

**NOTICE**  
**THIS NOTICE IS POSTED IN COMPLIANCE WITH THE OPEN MEETING ACT**  
**(TEX. GOV'T CODE CHAPTER 551, SEC. 551.041)**

**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**5:30 P.M**  
**GATESVILLE CITY COUNCIL CHAMBERS**  
**110 NORTH 8<sup>TH</sup> STREET, GATESVILLE, TEXAS 76528**  
**JUNE 11, 2024**

An Open Meeting will be held concerning the following subjects:

1. Call to Order
2. Quorum check
3. Invocation and Pledge of Allegiance
4. Citizens/Public Comments Forum: Individuals wishing to address the Gatesville City Council may do so during this segment. If you intend to comment on a specific agenda item, please indicate the item(s) on the sign-in sheet before the meeting. Each speaker is allotted a maximum of 3 minutes for their remarks, and speakers are expected to conduct themselves in a respectful & civil manner. In accordance with the Texas Open Meetings Act, the City of Gatesville City Council cannot deliberate or act on items not listed on the meeting agenda.
5. Presentation of Life-Saving Award to Gatesville Police Officer Glory Little (Cody Lee)

**CONSENT:**

6. All consent agenda items are considered routine by the City Council and will be enacted by a single motion. There will be no separate discussion of these items unless a Councilmember requests an item to be removed and considered separately.

**RESOLUTION 2024-61:** Discussion and possible action regarding approval of Minutes from Special City Council Meeting held on May 28, 2024. (Wendy Cole)

**RESOLUTION 2024-62:** Discussion and possible action regarding April 2024 Financials (Mike Halsema)

**OTHER BUSINESS :**

7. Discussion and possible action regarding amending engineering and planning professional services agreements with Freese & Nichols Inc. (David Jones, Kira Isles, Mike Halsema)
8. Discussion and possible action regarding an agreement between the City of Gatesville and contractor, MatTech DE, LLC. for wastewater pump and haul services for United States Army Fort Cavazos. (Mike Halsema & Bobby Buster)
9. Discussion regarding an Ordinance of the City of Gatesville repealing Ordinance 2018-04 and adopting a Drought Contingency Plan. (1st reading of Ordinance 2024-05) (Zeb Veazey)
10. Discussion and possible action regarding purchase of two new trucks for Water Distribution and authorizing the Interim City Manager to sign all necessary documents. (Mike Halsema)
11. Discussion regarding FY24 mid-year budget update (Mike Halsema)
12. City Manager Report (Brad Hunt)

13. The City Council of the City of Gatesville will convene into a closed Executive Session pursuant to Texas Government Code section 551.074 (Personnel Matters) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Manager, Interim Deputy City Manager, and Chief of Police.

14. End Executive Session and Reconvene Regular Meeting-----

15. Discussion and possible action resulting from deliberations in Executive session.

16. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 7th day of June, 2024 by 5:00 p.m. on the official City of Gatesville website, [www.gatesvilletx.com](http://www.gatesvilletx.com) and the official bulletin boards at the Gatesville City Hall, 803 E. Main Street and Gatesville Council Chambers, 110 N. 8th Street, Gatesville, Texas.



Wendy Cole  
City Secretary

The City of Gatesville council chambers are wheelchair accessible and accessible parking spaces are available at the back entrance of City Hall. Requests for accommodations or interpretive services must be made 24 hours prior to this meeting. Please contact the city secretary's office at 254-865-8951 or FAX 254-865-8320, or email [wcole@gatesvilletx.com](mailto:wcole@gatesvilletx.com) for further information.

REGULAR CITY COUNCIL MEETING  
 JUNE 11, 2024  
 5:30 P.M.  
 COUNCIL CHAMBERS, 110 NORTH 8TH STREET,  
 GATESVILLE, TEXAS 76528

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) CALL TO ORDER REGULAR CITY COUNCIL MEETING AT 5:32 P.M. THIS 11TH DAY OF JUNE, 2024

2) QUORUM CHECK/COUNCIL PRESENT: Mayor Gary Chumley, Councilmembers Barbara Burrow, Greg Casey, Aaron Smith, and Meredith Rainer.

