

# **Regular City Council Meeting**

**September 10, 2024**

**At**

**Gatesville Council Chamber**

**110 N. 8<sup>th</sup> Street**

**5:30 P.M.**



**INDEX  
SPECIAL CITY COUNCIL MEETING  
SEPTEMBER 10, 2024  
5:30 P.M.**

**PAGE 1-2 ---- AGENDA – 9-10-2024**

**CALL TO ORDER  
ANNOUNCEMENT OF QUORUM  
INVOCATION AND PLEDGE OF ALLEGIANCE**

**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:**

**PAGE 3-18 - 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 2024-98: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF MINUTES FROM REGULAR CITY COUNCIL MEETING HELD ON AUGUST 27, 2024. (WENDY COLE)**

**RESOLUTION 2024-99: DISCUSSION AND POSSIBLE ACTION REGARDING JULY 2024 FINANCIALS. (MIKE HALSEMA)**

**RESOLUTION 2024-100: DISCUSSION AND POSSIBLE ACTION REGARDING THE INVESTMENT POLICY AND STRATEGY FOR THE CITY OF GATESVILLE. (MIKE HALSEMA)**

**RESOLUTION 2024-101: DISCUSSION AND POSSIBLE ACTION REGARDING A PROCLAMATION FOR THE NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION DESIGNATING SEPTEMBER 17TH THROUGH SEPTEMBER 23RD AS “CONSTITUTION WEEK.” (W.COLE)**

**OTHER BUSINESS:**

**PAGE 19-22 CITY COUNCIL MEMORANDUM- DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE GATESVILLE CODE OF ORDINANCES BY AMENDING SECTION 18-7A; SCHOOL ZONES; DESIGNATING SCHOOL ZONES; ESTABLISHING THE PRIMA FACIE SPEED LIMIT; AMENDING EFFECTIVE TIME PERIODS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED TWO HUNDRED (\$200.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE. (1ST READING OF ORDINANCE 2024-10) (BRAD HUNT)**

**PAGE 23- 26 CITY COUNCIL MEMORANDUM- 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, EACH IN THE AMOUNT OF THREE HUNDRED FORTY-**

FOUR THOUSAND, SEVEN HUNDRED TWENTY-SIX DOLLARS  
(\$344,726.00); DECLARING A MUNICIPAL PURPOSE; PROVIDING A  
SEVERABILITY CLAUSE; PROVIDING A CONFLICTS CLAUSE; AND  
PROVIDING FOR AN EFFECTIVE DATE.  
(2ND READING OF ORDINANCE 2024-06) (MIKE HALSEMA)

PAGE 27-39 CITY COUNCIL MEMORANDUM- DISCUSSION REGARDING AN  
ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, APPROVING AND  
ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1,  
2024 AND ENDING SEPTEMBER 30, 2025; PROVIDING THAT  
EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN  
ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING  
ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER  
REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND  
OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS  
ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A  
REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND  
PROVIDING AN EFFECTIVE DATE. (3RD & FINAL READING OF  
ORDINANCE 2024-07) (BRAD HUNT)

PAGE 40-42 CITY COUNCIL MEMORANDUM- DISCUSSION AND POSSIBLE  
ACTION REGARDING A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF GATESVILLE, TEXAS RATIFYING THE PROPERTY  
TAX INCREASE REFLECTED IN THE CITY'S ADOPTED FISCAL  
YEAR 2024-2025 BUDGET, WHICH IS A BUDGET THAT WILL  
REQUIRE RAISING MORE REVENUE FROM PROPERTY TAXES  
THAN IN THE PREVIOUS YEAR; AND PROVIDING AN EFFECTIVE  
DATE. (BRAD HUNT)

RECESS REGULAR MEETING AND CALL A-----

PUBLIC HEARING

HEAR COMMENTS ON THE PROPOSAL TO SET CITY OF GATESVILLE FISCAL YEAR  
2025 TAX RATE AT \$0.5600 PER \$100 OF TAXABLE VALUE

END PUBLIC HEARING AND RECONVENE REGULAR MEETING

PAGE 43-47 CITY COUNCIL MEMORANDUM- DISCUSSION REGARDING AN  
ORDINANCE OF THE CITY OF GATESVILLE ADOPTING AN AD  
VALOREM TAX RATE FOR FISCAL YEAR 2024-2025 AND LEVYING THE  
AD VALOREM TAXES FOR THE YEAR 2024 AT A RATE OF \$0.5600  
PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL  
TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY  
OF GATESVILLE AS OF JANUARY 1, 2024, TO PROVIDE REVENUE FOR  
THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR AN  
INTEREST AND SINKING FUND FOR ALL OUTSTANDING DEBT OF THE  
CITY OF GATESVILLE; PROVIDING FOR DUE AND DELINQUENT DATES  
TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A  
REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND  
PROVIDING FOR AN EFFECTIVE DATE.  
(3RD & FINAL READING OF ORDINANCE 2024-08) (MIKE HALSEMA)

PAGE 48-76 CITY COUNCIL MEMORANDUM- DISCUSSION REGARDING AN  
ORDINANCE OF THE CITY OF GATESVILLE, TEXAS REPEALING  
AND REPLACING CHAPTER 18, "FEES", SECTION 18-1, "FEE  
SCHEDULE", OF THE CODE OF ORDINANCES OF THE CITY  
OF GATESVILLE; PROVIDING A SEVERABILITY CLAUSE; AND  
PROVIDING AN EFFECTIVE DATE.  
(3RD & FINAL READING OF ORDINANCE 2024-09) (BRAD HUNT)

PAGE 77-93 CITY MANAGER REPORT

ADJOURN MEETING

**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**  
**SEPTEMBER 10, 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 2024-98:** Discussion and possible action regarding approval of Minutes from Regular City Council Meeting held on August 27, 2024. (Wendy Cole)

**RESOLUTION 2024-99:** Discussion and possible action regarding July 2024 Financials.  
(Mike Halsema)

**RESOLUTION 2024-100:** Discussion and possible action regarding the Investment Policy and Strategy for the City of Gatesville.  
(Mike Halsema)

**RESOLUTION 2024-101:** Discussion and possible action regarding a Proclamation for the National Society Daughters of the American Revolution designating September 17th through September 23rd as "Constitution Week."  
(Wendy Cole)

**OTHER BUSINESS:**

6. Discussion regarding an Ordinance of the City of Gatesville, Texas, Amending the Gatesville Code of Ordinances by amending Section 18-7A; School Zones; Designating School Zones; Establishing the Prima Facie Speed Limit; Amending Effective Time Periods; Providing a Repealing Clause; Providing a Severability Clause; Providing a Savings Clause; Providing for a Penalty of a fine not to exceed Two Hundred (\$200.00) Dollars for each Offense; and Providing an Effective Date. (1st reading of Ordinance 2024-10)  
(Brad Hunt)
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, each in the amount of Three Hundred Forty-Four Thousand, Seven Hundred Twenty-Six Dollars (\$344,726.00); Declaring a Municipal Purpose; Providing a Severability Clause; Providing a Conflicts Clause; And Providing for an Effective Date.  
(2nd reading of Ordinance 2024-06)  
(Mike Halsema)
8. Discussion and possible action regarding an Ordinance of the City of Gatesville, Texas, approving and adopting a Budget for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025; Providing that expenditures for said Fiscal Year shall be made in

accordance with said Budget; Appropriating and setting aside the necessary funds out of the General and other Revenues for said Fiscal Year for the Maintenance and Operation of the various departments and for various activities and improvements of the City; Providing a Repealing Clause; Providing a Severability Clause; and Providing an Effective Date.  
(3rd & final reading of Ordinance 2024-07) (Brad Hunt)

9. Discussion and possible action regarding a Resolution of the City Council of the City of Gatesville, Texas Ratifying the Property Tax Increase Reflected in the City's Adopted Fiscal Year 2024-2025 Budget, which is a Budget that will require raising more Revenue from Property Taxes than in the Previous Year; And Providing an Effective Date.  
(Brad Hunt)

10. Recess Regular meeting and call a-----

Public Hearing

Hear comments on the proposal to set City of Gatesville Fiscal Year 2025 Tax Rate at \$0.5600 per \$100 of taxable value

11. End Public Hearing and reconvene Regular Meeting

12. Discussion and possible action regarding an Ordinance of the City of Gatesville adopting an Ad Valorem Tax Rate for Fiscal Year 2024-2025 and levying the Ad Valorem Taxes for the Year 2024 at a rate of \$0.5600 per One Hundred Dollars (\$100) assessed valuation on all taxable property within the corporate limits of the City of Gatesville as of January 1, 2024, to provide revenue for the payment of current expenses; Providing for an Interest and Sinking Fund for all outstanding debt of the City of Gatesville; Providing for due and delinquent dates together with penalties and interest; Providing a Repealing Clause; Providing a Severability Clause; and Providing for an Effective Date. (3rd & final reading of Ordinance 2024-08) (Mike Halsema)

13. Discussion and possible action regarding an Ordinance of the City of Gatesville, Texas repealing and replacing Chapter 18, "Fees", Section 18-1, "Fee Schedule", of the Code of Ordinances of the City of Gatesville;; Providing a Severability Clause; and Providing an Effective Date. (3rd & final reading of Ordinance 2024-09) (Brad Hunt)

14. City Manager Report

15. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 6th day of September, 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.



Holly Owens  
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.

As authorized by section 551.071 of the Texas Government Code, this meeting may be convened into closed, executive session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.  
The City of Gatesville reserves the right to reconvene, recess, or realign the regular session or called executive session or order of business as set forth on the agenda at any time prior to adjournment.

REGULAR CITY COUNCIL MEETING  
AUGUST 27, 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 5:31 P.M. THIS 27TH DAY OF AUGUST, 2024

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

REGRETS: Councilmembers John Westbrook and Meredith Rainer

CITY STAFF PRESENT: Interim City Manager Brad Hunt, City Secretary Wendy Cole, City Secretary Holly Owens, Finance/HR Director Mike Halsema, Library Director Shekinah Harp, Public Works Director Chad Newman, and Interim Police Chief Georg Cleverley.

OTHERS: Leo Corona, Yvonne Williams, and Gatesville Messenger Staff Writer Alex Meelbusch.

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

Mayor Gary Chumley, stated that due to time constraints on maintaining a quorum; as Councilmember Casey has to leave early; the agenda order will be revised including moving agenda items six (6) and seven (7) and the Executive Session to a future council meeting.

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.

