

City Council Meeting

August 8, 2023

At

Gatesville Council Chamber

110 N. 8th Street

6:00 P.M.



**INDEX
REGULAR CITY COUNCIL MEETING
AUGUST 8, 2023
6:00 P.M.**

PAGE 1 --- AGENDA -- AUGUST 8, 2023

HEAR VISITORS/CITIZENS FORUM: AT THIS TIME, ANY PERSON WITH BUSINESS BEFORE THE COUNCIL NOT SCHEDULED ON THE AGENDA MAY SPEAK TO THE COUNCIL FOR A MAXIMUM OF THREE (3) MINUTES. NO FORMAL ACTION CAN BE TAKEN ON THESE ITEMS AT THIS MEETING

PAGE 2-8 - DISCUSSION AND POSSIBLE ACTION REGARDING MINUTES FROM REGULAR CITY COUNCIL MEETING JULY 25, 2023

PAGE 9- 10 - CITY COUNCIL MEMORANDUM- DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS SETTING FEES FOR SPECIAL EVENT CAMPING FOR THE APRIL 8, 2024 ECLIPSE AND ESTABLISHING AN EFFECTIVE DATE (CHERI SHEPHERD)

PAGE 11-13 - CITY COUNCIL MEMORANDUM- DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE PROPOSED TAX RATE TO SUPPORT THE FY 2024 BUDGET, SCHEDULE ONE PUBLIC HEARING ON THE TAX RATE, AND SET A DATE FOR THE CITY COUNCIL TO VOTE ON THE TAX RATE

PAGE 14 - CITY COUNCIL MEMORANDUM- PRESENTATION REGARDING THE PROPOSED FISCAL YEAR 2023-2024 BUDGET (SCOTT ALBERT & MIKE HALSEMA)

RECESS REGULAR MEETING AND CALL AN EXECUTIVE SESSION - CLOSED MEETING

THE CITY COUNCIL OF THE CITY OF GATESVILLE MAY CONVENE IN EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE:

SECTION 551.071 (1) (A) AND (2) (CONSULTATIONS WITH ATTORNEY) AND SECTION 551.072 (DELIBERATIONS ABOUT REAL PROPERTY), SECTION 551.074 (PERSONNEL MATTERS), SECTION 551.76 (DELIBERATIONS ABOUT SECURITY DEVICES), OR SECTION 551.087 (DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATION); SECTION 551.086 (MEETING CONCERNING MUNICIPALLY OWNED UTILITY-COMPETITIVE MATTERS);

DELIBERATION REGARDING REAL PROPERTY- REGARDING 3 PROPERTIES LOCATED IN THE CITY LIMITS OF GATESVILLE, TEXAS: 711, 713, AND 715 MAIN STREET

END EXECUTIVE SESSION AND RECONVENE OPEN MEETING -----

NO MEMORANDUM- DISCUSSION AND POSSIBLE ACTION REGARDING REAL PROPERTY LOCATED AT 711, 713, AND 715 MAIN STREET

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
6:00 P.M.
GATESVILLE CITY COUNCIL CHAMBERS
110 NORTH 8TH STREET, GATESVILLE, TEXAS 76528
AUGUST 8, 2023

1. Call Regular Meeting to Order-----
2. Hear Visitors/Citizens Forum: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council for a maximum of three (3) minutes. No formal action can be taken on these items at this meeting.
3. Discussion and possible action regarding Minutes from Regular City Council Meeting July 25, 2023
4. Discussion and possible action regarding a Resolution of the City Council of the City of Gatesville, Texas, setting fees for Special Event Camping for the April 8, 2024 Eclipse and establishing an Effective Date, (Cheri Shepherd)
5. Discussion and possible action regarding approval of the proposed tax rate to support the FY 2024 budget, schedule one public hearing on the tax rate, and set a date for the City Council to vote on the tax rate. (Mike Halsema)
6. Presentation regarding the proposed Fiscal Year 2024 Budget. (Scott Albert & Mike Halsema)
7. Recess Regular Meeting and call an Executive Session - Closed Meeting -----