ABSENT: Councilmembers Joe Patterson and John Westbrook

CITY STAFF PRESENT: Interim City Manager Brad Hunt, City Secretary Wendy Cole, Interim Deputy City Manager/Finance Director Mike Halsema, Interim Police Chief Cody Lee, Parks and Recreation Director, Seth Phillips, Wastewater Superintendent Bobby Buster, Water Production Superintendent Zeb Veazey, Library Director Shea Harp, Water Distribution Supervisor Chad Newman, Police Officer Glory Little, Patrol Lieutenant Georg Cleverley, Police Department Communications Supervisor Jessica Stiles, Street Superintendent Brent Kirchmeier, Police Officer Amanda Stiles, and Detective Mario Land.

OTHERS: Leo Corona, Mike Suniga, Kim Stiles, Gary Stiles, Megan Stiles, David Jones & Kira Iles (FNI representatives), Galen K., Diana Barnett, Savannah Stiles, and Gatesville Messenger Staff Writer Kaylee Dusing.

3) INVOCATION: Councilmember Casey/PLEDGE OF ALLEGIANCE: Led by Mayor Chumley

4) CITIZENS/PUBLIC COMMENTS FORUM: INDIVIDUALS WISHING TO ADDRESS THE GATESVILLE CITY COUNCIL MAY DO SO DURING THIS SEGMENT. IF YOU INTEND TO COMMENT ON A SPECIFIC AGENDA ITEM, PLEASE INDICATE THE ITEM(S) ON THE SIGN IN SHEET BEFORE THE MEETING. EACH SPEAKER IS ALLOTTED A MAXIMUM OF 3 MINUTES FOR THEIR REMARKS, AND SPEAKERS ARE EXPECTED TO CONDUCT THEMSELVES IN A RESPECTFUL MANNER. IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT, THE CITY OF GATESVILLE CITY COUNCIL CANNOT DELIBERATE OR ACT ON ITEMS NOT LISTED ON THE MEETING AGENDA.

Visitors present were only concerned with an agenda item.

5) PRESENTATION OF LIFE-SAVING AWARDS TO GATESVILLE POLICE OFFICER, GLORY LITTLE AND COMMUNICATIONS SUPERVISOR, JESSICA STILES (Cody Lee)

Interim Police Chief, Cody Lee, presented Life-Saving Awards to Gatesville Police Officer, Glory Little and Communications Supervisor, Jessica Stiles.

Police Officer, Glory Little, responded to an emergency call where CPR was in progress as she was on her way home from her assigned shift on February 23rd of this year. She realized she would be driving right past the location of the emergency and was the first emergency responder on the scene and started life saving measures continuing approximately three (3) minutes before additional officers arrived on the scene and relieved her. Officer Little remained on the scene and assisted other officers as well as EMS until the victim was stabilized and EMS was able to transport.

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Police Department Communications Supervisor, Jessica Stiles, responded to a 911 call this last week regarding a male who was unconscious and had irregular breathing which quickly transitioned to him not breathing at all. Ms. Stiles instructed the caller on what needed to be done and talked her through performing CPR on the distressed male. While doing this also paged emergency personnel to respond to the scene. Ms. Stiles showed excellent professionalism and remained calm the entire time. The EMS and first responders arrived on the scene and continued life saving measures which eventually led to the subject breathing again and was able to be transported by the ambulance. Had it not been for Ms. Stiles quick thinking, calm demeanor, and ability to maintain control of the situation the outcome of the situation could have been less fortunate than it was.

Mayor Chumley thanked Glory Little and Jessica Stiles for their service to the Gatesville community.

CONSENT:

6) ALL CONSENT AGENDA ITEMS ARE CONSIDERED ROUTINE BY CITY COUNCIL AND WILL BE ENACTED BY A SINGLE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCILMEMBER REQUESTS AN ITEM TO BE REMOVED AND CONSIDERED SEPARATELY.