New Chamber of Commerce Liaison, Yvonne Williams, of 108 Old Pidcoke Road, Gatesville, introduced herself to the Council and stated that she took over for former liaison, Latana Franks. Ms. Williams said that she was excited to embark on this new journey bringing vital connections between Gatesville's thriving businesses and the City Council. Ms. Williams said that she will be dedicated to foster a strong collaborative relationship between the Chamber of Commerce, the City, our residents, businesses, and the City Council. Ms. Williams indicated that her primary responsibility will include facilitating open communication lines, sharing insights and updates on local businesses, trends, and advocating for initiatives that support economic growth and community development. Collaboration is at the heart of what Ms. Williams said that she aims to achieve. Ms. Williams looks forward to working closely with the City to align efforts and address the needs of both the business community and the residents of Gatesville. Together the City and the Chamber can explore opportunities to enhance local infrastructure, support small businesses, and create a vibrant and thriving environment for everyone in Gatesville.

5) 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 2024-93: Discussion and possible action regarding approval of Minutes from Regular City Council Meeting held on August 13, 2024. (Wendy Cole)

RESOLUTION 2024-94: Discussion and possible action regarding request for temporary street closures on October 26, 2024 for the annual Boozaar. (Shea Harp)

Motion by Barbara Burrow, seconded by Greg Casey, to approve the Consent Agenda; all five voting "Aye", motion passed.

OTHER BUSINESS: *Agenda items six (6) and seven (7) were deferred to a future Council meeting.*

6) DISCUSSION AND POSSIBLE ACTION REGARDING THE AWARD OF THE HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) IMPROVEMENT SERVICES CONTRACT TO MUEGGE AIR CONDITIONING & HEATING. (MIKE HALSEMA)

7) DISCUSSION AND POSSIBLE ACTION REGARDING AWARD FOR PRE-AWARD AND POST-AWARD ENGINEERING SERVICES RELATED TO FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FUNDED FLOOD MITIGATION GRANTS. (MIKE HALSEMA)

8) DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. (1ST READING OF ORDINANCE 2024-07) (BRAD HUNT)

Interim City Manager Hunt said that the Council will consider three (3) readings on the proposed budget on August 27, September 3, and the final reading of the ordinance to adopt and ratify the FY 2024-25 Budget on September 10, 2024. Mr. Hunt asked for full attendance of the councilmembers at the September 10th meeting as five (5) councilmembers must be in attendance for the roll call vote.

The total budget for FY 25 amounts to \$28,574,450 representing a decrease from the original FY 25 budget. It was highlighted that funding for resource and personnel goals are met. Costs of materials, fuel and services will continue to increase, and infrastructure will require creative solutions. The proposed Ad Valorem tax rate of \$0.560000 is the same amount that it has been for the past several years and does not exceed the voter approval rate.

Mr. Hunt highlighted additions that were discussed at the August 13th meeting and that are now implemented into the proposed budget: Police, Animal Control, Code Enforcement, Parks & Recreation, Sewer, Airport, Cemetery, Hotel Occupancy Tax, and Capital Improvement Projects. Further discussion of the proposed budget in greater detail will occur at the next Council meeting.

Resident, Leo Corona, of 409 State School Road, spoke to the Council in reference to Hotel Occupancy Tax (HOT) funds. When organizations request HOT funds, the request generally states what the intended purpose is for and how the funds will be used. In addition, it should be demanded on approval of funds that the organization is required to return an expenditure of funds and inform the public or council body of the outcome of the funds that were granted to them.

ORDINANCE 2024-07-01: Motion by Joe Patterson, seconded by Barbara Burrow, to pass Ordinance 2024-07 adopting the Fiscal Year 2025 Budget to the next scheduled meeting; all five voting "Aye", motion passed.

9) DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE ADOPTING AN AD VALOREM TAX RATE FOR FISCAL YEAR 2024-2025 AND LEVYING THE AD VALOREM TAXES FOR THE YEAR 2024 AT A RATE OF \$0.5600 PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF GATESVILLE AS OF JANUARY 1, 2024, TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR AN INTEREST AND SINKING FUND FOR ALL OUTSTANDING DEBT OF THE CITY OF GATESVILLE; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. (1ST READING OF ORDINANCE 2024-08)  
(MIKE HALSEMA)

Interim Deputy City Manager/Finance Director, Mike Halsema, reminded the Council that at the August 13, 2024 City Council Meeting, the City Council took action to propose a tax rate of \$0.5600 per \$100 of taxable assessed valuation. The proposed tax rate is equal to the current FY 2023-2024 tax rate, higher than the No-New-Revenue tax rate of \$0.539678, lower than the Voter-Approval tax Rate of \$0.563779, and lower than the De Minimis Rate \$0.634188 per \$100 of taxable assessed valuation.

ORDINANCE 2024-08-01: Motion by Aaron Smith, seconded by Greg Casey, to pass Ordinance 2024-08 adopting and levying a tax rate of \$0.5600 per \$100 of taxable assessed valuation for Fiscal Year 2024- 25 to the next meeting; all five voting "Aye", motion passed.

10) DISCUSSION REGARDING AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS REPEALING AND REPLACING CHAPTER 18, "FEES", SECTION 18-1, "FEE SCHEDULE", OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.  
(1ST READING OF ORDINANCE 2024-09) (BRAD HUNT)

Interim City Manager Hunt stated that as part of the FY 2025 budget process, Department Heads who assessed fees based on statutes or ordinances reviewed their fee structure to determine if it covered the cost of service and found that in many cases it did not. Department Heads also benchmarked the City of Gatesville's fee schedule against other cities in Central Texas to compare what we were charging versus what they were charging for the same service.

There will be opportunities to discuss and suggest any changes at the next two (2) meetings and if staff would add anything it would be pointed out to the Council. Highlighted were changes to Animal Control, Building Inspections, Cemetery, and Civic Center. Water fees will be discussed at the next meeting which will include the proposal of a rate study.

ORDINANCE 2024-09-01: Motion by Greg Casey, seconded by Aaron Smith, to pass Ordinance 2024-09 of the City of Gatesville, Texas repealing and replacing Chapter 18, "Fees", Section 18-1, "Fee Schedule" of the Code of Ordinances of City of Gatesville to the next scheduled Council meeting; all five voting "Aye", motion passed.

Interim City Manager Hunt introduced and welcomed new City Secretary Holly Owens.



REGULAR CITY COUNCIL MEETING  
AUGUST 27, 2024  
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Mayor Chumley reminded the Council that it is budget time and was imperative that all Council Members attend the upcoming meetings, especially on September 10th as there will be a roll call vote.

EXECUTIVE SESSION: *Executive Session was deferred to a future Council meeting.*

11) 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: INTERIM CITY MANAGER, INTERIM DEPUTY CITY MANAGER, AND INTERIM CHIEF OF POLICE.

12) END EXECUTIVE SESSION AND RECONVENE REGULAR MEETING-----

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

14) ADJOURN MEETING AT 5:49 P.M. THIS 27TH DAY OF AUGUST, 2024

ATTEST:

\_\_\_\_\_  
Wendy Cole  
City Secretary

APPROVED:

\_\_\_\_\_  
Gary M. Chumley  
Mayor

## General Fund

Revenues	JULY	2023-24	2023-24	
		Budget	YTD	% YTD
AV Taxes	14,407	2,799,236	3,061,250	109.4%
Sales Tax	248,228	2,909,568	2,446,787	84.1%
Franchise Fees	79,872	797,203	750,958	94.2%
Fines & Fees	11,622	151,000	123,506	81.8%
Other taxes	1,343	15,000	11,846	79.0%
Licenses & Permits	14,360	36,600	137,528	375.8%
Rental Income	8,825	33,500	57,798	172.5%
Parks & Rec	52,801	380,000	404,485	106.4%
Misc. Revenues	12,956	151,500	267,842	176.8%
Intergovernmental	-	-	-	
Inter fund Transfers	53,861	777,785	538,614	69.2%
<b>TOTAL REVENUES</b>	<b>498,275</b>	<b>8,051,392</b>	<b>7,800,614</b>	<b>96.9%</b>
<b>Expenditures</b>				
<b>LIBRARY</b>				
Personnel Svcs.	12,202	178,241	131,712	73.9%
O&M	11,662	96,355	92,006	95.5%
<b>Total</b>	<b>23,864</b>	<b>274,596</b>	<b>223,718</b>	<b>81.5%</b>
<b>ADMINISTRATION</b>				
Personnel Svcs.	57,420	686,597	559,629	81.5%
O&M	63,279	713,951	526,011	73.7%
<b>Total</b>	<b>120,699</b>	<b>1,400,548</b>	<b>1,085,639</b>	<b>77.5%</b>
<b>PLANNING</b>				
Personnel Svcs.	30	164,047	76,587	46.7%
O&M	40,502	19,160	134,413	701.5%
<b>Total</b>	<b>40,531</b>	<b>183,207</b>	<b>211,000</b>	<b>115.2%</b>
<b>POLICE</b>				
Personnel Svcs.	163,626	2,245,666	1,774,300	79.0%
O&M	43,501	462,549	464,302	100.4%
<b>Total</b>	<b>207,127</b>	<b>2,708,215</b>	<b>2,238,602</b>	<b>82.7%</b>
<b>COURT</b>				
Personnel Svcs.	12,079	149,766	122,667	81.9%
O&M	3,908	49,870	44,030	88.3%
<b>Total</b>	<b>15,987</b>	<b>199,636</b>	<b>166,696</b>	<b>83.5%</b>
<b>FIRE</b>				
Personnel Svcs.	83	1,000	833	83.3%
O&M	22,117	311,554	268,174	86.1%
<b>Total</b>	<b>22,200</b>	<b>312,554</b>	<b>269,007</b>	<b>86.1%</b>
<b>STREET</b>				
Personnel Svcs.	31,969	544,908	405,406	74.4%
O&M	56,808	862,338	532,636	61.8%
<b>Total</b>	<b>88,778</b>	<b>1,407,246</b>	<b>938,042</b>	<b>66.7%</b>
<b>FLEET SERVICES</b>				
Personnel Svcs.	7,984	76,377	76,382	100.0%
O&M	1,954	38,100	42,242	110.9%
<b>Total</b>	<b>9,938</b>	<b>114,477</b>	<b>118,624</b>	<b>103.6%</b>
<b>BUILDING INSPECTIONS</b>				
Personnel Svcs.	5,813	164,950	62,253	37.7%
O&M	1,125	48,777	19,833	40.7%
<b>Total</b>	<b>6,937</b>	<b>213,727</b>	<b>82,086</b>	<b>38.4%</b>
<b>PARKS &amp; RECREATION</b>				
Personnel Svcs.	38,357	475,883	394,101	82.8%
O&M	24,341	224,757	208,967	93.0%
<b>Total</b>	<b>62,698</b>	<b>700,640</b>	<b>603,068</b>	<b>86.1%</b>
<b>Fitness Center</b>				
Personnel Svcs.	10,430	155,679	112,026	72.0%
O&M	14,148	150,152	139,367	92.8%
<b>Total</b>	<b>24,578</b>	<b>305,831</b>	<b>251,394</b>	<b>82.2%</b>
<b>SWIMMING POOL</b>				
Personnel Svcs.	23,799	64,590	52,269	80.9%
O&M	3,867	45,814	38,808	84.7%
<b>Total</b>	<b>27,667</b>	<b>110,404</b>	<b>91,077</b>	<b>82.5%</b>
<b>CIVIC CENTER</b>				
Personnel Svcs.	5,085	81,183	70,595	87.0%
O&M	2,573	39,128	39,636	101.3%
<b>Total</b>	<b>7,658</b>	<b>120,311</b>	<b>110,231</b>	<b>91.6%</b>
<b>TRANSFER EXPENSE</b>				
	-	-	-	
<b>TOTAL EXPENDITURES</b>	<b>658,662</b>	<b>8,051,392</b>	<b>6,389,186</b>	<b>79.4%</b>
<b>Gain (Loss)</b>			<b>1,411,428</b>	