The City Council of the City of Gatesville may convene in Executive Session in accordance with the Texas Open Meetings Act, Texas Government Code:

Section 551.071 (1) (A) and (2) (Consultations with Attorney) and Section 551.072 (deliberations about Real Property), Section 551.074 (Personnel Matters), Section 551.76 (Deliberations about Security Devices), or Section 551.087 (Deliberations Regarding Economic Development Negotiation); Section 551.086 (meeting concerning municipally owned utility-competitive matters);

Deliberation regarding Real Property- Regarding 3 properties located in the city limits of Gatesville, Texas: 711, 713, and 715 Main Street

8. End Executive Session and Reconvene Open Meeting -----
9. Discussion and possible action regarding Real Property located at 711, 713, and 715 Main Street
10. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 4th day of August, 2023 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 25, 2023 AT 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 25TH DAY OF JULY, 2023

COUNCIL PRESENT: Mayor Gary Chumley, Councilmembers Barbara Burrow, Greg Casey, Meredith Rainer, Claude Williams, Joe Patterson, and John Westbrook

CITY STAFF PRESENT: City Manager Scott L. Albert, City Secretary Wendy Cole, Finance Director Mike Halsema, Police Chief Brad Hunt, Planning Director Rene Ochoa, Special Events Coordinator Cheri Shepherd, and Civic Center Manager Morgan Smart

OTHERS: Leo Corona and Gatesville Messenger Senior Writer Jeff Osborne

2) HEAR VISITORS/CITIZENS FORUM: AT THIS TIME, ANY PERSON WITH BUSINESS BEFORE THE COUNCIL NOT SCHEDULED ON THE AGENDA MAY SPEAK TO THE COUNCIL FOR A MAXIMUM OF THREE (3) MINUTES. NO FORMAL ACTION CAN BE TAKEN ON THESE ITEMS AT THIS MEETING

Leo Corona, of 409 State School Road, addressed the Council about the new proposed City Park and the need for a new Water Plant that was discussed at the previous meeting. Mr. Corona said he realizes that city staff has put in a lot of time and effort in the new park plans; but questioned if it would be more beneficial regarding time and money to just invest it all in the new water plant. Mr. Corona said that if that change of plans would happen residents would probably appreciate that decision so water rates and garbage rates would not go up again. Mr. Corona asked the Council to keep that in mind as they make future decisions.

3) INTRODUCE NEW CIVIC CENTER MANAGER, MORGAN SMART

City Manager Scott Albert introduced new Civic Center Manager Morgan Smart and told the Council that she started work last week and has hit the ground running and had already been very busy. Ms. Smart will be taking the lead on management of the Civic Center and Auditorium.

Mayor Chumley welcomed Ms. Smart to the City and said that the Council is here to support her.

4) DISCUSSION AND POSSIBLE ACTION REGARDING THE CONSENT AGENDA (ALL CONSENT AGENDA ITEMS ARE CONSIDERED ROUTINE BY CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCILMEMBER REQUESTS AN ITEM BE REMOVED AND CONSIDERED SEPARATELY.)

RESOLUTION 2023-80: Minutes from Regular City Council Meeting July 11, 2023

RESOLUTION 2023-81: Approve an Order of Election to be held on November 7, 2023 General Election Ballot

RESOLUTION 2023-82: 3rd Quarter Fiscal Year 2022-23 Investment Report for the City of Gatesville

RESOLUTION 2023-83: Change Order No. 1 to the contract documents for the Lovers Lane Water & Wastewater Improvements Project No. 2-01635: increasing contract amount by \$8,417.80 to equal total contract amount to \$1,548,044.85

RESOLUTION 2023-84: Set Date/Time/Place for the Budget Public Hearing/Call Special Council Meeting: August 29, 2023 at 5:30 p.m. at City Hall, 110 N. 8th Street

Motion by John Westbrook, seconded by Barbara Burrow, to approve the Consent Agenda; all six voting "Aye", motion passed.

5) DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSAL FROM THE RETAIL COACH TO AID THE CITY WITH PREPARING AND EXECUTING A RETAIL MARKET ANALYSIS AND COMPREHENSIVE RECRUITMENT STRATEGY (SCOTT ALBERT)

City Manager Albert reminded the Council that on May 23, 2023, the City Council was presented a list of preliminary budget goals for FY 2024. One of the goals was to engage the services of the Retail Coach firm to assist in identifying retailers and developers that can be recruited within the next twelve to twenty-four months. The city staff would like to proceed with this goal, understanding that the study is expected to take approximately one year to complete.

Mr. Albert introduced Aaron Farmer, President of The Retail Coach (by-way-of Zoom Video Communications) and said that he would be the project leader for the City of Gatesville if Council approved The Retail Coach proposal. Mr. Albert reported that The Retail Coach is the leading firm in retail recruitment, market analysis, and development in the nation. The proposal from The Retail Coach amounts to \$35,000, and payment terms are as follows: \$10,000 due upon contract execution, to be paid from the FY 23 budget, with the remaining \$25,000 to be paid in the upcoming fiscal year.

Mr. Farmer presented The Retail Coach proposal which included the following scope of work and deliverables:

- Retail market analysis.
- Identification of retail opportunities.
- Preparation of retail site profiles for available retail sites.
- Compilation of a list of retailers and developers for recruitment.
- Assistance with marketing and branding.
- Support in the recruitment of retailers and developers.
- Understanding the Gatesville Market through High Impact Mobile Data Analysis.
- Representation of the city at regional and national retail industry events.

There was a lengthy discussion in regards to preserving "the small town feel of Gatesville", the potential locations identified for retail opportunities, infrastructure needs/issues, and working with existing businesses to use the data available to develop strategies to support their businesses.

It was reported that the city's strengths, weaknesses, opportunities, and threats in attracting retail will be identified through the Retail Coach process, emphasizing Gatesville's advantages over competing cities.

Mr. Albert noted that approving this proposal would put together an appropriate strategic plan to recruit new businesses which would then add additional financial resources and revenue which would be a way to address the deteriorating infrastructure and buildings in this community.

RESOLUTION 2023-85: Motion by Barbara Burrow, seconded by Claude Williams, to approve the proposal from The Retail Coach in the amount of \$35,000.00 to assist the city with identifying data necessary for recruiting retailers and developers; all six voting "Aye", motion passed.

6) DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSAL FROM CLEARGOV FOR BUDGETING AND REPORTING SOFTWARE (MIKE HALSEMA)

Finance Director, Mike Halsema introduced Dennis Mahur, Account Executive of ClearGov (by-way-of Zoom Video Communications) and said that Mr. Mahur would be assisting with this presentation regarding the proposal in a program that would aid the City with budgeting, reporting and transparency.

Acquiring this software would enhance staff efficiency in budgeting, capital planning, reporting, and transparency. Presently, the manual budgeting process requires a significant amount of staff time. To streamline operations and increase financial transparency, the staff recommends purchasing ClearGov software, a specialized solution designed to assist local governments in automating workflows, fostering staff collaboration, reducing errors, centralizing data, and improving transparency for residents. One notable feature of ClearGov is its ability to publish a digital budget book online and provide hard copies if necessary.

The city staff proposes to pursue this goal within the current fiscal year to allow sufficient time for familiarization with the budgeting module for next year's budget and to begin implementing the reporting and transparency modules. Additionally, the city holds membership in the Buyboard purchasing Cooperative, where ClearGov has an approved contract for consideration.

Mr. Mahur assured the Council that this software is easy to implement, easy to afford, easy to connect, and easy to use (in real-time). There would be a sixty (60) days onboarding and training period and city employees can also talk to the ClearGov team any time after the training period if assistance is needed.

ClearGov has agreed to waive the one-time setup fee of \$13,500 and has offered a bundle discount, resulting in an annual subscription fee of \$17,000, leading to cost savings of \$20,600. Moreover, ClearGov has agreed to prorate the subscription fee for this fiscal year, amounting to \$5,481.67. The total annual cost, starting from October 1, 2023, will be \$29,890, with 3% annual increase thereafter. Additionally, the City could opt out at any point if it was decided that this program was not beneficial.