RESOLUTION 2024-61: Discussion and possible action regarding approval of Minutes from Special City Council Meeting held on May 28, 2024. (Wendy Cole)

RESOLUTION 2024-62: Discussion and possible action regarding April 2024 Financials (Mike Halsema)

Councilmember Burrow requested Resolution 2024-61 be pulled from the Consent Agenda and considered separately.

Motion by Meredith Rainer, seconded by Greg Casey, to approve the Consent Agenda Resolution Number 2024-62 regarding the April 2024 financials; all four voting "Aye", motion passed.

Councilmember Burrow recommended correction be made to the minutes regarding Leo Corona's comments during Citizen's Forum when he spoke at the May 28th meeting. Ms. Burrow said that after review of the transcript of the minutes, she and Mr. Corona felt his words needed to be revised to reflect exactly as he delivered his written prepared remarks at the meeting.

Motion by Barbara Burrow, seconded by Aaron Smith, to approve the amended transcription of the May 28, 2024 minutes regarding Resolution 2024-61 to the following: *"At the March 26, council meeting agenda Item 9 made on May 28. Coryell County requested a contribution of \$58,810.18 for unplanned expenses not included in the county budget to cover jail expenses. A determination was not made by the council; discussion was left for a future discussion. Since it was brought forth in front of the council during a council meeting, Mr. Corona said that he hoped discussion on whether to approve or disapprove of the contribution will be before the people at a future meeting."* All four voting "Aye", motion passed.

OTHER BUSINESS:

7) DISCUSSION AND POSSIBLE ACTION REGARDING AMENDING ENGINEERING AND PLANNING PROFESSIONAL SERVICES AGREEMENTS WITH FREESE & NICHOLS, INC. (DAVID JONES, KIRA ILES, MIKE HALSEMA)

Interim Deputy City Manager/Finance Director, Mike Halsema said that Professional service agreements with Freese & Nichols Inc. (FNI) for engineering and planning services are nearing their not-to-exceed limits.

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In January of 2024, a professional services agreement not to exceed \$49,980 was entered into with Freese & Nichols for on call planning services. As of the end of May, the not to exceed limit was met.

Due to a vacancy in the Planning Department, FNI has been providing these services. Continued City planning functions cannot continue without the services of FNI, or the hiring of staff capable of providing these services.

In December of 2023, a professional services agreement not to exceed \$50,000 was entered into with Freese & Nichols for on call water, sewer, drainage, and facilities engineering services. As of the end of May, services have not met the not to exceed amount, but are approaching the limit. Staff has identified possible Capital Improvement Projects (CIP) for the upcoming budget that are in need of engineering estimates. Financial Impact will be increased costs of \$30,000 to the General Fund and \$30,000 to the Water and Sewer Fund.

These proposed Service Agreements are estimated to provide staff and Council with support through the end of the year. David Jones and Kira Iles of Freese & Nichols Inc. were present at the meeting if anyone had questions.

Councilmember Rainer asked Mr. Halsema and Interim City Manager Hunt if there would be a discussion in the future regarding a plan for these vacant positions? Mr. Hunt said that there would be a discussion regarding the organizational structure of the City and these positions and what would be appropriate for new or unfilled position from the past.

There was a brief discussion regarding hiring large firms such as Freese and Nichols Inc. for long term agreements and Mr. Hunt said that could be discussed during the budget process.

RESOLUTION 2024-63 and RESOLUTION 2024-64 : Motion by Barbara Burrow, seconded by Greg Casey, to approve amending engineering and planning professional services agreements with Freese & Nichols Inc. by \$30,000.00 each respectively; all four voting "Aye", motion passed.

8) DISCUSSION AND POSSIBLE ACTION REGARDING AN AGREEMENT BETWEEN THE CITY OF GATESVILLE AND CONTRACTOR, MATTECH DE, LLC. FOR WASTEWATER PUMP AND HAUL SERVICES FOR UNITED STATES ARMY FORT CAVAZOS (MIKE HALSEMA & BOBBY BUSTER)

Interim Deputy City Manager/Finance Director, Mike Halsema noted that this agenda item had changed dramatically since the last meeting. It will not be an Ordinance and will be an agreement as recommended by the City Attorney and will be between the City and MatTech DE, LLC. who will be transporting the wastewater to Gatesville's wastewater treatment plant. The City has the right to inspect and the right to refuse waste from Fort Cavazos and this agreement ends August 1, 2024.