## Water & Sewer Fund

	JULY	2023-24 Budget	2023-24 YTD	% YTD
<b>Water</b>				
<b>Revenues</b>				
<b>Water Sales</b>				
Residential	142,810	1,949,288	1,428,473	73.3%
Commercial And Institutional	184,750	2,294,232	1,822,939	79.5%
Wholesale	83,358	1,041,281	792,367	76.1%
<b>Connections &amp; Installs</b>	330	31,300	13,874	44.3%
<b>Misc.</b>	8,191	71,000	91,733	129.2%
Subtotal	<u>419,439</u>	<u>5,387,101</u>	<u>4,149,385</u>	77.0%
<b>Expense</b>				
<b>Distribution</b>				
Personnel	60,164	749,552	623,719	83.2%
O&M	49,494	710,034	673,079	94.8%
Capital Outlay	313,448	2,504,932	1,273,146	50.8%
<b>Production</b>				
Personnel	31,143	449,415	322,350	71.7%
O&M	167,260	2,508,918	1,296,655	51.7%
Capital Outlay	2,500	2,383,271	1,405,644	59.0%
Subtotal	<u>624,008</u>	<u>9,306,122</u>	<u>5,594,594</u>	60.1%
<b>Sewer</b>				
<b>Revenues</b>				
<b>Sewer Fees</b>				
Residential	106,277	1,023,717	1,078,495	105.4%
Commercial And Institutional	517,249	2,074,791	2,034,443	98.1%
<b>Connections &amp; Installs</b>	44	9,300	1,584	17.0%
<b>Misc.</b>	2,605	19,250	26,011	135.1%
Subtotal	<u>626,176</u>	<u>3,127,058</u>	<u>3,140,534</u>	100.4%
<b>Expense</b>				
Personnel	38,313	473,384	418,951	88.5%
O&M	58,874	1,658,462	926,992	55.9%
Capital Outlay	426,226	8,321,036	1,095,452	13.2%
Subtotal	<u>523,413</u>	<u>10,452,882</u>	<u>2,441,395</u>	23.4%
<b>Sanitation</b>				
<b>Revenues</b>	74,923	794,280	727,908	91.6%
<b>Expense</b>	71,735	788,200	640,549	81.3%
<b>Non Departmental</b>				
<b>Revenues</b>				
<b>Grants &amp; reimbursements</b>	-	12,026,904	1,091,684	9.1%
<b>Interest</b>	10,872	300,400	481,735	160.4%
Subtotal	<u>10,872</u>	<u>12,327,304</u>	<u>1,573,420</u>	12.8%
<b>Expense</b>				
<b>Transfers and Franchise fees</b>	88,849	1,088,539	897,391	82.4%
<b>Grand Total</b>				
<b>Revenues</b>	<b>1,131,409</b>	<b>21,635,743</b>	<b>9,591,247</b>	44.3%
<b>Expense</b>	<b>1,308,005</b>	<b>21,635,743</b>	<b>9,573,929</b>	44.3%
<b>Gain (Loss)</b>	<b>(176,596)</b>	-	<b>17,318</b>	

CITY OF GATESVILLE, TEXAS

INVESTMENT POLICY AND STRATEGY

September 10, 2024

I. INTRODUCTION

It is the policy of the City of Gatesville that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal while meeting the daily cash flow needs of the City and conforming to the Public Funds Investment Act (the "Act") Texas Government Code Chapter 2256. All investments will be made in full compliance with local ordinances, state statutes, and any applicable IRS requirements.

The receipt of a reasonable market rate of return will be secondary to the requirements for safety and liquidity. The earnings from investment will be used in a manner that best serves the interests of the City.

The purpose of this Policy is to set specific investment policy and strategy guidelines. Direct specific investment parameters for the investment of public funds in Texas are found in the Act. The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public Texas funds deposits.

II. SCOPE

This investment policy applies to the investment and management of all financial assets of the City and any new funds created unless specifically exempted by the City Council and this Policy. These funds are reported in the City's Annual Audit Report and include:

- General Fund
- Special Revenue Funds
- Debt Service and Debt Reserve Funds
- Enterprise Funds
- All Other Funds

III. OBJECTIVES

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield. Safety of the principal is the primary objective. All investments shall be managed in a manner responsive to the public trust and consistent with state and local law. Investments are to be chosen in a manner which promotes diversity. To match anticipated cash flow requirements the maximum weighted average maturity (WAM) of the overall portfolio may not exceed 6 months.

Safety

The primary objective of the City's investment activity is the preservation of capital. Each investment transaction shall be conducted in a manner to avoid capital losses, whether from security defaults, safekeeping, or erosion of market value.

### Liquidity

The City's investment portfolio shall be structured to meet all financial obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow liabilities and maintain additional liquidity for unexpected liabilities.

### Diversification

The City's portfolio shall be diversified by institution, market sector and maturity in order to avoid market risk.

### Yield

The benchmark for the comingled portfolio shall be the comparable period 6-month U. S. Treasury bills, designated for its comparability to the City's expected average cash flow pattern. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and the City's prudent investment of assets.

## IV. INVESTMENT STRATEGY

The City maintains one commingled portfolio for investment purposes which incorporates the specific investment strategy considerations and the unique characteristics of the funds in the portfolio. The investment strategy has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. The City shall pursue conservative portfolio management strategy. This may be accomplished by creating a laddered maturity structure with some extension for yield enhancement. The maximum dollar weighted average maturity of six months or less will be calculated using the stated final maturity date of each security.

The investment strategy for debt service funds shall have as its primary objective the timely payment of debt service obligations. Successive debt service dates will be fully funded before any investment extensions are made.

## V. DELEGATION OF RESPONSIBILITY

No unauthorized person may engage in an investment transaction and all transactions shall be executed as provided under the terms of this Policy and its supporting procedures.

### Investment Officer(s)

The Deputy City Manager CFO, Mike Halsema, and the City Manager, Bradford Hunt, will be designated as Investment Officers, by governing body resolution, responsible for investment decisions and activities. The Investment Officer(s) are responsible for creating and maintaining the portfolio in accordance with this Policy, providing timely quarterly reporting to the Council, and establishing supporting procedures.

All investment officers shall attend at least ten hours of training approved by the City Council within 12 months of designation as investment officer and shall attend eight hours of training every two successive fiscal years.

Investment Officers shall refrain from personal and business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. An Investment Officer who has a personal business relationship within two levels of blood or marriage with an organization seeking to sell an investment to the City shall file a statement disclosing that relationship to the City Council and the Texas Ethics Commission.

#### City Council Responsibilities

The City Council holds ultimate fiduciary responsibility for the portfolio. It will designate investment officer(s), receive and review quarterly reporting, approve and provide for investment officer training, approve broker/dealers, and review and adopt the Investment Policy and Strategy at least annually.

#### VI. PRUDENCE AND CONTROLS

The standard of prudence to be applied to all City investments shall be the "Prudent Person" rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds under the City's control, over which the officer has responsibility rather than a consideration as to the prudence of a single investment.

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall be responsible but not liable for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

#### Internal Controls

The Investment Officer is responsible for establishing and maintaining internal controls to reasonably assure that assets are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and, the valuation of costs and benefits requires ongoing estimates and judgments by management.

The internal controls shall address the following points at a minimum:

- Control of collusion;
- Separation of transaction authority from accounting and record keeping;
- Custodial Safekeeping;
- Clear delegation of authority;
- Written confirmation for all transactions; and

Review, maintenance and monitoring of security procedures both manual and automated.

Annually the Investment Officer shall perform a check-list compliance audit to assure compliance with requirements of this policy and the Act. Annually, the City's external auditor shall review the quarterly reports.

#### Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. The Investment Officer will analyze and maintain a cash flow plan to monitor and forecast cash positions for investment purposes.

#### Competitive Bidding

All security transactions will be made on a documented competitive bid basis to assure the City is receiving good market rates. A minimum of three (3) offers or bids shall be considered. When issued U.S. agency securities should be compared to other securities available in the secondary market to determine competitiveness.

#### Monitoring Credit Ratings

The Investment Officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio which require credit ratings based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall liquidate the Investment as soon as practical.

#### Monitoring FDIC Status for Mergers and Acquisitions

The Investment Officer shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC (fdic.gov). If any bank has been acquired or merged with another bank in which brokered CDs are owned by the City, the Investment Officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

### VII. AUTHORIZED INVESTMENTS

Assets of the City may be invested only in the following instruments as further defined by the Act. If changes are made to the Act they are authorized until this Policy is modified and adopted by the City Council. All investment transactions will be made on a competitive basis.

- A. Except for Refunding and or Defeasance Escrows, obligations of the United States Government, its agencies and instrumentalities with a final stated maturity of 1 year, to exclude mortgage backed securities.
- B. Fully insured or collateralized certificates of deposit of banks doing business in Texas, with a maximum maturity of one year insured by the FDIC or its successor or collateralized in accordance with this Policy.

- C. AAA-rated, Texas Local Government Investment Pools which strive to maintain a \$1 net asset value (NAV) as defined by the Act and authorized by resolution of the City Council.
- D. AAA-rated, SEC registered money market mutual funds striving to maintain a \$1 net asset value.
- E. FDIC insured, brokered certificates of deposit securities from a bank in any US state, delivered versus payment to the City's safekeeping agent/Financial Adviser, not to exceed one year to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank on [www.fdic.gov](http://www.fdic.gov) to assure that the bank is FDIC insured.
- F. FDIC insured or collateralized interest bearing and money market accounts from any FDIC insured bank in Texas.
- G. Commercial paper (CP) is an acceptable form of investment so long as the CP does not exceed a maximum final stated maturity of nine (9) months.