Mr. Halsema said that staff (Department Heads) would have the ability to do changes in a centralized system which will increase transparency with Council, staff, and to the public. More information would be available on the website which will also show how funds are tied to the Capital Improvement Plan and Comprehensive Plan.

Following further discussion regarding fees, transparency, and the significant time it will save City staff; Mayor Chumley asked for a motion.

RESOLUTION 2023-86: Motion by Barbara Burrow, seconded by Joe Patterson, to approve the proposal from ClearGov in the amount of \$29,890 annual cost with 3% increase thereafter; which will assist the City of Gatesville with budgeting, capital planning, reporting, and transparency; all six voting "Aye", motion passed.

7) PRESENTATION AND UPDATE REGARDING PREPARATIONS FOR THE 2024 ECLIPSE (CHERI SHEPHERD)

Special Events Coordinator, Cheri Shepherd, and Police Chief Brad Hunt, updated the Council regarding the total eclipse of the sun that will occur on April 8, 2023, at 1:36 P.M. with duration in Gatesville to be 4 minutes, 23.9 seconds. Gatesville will experience the longest duration in our area so the expectation is high that many people will travel to Gatesville to experience the eclipse.

Priorities that are planned to help control the event were discussed:

- Public Safety: a meeting has already been held with 15 different law enforcement agencies (more meetings will be held)
- Business Preparedness: currently raising awareness with local businesses and how they might prepare
- Promotion of Tourism: Want visitors to have a great experience in Gatesville so they might want to come back to visit
- Financial Benefit to City & Community: Tax dollar increase for the City & from revenue to businesses

Also discussed were possible ways to offset expenses, as this event will put a strain on Gatesville's resources:

Camping at Faunt LeRoy Park, host a downtown event with local organizations on Saturday and possibly Sunday, Civic Center event, School Stadium event, NASA telescope viewing area in the Ballpark, and marketing/merchandising for the promotion of tourism.

There is also an eclipse specific website that will link to the City of Gatesville website and the Visitors website to make all information available. There will also possibly be a special visitor's guide published by the Gatesville Messenger that will only consist of articles that are eclipse related.

Police Chief Hunt noted that there may be special ordinances or resolutions that may have to be considered by the Council regarding these large gatherings and what will be allowed, including how to handle sewer disposal by campers.

Ms. Shepherd said that if anyone has any questions, concerns, or thoughts about the eclipse to please give her a call.

Mayor Chumley moved Agenda Item #10 to follow Agenda item # 7 so the Police vehicle purchase request would be voted on before presenting the proposed 2023-2024 Budget

10) DISCUSSION AND POSSIBLE ACTION REGARDING PURCHASE OF VEHICLES FOR THE GATESVILLE POLICE DEPARTMENT (BRAD HUNT)

Police Chief, Brad Hunt said that this is part of a long- term plan for the Police Department (PD). The Gatesville's police department's current Fiscal Year 2023 budget allows for the capital purchase of three (3) police vehicles for a total of \$175,306.00. Those vehicles were ordered in a timely manner, but have experienced significant delays in receiving them. Cap Fleet and Caldwell County have agreed to honor the quoted price no matter how long it takes them to deliver the vehicles. To avoid being delayed in PD's vehicle replacements by a whole Fiscal Year, PD staff has been working to identify alternate vehicles which would be: a) suitable to PD's needs; b) priced at a value relative to their suitability, and; c) immediately available on a dealership lot. PD has received a quote (which was included in the Council book) which is believed to meet these requirements. The proposed Silverado Police Package vehicles are unique vehicles and, as such, are their price. These two vehicles would be issued to the patrol sergeants, acting as mobile command centers on major incidents, and not being used in the same manner as regular marked police vehicles, in terms of hard acceleration/braking events when doing traffic enforcement and responding to emergencies. The four-wheel drive capabilities of the vehicles would also be a benefit, especially since, on occasion, there is a need to traverse some rough countryside or remain mobile during freezing weather events.