Wastewater Superintendent, Bobby Buster, said that there is work being done on a barracks at Fort Cavazos so the contractors are having to bypass the sewer line and are pumping the wastewater into a frac tank into a truck that will transport it to the wastewater plant. Mr. Buster noted that this waste is nothing new and what is usually disposed of by Fort Cavazos so there will be no need to be inspected. Freese & Nichols conducted a study to determine the fees to charge per transport.

There was a discussion regarding the frac truck/tank process, inspection process, and the possibility of using this agreement template to accept industrial organic waste from others. Mr. Buster advised against taking waste from other various places because of the possibility of introducing unknown waste into Gatesville's plant.

Mayor Chumley said that Mr. Leo Corona signed up to speak on this topic but Mr. Corona said that Mr. Buster already answered his questions.

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RESOLUTION 2024-65: Motion by Meredith Rainer, seconded by Aaron Smith, to approve the Resolution authorizing an agreement for accepting industrial organic waste onsite with MatTech DE, LLC; all four voting “Aye”, motion passed.

9) DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE REPEALING ORDINANCE 2018-04 AND ADOPTING A DROUGHT CONTINGENCY PLAN  
(1ST READING OF ORDINANCE 2024-05)  
(ZEB VEAZEY)

Interim Deputy City Manager/Finance Director, Mike Halsema said that this Drought Contingency Plan (DCP) has been reviewed by the City Attorney and just has minor changes so will just be amending previous Ord. 2018-04 and will not need to repeal. The agenda wording will be reworded for the second reading of the Ordinance at the next meeting. The only amendments to the DCP will be changing Ft. Hood to Ft. Cavazos and changing the dates.

Water Production Superintendent, Zeb Veazey, added that the Brazos River Authority (BRA) controls all the trigger points of the DCP because the City is within their watershed. The BRA sets the stages of the DCP and currently the City of Gatesville is not experiencing any drought conditions.

Mayor Chumley said that some surrounding communities may still be under a DCP just because they have inadequate infrastructure and water storage because of growing populations. Mr. Veazey added that some other water systems south of Gatesville are on other watersheds and their reservoirs are still suffering from lack of rain.

ORDINANCE 2024-05-01: Motion by Aaron Smith, seconded by Greg Casey, to pass Ordinance 2024-05 to the second reading at the next scheduled Council Meeting; all four voting “Aye”, motion passed.

10) DISCUSSION AND POSSIBLE ACTION REGARDING PURCHASE OF TWO NEW TRUCKS FOR WATER DISTRIBUTION AND AUTHORIZING THE INTERIM CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS  
(MIKE HALSEMA)

Interim Deputy City Manager/Finance Director, Mike Halsema reported that the City is currently leasing several vehicles through Enterprise. Two of the 2022 Chevy 2500 4x4 crew cab Water Distribution trucks began using an excessive amount of oil. They were using up to 5 quarts in a week, with no visible signs of leakage. Both were under warranty and were taken to a Chevrolet dealership for evaluation. The dealership said that they could not find anything wrong with the vehicles and produced documentation from corporate indicating the use of 1 quart per 100 gallons of fuel was normal. Staff was concerned that the engines would burn up soon and the warranty was close to expiring. Both vehicles had close to 30k miles on them. Staff contacted Enterprise to arrange for an early termination of the lease. The vehicles both had positive equity, and were picked up by Enterprise. Staff has begun separation from Enterprise for leasing and maintenance/fuel services. The City currently lease 33 vehicles through Enterprise, accounting for the two returned in this memo. Staff has begun transitioning to in house vehicle acquisition and maintenance on June 1. Staff is proposing the purchase of two replacement vehicles; 1 Ford F150 4x4 super cab, and 1 Ford F250 diesel 4x4 crew cab.