#### Delivery versus Payment

All securities shall be purchased on a delivery versus payment (DVP) settlement basis. Funds shall not be released until receipt of the security by the City's approved custodian. The custodian shall provide the City proof of ownership or claim by an original document delivered directly to the City.

### VIII. REPORTING

#### Quarterly Reporting

The Investment Officers shall submit a signed quarterly investment report to the governing body in accordance with the Act giving detail information on each portfolio and bank position and summary information to permit an informed outside reader to evaluate the performance of the investment program. The report shall include the following at a minimum:

- A full description of individual security or bank/pool position held at the end of the reporting period including the amortized book and market value at the beginning and end of the period.
- Unrealized gains or losses (book value minus market value).
- Overall change in market value during the period as a measure of volatility.
- Weighted average yield of the portfolio and its applicable benchmarks.
- Earnings for the period.
- Allocation analysis of the total portfolio by market sector and maturity, and
- Statement of compliance of the investment portfolio with the Act and the Investment Policy of the City signed by the Investment Officer(s).

Market prices for the calculation of market value will be obtained from independent sources.



## IX. FINANCIAL COUNTER-PARTIES

### Depository

At least every five years, a banking services depository shall be selected through a competitive request for proposal (RFP) or bid process in accordance with the Texas Government Code Chapter 105. In selecting a depository, the services, costs of services, credit worthiness, earnings potential, and collateralization by the institutions shall be considered. If securities require safekeeping, the RFP/bid will request information on safekeeping services. The depository contract will provide for collateral if balances exceed the FDIC insurance balance, currently \$250,000 per tax identification number.

All time and demand deposits in any depository of the City shall be insured or collateralized at all times in accordance with this policy.

Other banking institutions from which the City may purchase certificates of deposit will also be designated at a depository for depository/collateral purposes. All depositories will execute a depository agreement and have the Bank's Board or Bank Loan Committee pass a resolution approving the agreement if collateral is required.

### Security Broker/Dealers

All pools, financial institutions and broker/dealers who desire to transact business with the City must supply the following documents to the Investment Officer.

- (If brokers) Financial Industry Regulatory Authority (FINRA) certification and CRD #
- (If brokers) proof of Texas State Securities registration
- Policy review certification

Each pool/bank/broker must be provided a copy of the City's current investment policy and certify to a review of the Policy stating that the firm has controls in place to assure only Policy approved investments will be sold to the City.

A list of qualified broker/dealers will be reviewed at least annually by the City Council. In order to perfect the DVP process the banking services depository, or its brokerage subsidiary, will not be used as a broker.

## X. COLLATERAL

### Time and Demand Deposits Pledged Collateral

All bank time and demand deposits shall be collateralized above the FDIC coverage by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, collateral will be maintained and monitored by the pledging depository at 102% of market value of principal and accrued interest on the deposits. The bank shall monitor and maintain the margins on a daily basis.

Collateral pledged to secure deposits shall be held by an independent financial institution

outside the holding company of the depository. The collateral agreement with the depository shall be approved by resolution of the Bank Board or Bank Loan Committee. The Custodian shall provide a monthly report of collateral directly to the City.

All collateral shall be subject to inspection and audit by the City or the City's independent auditor.

Authorized Collateral

Only the following securities are authorized as collateral for time and demand deposits or repurchase agreements:

- A. FDIC insurance coverage.
- B. Obligations of the United States, its agencies or instrumentalities, or evidence of indebtedness of the United States guaranteed as to principal and interest including MBS and CMO which pass the bank test.
- C. Obligations of any US state or of a county, City or other political subdivision of any state having been rated as investment grade (investment rating no less than "A" or its equivalent) by two nationally recognized rating agencies.
- D. Letter of Credit from the FHLB.

XI. SAFEKEEPING

All purchased securities are to be cleared to the City's safekeeping agent on a delivery versus payment (DVP) basis. All safekeeping arrangement shall be approved by the Investment Officer and an agreement of the terms executed in writing. The independent third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information.

XII. INVESTMENT POLICY ADOPTION

The City Investment Policy shall be reviewed and adopted by resolution of the City Council no less than annually. Any changes made to the Policy must be noted in the adopting resolution.

This Investment Policy takes effect September 10, 2024

Adopted by the City of Gatesville, Texas this 10th day of September 2024.

\_\_\_\_\_  
Gary M Chumley, Mayor

\_\_\_\_\_  
Holly Owens, City Secretary

\_\_\_\_\_  
Bradford Hunt, City Manager/ Investment Officer

\_\_\_\_\_  
Mike Halsema, Deputy City Manager CFO/ Investment Officer

**RESOLUTION NUMBER 2024-100**

**A Resolution Reviewing and Adopting the  
City of Gatesville's Investment Policy & Strategy**

**WHEREAS, Chapter 2256 of the Texas Government Code, commonly known as the "Public Funds Investment Act," requires the City of Gatesville to adopt an investment policy by rule, order, ordinance, or resolution; and**

**WHEREAS, the Public Funds Investment Act requires the Investment Officers of the City of Gatesville to attend investment training; and**

**WHEREAS, the Public Funds Investment Act requires the City of Gatesville to attend an approved investment training course; and**

**WHEREAS, City Manager, Bradford Hunt, and Finance Director, Mike Halsema of the City of Gatesville will attend the investment training course sponsored by the Texas Municipal League, as required by the Public Funds Investment Act; and**

**WHEREAS, the attached investment policy and incorporated revisions comply with the Public Funds Investment Act, as amended, and authorize the investment of the City of Gatesville funds in safe and prudent investments.**

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gatesville.**

**That the City of Gatesville, in compliance with the requirements of the Public Funds Investment Act, hereby adopts the investment policy, as amended, of the City of Gatesville effective September 10, 2024 and approves the investment training courses sponsored by the Texas Municipal League.**

**PASSED, ADOPTED AND APPROVED by  
The City Council  
The 10th day of September, 2024**

**Approved:**

**Attest:**

\_\_\_\_\_  
**Gary M. Chumley  
Mayor**

\_\_\_\_\_  
**Holly Owens  
City Secretary**



**Consent Agenda Item # 5**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Wendy Cole, City Secretary

**Agenda Item:** Discussion and possible action regarding a Proclamation for the Elizabeth Gordon Bradley Chapter of the National Society Daughters of the American Revolution declaring September 17th through September 23rd as “Constitution Week”.

**Information:** The National Society Daughters of the American Revolution have dedicated themselves to historical preservation, promotion of education, and encouragement of patriotic endeavor and participate in an array of projects to help preserve our cultural heritage including restoring and maintaining historical sites, organizing and contributing to major restorations, commemorations and memorials, and preserving records, artifacts, and historical documents.

The Elizabeth Gordon Bradley Chapter of the National Society Daughters of the American Revolution out of Waco are requesting a proclamation commemorating Constitution Week, September 17-23, 2023.

No one will be available to receive the proclamation at the meeting but Council was asked to please issue the proclamation commemorating Constitution Week.

**Staff Recommendation:**

The staff recommends that the City Council approve the Proclamation for the National Society Daughters of the American Revolution declaring September 17th through September 23rd as “Constitution Week”.

**Motion:**

I make a motion to approve the Proclamation for the Elizabeth Gordon Bradley Chapter of the National Society Daughters of the American Revolution declaring September 17th through September 23rd as “Constitution Week”.

**Attachments:**

- Proclamation

**Staff Contacts:** Wendy Cole, City Secretary [wcole@gatesvilletx.com](mailto:wcole@gatesvilletx.com)



*Office of the Mayor*  
**Gatesville, Texas**

# Proclamation

**WHEREAS:** September 17, 2024, marks the two hundred and thirty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS:** It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW, THEREFORE I,** Gary M. Chumley, by virtue of the authority vested in me as Mayor of Gatesville, Texas, do hereby proclaim the week of September 17 through 23 as

## CONSTITUTION WEEK

**AND** urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

*In witness whereof I have hereunto set my hand and caused this seal to be affixed.*

\_\_\_\_\_  
*Attest:* \_\_\_\_\_

*Date:* \_\_\_\_\_



**Agenda Item # 6**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Bradford Hunt, City Manager

**Agenda Item:** Discussion regarding an ordinance adopting and designating school zones within the city limits

**Information:**

The existing city ordinance regarding designation of school zones is outdated and in need of replacement. Certain changes to the streets around the Gatesville I.S.D. schools, as well as the need to standardize the specified times when school zones are in effect, are the primary causes for the needed changes.

The proposed new ordinance will be filed in Section 18-7a of the City of Gatesville Ordinances and will replace the pre-existing ordinance. It designates certain portions of city streets as school zones during specified effective time periods, establishes prima facie speed limits, and provides for a penalty in the form of a fine, amongst other provisions.

**Financial Impact:** the Street Department will place new signs and poles in certain locations if this ordinance is passed. Total cost is estimated to be under \$1,000.

**Staff Recommendation:**

The staff recommends passing Ordinance 2024-10 adopting and designating school zones, Chapter 18, Section 7a, of the City of Gatesville Code of Ordinances to the next meeting.

**Motion:**

I make a motion to pass Ordinance 2024-10 adopting and designating school zones, Chapter 18, Section 7a, of the City of Gatesville Code of Ordinances to the next scheduled Council meeting.

**ORDINANCE NO. 2024-10**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE GATESVILLE CODE OF ORDINANCES BY AMENDING SECTION 18-7A. SCHOOL ZONES; DESIGNATING SCHOOL ZONES; ESTABLISHING THE PRIMA FACIE SPEED LIMIT; AMENDING EFFECTIVE TIME PERIODS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED TWO HUNDRED (\$200.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Gatesville is a Home Rule Municipality operating under the laws of the State of Texas, and

WHEREAS, the City Council may establish school traffic zones on any street or highway or any portion of any street or highway within the corporate limits of the city; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, THAT:**

**SECTION I. FINDINGS INCORPORATED**

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION II. SCHOOL TRAFFIC ZONES**

That Section 54-6 “Speed through School Traffic Zones” of Chapter 54, “Traffic and Vehicles” of the Code of Ordinances of the City of Gatesville, Texas, is hereby established and amended and the section should read in its entirety as follows:

**Sec. 54-6 Speed through school traffic zones**

Designated Streets. The following designated locations, measured from centerline of roadway to the edge of pavement in each direction, are declared to be school traffic zones and the maximum speed limit for all motor vehicles operated within such areas and locations and on such streets on school days when students are in attendance shall not exceed the speed limit as described below.

