public hearing and consider approval of the proposed Preliminary Plat of 11.29 acres establishing Lots 1, 2, 3 and 4 of the *Hacienda del Cielo Subdivision* located off West Spoke Hill Road, Wimberley, Hays County, Texas, and related variance requests from the City Subdivision Code requirements relating to lot shape and lot width and depth. (*City Administrator*)

City Administrator Ferguson reviewed the proposed Plat to subdivide an 11.29 acre tract into four (4) lots, two of which are flag-shaped lots. He advised the area of the proposed lots is as follows: Lot 1 – 2.06 acres; Lot 2 – 4.57 acres; Lot 3 – 2.64 acres; and Lot 4 – 2.02 acres. He noted that each lot has frontage along a fifty foot (50') road easement and within city limits. He stated the proposed subdivision will require that each of the four (4) newly created lots be rezoned to Rural Residential 1 (R-1) from the subject property's current Residential Acreage (RA) zoning. He noted that water/wastewater will be provided by on-site groundwater wells and on-site sewerage facilities, respectively. He advised that due to the existing size and slope of the

parent tract the applicant is unable to meet City Code requirements relating to lot shape and lot width and depth. He reported that the Planning and Zoning Commission held a public hearing on May 26, 2016 and recommended approval of the Plat and associated variances, including the addition of a restrictive covenant allowing access to Lot 2 from the driveway of Lot 3 in the proposed subdivision.

No public comments were heard.

The subject property owner, John Leckenby, stated that he was pleased with the Planning and Zoning Commission's recommendation.

Discussion addressed concerns expressed by neighbors regarding access and resolution of those concerns among the subject property owner and neighbors.

Councilmember White moved to approve the Preliminary Plat and associated variances, including the aforementioned restrictive covenant, as presented. Councilmember Trapp seconded. Motion carried on a vote of 5-0.

4. Ordinance

Consider approval of an ordinance amending Chapter 33 (Boards and Commissions), by adding Section 33.05 (Budget Advisory Board) of the Code of Ordinances of the City of Wimberley, Texas, in order to establish the Budget Advisory Board and provide for the duties, appointment, and removal of Board members; and providing for findings of fact; an effective date; proper notice and meeting, and severability. (*Mayor Mac McCullough*)

Mayor McCullough pulled this item from consideration at this time.

5. Discussion and Possible Action

- A. Discuss and consider possible action regarding a proposed Hotel Occupancy Tax Funding Application Form along with proposed revisions to the *Hotel Occupancy Tax Committee Responsibilities, Accountabilities, Authorities and Guidelines*. (*Hotel Occupancy Tax Committee*)

Hotel Occupancy Tax Advisory Committee representative Lois Mahoney spoke on the Committee's support of responsible tourism in Wimberley, presented the Committee's proposed revisions, and recommended Council approval.

Discussion addressed branding/image issues, anticipated timeframe for submission of funding applications, review of the Hotel Occupancy Tax program in three (3) years, and specifics on disbursement of funds, including performance tests.

Hotel Occupancy Tax Committee member Dan Sturdivant recommended Council's approval of the Committee's proposed form and revisions in order for the Committee to proceed as planned.

Councilmember Barchfeld moved to approve the proposed Hotel Occupancy Tax Funding Application Form, along with proposed revisions to the *Hotel Occupancy Tax Committee Responsibilities, Accountabilities, Authorities and Guidelines*, as presented. Councilmember White seconded. Motion carried on a vote of 5-0.

- B. Discuss and consider possible action regarding the proposed action regarding the proposed development of regulations relating to the operation of golf carts and neighborhood electric vehicles on City streets. (*Place Three Councilmember Sally Trapp*)

Councilmember Trapp pulled this item to be considered at a later date.

- C. Discuss and consider possible action regarding the proposed modifications to the City of Wimberley's requirements relating to the keeping of chickens. (*Place Three Councilmember Sally Trapp*)

Councilmember Trapp pulled this item to be considered at a later date.

- D. Discuss and consider possible action regarding proposed changes in the posting dates for City Council meetings. (*Place Two Councilmember Craig Fore*)

Councilmember Fore recommended posting Council agendas one (1) week prior to the meeting date to allow for additional time for review of upcoming agenda items.

Discussion addressed possible posting dates, reasoning for holding two (2) Council meetings per month, and Council's ability to modify its meeting schedule, if desired. Mayor McCullough and City Administrator Ferguson briefly discussed building a list of agenda recipients.

Councilmember Trapp moved to approve changing the posting dates for City Council meeting agendas, as proposed by Councilmember Fore's aforementioned recommendation. Councilmember White seconded. Motion carried on a vote of 5-0.

City Administrator Ferguson advised a calendar on the revised posting schedule will be drafted and provided to Council.

- E. Discuss and consider possible action regarding a proposal to lease and operate a restroom trailer for a public restroom on the Wimberley Square and authorizing such a budget amendment. (*Mayor Mac McCullough*)

Mayor McCullough pulled this item from consideration at this time.