If approved, these two vehicles would be ordered immediately and would be in-hand prior to Sept. 30, 2023. PD would then still receive the three Tahoe police vehicles at the previously quoted price in or around December 2023. This would keep the department on track to replace a total of five marked patrol vehicles in FY 23 and FY 24. Per the long-term fleet plan, PD would then need to replace an average of only two marked vehicles each year through FY 2027.

RESOLUTION 2023-88: Motion by John Westbrook, seconded by Greg Casey, to approve the purchase of two fully upfitted pursuit vehicles for the Police Department from Caldwell County utilizing Capital Improvement funds, at a total cost of \$167,566.00; all six voting "Aye", motion passed.

8) DISCUSSION AND POSSIBLE ACTION REGARDING THE RECYCLING AGREEMENT WITH SUNBRIGHT PAPER RECYCLING (SCOTT ALBERT)

City Manager, Scott Albert, reminded the Council that the city entered into a recycling agreement in July 2020 with Sunbright Paper Recycling to provide recycling services for Gatesville residents at the Public Works Service Center. The contract was initially set for a term of thirty-six (36) months and is scheduled to terminate at the end of July. Since the inception of the recycling program in 2019, the service has cost the city \$26,234.00.

Due to the contract with Sunbright terminating at the end of July, the city council now needs to decide whether to continue offering the Sunbright recycling service at the Public Works Service Center. Since many county residents utilize the recycling compactor at the Public Works Service Center, staff did notify the County about the possibility of the city ceasing operations of the Sunbright recycling service, but have not heard back from the County.

According to staff, despite Waste Management implementing a curbside recycling service in February, we have not observed a decrease in recyclables being deposited in the Public Works Service Center recycling compactor, which indicates heavy County resident usage.

If the city chooses to maintain the recycling service at the Public Works Service Center, the approximate annual cost will be \$11,000.

RESOLUTION 2023-87: Motion by Barbara Burrow, seconded by Greg Casey, to approve to not renew the Recycling Agreement with Sunbright Paper Recycling and discontinue the Sunbright recycling services at the Public Works Service Center; all six voting "Aye", motion passed.

9) WORKSHOP REGARDING THE PROPOSED FISCAL YEAR 2023-2024 BUDGET (SCOTT ALBERT AND MIKE HALSEMA)

City Manager Albert explained that this proposed budget is essentially the final draft as far as the numbers that will be presented; with the official Proposed Budget to be presented to the Council on August 8th.

The proposed budget is \$33.8 million dollars and has gone up from the last budget assumption presentation because the Stillhouse Wastewater Expansion Improvements Project was not included. After a meeting with the Texas Water Development Board, an assessment of the project funding that is available was reviewed and verified, and as a result the additional \$8 million for the project is now included in this proposed budget.

Budget Work Session discussion with Mr. Albert and Mike Halsema included:

- Priorities for FY 2023-2024: Maintain current property tax rate of \$0.56000 (M&O .51) (Debt .05), identify potential retail development opportunities, conduct an assessment of water production operations, evaluate approach to recovering costs of water to regional customers, initiate multiple capital improvement projects, explore options for a new police department, increase the number of baseball tournaments that are hosted annually, ensure the city is prepared for the upcoming Eclipse, implement a 3% cost-of-living adjustment for employees & separate salary adjustment for the PD, update the City's classification & compensation plan, develop a plan for the preparation of a Park Master Plan, formulate a vision and business strategy for redevelopment of the Leon River, downtown area, and city auditorium into a tourist destination. Establish a sponsorship program to allocate Hotel Occupancy Tax funds supporting non-profit and community- driven programs and organizations that promote charitable causes, economic growth, and public interest.
- Combined Fund Balance: Budgeted Fiscal Year 2022-2023- General Fund- Projected Fund Balance is at 35%. Enterprise Funds- Water & Wastewater is at 24.7%. Fund Balance Target is at 25%.
- General Fund Revenues: Property tax increased \$208,706 or 8.1%, Sales Tax increased \$309,568 or 11.9%, Franchise fees increased \$31,366 or 7.6%, Interest Income increased \$64,000, Parks & Rec increased \$35,000, Interfund transfers increased \$156,622. Total revenues increased \$793,262 or 10.9%.
- General Fund Expenditures: Administration has a 36% increase which is due to the retail study, transparency software, classification & compensation study, and adding the new eclipse coordinator position to the Admin budget. Additional funding is allocated for legal fees and a chartered required

contingency of \$100,000 is budgeted primarily to cover Eclipse related costs.