(A) Twenty miles per hour zones. A person commits an offense if he operates a vehicle in a school traffic zone at a speed greater than twenty (20) miles per hour and such operation of a vehicle shall be prima facie evidence that the speed is not reasonable or prudent and is unlawful.

- a. South 27<sup>th</sup> Street: All of South 27<sup>th</sup> Street from US Highway 84 (E. Main Street) to Texas State Highway 36 Business.
- b. North 26<sup>th</sup> Street: All of North 26<sup>th</sup> Street from Jackson Drive to US Highway 84 (E. Main Street).

- c. Hornet Way: All of Hornet Way from US Highway 84 (E. Main Street) to Texas State Highway 36.
- d. North Lovers Lane: All of North Lovers Lane from Jackson Drive to US Highway 84 (E. Main Street).
- e. South Lovers Lane: All of South Lovers Lane from US Highway 84 (E. Main Street) to Texas State Highway 36 Business.

(B) Thirty miles per hour zones. A person commits an offense if he operates a vehicle in a school traffic zone at a speed greater than thirty (30) miles per hour and such operation of a vehicle shall be prima facie evidence that the speed is not reasonable or prudent and is unlawful.

- a. US Highway 84 (E. Main Street): All that portion of US Highway 84 (E. Main Street) from the intersection of North 28<sup>th</sup> Street, westerly to a point .07 miles (approximately 350 feet) past the intersection of Lovers Lane.
- b. Texas State Highway 36 Business: All that portion of Texas State Highway 36 Business from the intersection of South 27<sup>th</sup> Street, westerly to a point .07 miles (approximately 350 feet) past the intersection of South Lovers Lane.

(C) Marking of School Zones. The City Manager or his designee shall designate school traffic zones with appropriate street markings or signs, which street markings or signs shall be placed at the school zone by the city manager or his designee.

(D) Signage Required. The speed limit designated for school traffic zones shall be effective only at times when appropriate signage advising motorists of the speed limit are placed in conspicuous places.

(E) Designated Times. The speed limit designated for school traffic zones shall only be effective on school days (when students are in attendance) during the following times:

- a. 7:00 am to 8:30 am
- b. 2:30 pm to 4:30 pm

(F) Prima facie maximum speed. When any school traffic zone has been established and effective, it shall be unlawful for any person to operate a motor vehicle or any other vehicle in such zone at a speed greater than the posted speed, any speed in excess thereof shall be prima facie evidence that such speed is not reasonable or prudent and that it is unlawful.

### SECTION III. PENALTY

Any person found to have violated the provisions of this ordinance shall be guilty of a Class C Misdemeanor, which shall be punishable by a fine not to exceed \$200.00 per offense.

### SECTION IV. REPEALER

All ordinances or parts of ordinances in force when the provisions of this Ordinance become effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed, but only as to the extent of any such conflict.



**SECTION V. SEVERABILITY**

If any provision, section, sentence, clause or phrase of this Ordinance or application of same to any persons or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portion of this Ordinance or its application to other persons or sets of circumstances shall not be affected hereby, it being the intent of the City Council of the City of Gatesville in adopting, and the Mayor in approving this Ordinance, that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provisions, or regulation.

**SECTION VI. SAVINGS**

That nothing in this ordinance shall be constructed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or prior ordinance; nor shall any legal right or remedy of any character be lost, impaired, or affected by this ordinance.

**SECTION VII. EFFECTIVE DATE**

This Ordinance shall be effective immediately upon passage and adoption.

**SECTION VIII. PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, date, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

**DULY PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AFTER A FIRST READING ON \_\_\_\_\_, 2024, A SECOND READING ON \_\_\_\_\_, 2024, AND A THIRD READING ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

CITY OF GATESVILLE:

ATTEST:

APPROVED:

\_\_\_\_\_  
City Secretary, Holly Owens

\_\_\_\_\_  
Mayor, Gary M. Chumley

APPROVED AS TO FORM AND SUBSTANCE:

\_\_\_\_\_  
Charlie Buenger, City of Gatesville Municipal Court Prosecutor



**Agenda Item # 7**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Mike Halsema, Deputy City Manager  
**Agenda Item:** Discussion and possible action regarding amending the FY 2023-24 Budget.

**Information:**

The revenues for the General Fund are anticipated to exceed budget and expenses for the Fiscal Year ending 9/30/24. If passed on to subsequent readings, staff will propose the final amendment in September, with adjustments related to year end. During the FY25 budget discussions, staff identified some needs that management is recommending funding in the current budget. The first reading of this Ordinance was passed to a future meeting at the July 9, 2024 Council meeting. A table follows with the items recommended for funding:

<b>Department</b>	<b>Description</b>	<b>Amount</b>
Library	AC unit replacement	\$ 90,000
Library	Phased library computer replacements	\$ 8,850
Library	Children's computers	\$ 16,000
Library	Microfiche reader (View Scan)	\$ 8,000
		\$ 122,850
Police	Phased computer replacements	\$ 13,542
Police	Mobile Radios	\$ 12,790
Police	Body Cams (6)	\$ 4,000
		\$ 30,332
Fire	Fire suit washer and drying cabinet	\$ 24,100
Fire	Computer replacements	\$ 9,844
		\$ 33,944
Parks	Splash pad resurface	\$ 46,000
Parks	Fitness center mirrors	\$ 3,600
		\$ 49,600
Civic Center	AC replacement	\$ 108,000
	<b>Total</b>	<b>\$ 344,726</b>

**Financial Impact:**

The General Fund budget amendment will increase expense authority by \$344,726 to \$8,396,118.

**Staff Recommendation:**

The staff recommends that the city council accept the second reading of Ordinance 2024-06, amending the FY24 budget.

**Motion:** I make a motion to pass Ordinance 2024-06, amending the Fiscal Year 2024 budget to a future Council Meeting.

**Attachments:**

Ordinance 2024-06.

**Staff Contacts:**

Brad Hunt, Interim City Manager [bhunt@gatesvilletx.com](mailto:bhunt@gatesvilletx.com)

Mike Halsema, Interim Deputy City Manager [mhalsema@gatesvilletx.com](mailto:mhalsema@gatesvilletx.com)

**ORDINANCE NO. 2024-06**

**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, EACH IN THE AMOUNT OF THREE HUNDRED FORTY-FOUR THOUSAND, SEVEN HUNDRED TWENTY-SIX DOLLARS (\$344,726.00); DECLARING A MUNICIPAL PURPOSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CONFLICTS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Ordinance No. 2023-06, the City Council of Gatesville, Texas, approved the Fiscal Year 2023-24 Budget; and

**WHEREAS**, Texas Local Government Code section 102.010 allows a municipality to amend its budget as deemed necessary for municipal purposes; and

**WHEREAS**, the City staff has advised that the City anticipates receipt of revenues in excess of currently budgeted expenditures and further has advised of proposed expenditures for the excess revenues; and

**WHEREAS**, the City Council has determined that a municipal purpose exists for the amendment to the Fiscal year 2023-24 Budget and its adopting ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS THAT:**

**SECTION 1.** The findings set forth in the above preamble to this Ordinance are true and correct and are hereby adopted and incorporated herein.

**SECTION 2.** Ordinance 2023-06 approving the Fiscal Year 2023-24 Budget of the City of Gatesville for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 be and it is hereby amended by allowing an adjustment increasing revenues to the General Fund and by further allowing appropriations and expenditures from the General Fund, each in the amount of \$344,726.00.

**SECTION 3.** This Ordinance shall be filed with the City Secretary, who is directed to attach a copy of this Ordinance to the Fiscal Year 2023-24 Budget.

**SECTION 4.** All provisions of the ordinances of the City of Gatesville in conflict with the provisions of this ordinance be and the same are hereby repealed, and all other provisions of the ordinances of the City of Gatesville not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 5.** If any section, subsection, paragraph, sentence, clause, phrase, or word in this Ordinance, or the application thereof to any person or under any circumstances is held invalid by any court of competent jurisdiction, such holding shall not affect the validity of the

remaining portions of this Ordinance, and the City Council of the City of GATESVILLE, Texas, hereby declares it would have enacted such remaining portions despite any such invalidity.

**SECTION 6.** It is officially found and determined that the meeting at which this Ordinance was passed was open to the public as required by law, and the public notice of the time, place and purpose of this meeting was given as required by law.

**SECTION 7.** This Ordinance shall become effective immediately upon its passage and approval.

**DULY PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AFTER A FIRST READING ON July 9, 2024, A SECOND READING ON \_\_\_\_\_, 2024, AND A THIRD READING ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

BY: \_\_\_\_\_

GARY CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM AND SUBSTANCE:

\_\_\_\_\_  
WENDY COLE  
CITY SECRETARY

\_\_\_\_\_  
VICTORIA THOMAS  
CITY ATTORNEY

4886-3376-7633, v. 1



**Agenda Item # 8**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Brad Hunt, City Manager

**Agenda Item:** Discussion regarding an ordinance adopting the budget for Fiscal Year 2025.

**Information:**

According to the City Charter, certain ordinances, such as the budget ordinance, must undergo a reading during open council meetings on three separate occasions. The Council will consider three readings on August 27<sup>th</sup>, September 3<sup>rd</sup>, and the final reading of the ordinance to adopt and ratify the FY 2024-25 Budget on September 10<sup>th</sup>.

The total budget for FY-25 amounts to \$28,574,450 representing a decrease from the approved FY-24 budget:

Fund	Adopted FY24		Proposed FY25	
	Revenues		Revenues	Change
Water and Sewer	\$ 21,635,743		\$ 19,415,936	\$ (2,219,807)
General Fund	8,051,392		8,628,968	577,576
Debt Service	289,944		299,473	9,529
Motel Occupancy (HOT)	235,051		158,000	(77,051)
Airport	54,500		54,500	-
Cemetery Maintenance	12,000		15,000	3,000
Municipal Court Security & Technology	13,400		13,400	-
<b>TOTAL</b>	<b>\$ 30,292,030</b>		<b>\$ 28,585,277</b>	<b>\$ (1,706,753)</b>

Fund	Adopted FY24		Proposed FY25	
	Expenditures		Expenditures	Change
Water and Sewer	\$ 21,635,743		\$ 19,415,936	\$ (2,219,807)
General Fund	8,051,392		8,628,968	577,576
Debt Service	289,944		299,473	9,529
Motel Occupancy (HOT)	235,051		155,133	(79,918)
Airport	54,500		54,500	-
Cemetery Maintenance	12,000		15,000	3,000
Municipal Court Security & Technology	13,400		5,440	(7,960)
<b>TOTAL</b>	<b>\$ 30,292,030</b>		<b>\$ 28,574,450</b>	<b>\$ (1,717,580)</b>

**Financial Impact:** \$28,574,450

**Staff Recommendation:** Staff recommends that the City Council approve Ordinance 2024-07, adopting the budget for Fiscal Year 2025.