- F. Discuss and consider possible action setting the date, time and place for a City Council Goals and Priorities Workshop. (*City Administrator*)

City Administrator Ferguson reviewed past workshop dates/times/locations and asked for Council's input on possible options.

Discussion addressed possible dates/times/locations and favored use of the Blue Hole Regional Park Pavilion on July 6, 2016 from 9 a.m. to 2 p.m.

Councilmember Barchfeld moved to approve scheduling the workshop for July 6, 2016 from 9 a.m. to 2 p.m. at the Blue Hole Regional Park Pavilion. Councilmember Fore seconded. Motion carried on a vote of 5-0.

- G. Discuss and consider possible action appointing members to the City of Wimberley Budget Advisory Board. (*City Administrator*)

Mayor McCullough pulled this item from consideration at this time.

- H. Discuss and consider possible action regarding a proposal to establish a recognition process for outgoing members of City boards and commissions. (*Place Two Councilmember Craig Fore*)

Councilmember Fore proposed sending a letter of appreciation and a certificate of recognition for outgoing board/commission members to honor their service and improve communications among the City and members on their status on various boards/commissions.

Discussion addressed the need to improve communication regarding current/outgoing memberships and levels of recognition for varying lengths of service.

Councilmember White moved to authorize staff to proceed with establishment of a recognition process to include a letter of recognition and certificate of service for outgoing board/commission members. Councilmember Trapp seconded. Motion carried on a vote of 5-0.

- I. Discuss and consider possible action regarding a request to reduce or waive the Wimberley Community Center rental fees for the upcoming *Wimberley Book Festival* on June 11, 2016. (*City Administrator*)

City Administrator Ferguson provided details on the *Wimberley Book Festival*, which organizers hope will become an annual event. He noted that rental fees total \$900 (\$600 rental fee plus \$300 supplemental charges) and advised that should a waiver/reduction be granted, Council must cite that such waiver/reduction serves a public purpose.

Madonna Kimball spoke on the Texas Authors Association and other book festivals throughout the state. She noted that festival-goers will likely be staying overnight, which will help bring revenue to the City via tax revenues. She hoped the festival will become an annual event.

Discussion addressed prior fee waiver requests and subsequent Council actions, anticipated attendance, documenting the event's positive economic impact on the City, dealing with possible future waiver requests, and clearly stating a public purpose for waiving fees. City Administrator Ferguson advised that Council may waive all or part of the fees, if so desired.

Councilmember White moved to approve waiving the \$300 in supplemental fees and reducing the \$600 rental fee to \$400, for a total of \$500 in fee waivers, with the waiver/reduction serving a public purpose. Councilmember Barchfeld seconded. Motion carried on a vote of 5-0.

- J. Discuss and consider issues relating to all current City projects and efforts. (*Mayor McCullough; no action to be taken*)

City Administrator Ferguson gave a presentation listing capital and non-capital projects, including:

- Central wastewater system
- River Road restoration
- Hidden Valley low water crossing reconstruction
- Various street improvements
- Stadium Drive development
- Blue Hole Regional Park maintenance building
- FM 3237/Ranch Road 12 intersection improvements
- Little Arkansas low water crossing
- Downtown sidewalk development
- Oak Drive parking lot improvements
- Wayfinding signage
- City Code update
- Building Code review and update
- Zoning/Subdivision Code review and update
- Re-assessment of street conditions

City Administrator Ferguson noted other projects, such as a comprehensive drainage study, various improvements to City Hall/City Council chambers, building permit tracking software, City website improvements, use of social media, implementation of unit bid pricing, and possible consolidation of services, such as municipal court operations, with the City of Woodcreek. Mayor McCullough and City Administrator Ferguson discussed the role and possible partnership with the City's contract inspection firm (ATS Engineering) on providing improved methods of tracking the building permit process. Other subjects discussed were school zone relocations, South River Business Park road transfer from private to public ownership, re-designation of Ranch Road 12, Junction right-of-way improvement project, FM 1492 signage improvements, and "hands-free" signage.

No action was taken.

- K. Discuss and consider possible action regarding a proposal to authorize an individual assistant for the Mayor and City Administrator at no cost to the City. (*Mayor McCullough*)

Mayor McCullough pulled this item from consideration at this time.

- L. Discuss and consider possible action regarding the City of Wimberley building permit process. (*Mayor Mac McCullough*)

City Administrator Ferguson provided information on types of building permits and timeframes for approval. Mayor McCullough said most contractors are used to an automated process and felt that ATS should provide an automated system, without the City having to purchase software. City Administrator Ferguson noted current ATS procedures and stated the City and ATS can work together to merge information that would streamline the process. He cited approximate timeframes for approval of various types of building permits.

No action was taken.

6. City Council Reports

- Announcements
- Future Agenda Items

Hearing no announcements or future agenda items, Mayor McCullough called the meeting adjourned.

Adjournment: Council meeting adjourned at 8:00 p.m.

Recorded by:



Cara McPartland

These minutes approved on the 16th of June, 2016.

APPROVED:



Herschel "Mac" McCullough, Mayor

