

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 8TH STREET, GATESVILLE, TEXAS 76528
JULY 9, 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.

CONSENT:

5. 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 2024-70:** Discussion and possible action regarding approval of Minutes from Regular City Council Meeting held on June 25, 2024. (Wendy Cole)
- RESOLUTION 2024-71:** Discussion and possible action regarding May 2024 Financials. (Mike Halsema)
- RESOLUTION 2024-72:** Discussion and possible action regarding a request from the Coryell Museum and Historical Center regarding temporary closure of South 8th Street on September 21, 2024 for the annual Spurfest. (W.Cole)
- RESOLUTION 2024-73:** Discussion and possible action regarding sale of Water Production 1983 Deckboat. (Mike Halsema & Zeb Veazey)

OTHER BUSINESS :

6. Discussion and Possible Action regarding award for pre-award and post-award consultant/management services for the Federal Emergency Management Agency (FEMA) Public Assistance grant program if awarded a state contract through the Texas Division of Emergency Management. (Mike Halsema)
7. Discussion regarding an Ordinance of the City of Gatesville, Texas, amending the Fiscal Year 2023-24 Budget of the City of Gatesville to allow for adjustments to the General Fund Revenues and Expenditures of Three Hundred Forty-Four Thousand, Seven Hundred Twenty-Six Dollars (\$344,726); Declaring a Municipal Purpose; Providing a Severability Clause; Providing for an Open Meetings Clause; and providing for an Effective Date. (1st reading of Ordinance 2024-06) (Mike Halsema)
8. Discussion regarding proposed Budget Assumptions for Fiscal Year 2024-25. (Mike Halsema)

9. Discussion and possible action regarding an Ordinance of the City of Gatesville, Texas, amending the Gatesville Code of Ordinances, Chapter 56 "Utilities", Article VI, "Drought Contingency Plan" by amending Sections 56-183, 56-186, 56-188, And 56-189 as provided herein and readopting all Remaining Sections of Article VI; Providing A Conflicts Resolution Clause; providing a Severability Clause; and Providing for an Effective Date. (3rd & final reading of Ordinance 2024-05)
(Brad Hunt)
10. Discussion and possible action regarding a Resolution authorizing the Interim City Manager as the Chief Executive Officer and authorized representative to act in all matters in connection with the FEMA public assistance grant (pa) project(s) and committing the city to provide matching funds to secure and complete the FEMA public assistance grant. (Mike Halsema)
11. City Manager Report (Brad Hunt)
12. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 3rd day of July, 2024 by 5:00 p.m. on the official City of Gatesville website, 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 for further information.

REGULAR CITY COUNCIL MEETING
 JULY 9, 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 9TH DAY OF JULY, 2024

2) QUORUM CHECK/COUNCIL PRESENT: Mayor Gary Chumley, Councilmembers Barbara Burrow, John Westbrook, Aaron Smith, Joe Patterson, and Meredith Rainer.

REGRETS: Councilmember Greg Casey

CITY STAFF PRESENT: Interim City Manager Brad Hunt, City Secretary Wendy Cole, Interim Deputy City Manager/Finance Director Mike Halsema, Civic Center Manager Morgan Smart, Water Production Superintendent Zeb Veazey, Public Works Director Chad Newman, Library Director Shea Harp, and Police Department Lieutenant Georg Cleverley.

OTHERS: Leo Corona, Michael McCloskey, Steve Manning, and Gatesville Messenger Staff Writer Kaylee Dusang.

3) INVOCATION: Councilmember Westbrook/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.

Michael McCloskey, Field Director/Law Enforcement Coordinator from Congressman John Carter's office, sent greetings from Congressman Carter and extended an invitation to the City and Council to contact the Congressman's office for anything, as they are here to support the City.

5) 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 2024-70: Discussion and possible action regarding approval of Minutes from Regular City Council Meeting held on June 25, 2024. (Wendy Cole)

RESOLUTION 2024-71: Discussion and possible action regarding May 2024 Financials. (Mike Halsema)

RESOLUTION 2024-72: Discussion and possible action regarding a request from the Coryell Museum and Historical Center regarding temporary closure of South 8th Street on September 21, 2024 for the annual Spurfest. (W.Cole)

RESOLUTION 2024-73: Discussion and possible action regarding sale of Water Production 1983 Deckboat. (Mike Halsema & Zeb Veazey)

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Motion by Meredith Rainer, seconded by Joe Patterson, to approve the Consent Agenda; all five voting “Aye”, motion passed.

