

**City of Killeen**  
Regular City Council Meeting  
Killeen City Hall  
October 24, 2017 at 5:00 p.m.

Presiding: Mayor Pro-Tem Jim Kilpatrick

Attending: Councilmembers Debbie Nash-King, Juan Rivera, Shirley Fleming, Gregory Johnson, Jonathan Okray, and Steve Harris

Absent: Mayor Jose Segarra

Also attending were Assistant City Manager Dennis Baldwin, City Attorney Kathryn Davis, City Secretary Dianna Barker, and Sergeant-at-Arms Gilman.

Rev. Salamon gave the invocation, and Mayor Pro-Tem Kilpatrick led everyone in the Pledge of Allegiance.

**Approval of Agenda**

*Motion was made by Councilmember Rivera to approve the agenda as written. Motion seconded by Councilmember Fleming. The motion carried 6 to 0.*

**Minutes**

*Motion was made by Councilmember Nash-King to approve the minutes of the October 17th Regular City Council Meeting. Motion was seconded by Councilmember Okray. Motion carried 6 to 0.*

**Resolutions**

**RS-17-108** Consider a memorandum/resolution appointing a Killeen representative to the Bell County Tax Appraisal District Board.

**Staff comments:** Kathy Davis

The duties of the Board of Directors are to set policy and procedure for the Tax District of Bell County. Staff recommends that the City continue to provide a representative to participate on the Bell County Tax Appraisal District Board in order to ensure the interests of the citizens of Killeen are best served and reappoint Royce Matkin to serve as the City of Killeen representative for a 2 year term beginning Jan 1, 2018.

*Motion was made by Councilmember Okray to approve RS-17-108. Motion was seconded by Councilmember Rivera. Motion carried 6 to 0.*

**RS-17-109** Consider a memorandum/resolution appointing members to remaining seats on the KEDC Board and the Arts Commission Board.

**Staff comments:** Kathy Davis

The Chamber of Commerce has appointed Bobby Hoxworth to the Chamber Representative seat and Karl Green to the KIF Representative seat on the KEDC Board. Krista Kasper, who held the Folk Art/Sculpture/Painting seat, has resigned from the Arts Commission Board. It is recommended that the City Council approve the appointment of Bobby Hoxworth to fill the Chamber Representative seat and Karl Green to fill the KIF Representative seat on the KEDC Board, and approve the appointment of Vantonio Fraley to fill the Folk Arts/Sculpture/Painting seat on the Arts Commission Board.

*Motion was made by Councilmember Johnson to approve RS-17-109. Motion was seconded by Councilmember Fleming. Motion carried 6 to 0.*

**RS-17-110** Consider a memorandum/resolution rejecting all bids for Bid No. 17-16 Girl Scouts of Central Texas - Killeen Service Center Rehabilitation project.

**Staff comments:** Leslie Hinkle

One bid was received from A&L Sanchez Painting and Construction. The bid exceeded the available project budget. Community Development staff recommends City Council reject the bid received.

*Motion was made by Councilmember Nash-King to approve RS-17-110. Motion was seconded by Councilmember Johnson. Motion carried 6 to 0.*

**RS-17-111** Consider a memorandum/resolution authorizing a lease agreement with Professional Turf Products, L.P./PNC Finance for parks, athletic fields, and greenbelt mowers for Parks and Public Grounds via the BuyBoard.

**Staff comments:** Brett Williams

Parks and Public Grounds staff identified cost savings related to maintenance by leasing mowing equipment as opposed to the traditional method of procurement via outright purchase. This change in approach results in staff having access to modern, up-to-date equipment that is covered via warranty for the duration of the lease. In addition, the lease option allows the financial burden to be distributed over three years. The proposed lease option features three riding mowers and one walk behind mower. Staff recommends City Council authorizes the City Manager to execute a contract with Professional Turf Products, L.P. / PNC Equipment Finance for the lease of mowing equipment for Parks and Public Grounds in the amount of \$44,135.00, and that the City Manager is expressly authorized to execute any and all change orders within the amounts set by state and local law.

*Motion was made by Councilmember Rivera to approve RS-17-111. Motion was seconded by Councilmember Johnson. Motion carried 6 to 0.*

**RS-17-112** Consider a memorandum/resolution awarding Bid No. 17-17 to E-Z-GO/TCF Equipment Finance for the lease of rental golf carts at Stonetree Golf Club.

**Staff comments:** Brett Williams

Due to the volume of usage on the rental fleet by customers, the golf carts are subject to maintenance issues beyond the four-year mark in the life of the cart. Staff recommends the replacement of the golf cart fleet every four years to ensure that working golf carts are consistently available for Stonetree Golf Club customers. Staff recommends City Council authorizes the City Manager to execute a contract with E-Z-GO financed through TCF Equipment Finance for the lease of golf carts for Stonetree Golf Club in the amount of \$180,928.80 and that the City Manager is expressly authorized to execute any and all change orders within the amounts set by state and local law.