There was a lengthy discussion on the strategy of going back to buying vehicles vs. leasing vehicles. Back in 2017 when the City started the lease plan with Enterprise Fleet Management (EFM), there was an enormous amount of aging fleet and the mechanic at the time was not an Automotive Service Excellence (ASE) certified mechanic. At that time leasing served its purpose for the City. The City now has an ASE certified mechanic and also the City has purchased a maintenance program that has a vehicle maintenance app that will allow employees to analyze their city vehicles and will be able to monitor when something is wrong or it needs an oil change. The employee can then alert the City’s mechanic who is going to take over the City’s entire fleet maintenance program. Mr. Halsema noted that the City is also switching back to Fuelman gas cards and transitioning off WEX as Fuelman syncs up with the new maintenance program which will update the city mechanics information on vehicles in his computer.

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City staff will soon put out a Request for Proposals for a backup that could cover the City's mechanic if he was on vacation or if there was ever a scenario of too many vehicles at one time that needed maintenance or repair so all maintenance could be covered. The EFM maintenance program has become too expensive and has to be paid if a vehicle had the oil changed or not. The City has about seventy (70) pieces of equipment that the city mechanic will be managing and staff is working on getting all the tools that the City mechanic will need. There are about thirty-three (33) EFM leased vehicles left.

**Financial Impact:** Purchase one F150 4x4 Super cab at \$44,512 and one F250 4x4 diesel crew cab at \$59,813.12. The vehicles are priced through the HGAC purchasing co-op contract. Bill Knight Ford is a vendor qualified under the HGAC contract and has provided the quotes for both vehicles. Anticipated delivery date is 12-26 weeks from order placement. Financing is proposed through Government Capital for 5 years, with annual payments of \$24,749.10 at an interest rate of 5.974%.

**RESOLUTION 2024-66:** Motion by Meredith Rainer, seconded by Greg Casey, to approve the purchase of two replacement Water Production vehicles through Bill Knight Ford and financing through Government Capital and authorizing the Interim City Manager to sign all necessary documents; all four voting "Aye", motion passed.

11) DISCUSSION REGARDING FY24 MID-YEAR BUDGET UPDATE (MIKE HALSEMA)

Interim Deputy City Manager, Mike Halsema, presented a PowerPoint regarding an update of the Fiscal Year 2023-24 Mid - Year Budget (as of March 2024). Topics highlighted were:

- **General Fund:**
- **Revenues:**
  - Property Taxes are normal.
  - Sales Tax are on budget but don't have the Eclipse numbers until tomorrow.
  - Licenses & Permits are up to 274% YTD mainly because of large projects in the first 2 quarters of the FY.
  - Rental Income increased YTD to 114% which is from the Civic Center.
  - Misc. Revenues: Is increased partially because of insurance proceeds that the city received due to a vehicle accident and also some eclipse revenues.
  - Inter fund Transfers: This is an administrative fee for the Water & Sewer fund & also a small administrative transfer from the Hotel Occupancy Tax fund for the City's employee time for administrating the Civic Center.
- **Expenditures:**
  - Personnel Services: Bureau Veritas fees and permits are included.
  - Court: All credit card processing fees are implemented through court.
  - Street: Operations and Maintenance is down because supplies are charged in water & sewer for the Mill Street Phase 2 project that the street department is currently working on.
  - Civic Center: AC issues and proprietary toiletries prices have increased.
- **Water and Sewer Fund:**
- **Revenues & Expenses RE: Water:** Are normal for the mid-year timeframe. Capital Outlay appears to be down but is not. Every project was budgeted for the full cost last year. American Rescue Plan Act dollars were used for some of these projects.
- **Revenues & Expenses RE: Sewer:** Rate structure was changed on the sewer averaging for commercial and institutional customers so is averaged monthly. Residential sewer averages will be recalculated and will see on April bills.
- Capital Outlay: Stillhouse Plant expansion is just now proceeding & full cost was budgeted.
- **Airport:** Researching possible replacement of fuel tank and to possibly offer Jet A fuel also. Hopefully funded through grants. Looking to form an Airport Advisory Board.
- **Special Revenue Funds:** MUSCO light payment will be due October 1, 2024. Historical Preservation is in reference to the Post Oak Preservations agreement. Debt Service Fund Revenue includes the last



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payment of the 2014 Bond payment.