6) DISCUSSION AND POSSIBLE ACTION REGARDING AWARD FOR PRE-AWARD AND POST-AWARD CONSULTANT/MANAGEMENT SERVICES FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) PUBLIC ASSISTANCE GRANT PROGRAM IF AWARDED A STATE CONTRACT THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT.
 (MIKE HALSEMA)

The recent flooding of Faunt Le Roy Park, and other city owned property was part of a disaster declaration enabling FEMA assistance for damages. The 2018 FEMA disaster award is still in progress and requires procurement and reporting related to the award. Staff is recommending the use of grant administration services to ensure compliance with FEMA regulations. Most grant administration services costs are eligible for reimbursement through the grant. Request For Proposal’s were advertised for grant administration services and closed July 1, 2024 2:00PM. Four firms submitted responses: BMC, Langford CMS, Witt O’Brien, and Grant Our Community. Staff (Brad Hunt and Mike Halsema) and Councilmember Rainer evaluated the RFP’s and all recommended Langford Community Management Services (LCMS) for grant administration. Results below:

Evaluator	BMC		Witt O'Brien		Langford		Grant Our Community	
Meredith Rainer, Mayor Pro Tem	87		91		98		76	
Bradford Hunt, Interim City Manager	83		76		92		76	
Mike Halsema, Interim Deputy City Manager	83		82		100		64	

There was a brief discussion regarding the criteria that the firms were required to submit in these proposals.

Mayor Chumley introduced Steve Manning, President of Natural Resources Solutions (NRS), who spoke to the Council about the process that NRS is doing to assist the County in regards to reponding to the recent flooding to ensure compliance with FEMA. The procees to request public assistance was discussed and what steps were included to complete the process. Within this grant program there are two (2) classifications for funds: Recovery Funds or Mitigation Funds. Recovery Funds would put an approved project back to the way it was. However, if the city would be able to demonstrate through previous plans that improvements were in the works it could be eligible and possibly approved as 406 Funds, which allows a project to be made better- not just to be put back the way it was. FEMA will fund 75% of the approved projects. Langford CMS (if approved) will guide the City through this process to ensure compliance.

RESOLUTION 2024-74: Motion by John Westbrook, seconded by Barbara Burrow, to approve the award of a contract to Langford Community Management Services for grant management services to prepare Federal Emergency Management Agency (FEMA) Public Assistance application(s) and the subsequent project management/administration of the grant if the City is awarded a State contract; all five voting “Aye”, motion passed.

7) DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE FISCAL YEAR 2023-24 BUDGET OF THE CITY OF GATESVILLE TO ALLOW FOR ADJUSTMENTS TO THE GENERAL FUND REVENUES AND EXPENDITURES OF THREE HUNDRED FORTY-FOUR THOUSAND, SEVEN HUNDRED TWENTY- SIX DOLLARS (\$344,726); DECLARING A MUNICIPAL PURPOSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN OPEN MEETINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. (1ST READING OF ORDINANCE 2024-06) (BRAD HUNT & MIKE HALSEMA)

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Interim City Manager, Brad Hunt and Interim Deputy City Manager/Finance Director, Mike Halsema spoke to the Council about proposed amendments to the Fiscal Year (FY) 2023-24 Budget. Revenues for the General Fund are anticipated to exceed budget and expenses for the FY ending September 30, 2024 and during the FY 25 budget discussions, staff identified some needs that management is recommending funding for in the current budget. The departments presented to the Council that are in need of additional funding included the Library, Police, Fire, Parks, and Civic Center which totaled \$344,726.00. All of these necessary items were included in the future Capital Plan anyway so if approved this will just accelerate the projects and help out funding other projects out in the future.

ORDINANCE 2024-06-01: Motion by Aaron Smith, seconded by Joe Patterson, to pass Ordinance 2024-06, amending the Fiscal Year 2024 Budget to a future Council Meeting; all five voting “Aye”, motion passed.