Fire Department: Increased by 35% due to an increase in Chief's pay, replacement of hoses, training, and resources to cover anticipated repair costs to Engine 3. Police Department will acquire (two) 2 leased vehicles for the narcotics officer and code enforcement.

Fitness Center: is increasing by 18% to repair and replace structural items and computers.

- Water and Sewer Fund Revenues: Noticeable increase due to the Texas Water Development Board \$8 million funds reserved for the Stillhouse Wastewater Treatment Plant Expansion, estimated increase that is anticipated to occur due to water & sewer rate increase-estimated to be \$655,361 over last year, grant revenues, curbside solid waste agreement is expected to generate additional revenue with the increase from \$13.23 to \$22.01.
- Water and Sewer Fund Expenditures: The proposed expenses are estimated to go up to \$21 million due to an increase in chemical & material costs, addition of 2 full-time employees to water production, and the greatest impact being capital grant and cash funded projects.
- Debt Service Fund: Expenditures represent the debt service for the upcoming year covering the 2014 GO bonds and the 2023 Tax Anticipation Note for the new City Hall building and 805 Main Street.
- Hotel Occupancy Tax (HOT) Fund: This will be last year for the Civic Center renovation payment. Additional expenditures related to the eclipse and debt service proposed for ballfield lighting replacement and increased funding for the promotion of the arts/community programs are included in the 2023/24 proposed budget.
- City Wide Personnel: City wide the personnel budget increased \$519,164 or 8.5% over the prior year.
- Capital Projects: \$2.4 million in General Fund Capital Projects, \$1.1 million in Fire & Police Services, and \$13.1 million in Water and Sewer Projects. Faunt Le Roy Park Flooding FEMA grant at \$1.3 million is pending project selection. Funding costs for all projects and funding sources were included in the presentation.
- Fee Changes for Water & Sewer Rates: New rate changes to be effective October 1, 2024 instead of April. Increases include Residential water base charges, Volumetric water/tiered rates, Residential sewer base rates, Volumetric sewer rates, and Residential/Commercial deposits. Average impact to 3/4 inch meter & sewer service to bill is \$0.81 per month or \$9.72 per year. These increases were recommended by NewGen during their study regarding 2024 charges.
- Fee Changes for Off Duty Police Security with Vehicle: \$45/hour paid to the officer plus \$25/hour paid to the city, for \$70/hour total. This increase is for use of the vehicle in instances only when the vehicle itself is part of the assignment.
- Overall Debt: GO/CO/Revenue Bonds, Notes for Equipment, and Enterprise Leases for a total of \$2,775,398.00

Key Budget dates were presented to the Council and the date/time for the August 8th meeting was discussed to be changed until 6:00 p.m. due to "Meet the Teacher" that night at all school campuses.

Councilmember Burrow departed the meeting at 9:01 p.m. and quorum was maintained.

11) CITY MANAGERS REPORT:

1. Lovers Lane Water/Wastewater Replacement (Update):

The bore pit at SH 84 is anticipated to be completed next week and then will move to construction on

Business Hwy 36. The next update meeting with the school, B-Corp utilities, city staff, and construction inspector, Wyllis Amént, is scheduled for August 4th.

2. Mills Street Water/Sewer line replacement (Update):

A Pre-construction meeting was held this afternoon and it was indicated that the project is anticipated to start August 7, 2023. Notifications to area residents will be issued to inform residents of the starting date.

3. Clarifier A & Clarifier No. 2- Water Treatment Plant (Update): Clarifier No. 2 is scheduled to start rehabilitation on October 1, 2023 as both clarifiers need to remain operational during the peak/high use months. Clarifier A's mechanism will be replaced after Clarifier No. 2 is rehabilitated and back in service.