- Municipal Court Security and Technology Fund: Training & upgrades to computers or equipment for security comes from this fund.
- Cemetery Maintenance Fund: This is above budget. Will be looking into getting better software to manage this department.

- **General Capital Projects**: Include the patch repair machine and sheepsfoot roller.

Citizen, Leo Corona, spoke on the budget and referenced from the Texas Municipal League Handbook for Mayors and Councilmembers regarding expenditures and what may have an effect on the budget and keeping citizens informed. Budget should contain a summary of the city financial conditions for the prior year. Should establish the scope and direction of the municipal services and checks and balances regarding objectives that have approved by the council and then brought back and briefed to council to show has stayed within the scope of the objective. An example highlighted was the implementation of the budget management software that council approved.

Mayor Chumley said that going forward different projects and objectives will be reported to the Council and public. Council also requested to start getting the monthly permit information that used to be provided in the City Manager Report.

Interim Deputy City Manager Halsema, pointed out that anyone can go to the city website and go to the Financial tab and see ClearGov Inc. information through March. There are a few projects with updates available as well.

12) CITY MANAGER REPORT (BRAD HUNT)

Interim City Manager, Brad Hunt, said that he will provide a monthly City Manager Report as requested and that this report is intended as an overall look at City of Gatesville operations from the City Manager's perspective. It will be a new format, intended to concisely summarize the operations of each department within the city government and provide updates on current and future projects being undertaken by the city government. Its intended audience includes the City Council as well as all community members and stakeholders in Gatesville.

Highlights included:

- Weekly meetings with all Department Heads in one room to share concerns, communicate, and problem solve.
- Site Visits at various city locations for personal observations of operations and needs of departments.
- Department Updates & Projects were presented and discussed regarding:
  - Water Production- Generator at the water plant intake, new boat
  - Water Distribution- Hughes water tower rehabilitation,
  - Wastewater- Stillhouse WWTP Improvement project in Phase 1, easement resolution on SH 36 across from Walmart concerning the new car wash
  - Street- Paving on Lovers Lane is completed, Mill Street overlay is close to completion. Plan to install gates 50 yards either side of low water crossing on North Lovers Lane when future flooding occurs.
  - Police- Recruitment & staffing challenges, Alarm management implementation.
  - Fire- Recruitment & staffing challenges,
  - Parks & Recreation- Parks Master Plan and current conditions at Brown Park and Faunt LeRoy Park. Staff is reviewing proposals for assessment from two (2) firms regarding Faunt LeRoy Park damage.
  - City Pool/Athletics- Splash pad resurfacing
  - Fitness Center- Indoor pool HVAC Repairs
  - Library- HVAC issues and security cameras
  - Civic Center- Office space
  - Auditorium - Assessment of the auditorium, options for the future
  - Airport- Future plans for future aircraft fuel & TxDOT guidelines
  - Human Resources- Employee pay & a future compensation study
  - Cemetery- Management procedures



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- Building & Permits- Dissemination of tasks to various firms: Bureau Veritas, Freese & Nichols Inc., Walker Partners, and others.
- Gatesville Lions Club gave City Manager gift cards to give to families affected by the recent flood.
- Next Link Phase 3 (fiber installation for internet)- Plans reviewed and approved, will extend south on SH 36 from US 84, past FM 107 and some east on FM 107; expect to begin next month.
- Police Department new building options were discussed and possibility of putting out a Request for Qualifications regarding a project scope and concept for consideration by City Council.
- Laerdal- Project is proceeding
- Regional Water Contracts- Process still in motion to revise the outdated local wholesale water customers.

Mr. Hunt invited the Council to an employee picnic at the Sports Complex this Friday, June 14th, from 10:00 a.m. until noon.

Code of Ethics was discussed at the last meeting to have as an agenda item but didn't have enough information to put on the agenda for a decision item just yet. Mr. Hunt said that he had done research and the City Attorney had provided information what other cities have done regarding a Code of Ethics Policy.

There are several options to consider:

- If the main topic of concern is that there be a grievance process for city employees if they have a problem with high level city manager or city government personnel.