8) DISCUSSION REGARDING PROPOSED BUDGET ASSUMPTIONS FOR FISCAL YEAR (FY) 2024-25
 (BRAD HUNT & MIKE HALSEMA)

Interim City Manager Brad Hunt said that the purpose of this report is to advise the City Council of the Preliminary Budget Assumptions guiding staff's preparation of the FY 24-25 city-wide budget. This presentation will provide an overview of the major needs and projects under consideration for the final draft of the budget. Proposed FY 2025 Budget Goals are targeted to improve service levels as funding allows within a balanced budget by adopting an ad valorem tax rate sufficient to fund service-level requirements set forth by Council.

There was a lengthy discussion highlighting the following topics:

- Employee compensations, cost-of -living adjustments, wage adjustments, and recruitment goals.
- Classification & Compensation Study for all funded positions.
- Execution of Council-approved Capital Improvement Plan.
- Improvement of security, safety, and visitor experiences at all City of Gatesville facilities.
- Improve interoperability and align like tasks within the Public Works departments to improve teamwork within all departments.
- Maximize grant funding to improve city infrastructure and community resources.
- Ensure city planning, permitting, and zoning functions align with potential growth opportunities.
- Review the 2020 Comprehensive Plan and update for 2025.
- Costs of materials, fuel & services increase of assumption of 5%.
- Fiber Internet installment will spur growth opportunities in the next several fiscal years.
- Infrastructure improvements challenges will require creative solutions in long-term planning.
- Water and Sewer Capital Projects.
- Other funds regarding the Airport, Court Security & Technology, Cemetery, Hotel Occupancy Tax, and Debt Service.

Proposed Budget Assumptions were discussed in further detail regarding all city departments.

Fleet maintenance will now totally be done by the City's Fleet Services employee- and none by Enterprise Fleet Management Services. Equipment funding increased to account for city-wide vehicle maintenance needs. Additionally, request for bids for City of Gatesville Fleet Maintenance Backup Services are being advertised for proposals in case additional help is needed in certain circumstances.

Process for assessment of streets and repair/replacement was also discussed by Public Works Director, Chad Newman.

9) DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE GATESVILLE CODE OF ORDINANCES, CHAPTER 56 “UTILITIES”, ARTICLE VI, “DROUGHT CONTINGENCY PLAN” BY AMENDING SECTIONS 56-183, 56-186, 56-188, AND 56-189 AS PROVIDED HEREIN AND READOPTING ALL REMAINING SECTIONS OF ARTICLE VI; PROVIDING A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
 (BRAD HUNT & MIKE HALSEMA)

(BRAD HUNT)

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Interim City Manager Hunt said that there had been no changes to the ordinance since the second reading. The deadline to submit the Drought Contingency Plan to Texas Commission on Environmental Quality is the end of July so staff will be able to easily meet the filing deadline.

Gatesville Resident (409 State School Road), Leo Corona, spoke to the Council about clarification on the definition of the term "landscape". Mr. Corona said that the ordinance has a very broad definition of landscape and its watering restrictions and does not refer to orchards or vegetables. Mr. Corona just wanted the Council to be aware of this for future consideration. Also discussed was the Stage 2 water use restrictions regarding watering times for the mandated reduced watering schedule.

ORDINANCE 2024-05-03: Motion by John Westbrook, seconded by Meredith Rainer, to approve Ordinance 2024-05 on the third and final reading amending the Gatesville Code of Ordinances, Chapter 56 "Utilities", Article VI, "Drought Contingency Plan" by amending Sections 56-183, 56-186, 56-188, And 56-189 as provided herein and readopting all Remaining Sections of Article VI; Providing a Conflicts Resolution Clause; providing a Severability Clause; and Providing for an Effective Date; all five voting "Aye", motion passed.

10) DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER AS THE CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE TO ACT IN ALL MATTERS IN CONNECTION WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) PUBLIC ASSISTANCE GRANT (PA) PROJECT(S) AND COMMITTING THE CITY TO PROVIDE MATCHING FUNDS TO SECURE AND COMPLETE THE FEMA PUBLIC ASSISTANCE GRANT
(MIKE HALSEMA)

Interim Deputy City Manager, Mike Halsema, said that this Resolution is authorizing Interim City Manager, Brad Hunt as the Chief Executive Officer to represent the City and act in all matters in connection with the 2024 FEMA public assistance projects. The grants are all 75/25, where the City matches 25% and funds are budgeted for this.