**Motion:** I make the motion to approve Ordinance 2024-07 adopting the fiscal year 2025 budget.

**ROLL CALL VOTE IS REQUIRED**

**Attachments:**

1. Ordinance 2024-07
2. Budget overview presentation

**Staff Contacts:**

Brad Hunt, Interim City Manager [bhunt@gatesvilletx.com](mailto:bhunt@gatesvilletx.com)

Mike Halsema, Interim Deputy City Manager [mhalsema@gatesvilletx.com](mailto:mhalsema@gatesvilletx.com)

**ORDINANCE NO. 2024-07**

**AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Gatesville is a home rule municipality created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council has received the City Manager's proposed budget, a copy of which along with all supporting schedules, has been filed with the City Secretary of the City of Gatesville, Texas; and

**WHEREAS**, the City Council has conducted the necessary public hearing as required by law; and

**WHEREAS**, after full and final consideration, it is the opinion of the City Council that the FY2025 budget of revenues and expenditures as hereinafter set forth should be adopted and approved.

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

**SECTION 1.** That the proposed budget of the revenue and expenditures necessary for conducting the affairs of the City of Gatesville, Texas, said budget being in the amount of \$28,574,450, providing a complete financial plan for the fiscal year beginning October 1, 2024 and ending September 30, 2025, as submitted to the City Council by the City Manager, a copy of which is on file in the City Secretary's Office and which is incorporated herein by this reference, be and the same is hereby adopted and approved as the budget of the City of Gatesville, Texas, for the fiscal year beginning October 1, 2024 and ending September 30, 2025.



**SECTION 2.** That the sum of \$28,574,450 is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025.

**SECTION 3.** That the expenditures during the fiscal year beginning October 1, 2024 and ending September 30, 2025 shall be made in accordance with the budget approved by this Ordinance unless otherwise authorized by a duly enacted ordinance of the City of Gatesville, Texas.

**SECTION 4.** That all budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the fiscal year 2023-2024 are hereby ratified, and the budget Ordinance for fiscal year 2023-2024, heretofore enacted by the City Council, be and the same is hereby amended to the extent of such transfers and amendments for all purposes.

**SECTION 5.** That specific authority is given to the City Manager to take and/or make the following actions:

1. Transfer of appropriations budgeted from one account classification to another account classification within the same department.
2. Transfer of appropriations from designated appropriation from one department or activity to another department or activity within the same fund.
3. Negotiate and execute the necessary contracts and related instruments, including any amendments thereto for the projects set forth in the Capital Projects Program included within the proposed budget.

**SECTION 6.** That all notices and public hearings required by law have been duly completed.

**SECTION 7.** That all provisions of the ordinances of the City of Gatesville, Texas, in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Gatesville, Texas, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**SECTION 8.** That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

**SECTION 9.** This Ordinance shall take effect from and after its passage as the law and charter in such cases provide.

**UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:**

Gary Chumley, Mayor	Aye	Nay	Abstain	Absent
Aaron Smith, Ward 1, Place 1	Aye	Nay	Abstain	Absent
Barbara Burrow, Ward 1, Place 2	Aye	Nay	Abstain	Absent
Meredith Rainer, Ward 1, Place 3	Aye	Nay	Abstain	Absent
Joe Patterson, Ward 2, Place 4	Aye	Nay	Abstain	Absent
Greg Casey, Ward 2, Place 5	Aye	Nay	Abstain	Absent
John Westbrook, Ward 2, Place 6	Aye	Nay	Abstain	Absent

WITH \_\_\_ VOTING "AYE" AND \_\_\_ VOTING "NAY", THIS ORDINANCE IS DULY PASSED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, ON THE \_\_\_ DAY OF \_\_\_\_\_ 2024.

APPROVED:

\_\_\_\_\_  
GARY CHUMLEY, MAYOR

CORRECTLY ENROLLED:

\_\_\_\_\_  
HOLLY OWENS, CITY SECRETARY

APPROVED AS TO FORM:

\_\_\_\_\_  
VICTORIA THOMAS, CITY ATTORNEY

4872-5586-8378, v. 1



# **Budget Presentation #6 (Final) for FY 2024-2025: Budget Overview**

*Gatesville City Council Meeting*

*September 10, 2024*

*Interim City Manager Bradford Hunt*

*Interim Deputy City Manager Mike Halsema*

# Key Points

## Goals Overview:

- Improve service levels as funding allows within a balanced budget.
- Ensure employees are adequately compensated and ensure retention and recruitment goals are met.
- Maximize grant funding to improve city infrastructure and community resources.
- Ensure the city planning, permitting, and zoning functions align with potential growth opportunities, both short- and long-term.

## Assumptions Overview:

- Costs of materials, fuel, and services will continue to increase in next FY, and a general assumption of 5% on most items is assumed.
- Fiber internet, along with lower general real estate costs as compared to Bell and McLennan counties, will spur growth opportunities in the next several fiscal years.
- Infrastructure improvement challenges will require creative solutions in long-term planning, assessment of fees, and diverse grant funding opportunities.

# Ad Valorem Tax Rate Review, and Revenue & Expense Comparison

We are proposing to maintain the Total Tax Rate at 56.0000. For the first time in several years, our proposed tax rate does not exceed the Voter Approval Rate for the coming Fiscal Year (see chart below).

Fiscal Year	Total Tax Rate	M&O Rate	Debt Rate	No-New- Revenue Rate	Voter Approval Tax Rate	De Minimis Rate
2024-25	0.560000	0.506954	0.053046	0.539678	0.563779	0.634188
2023-24	0.560000	0.510405	0.049595	0.674138	0.535976	0.611162
2022-23	0.560000	0.525613	0.034387	0.468395	0.495961	0.575004
2021-22	0.5433	0.5043	0.0390	0.5397	0.5433	0.54050
2020-21	0.5500	0.3201	0.2399	0.5509	0.6588	0.76020
2019-20	0.5600	0.4017	0.1583	0.5484	0.6075	-

The following table presents a general overview of the proposed revenues and expenditures for the FY 2025 budget compared to the FY 2024 approved budget.

Fund	Adopted FY24 Revenues	Proposed FY25 Revenues	Change
Water and Sewer	\$ 21,635,743	\$ 19,415,936	\$ (2,219,807)
General Fund	8,051,392	8,628,968	577,576
Debt Service	289,944	299,473	9,529
Motel Occupancy (HOT)	235,051	158,000	(77,051)
Airport	54,500	54,500	-
Cemetery Maintenance	12,000	15,000	3,000
Municipal Court Security & Technology	13,400	13,400	-
<b>TOTAL</b>	<b>\$ 30,292,030</b>	<b>\$ 28,585,277</b>	<b>\$ (1,706,753)</b>
	<b>Expenditures</b>	<b>Expenditures</b>	<b>Change</b>
Water and Sewer	\$ 21,635,743	\$ 19,415,936	\$ (2,219,807)
General Fund	8,051,392	8,628,968	577,576
Debt Service	289,944	299,473	9,529
Motel Occupancy (HOT)	235,051	155,133	(79,918)
Airport	54,500	54,500	-
Cemetery Maintenance	12,000	15,000	3,000
Municipal Court Security & Technology	13,400	5,440	(7,960)
<b>TOTAL</b>	<b>\$ 30,292,030</b>	<b>\$ 28,574,450</b>	<b>\$ (1,717,580)</b>

## General Fund Expenditures

Expenditures	2022 Actual	2023 Actual	2024 Budget	FY25 Proposed Budget
Library	\$234,401	\$239,943	\$274,596	\$290,663
Administration	\$866,943	\$1,315,895	\$1,392,747	\$1,442,994
Planning	\$147,202	\$184,471	\$183,207	\$152,200
Police, Animal Control & Code Enforcement	\$2,460,925	\$2,665,573	\$2,716,014	\$2,867,705
Court	\$176,575	\$190,423	\$199,636	\$199,062
Fire	\$296,210	\$205,161	\$312,554	\$372,758
Street	\$1,361,392	\$1,323,181	\$1,407,246	\$1,229,677
Fleet Services	\$103,406	\$115,201	\$114,477	\$148,370
Building Inspection	\$186,005	\$206,744	\$213,726	\$128,911
Parks and Recreation Division				
Parks & Recreation	\$512,747	\$705,428	\$700,640	\$851,978
Rec Mgmt Cavazos	\$0	\$0	\$0	\$371,459
Swimming Pool	\$82,704	\$98,858	\$110,405	\$124,138
Fitness Center	\$266,370	\$268,712	\$305,832	\$324,500
Total Parks and Recreation Division:	\$861,821	\$1,073,009	\$1,116,876	\$1,672,075
Civic Center	\$103,196	\$102,062	\$120,311	\$124,553
Non Departmental	\$500,000	\$730,000	\$0	\$0
<b>Total Expenditures:</b>	<b>\$7,298,075</b>	<b>\$8,351,662</b>	<b>\$8,051,392</b>	<b>\$8,628,968</b>

## Water & Sewer Fund Expenditures

Expenditures	2022 Actual	2023 Actual	2024 Budget	FY 25 Proposed Budget
Water Distribution	\$2,166,132	\$2,585,259	\$3,964,518	\$2,791,112
Water Production	\$2,306,714	\$3,626,913	\$5,341,604	\$3,171,911
Sewer	\$1,910,963	\$2,606,256	\$10,447,882	\$11,599,850
Sanitation	\$466,972	\$780,019	\$793,200	\$870,700
Transfer Expenses	\$1,400,398	\$1,113,750	\$1,088,540	\$982,363
<b>Total Expenditures:</b>	<b>\$8,251,180</b>	<b>\$10,712,198</b>	<b>\$21,635,743</b>	<b>\$19,415,936</b>

# Additions Covered During Previous Presentations

- Police, Animal Control, and Code Enforcement:
  - + \$11,044 in Software Maintenance Agreement – “Power DMS.”
- Parks & Recreation:
  - + \$4,000 Overtime – adjustment to account for proposed positions.
  - + \$4,000 Park Repairs – over-sight on previous entry/request.
- Sewer:
  - \$56,000 included in current line item(s) for Coryell County Commissioner’s Court request for assisting in offsetting the cost of a sewer line installed during new jail construction.
- Airport:
  - Placeholder for TXDOT grant to replace and upgrade existing in-ground tanks for storage of aircraft fuel.
- Cemetery:
  - + \$15,000 (accounted for in revenues/expenditures) in Management software (set up and 1st year service).
- HOT:
  - + \$10,000 for Chamber of Commerce.