4. MUSCO Baseball Field Lighting: There have been issues at the ball park with the lighting and poles that are rotting and staff plans to propose new athletic field lighting at the next city council meeting on August 8th. Three of the fields lighting will be proposed to be replaced.

5. Rebuilt of Pump #4 at the Lake Belton Intake Structure (Update): The new pump and its parts are scheduled to be delivered September 15th and arrangements have been made with the military to transport the pump and other parts to the raw water intake structure.

6. Upcoming Events: This Thursday, July 27th, from 4:30 p.m. to 5:30 p.m. there will be a "Meet & Greet" with the new incoming Garrison Commander, Colonel Lakitia Stokes. It will be held in the Council Chambers.

12) ADJOURN MEETING AT 9:07 P.M. THIS 25TH DAY OF JULY, 2023

ATTEST:

APPROVED:

Wendy Cole
City Secretary

Gary M. Chumley
Mayor



Agenda Item # 4

CITY COUNCIL MEMORANDUM

Date: August 8, 2023

To: Mayor & City Council

From: Cheri Shepherd, Eclipse Coordinator

Agenda Item: Discussion and possible action regarding special event camping fees during the period of April 5-April 9, 2024 on City owned property.

Information:

In preparation for the Eclipse occurring April 8, 2024 staff is proposing to allow camping in City owned parks during the weekend preceding the eclipse. Staff is proposing a fee for camping to become effective August 9, 2023 to allow pre-sale reservations of camping spots.

Financial Impact:

The fees will help offset the impact of visitors on City resources during the eclipse.

Staff Recommendation:

The staff recommends that the City Council approve the special event camping fees by Resolution during the period of April 5-April 9, 2024 on City owned property.

Motion:

I move to approve the approve the special event camping fees by Resolution during the period of April 5-April 9, 2024 on City owned property.

Attachments:

- Resolution 2023-89

Staff Contacts:

Cheri Shepherd - cshepherd@gatesvilletx.com

RESOLUTION 2023-89

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE,
TEXAS, SETTING FEES FOR SPECIAL EVENT CAMPING
FOR THE APRIL 8, 2024 ECLIPSE AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City’s General Fund revenues are insufficient to pay all costs for certain City-provided functions, the City must charge fees for participation, and rental of City facilities; and

WHEREAS, fees that are not prescribed in the City’s Code of Ordinances are set by City Council Resolution;

WHEREAS, City Staff and City Council desire to make additional camping available for visitors to the city for the April 8, 2024 eclipse.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS:

1. Effective August 9, 2023 the fee schedule below will apply to Special Event Camping at City Facilities. These rates will apply to camping only between the dates of April 5-April 9, 2024

	FEE	COMMENT
RV CAMPING IN DESIGNATED AREAS		
Dry Camping (no water, electric, sewer)	\$100/night	3 night minimum
RV Spaces (with water, electric, sewer)	\$150/night	3 night minimum
TENT CAMPING IN DESIGNATED AREAS		
Primitive camping with water, toilets, showers available in park	\$50/night	3 night minimum

Passed and approved this ___ day of _____, 2023.

THE CITY OF GATESVILLE, TEXAS

BY: _____
GARY M. CHUMLEY, MAYOR

ATTEST:

WENDY COLE, CITY SECRETARY



Agenda Item # 5

CITY COUNCIL MEMORANDUM

Date: August 8, 2023

To: Mayor & City Council

From: Mike Halsema, Finance & HR Director

Agenda Item: Discussion and possible action regarding approval of the proposed tax rate to support the FY 2024 budget, schedule a public hearing on the tax rate, and set a date for the City Council to vote on the tax rate.

Information:

As required by Section 26.05(b) of the Texas Tax Code, the governing body of a municipality must take a record vote to propose a tax rate that exceeds the lower of the no-new-revenue tax rate or the voter-approval tax rate. After the record vote is taken, the City Council must set a public hearing date for the proposed tax rate. The City will publish a quarter-page notice regarding the proposed tax rate. Coryell County Tax Assessor/Collector Justin Carothers has calculated the no-new-revenue and voter-approval tax rates. Staff has reviewed the calculations and concurs with the calculations. The proposed tax rate for FY 2024 is \$0.5600 per \$100 of assessed valuation, the same as last year. The City Council is required to set and hold the required Public Hearing for the proposed tax rate when the rate proposed exceeds the lower of the no-new-revenue tax rate or the voter-approval tax rate as dictated by the Texas Tax Code. According to the budget calendar, the date scheduled to adopt the tax rate is Sept 12, 2023.