RESOLUTION 2024-75: Motion by Joe Patterson, seconded by Barbara Burrow, to approve authorizing the Interim City Manager as the chief executive officer and authorized representative to act in all matters in connection with the Federal Emergency Management Agency public assistance grant (pa) project(s) and committing the city to provide matching funds to secure and complete the Federal Emergency Management Agency public assistance grant; all five voting "Aye", motion passed.

11) CITY MANAGER REPORT:

- Department Updates:
1. Staffing: 10 total openings city-wide.
 2. Public Works Director: Chad Newman hired.
 3. City Secretary candidate interviews will take place next week and anticipated to start in employment in August. City Secretary Cole will stay until January 2025 to help with transition.
 4. Organizational Chart changes effective 7/11/2024 which will help the process to move forward more quickly and smoothly on decisions in various departments. Bureau Veritas & Freese & Nichols Inc. will assist in the planning department.
 5. Complaint forms on the website are now copied to the City Manager and then forwarded to the proper Department Head to answer.

Update on Credit Card Fees: Transition of utilities & courts complete at the end of April 2024 with fee pass-throughs, as well as web-based and all credit cards. Fees have been removed from all budget items.

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Public Works: 1. Dale Allen is now the Water Distribution/Street Maintenance Supervisor.
 2. Stillhouse Wastewater Treatment Plant Improvement Project is in Phase 1.
 3. The easement resolution on SH 36 across from Walmart is being finalized between the city & the owner's attorneys. Should be finished soon.

Public Safety: 1. There are currently 4 openings in Police Patrol & 1 opening in Dispatch.
 2. Received the \$200,000 grant from Central Texas Council of Government, non-matching, for new dispatch consoles.
 3. All expected vehicles received for FY 22-23, 23-24 budget cycles.

Parks & Recreation: 1. North Ft. Cavazos Interlocal Recreation Center Agreement is pending revision and approval by Army chain of command.
 2. Brown Park clean-up is done. New posts & wires have been installed by the banks for safety reasons.
 3. Recent tournaments at the ballpark collected about \$30,000 in gate fees.

City Auditorium: Will bring a plan for the auditorium after the budget is completed.

Library: Councilmember Rainer said that she has heard many great comments about the activities at the Library and that participation has very much increased. Librarian Director, Shea Harp, said that staff listened to what the children were interested in, brought someone in that is great with kids, and started involving parents more. There have been over 100 kids attending story time.

City Hall: Employee picnic was a great success! Will better publicize the Thanksgiving event for Council attendance.

Permit Update: 162 permits issued year-to-date. A detailed list of the various permits was included in the council books. Substandard structures will be discussed at future council meetings.

Hughes Unit Water Tower Rehabilitation: Federal grant deadline has been met for Congressman Carter's office for the \$775,000 funding with the City owing 25%. This grant will totally rehabilitate the Hughes Unit water tower.

Water Service: 1. Chlorine conversion is in progress.

2. Water line inventory for TCEQ is due by October 2024. The city side & customer side on all services in town will have to be dug up to show what materials have been used.

Regional Water Contracts: Process still in motion to revise the outdated contracts with local wholesale water customers.

Code of Ethics: Standard operating procedure additions and changes to the employee handbook were briefly discussed regarding complaint procedures. The city attorney will review & approve the final draft before it will be presented to Council for approval.

Councilmember Joe Patterson asked for an update regarding the Retail Coach. Mr. Hunt said that he investigated and had one conversation with them and as a result of the conversation, staff will probably break off from them in the near future. The entity that is coming to town over by Allsup's was not recruited by Retail Coach & staff has not heard of any other businesses coming to Gatesville. Mr. Corona reported that the contract ends in August, 2024 and all communications will be closed. The City will own all the data that they accumulated. The data can be viewed on the City's website.

12) ADJOURN MEETING AT 7:46 P.M., THIS 9TH DAY OF JULY, 2024

ATTEST:


 Wendy Cole, City Secretary

APPROVED:


 Gary M. Chumley, Mayor