

**Village of Wimberley**  
Minutes of City Council Meeting  
City Hall, 13210 Ranch Road 12, Wimberley, Texas  
Thursday, September 18, 2003

**Call Meeting to Order** - Mayor Steve Klepfer called Council to order at 6:30 p.m.

**Invocation** - Mayor Pro-Tem John Graddy offered the Invocation.

Mayor Steve Klepfer led the Pledge of Allegiance to the United States flag.

Council member Matt Manis led the Pledge of Allegiance to the Texas flag.

**Roll Call:** Present were Mayor Steve Klepfer and Council members Carroll Czichos, John Graddy, Matt Manis, Carolyn Nichols, and Marilee Wood.

Presentations of Citizens - None.

**A. Consent Items**

Minutes of September 4, 2003 City Council meeting accepted as submitted.

**B. Reports from Boards/Committees/Staff**

**1. Financial Report for August 2003:**

Jack Clark reviewed the City financial report for the month of August. He said City continues to be in excellent financial condition. A budget spreadsheet for the Community Center has been added to the monthly report format. Asked to compare the City's sales and use tax income situation this year with that of other municipalities he works for, Mr. Clark said Wimberley is doing exceptionally well and complimented the City on its management of its finances.

**2. Parks and Recreation Board:**

Board chair Kris Cusack reported on five projects the Board has focused on recently: soccer fields, a summer recreation program, the Blue Hole property, the Cypress Creek Nature Trail, and the public information sessions on a possible master plan for hiking and biking trails.

**C. Consider and Act**

**1. Public Hearing on Proposed Budget for 2003/2004:**

Mayor Klepfer opened the Public Hearing.

**a. Recommended Adjustment to Personnel Costs to Correctly Reflect Cost of Living Adjustment for City Administrator and Public Works Director Positions:**

Wimberley City Council Minutes, September 18, 2003

City Administrator Steve Harrison said a cost-of-living allowance (COLA) for the Public Works Director (PWD) had been omitted from the calculations Council had considered in its last budget work session. He proposed that, in order to keep the budget in balance, Council consider two options: 1) to take the money needed to give the Public Works Director the same three percent COLA other staff members would receive under the proposed budget from funds designated for the Water and Wastewater Advisory Board; or 2) that the City Administrator and the Public Works Director be given two percent COLAs, with funds for the PWD coming from the reduced COLA for the Administrator.

Council discussed COLAs for City staff. Council member Graddy moved to adopt option one on cost-of-living adjustments as proposed by the City Administrator. Council member Nichols seconded. Motion approved 5 Ayes to 0 Nays.

**b. Request from Hays County for \$20,800 as Village's Portion for Animal Control Services:**

Mr. Harrison said City has received a request from Hays County Judge Powers to provide \$20,800 to support animal control services through the PAWS facility in Kyle. Council members discussed the request, noting that it has come late in the City's budget planning, and that they would like more information on animal control services. Council member Manis moved to continue this item until City Administrator is able to report to Council on what the City would be getting for the requested amount. Council member Czichos seconded. Motion approved 5 Ayes to 0 Nays.

Mayor Klepfer closed the Public Hearing on the 2004 budget.

**2. Adoption of General Fund Budget for FY 2003/2004 effective October 1, 2003:  
Adopt Personnel Benefits Plan:**

Mayor Klepfer opened the Public Hearing. Bob Flocke said that for the City to attract the best employees possible it needs to pay them a competitive benefits package with paid time off and paid sick leave. Public Hearing closed.

City Administrator Harrison reviewed the main elements of the proposed benefits plan for City employees. Council discussed the plan, including provisions for paid leave time and a stipend designated for health insurance.

Council member Nichols moved that Council adopt the personnel benefits plan as proposed by Mr. Harrison. Council member Wood seconded. Motion approved 5 Ayes to 0 Nays. Council member Graddy moved that Council adopt the 2003/2004 budget as proposed and as amended by Council at this session. Council member Nichols seconded.

In discussion, Council member Manis asked to go on record as being uncomfortable with taking funds away from public works for administrative expenses. He said City is spending close to one third of the money it is taking in and does not want to sacrifice public works for other areas of expense.

Council members discussed the budget for road maintenance and improvement and the reserve

Wimberley City Council Minutes, September 18, 2003

fund for this purpose.

Motion to adopt the 2003/2004 budget approved 5 Ayes to 0 Nays.

**3. Appointment of Members to Transportation Advisory Board (TAB):**

Council member Czichos moved that Craig Payne be accepted as the Consensus position member to TAB for a three-year term expiring September 19, 2006. Council member Manis seconded. Motion approved 5 Ayes to 0 Nays.

Mayor Klepfer named Bert Ray as Mayor's designated nominee to TAB, for a three-year term expiring September 19, 2006. Council member Czichos moved to accept Mr. Ray as the Mayor's appointee. Council member Graddy seconded. Motion approved 5 Ayes to 0 Nays.

Council member Graddy said he will propose a nomination later.

**4. Appointment of Member to Building Code Board of Review:**

Council member Graddy said he will propose a nominee at next Council meeting.