*Motion was made by Councilmember Rivera to approve RS-17-112. Motion was seconded by Councilmember Fleming. Motion carried 6 to 0.*

**RS-17-113** Consider a memorandum/resolution appointing members to the Youth Advisory Commission.

**Staff comments:** Brett Williams

| <b>KILLEEN VOLUNTEERS, INC.-YOUTH ADVISORY COMMISSION</b> |                   |                        |
|---|-------------------|------------------------|
| <i>Sub-Committee: All Council</i>                         |                   |                        |
| Current Members   | New YAC Members   | Special Qualifications |
| Isaiah Crockett   | Anna Rice         | Student Representative |
| Marjerie Castro   | Arianna Chavez    | Student Representative |
| Hyelim Choung   | Bryanna Palma     | Student Representative |
| Hyewon Choung   | Crystal Graupmann | Student Representative |
| Arianna Chavez  | Dae'Tian Nanton   | Student Representative |
| Julian Chavez   | Demetra Paizanis  | Student Representative |
| Ravyn Dietzman  | Emilie Huck       | Student Representative |
| Abraham Everett   | Jeffrey Jomorabon | Student Representative |
| Loveless Gatewood   | Joseph Low        | Student Representative |
| Vivian Dorman   | Julian Chavez     | Student Representative |
| Crystal Graupman  | Kaitlyn Low       | Student Representative |
| Madison Henry   | Kama Rangel       | Student Representative |
| Lexy Hicks  | Keana Turner      | Student Representative |
| Mychel Howard   | Lorena Kirk       | Student Representative |
| Jeffrey Jamorabon   | Madison Barnett   | Student Representative |
| Joseph Low  | Mark Thomas Jr.   | Student Representative |
| Kaitlyn Low   | Markeisha Thomas  | Student Representative |
| JoAnn Lomas-Mathis  | My'Azia Williams  | Student Representative |
| Adrian Manning  | Mychel Howard     | Student Representative |
| Jason McDonald  | Olivia Winder     | Student Representative |
| Joshua Moses  | Patricia Barnett  | Student Representative |
| Demetra Paizanis  | Paula Billingsley | Student Representative |
| Jaelyn Rivas  | Vacancy           | Student Representative |
| Jerome Singletary Jr.                                     | Vacancy           | Student Representative |
| Mark Thomas   | Vacancy           | Student Representative |
| Markeisha Thomas  | Vacancy           | Student Representative |
| Skylar Vanderberg   | Vacancy           | Student Representative |
| Daniel Watford III  | Vacancy           | Student Representative |
| MyAzia Williams   | Vacancy           | Student Representative |
| Olivia Winder   | Vacancy           | Student Representative |
| Lorena Kirk   | Vacancy           | Student Representative |
| Julie Kirk  | Vacancy           | Student Representative |
| Hailee Kirk   | Vacancy           | Student Representative |
| Bryanna Palma   | Vacancy           | Student Representative |
| Anna Rice   | Vacancy           | Student Representative |
| Ashton White  | Vacancy           | Student Representative |
| Khalil Corbett-Canada                                     | Vacancy           | Student Representative |

Staff recommends the City Council appoint the nominated individuals for the 2017-2018 year.

*Motion was made by Councilmember Nash-King to approve RS-17-113. Motion was seconded by Councilmember Johnson. Motion carried 6 to 0.*

Roxanne Flores-Achmad called each student's name as they approached the stage. Mayor Pro-Tem Kilpatrick swore-in the new Youth Advisory Commissioners.

**RS-17-114** Consider a memorandum/resolution approving termination of concession lease agreement with Crystal and Richard Sullivan dba Green Beans Coffee at Killeen-Fort Hood Regional Airport.

**Staff comments:** Matt Van Valkenburgh

Green Beans Coffee (tenant) has become delinquent on rent and fee payments owed the City. On September 18, 2017, staff received notice from Mrs. Sullivan that the business would be closing due to financial difficulties. Staff recommends City Council approve termination of the Crystal and Richard Sullivan dba Crystal-Richard Sullivan and Green Beans Coffee lease agreement effective October 25, 2017 and authorize the City Manager to execute any and all necessary documentation to effect the termination.

*Motion was made by Councilmember Rivera to approve RS-17-114. Motion was seconded by Councilmember Johnson. Motion carried 6 to 0.*

**RS-17-115** Consider a memorandum/resolution approving use of a Request for Proposal (RFP) for the selection of a food service and beverage concession tenant at Killeen Fort Hood Regional Airport.

**Staff comments:** Matt Van Valkenburgh

As a result of the closure of food service businesses, the airport has no on-site prepared / served food or drink service available. The only food and drink services currently available are prepackaged products either through vending machines or the gift shop. Staff recommends that City Council make a determination that the RFP process offers the best value to the City and authorize staff to utilize the RFP process to identify and select the most responsive tenant to operate a food and beverage concession at the Killeen-Fort Hood Regional Airport.

*Motion was made by Councilmember Fleming to approve RS-17-115. Motion was seconded by Councilmember Nash-King. Motion carried 6 to 0.*

**RS-17-116** Consider a memorandum/resolution authorizing the City Manager to execute an Interlocal agreement with the City of Harker Heights to construct a portion of the Heritage Oaks Hike and Bike Trail Segment, 3A within the City of Harker Heights jurisdiction.

**Staff comments:** David Olson

The interlocal agreement (ILA) states the terms and conditions associated with the construction, contract administration, and dedication of the project. The City of Killeen will be responsible for designing, bidding, and constructing the project. The City of Harker Heights (COHH) will be responsible for furnishing necessary easements/rights-of-way, issuing required COHH permits, and accepting long term maintenance of facilities located within their corporate limits. City staff recommends the City Council authorize the City Manager to enter into an interlocal agreement with the City of Harker Heights for the construction of the Heritage Oaks Hike and Bike Trail Segment 3A within the corporate limits of the City of Harker Heights.

*Motion was made by Councilmember Okray to approve RS-17-116. Motion was seconded by Councilmember Rivera. Motion carried 4 to 2 with Councilmember Fleming and Councilmember Harris opposing.*

## **Adjournment**

With no further business, upon motion being made by Councilmember Okray, seconded by Mayor Pro-Tem Kilpatrick, and unanimously approved, the meeting was adjourned at 5:37 p.m.