Financial Impact: N/A

Staff Recommendation:

The staff recommends the approval of the proposed tax rate of .5600 per \$100 of valuation, schedule a public hearing on the tax rate Sept 12, 2023, and set September Sept 12, 2023 to vote on the tax rate.

Motion: I move to approve the proposed tax rate of .5600 per \$100 of valuation, schedule a public hearing on the tax rate Sept 12, 2023, and set September Sept 12, 2023 to vote on the tax rate.

Attachments:

Tax Rate Calculations sheets.

Staff Contacts:

Mike Halsema, Finance & HR Director mhalsema@gatesvilletx.com

Notice About 2023 Tax Rates

(current year)

Property Tax Rates in CITY OF GATESVILLE
(taxing unit's name)

This notice concerns the 2023 property tax rates for CITY OF GATESVILLE.
(current year) (taxing unit's name)

This notice provides information about two tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per \$100 of property value.

Taxing units preferring to list the rates can expand this section to include an explanation of how these tax rates were calculated.

This year's no-new-revenue tax rate \$ 0.674138 /\$100

This year's voter-approval tax rate \$ 0.535976 /\$100

To see the full calculations, please visit www.coryellcountytax.com for a copy of the Tax Rate Calculation Worksheet.
(website address)

Unencumbered Fund Balances

The following estimated balances will be left in the taxing unit's accounts at the end of the fiscal year. These balances are not encumbered by corresponding debt obligation.

Type of Fund	Balance
General Fund	\$2,474,271
Debt Service	\$22,006

Current Year Debt Service

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid From Property Taxes	Interest to be Paid From Property Taxes	Other Amounts to be Paid	Total Payment
General Obligation Bonds Series 2014	\$165,000	\$1,807		
Tax Notes Series 2023	\$100,000	\$23,137		

(expand as needed on the last page)

Total required for <u>2023</u> debt service.	\$	<u>289,944</u>
<i>(current year)</i>		
- Amount <i>(if any)</i> paid from funds listed in unencumbered funds	\$	<u>22,006</u>
- Amount <i>(if any)</i> paid from other resources	\$	<u>0</u>
- Excess collections last year	\$	<u>0</u>
= Total to be paid from taxes in <u>2023</u>	\$	<u>267,938</u>
<i>(current year)</i>		
+ Amount added in anticipation that the taxing unit will collect		
only <u>99.010000</u> % of its taxes in <u>2023</u>	\$	<u>2,679</u>
<i>(collection rate)</i> <i>(current year)</i>		
= Total Debt Levy	\$	<u>270,617</u>

this notice contains a summary of the no-new revenue and voter-approval calculations as certified by: Justin K. Carothers 07/25/2023



Agenda Item #6

CITY COUNCIL MEMORANDUM

Date: August 11, 2023

To: Mayor & City Council

From: Scott L. Albert, City Manager and Mike Halsema, Finance & HR Director

Agenda Item: Presentation of the Proposed Fiscal Year 2023-2024 budget.

Information:

Presentation of the Proposed Fiscal Year 2023-2024 budget.

Financial Impact:

N/A

Staff Recommendation:

N/A

Motion:

N/A

Attachments:

- The Proposed Fiscal Year 2023-2024 Budget will be provided as a separate book.

Staff Contacts:

Scott Albert - salbert@gatesvilletx.com

Mike Halsema – mhalsema@gatesvilletx.com

2023

-JANUARY-

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

-FEBRUARY-

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

-MARCH-

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

-APRIL-

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

-MAY-

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

-JUNE-

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

-JULY-

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

-AUGUST-

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

-SEPTEMBER-

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

-OCTOBER-

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

-NOVEMBER-

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

-DECEMBER-

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						