**5. Appointment of Members to Water/Wastewater Advisory Board:**

Council member Nichols said David Baker has chosen not to continue on the Board. Four people are available to fill positions on the Board: Jack Hollon, David DiTraglia, Jim Harper, and Dr. Charles Jennett. Council member Manis nominated Jack Hollon to take David Baker's place for a three-year term expiring September 1, 2006. Council member Nichols seconded. Motion approved 5 Ayes to 0 Nays.

Council member Nichols proposed Dr. Charles Jennett as the Consensus member for a three-year term expiring September 1, 2006. Council member Manis seconded. Motion approved 5 Ayes to 0 Nays.

Council member Czichos said he will have a name to propose at next Council meeting.

**6. Approve Purchase of Projection Equipment for City Hall:**

David Cancialosi reviewed his recommendation for purchase of a projector and the terms of the purchase. Council member Czichos said the Fire Department has a unit from the same manufacturer and is satisfied with its operation. Council discussed the proposal. Council member Czichos moved to authorize expenditure of up to \$1,500 for a projector and its installation. Council member Nichols seconded the motion and offered a friendly amendment to include language in the purchase agreement that the seller will provide a loan unit as replacement as needed and will accept a service agreement. Council member Czichos accepted the friendly amendment. Motion as amended approved 5 Ayes to 0 Nays.

**7. Authorize Contractual Agreement with American Legal Publishing for Codification of Village Ordinances and Authorize Dividing Payment between FY 2003 (\$7,000) and FY 2004 (no more than \$4,000) budgets:**

Mr. Cancialosi presented the item and said he has confirmed with the contractor that its price for maintenance of codified documents will not increase for the first five years. Council members discussed with City Attorney Patty Akers procedures for legal review of ordinances submitted for codification. It was suggested City could reduce legal review time and expense by doing its own thorough review and proofreading of documents before they are submitted for counsel review. Council member Nichols moved to authorize the contractual agreement with American Legal Publishing for codification of City ordinances and that payment be divided between FY 2003 and FY2004 budgets as proposed. Council member Wood seconded. Motion approved 5 Ayes to 0 Nays.

**8. Authorize Solicitation of Bids for Re-construction and Widening of Eastern Half of Emergency Lane:**

Public Works Director Rickey Wright presented the item and described the work to be done under the proposed bid. Projected cost is estimated at \$26,231, to come from the current 2003 budget.

City Engineer Joel Wilkinson reviewed the schedule and scope of work, noting it may be advantageous to delay start of work three months to wait for warmer weather.

Council members discussed the schedule and scope with Mr. Wright and Mr. Wilkinson. Council member Nichols moved to continue the item and to have City Attorney Akers comment on the proposed contract. Council member Graddy seconded. Motion approved 5 Ayes to 0 Nays.

**9. Receive Report from City Administrator on Selection Process for Assistant to City Administrator Position:**

Mr. Harrison referred to the job description in Council members packets and said he would propose moving rapidly on posting the job notice. He hopes to have a recommendation for Council by October 16. No action.

**10. Authorize Solicitation of Proposals for Contract Computer Technology Administration:**

Mr. Harrison said he is looking for individuals or firms to provide maintenance and guidance on computer technology and the City website. Council member Manis moved to authorize solicitation of proposals for contract computer technology administration, with changes to be proposed by Council member Graddy and the City attorney. Council member Wood seconded. Motion approved 5 Ayes to 0 Nays.

**11. Request Budget, Investment & Finance Advisory Board to Review Investment Policy and Advise Council on Annual Review Provision:**

Mr. Harrison presented the item. Council member Manis moved to request the Budget, Investment and Finance Advisory Board to review the City's investment policy and to advise Council on annual reviews. Council member Graddy seconded. Motion approved 5 Ayes to 0

Wimberley City Council Minutes, September 18, 2003

Nays.

**12. Resolution Declaring City Surplus Property and Authorizing Manner of Disposal:**

Mr. Harrison said City has a number of items of equipment it no longer needs or can use, and outlined a proposed schedule for disposing of them by public bid sale. Council member Nichols moved to adopt a resolution declaring the items on the surplus equipment list dated 09/22/2003 prepared by City Administrator to be surplus property, and authorizing the manner for their disposal. Council member Graddy seconded. Motion approved 5 Ayes to 0 Nays.

**13. Adoption of Street Evaluation Format and Procedures:**

Council member Czichos said Transportation Advisory Board has drafted a new form for evaluation of the condition of streets to help establish priorities for authorizing and scheduling road work. Public Works Director Wright suggested Council delay action until City Engineer and staff have a chance to offer comments. Council member Czichos moved to continue this item. Council member Nichols seconded. Motion to continue approved 5 Ayes to 0 Nays.

**D. City Administrator Report:**

Mr. Harrison said City is continuing negotiations with RVI on professional services for design of the Cypress Creek Nature Trail, and will have another meeting with the firm tomorrow (September 19).

**Executive Session Regarding Real Property for Community Center and for Wastewater Treatment Facility (Texas Local Government Code Sec. 551.072):**

Council adjourned to Executive Session at 9:17 p.m.

Council reconvened in Public Session at 10:02 p.m.

**E. Adjournment** - Council adjourned at 10:02 p.m.

VILLAGE OF WIMBERLEY

By

  
Stephen Kiepfer, Mayor

ATTEST:

  
Adelle Turpen, City Secretary

  
Dell Hood, Recording Secretary