

**MINUTES OF THE  
CITY OF KAUFMAN  
SPECIAL CITY COUNCIL MEETING  
AND  
CITY COUNCIL WORK SESSION  
MONDAY, SEPTEMBER 12, 2011 — 6:00 P.M.  
KAUFMAN CITY HALL  
209 S. Washington Street  
Kaufman, Texas 75142**

**CITY COUNCILMEMBERS**

<b>MAYOR</b>	<b>WILLIAM FORTNER</b>
<b>MAYOR PRO-TEM</b>	<b>JEFF COUNCIL</b>
<b>COUNCILMEMBER</b>	<b>TONY RADER</b>
<b>COUNCILMEMBER</b>	<b>CHARLES GILLENWATER</b>
<b>COUNCILMEMBER</b>	<b>KENNETH MUNDEN</b>
<b>COUNCILMEMBER</b>	<b>BARRY RATCLIFFE</b>
<b>COUNCILMEMBER</b>	<b>LOUIS TIJERINA</b>

**SPECIAL CITY COUNCIL MEETING**

**CALL MEETING TO ORDER:** Mayor Fortner called the Meeting to order at 6:06 p.m. Councilmember's present were William Fortner, Tony Rader, Charles Gillenwater, Kenneth Munden, Barry Ratcliffe, and Jeff Council. Councilmember Tijerina was absent. Mayor Fortner declared a quorum present. Also present were City Manager Curtis Snow, ACM/City Secretary Jo Ann Talbot, and Director of Finance Cathy Cummins.

1. Consider second reading and adoption of Ordinance O-12-11 of the City of Kaufman, Texas, amending Code of Ordinance Chapter 106 Utilities. Water Rates.

City Manager Curtis Snow informed the Council this was the second reading of Ordinance O-12-11. The Ordinance increases the water rates by \$.18 cents, \$.12 cents is required by North Texas Municipal District and the remaining \$.06 cents is for improvements to the City of Kaufman's water system. This Ordinance was introduced at the August 22, 2011 City Council meeting.

Councilmember Gillenwater moved and seconded by Mayor Pro-Tem Council to adopt Ordinance O-12-11 of the City of Kaufman, Texas, amending Code of Ordinance Chapter 106 Utilities. Water Rates. Mayor Fortner called for a vote with all voting AYE, the motion carried. Councilmember Tijerina was absent.

**ADJOURNMENT.**

The Special City Council meeting was adjourned at 6:08 p.m.

**CITY COUNCIL WORK SESSION  
MONDAY, SEPTEMBER 12, 2011  
KAUFMAN CITY HALL  
209 S. Washington Street  
Kaufman, Texas 75142**

**CALL MEETING TO ORDER:** Mayor Fortner called the Meeting to order at 6:08 p.m. Councilmember's present were William Fortner, Tony Rader, Charles Gillenwater, Kenneth Munden, Barry Ratcliffe, and Jeff Council. Councilmember Tijerina was absent. Mayor Fortner declared a quorum present. Also present were City Manager Curtis Snow, ACM/City Secretary Jo Ann Talbot, and Director of Finance Cathy Cummins.

**NOTE:** A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction into whether or not such matters should be placed on a future regular or special meeting of the Council for citizens input, City Council deliberation and formal City action. At a work session, the City Council generally receives informal and preliminary reports and information from City staff, officials, members of City committees, and the individual or organization proposing council action, if invited by City Council or City Manager to participate in the session. Participation by individuals and members of organizations invited to speak ceases when the Mayor announces the session is being closed to public input. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session unless invited to do so by the Mayor. Any citizen may supply to the City Council, prior to the beginning of the session, a written report regarding the citizen's opinion on the matter being explored. Should the Council direct the matter be placed on a regular meeting agenda, the staff will generally prepare a final report defining the proposed action, which will be made available to all citizens prior to the regular meeting at which citizen input is sought. The purpose of this procedure is to allow citizens attending the regular meeting the opportunity to hear the views of their fellow citizens without having to attend two meetings.

1. The Kaufman City Council will hold a Budget Work Session for the City of Kaufman.

City Manager Curtis Snow informed the Council that the Council would first go over responses to questions raised at the first work session, two issues that affect the City's Business Plan and discuss a bond issue for items at the Wastewater Treatment Plant and a rate structure for customers outside the City limits.

City Manager Curtis Snow gave information to the Council regarding the replacement of a police car with only 59,040 miles on the odometer and what other cities are giving raises to their employees.

City Manager Curtis Snow informed the Council that a total of \$860,000 was needed for the Utility Fund to repair items at the Wastewater Treatment Plan and the Water Underground Storage Tank.

#### Water

Replace water pump #2 at the underground storage tank. Cost \$50,000.00.

Upgrade the SCADA System to monitor levels at the underground storage tank and elevated tanks. \$20,000.

Flow Meter at the Underground Water Storage and the Air Gap due to NTMWD transfer of ownership to the City. Cost \$157,600.00

#### Wastewater Treatment Plant

Fine Screen System - \$185,000.

Philadelphia Mixers - \$178,000.

Wastewater Treatment Plant Analysis - \$55,200.

Sanitary Sewer System Inflow and Infiltration (I&I) Study – \$200,000.

This Bond issue is for a 20 year payout. City Manager will look at reducing it to a 15 year payout plan with less cost at the front of the debt issue.

This is a total cost of \$845,500.00

Next, City Manager Curtis Snow discussed charging water customers outside the City 1.25 times the rates charged inside the City. He explained there are different costs associated with providing services outside the City as there are for our citizens. The two differences involve the construction of capital infrastructure. Our residential and commercial rate has a one thousand gallon minimal charge. He reported that it is impractical to determine what a minimum capital fee would be for a water corporation. A standard used is to put a 1.25 multiplier to the City rates. This is the more common method used for many years. But because cities relied on the multiplier approach and some cities let their multiplier escalate, the State legislature passed a law that customers have a right to appeal a rate increase to the Public Utility Company (PUC) and if

challenged the city would have to justify the cost. Justification would be a rate study and a lawyer.

Other items discussed were: A Downtown Design Streetscape Study from University of Texas Arlington to be added to budget \$23,000.00.

**ANNOUNCEMENTS FROM CITY MANAGER.**

Kaufman Chamber Auction – Saturday, September 24<sup>th</sup>  
City Manager informed the Council that the soccer fields were a hazard for children to play on fields with the large cracks.

**REQUEST/COMMENTS FROM MEMBERS OF CITY COUNCIL.**

Councilmember Munden inquired about number of employees to paint parking stripes on the downtown square.  
Mayor Fortner asked if debris be cleaned out of the City Lake Park, now that the water level is low.

**ADJOURNMENT.**

There being no further business, the meeting was adjourned at 6:56 p.m.

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**WILLIAM FORTNER  
MAYOR**

**ATTEST:**

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**JO ANN TALBOT  
CITY SECRETARY**