Or:

- If the concern is more that there is just a general process that anyone can file a grievance.

The City currently does not have an Ethics Code but according to the City Attorney, elected and appointed officials are nonetheless governed by state ethics laws, most significantly Chapters 171 and 186 of the Texas Local Government Code. Most often cities adopt the Codes of Ethics and Code of Conduct as two (2) separate policies. The Code of Conduct sets forth general procedural provisions that will govern the conduct of meetings which the city already has, in a general format in the charter, and in the rules of the Procedure Policy that Council has already approved.

To specifically have sanctions for violation of the procedures of elected officials is something that the City Attorney recommends be a charter amendment, which has to go before the voters since elected officials were voted in. But if the concern is that employees below the rank of city manager or human resource director need to be able to air a grievance about someone at that level can be done by personnel policy or by ordinance as opposed to charter amendment. If it is going to entail city management and city elected officials it would need to be a charter amendment and go before the voters, and if it is going to entail an internal process by which employees can list grievances through and to the city council it can be written as a policy in the personnel policy or as an ordinance.

Mayor Chumley said that the charter does need to be brought up to date in several areas but thought that an internal policy would suffice at this point.

Councilmember Casey said that since there is a Human Resource (HR) Director, an employee can go to that person and tell them their grievances and the HR Director can go to the Department Head or City Manager to resolve, but if it is a higher level; the employee should be able to come to the Council with their grievances and Council goes to that higher ranking person with the issues. A clear chain of the grievance process needs to be clarified.

Mr. Hunt noted that the current City of Gatesville Employee Handbook already has a Complaint Procedure process: Any complaint of discrimination against the City Manager shall be made to the Human Resource Director. The Human Resource Director, or his/her designee, shall conduct an investigation of the matter reported. The Human Resource Director, or his/her designee, shall consult as necessary with the City's legal counsel. Findings of this investigation shall be reported to the Mayor, who may then conduct additional review as he/she deems necessary. If the Mayor finds the report to be reasonably supported, he/she shall promptly take corrective action. This only refers to discrimination but the internal process could be amended to see a list of "grievance(s) of serious nature". Mr. Hunt said that he will work further on this project.

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- Budget: Mr. Hunt reported that the budget is on track and that he and Interim Deputy City Manager/ Finance Director, Mike Halsema, will conduct individual meetings with Department Heads in the next couple of weeks. These meetings will determine what each department needs vs. what they really want vs. what can be afforded. A Long- Term (5 year plan) for budget will be discussed. With Council's input, this serves as one main planning guide for long-term provision of services, preparations for growth, and overall direction of the City of Gatesville.

- Upcoming Community Events:
  - July 4- City Fireworks beginning at 9:30 p.m.
  - August 1-3- Rodeo
  - September 20-22- Spurfest & Cruizin' Cruizers
  - October 1 - National Night Out
  - October 26- Boozaar

EXECUTIVE SESSION:

13) MAYOR CHUMLEY ANNOUNCED THAT THE CITY COUNCIL OF THE CITY OF GATESVILLE WILL CONVENE INTO A CLOSED EXECUTIVE SESSION AT 7:35 P.M. PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.074 (PERSONNEL MATTERS) TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE, TO WIT: CITY MANAGER, INTERIM DEPUTY CITY MANAGER, AND CHIEF OF POLICE.

14) MAYOR CHUMLEY ANNOUNCED THE END OF THE EXECUTIVE SESSION AND RECONVENED OPEN MEETING AT 8:26 P.M.-----

15) DISCUSSION AND POSSIBLE ACTION RESULTING FROM DELIBERATIONS IN EXECUTIVE SESSION.

RESOLUTION 2024-67: Motion by Meredith Rainer, seconded by Greg Casey, to continue the structure of the City Manager, Deputy City Manager, and Chief of Police as is and revisit the topic towards the end of August 2024; all four voting "Aye", motion passed.

16) ADJOURN MEETING AT 8:27 P.M, THIS 11TH DAY OF JUNE, 2024

ATTEST:

  
 Wendy Cole  
 City Secretary

APPROVED:

  
 Gary M. Chumley  
 Mayor