# Capital Improvement Projects Expected in FY 2025

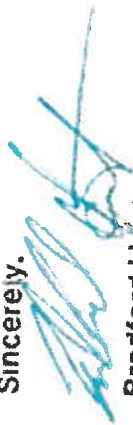
Project Description	FY25	Funding Source
Faunt Leroy Park Flooding 2018 FEMA grant	1,360,727	Grant 75% & General Capital Improvement Fund 25%
POLICE INTERCEPTOR REPLACEMENT	74,000	General Capital Improvement Fund
ANIMAL CONTROL CAB/CHASSIS REPLACEMENT	50,000	General Capital Improvement Fund
2024 FEMA DR4781 Flooding Parks and Streets		Grant 75% & General Capital Improvement Fund 25%
FITNESS CENTER WEIGHT EQUIPMENT	21,799	General Capital Improvement Fund
<b>Total General Capital Fund Projects</b>	<b>1,506,526</b>	
FIRE SCBA REPLACEMENTS (multi year)	49,765	
ZERO TURN MOWER	11,000	General Fund Operating Cash
PARK & REC FLEET ADDITION	38,565	5 year financing in operating budget
FIRE STATION DRIVEWAY REPLACEMENT (multi year)	18,000	General Fund Operating Cash
<b>Total General Fund Operating</b>	<b>117,330</b>	
Replace Airport Fuel System	-	TxDOT Aviation grant TBD
<b>Total Airport</b>	<b>-</b>	
STILLHOUSE WASTEWATER TREATMENT PLANT REHAB	8,000,000	existing TWDB bond funds
HUGHES ELEVATED STORAGE TANK (PART OF PHASE 1)	778,000	80/20 Grant funding
EASTERN 10" WATER TRUNKLINE PHASE 2	495,987	Current utility funding
REPLACE SHADY LANE WATER LINE AND DRAINAGE IMPROVEMENTS	35,000	Potential FEMA DR4781.75/25
WATER PRODUCTION & WHOLESALE SYSTEM REHAB PHASE 1		TBD WSC and Bond funding
WATER PRODUCTION FLEET ADDITION	44,000	5 year financing in operating budget
WATER PRODUCTION REPLACEMENT BOAT	19,922	Current utility revenues
WATER PRODUCTION MOWER	11,000	
BROWN PARK SEWER LINE RELOCATE	550,000	FEMA 75/25
LEON SEWER LINE REPLACEMENT	559,200	GRANT CAPPED AT \$466K
MANHOLE REHABILITATION	50,000	Current Utility Revenues
<b>Total Water and Sewer Projects</b>	<b>10,543,109</b>	
<b>Total Citywide Projects</b>	<b>\$ 12,166,965</b>	

# Conclusion

It is my hope that the Mayor and Council, as well as our citizens, find this to be a responsible and priority-driven budget proposal that exhibits a successful path to meeting our goals. I am pleased to propose that we levy no new taxes and maintain the current property tax rate at 0.56000, below the Voter-Approval Rate. While we address the many challenges before us, we work to ensure that we maintain the level of service our citizens expect and deserve, all while continuing sound fiscal management practices to guide our planning for the future.

It is my honor to collaborate with the staff, Mayor, and Council on this process and I thank each one of them for their valuable input, time, and effort in developing and adopting the FY 2025 Budget.

Sincerely,



Bradford Hunt  
Interim City Manager



**Agenda Item # 9**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Mike Halsema, Deputy City Manager

**Agenda Items:** possible action regarding Resolution 2024-102 which ratifies the property tax increase reflected in the adopted budget for Fiscal Year 2024-2025.

**Information:**

Local Government Code Section 102.007(c) mandates a separate, record vote by the city's governing body to ratify the property tax revenue increase reflected in the budget if the budget raises more property tax revenue than was generated in the previous year. The language of the statute is a bit confusing as it applies to any budget that raises more property tax revenue than was raised the prior year but then requires the governing body to ratify the "property tax increase" rather than the tax revenue increase. Regardless, the action is required by state law. This vote is in addition to and distinct from the vote to adopt the budget or the vote required to set the tax rate.

**Financial Impact:** None.

**Staff Recommendation:**

The staff recommends the approval of Resolution 2024-102 which complies with the mandatory requirement of section 102.007(c) of the Texas Local Government Code by ratifying the property tax increase reflected in the adopted budget for Fiscal Year 2024-2025.

**Motion:**

I move to approve Resolution 2024-102 which ratifies the property tax increase reflected in the City's adopted Fiscal Year 2024-2025 budget, which is a budget that raises more property tax revenue than was generated the previous year.

**ROLL CALL VOTE IS REQUIRED**

**Attachments:**

Resolution 2024-102

**Staff Contacts:**

Mike Halsema, Deputy City Manager [mhalsema@gatesvilletx.com](mailto:mhalsema@gatesvilletx.com)

**RESOLUTION NO. 2024-102**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE CITY'S ADOPTED FISCAL YEAR 2024-2025 BUDGET, WHICH IS A BUDGET THAT WILL REQUIRE RAISING MORE REVENUE FROM PROPERTY TAXES THAN IN THE PREVIOUS YEAR; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, Texas Local Government Code §102.007(c) requires that adoption of a budget that raises more property tax revenue than was generated the previous year requires a record vote of the City Council to ratify the property tax increase reflected in the budget in addition to and separate from the record votes to approve the ordinance adopting the annual budget and the ordinance adopting the tax rate for the current tax year; and

**WHEREAS**, the City Council has adopted the 2024-2025 fiscal year budget, which will require raising more revenue from property taxes than last year's budget; and

**WHEREAS**, the City Council of the City of Gatesville, Texas, desires to ratify the property tax increase reflected in the adopted 2023-2024 Fiscal Year Budget.

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

**SECTION 1.** The property tax increase reflected in the adopted 2024-2025 Fiscal Year Budget, which is a budget that will require raising more revenue from property taxes than the previous year, is hereby ratified.

**SECTION 2.** This Resolution shall take effect immediately from and after its passage, as the law and charter in such cases provides.

**UPON CALLING FOR A VOTE FOR APPROVAL OF THIS RESOLUTION, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:**

Gary Chumley, Mayor	Aye	Nay	Abstain	Absent
Aaron Smith, Ward 1, Place 1	Aye	Nay	Abstain	Absent
Barbara Burrow, Ward 1, Place 2	Aye	Nay	Abstain	Absent
Meredith Rainer, Ward 1, Place 3	Aye	Nay	Abstain	Absent
Joe Patterson, Ward 2, Place 4	Aye	Nay	Abstain	Absent
Greg Casey, Ward 2, Place 5	Aye	Nay	Abstain	Absent
John Westbrook, Ward 2, Place 6	Aye	Nay	Abstain	Absent

WITH \_\_\_ VOTING "AYE" AND \_\_\_ VOTING "NAY", THIS RESOLUTION IS DULY PASSED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, ON THE \_\_\_ DAY OF \_\_\_\_\_ 2024.

ATTEST:

APPROVED:

\_\_\_\_\_  
Holly Owens, City Secretary

\_\_\_\_\_  
Gary Chumley, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Victoria W. Thomas, City Attorney  
4872-3823-9450, v. 1



## Agenda Item # 12

### CITY COUNCIL MEMORANDUM

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Mike Halsema, Deputy City Manager

**Agenda Item: Discussion regarding approval of Ordinance 2024-08 levying a tax rate for Fiscal Year 2024-25.**

**Information:**

At the August 13, 2024 City Council Meeting, the City Council took action to propose a tax rate of \$0.5600 per \$100 of taxable assessed valuation. The proposed tax rate is equal the current FY 2023-2024 tax rate, higher than the No-New-Revenue tax rate of \$0.539678, lower than the Voter-Approval tax Rate of \$0.563779, and lower than the De Minimis Rate \$0.634188 per \$100 of taxable assessed valuation. The No-New-Revenue, Voter-Approval, and De Minimis tax rates were calculated by the Coryell County Tax Assessor and Collector Justin Carothers. Although the actual tax rate proposed to be adopted is the same tax rate as we had last fiscal year, this tax rate is higher than the no-new-revenue rate (which is the rate we would have to charge to bring in the same amount of tax revenue we brought in last year) because applying this tax rate in FY2025 will bring in more tax revenue than it did in FY2024. This difference can usually be attributed to additional properties being added to the tax rolls for FY2025 and also to increases in property values for the new fiscal year.

According to the budget calendar, the date scheduled to adopt the tax rate is Sept 10, 2024. Approval of the tax rate requires a 60% majority vote. The Public Hearing to hear comments on the FY 2024 Tax Rate is also scheduled for the September 10th meeting.

**Financial Impact:** N/A

**Staff Recommendation:** The staff recommends the approval of Ordinance 2024-08 adopting and levying a tax rate of \$0.5600 per \$100 of taxable assessed valuation for Fiscal Year 2024-25.

**Motion:** THE TEXT BELOW IN BOLD IS EXACT MOTION LANGUAGE REQUIRED BY STATE LAW WHEN THE ADOPTED RATE EXCEEDS THE NO-NEW-REVENUE RATE:

**“I make a motion that the property tax rate be increased by the adoption of a tax rate of \$0.56000, which is effectively a 3.77 percent increase in the tax rate” and that we approve Ordinance 2024-08 adopting and levying a tax rate of \$0.56000 per \$100 of taxable assessed value for Fiscal Year 2024-2025.**

**ROLL CALL VOTE IS REQUIRED**

**Attachments:**

Tax Rate Adoption and Levy Ordinance 2024-08

**Staff Contacts:** Mike Halsema, Interim Deputy City Manager [mhalsema@gatesvilletx.com](mailto:mhalsema@gatesvilletx.com)

**ORDINANCE NO. 2024-08**

**AN ORDINANCE OF THE CITY OF GATESVILLE ADOPTING AN AD VALOREM TAX RATE FOR FISCAL YEAR 2024-2025 AND LEVYING THE AD VALOREM TAXES FOR THE YEAR 2024 AT A RATE OF \$0.5600 PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF GATESVILLE AS OF JANUARY 1, 2024, TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR AN INTEREST AND SINKING FUND FOR ALL OUTSTANDING DEBT OF THE CITY OF GATESVILLE; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, following public notice duly posted and published in all things as required by law, a public hearing was held by and before the City Council of the City of Gatesville, the subject of which was the adoption of the proposed tax rate for the City of Gatesville for Fiscal Year 2024-2025, submitted by the City Manager in accordance with the provision of law; and

**WHEREAS**, the City Council, upon full consideration of the matter, is of the opinion that the tax rate hereinafter set forth is proper and should be approved and adopted;

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

**SECTION 1.** There is hereby adopted for fiscal year 2024-2025 and levied for the year 2024 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Gatesville, and not exempt by the Constitution of the State and valid State laws, a tax of \$0.5600 on each one hundred dollars (\$100) assessed valuation of taxable property, and shall be apportioned and distributed as follows:

- (a) For the purpose of maintenance and operation, defraying the current expenditures of the municipal government of the City of Gatesville, a tax of \$0.506954 on each one hundred dollars (\$100) assessed value on all taxable property.
- (b) For the purpose of creating a sinking fund to pay the interest and principal maturities of all outstanding debt of the City of Gatesville, not otherwise provided for, a tax of \$0.053046 on each one hundred dollars (\$100) assessed value of taxable property within the City of Gatesville and shall be applied to the payment of interest and maturities of all such outstanding debt.

**SECTION 2. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**



**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.73 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$13.49.**

**SECTION 3.** All ad valorem taxes shall become due and payable on October 1, 2024, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2025. There shall be no discount for payment of taxes prior to February 1, 2025. A delinquent tax shall incur all penalty and interest authorized by law, to wit:

- (a) A penalty of six percent on the amount of the tax for the first calendar month it is delinquent, plus one percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent.
- (b) Provided, however, a tax delinquent on July 1, 2025, incurs a total penalty of twelve percent of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent for each month or portion of a month the tax remains unpaid. Taxes for the year 2024 and taxes for all future years that become delinquent on or after February 1 but not later than May 1, that remain delinquent on July 1 of the year in which they become delinquent, incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and 33.07, as amended. Taxes assessed against tangible personal property for the year 2024 and for all future years that become delinquent on or after February 1 of a year incur an additional penalty on the later of the date the personal property taxes become subject to the delinquent tax attorney's contract, or 60 days after the date the taxes become delinquent, such penalty to be in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 33.11. Taxes for the year 2024 and taxes for all future years that remain delinquent on or after June 1 under Texas Property Tax Code Sections 26.075(j), 26.15(e), 31.03, 31.031, 31.032, 31.033, 31.04, or 42.42 incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty, and interest due, pursuant to Texas Property Tax Code Section 6.30 and Section 33.08, as amended.

**SECTION 4.** The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

**SECTION 5.** The tax roll as presented to the City Council, together with any supplements thereto, be and the same are hereby approved.

**SECTION 6.** All ordinances of the City of Gatesville in conflict with the provisions of this Ordinance be, and the same are hereby, repealed and all other provisions of the ordinances of the City of Gatesville not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**SECTION 7.** That should any sentence, paragraph, subdivision, clause, phrase, or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid.

**SECTION 8.** This ordinance shall take effect immediately from and after its passage, as the law and charter in such cases provide.

**UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:**

Gary Chumley, Mayor	Aye	Nay	Abstain	Absent
Aaron Smith, Ward 1, Place 1	Aye	Nay	Abstain	Absent
Barbara Burrow, Ward 1, Place 2	Aye	Nay	Abstain	Absent
Meredith Rainer, Ward 1, Place 3	Aye	Nay	Abstain	Absent
Joe Patterson, Ward 2, Place 4	Aye	Nay	Abstain	Absent
Greg Casey, Ward 2, Place 5	Aye	Nay	Abstain	Absent
John Westbrook, Ward 2, Place 6	Aye	Nay	Abstain	Absent

**WITH \_\_\_ VOTING "AYE" AND \_\_\_ VOTING "NAY", AND AT LEAST 60% OF THE MEMBERS OF THE GOVERNING BODY VOTING IN FAVOR OF THE ORDINANCE, THIS ORDINANCE IS DULY PASSED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS ON THIS THE \_\_\_ DAY OF SEPTEMBER, 2024.**

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
**VICTORIA THOMAS, CITY ATTORNEY**  
 4872-8746-1082, v. 1

\_\_\_\_\_  
**GARY M. CHUMLEY, MAYOR**

**CORRECTLY ENROLLED:**

\_\_\_\_\_  
**HOLLY OWENS, CITY SECRETARY**



## Agenda Item # 13

### CITY COUNCIL MEMORANDUM

**Date:** September 10, 2024

**To:** Mayor & City Council

**From:** Brad Hunt, City Manager

**Agenda Item:** Discussion regarding repealing and replacing Chapter 18 (Fees), Section 18-1 (Fee Schedule) of the City of Gatesville Code of Ordinances.

**Information:**

As part of the FY 2025 budget process, Department Heads who assessed fees based on statutes or ordinances reviewed their fee structure to determine if it covered the cost of service. Department Heads also benchmarked the City of Gatesville's fee schedule against other cities in Central Texas (to compare what we were charging versus what they were charging for the same service).

This final Fee Schedule includes the changes discussed at the last Council meeting regarding the Civic Center fees and water & sewer tap fees.

**Financial Impact:** N/A

**Staff Recommendation:**

The staff recommends approving Ordinance 2024-09 on repealing and replacing Chapter 18 (Fees), Section 18-1 (Fee Schedule) of the City of Gatesville Code of Ordinances.

**Motion:** I make a motion to approve Ordinance 2024-09 of the City of Gatesville, Texas repealing and replacing Chapter 18, "Fees", Section 18-1, "Fee Schedule" of the Code of Ordinances of City of Gatesville.

**Attachments:**

- Ordinance 2024-09
- Exhibit "A" Chapter 18 fines and fees
- Fines & Fees Presentation

**Staff Contacts:**

Brad Hunt, City Manager [bhunt@gatesvilletx.com](mailto:bhunt@gatesvilletx.com)

Mike Halsema, Deputy City Manager [mhalsema@gatesvilletx.com](mailto:mhalsema@gatesvilletx.com)

**CITY OF GATESVILLE, TEXAS  
ORDINANCE NO. 2024-09**

**AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS REPEALING AND REPLACING CHAPTER 18 "FEES", SECTION 18-1 "FEE SCHEDULE" OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Gatesville has set forth its master fee schedule in Section 18-1 of Chapter 18 of the Code of Ordinances of the City; and

**WHEREAS**, the City Council, from time to time, amends various portions of that master fee schedule to comply with changing laws and circumstances; and

**WHEREAS**, City staff has recommended, and the Council finds it to serve the general welfare of the City to repeal and replace the City's master fee schedule;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS THAT:**

**SECTION 1.** Chapter 18 "Fees", Section 18-1 "Fee Schedule" of the City of Gatesville, Texas Code of Ordinances is hereby repealed and replaced in its entirety to read as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

**SECTION 2.** All ordinances, orders and resolutions heretofore passed and adopted by the City Council of the City of Gatesville, Texas are hereby repealed to the extent said ordinances, orders or resolutions, or parts thereof, are in conflict herewith.

**SECTION 3.** If any section, article, paragraph, sentence, clause, phrase or work in this Ordinance or application thereto any person or circumstances is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 4.** This Ordinance shall become effective from and after the date of its passage in accordance with law.

The foregoing Ordinance No. 2024-09 was read the first time August 27th and passed to the second reading on the 3rd day of September 3, 2024.

The foregoing Ordinance No. 2024-09 was read the second time on September 3rd, and passed to the third reading on the 10th day of September, 2024.

The foregoing Ordinance No. 2024-09 was read the third time and was passed and adopted as an Ordinance of the City of Gatesville, Texas this 10th day of September, 2024 and will take effect October 1, 2024.

**CITY OF GATESVILLE, TEXAS**

By: \_\_\_\_\_  
Gary M. Chumley, Mayor

**APPROVED AS TO FORM:**

**ATTESTED:**

\_\_\_\_\_  
Victoria Thomas, City Attorney

\_\_\_\_\_  
Holly Owens, City Secretary

# Exhibit A

## Sec. 18-1. Fee schedule.

Description	Fee
<b>Animal Control</b>	
Impoundment fee for impounded animals	Impoundment fee for impounded animals
Daily care fee for impounded animals	Daily care fee for impounded animals
Quarantine fee for impounded animals	Quarantine fee for impounded animals
Surrender fee for impounded animals	Surrender fee for impounded animals
Adoption fee for impounded animals	Adoption fee for impounded animals
Euthanasia fee for impounded animals	Euthanasia fee for impounded animals
Kennel/multi-pet annual permit	Kennel/multi-pet annual permit
Application fee for permit to raise, keep, and maintain livestock and/or fowl on a tract of land smaller than five acres (includes initial inspection)	\$50
Reinspection fee for livestock and/or fowl on a tract of land smaller than five acres	\$25
Animal license fee	Animal license fee
Fee on surrendered animals who are not up to date on shots	\$12

### Airport

Rental fee for city municipal airport hangar #1 through #12	Rental fee for city municipal airport hangar #1 through #12
Rental fee for city municipal airport hangar #13 through #22	Rental fee for city municipal airport hangar #13 through #22
Rental fee for the city municipal airport maintenance hangar	Rental fee for the city municipal airport maintenance hangar
Airplane ramp parking fee (airplanes may be parked on the ramp for a period of 14 days at no charge. After 14 days, a fee will be imposed on the owner until the airplane is removed.)	Airplane ramp parking fee (airplanes may be parked on the ramp for a period of 14 days at no charge. After 14 days, a fee will be imposed on the owner until the airplane is removed.)

### Building Inspections and Building Regulations

New single-family residential construction fees for permits for the structure, electrical, mechanical, plumbing, certificate of occupancy, and plans review. (This does not include permits for fences, storage buildings, accessory structures, lawn irrigation, whole house water softener units, or swimming pools.)

0 - 1,500 SF	\$785
1,501 - 10,000 SF	\$785 for first 1,500 SF plus \$0.35 for each additional SF to and including 10,000 SF
over 10,001 SF	\$3760 for the first 10,000 plus \$0.15 for each additional SF over 10,000 SF
\$ 150 plus 10% per plan or address	

Approved plan are altered and additional plan is required.

Remodel and add-on to single-family residential construction (This does not include permits for fences, storage buildings, accessory structures, lawn irrigation, whole house water softener units, or swimming pools.)

\$0.20 per square foot based on the total square footage under the roof not less than \$200 ( does not include trade permit if needed)

Fees for New or Remodel Commercial building and Multi-family permits (Fees will include both Plan Review & Inspection)

#### Commercial and Multi-Family Construction Plan Review Table

Valuation	Fee
\$1.00 to \$10,000.00	\$ 50.00
\$10,001.00 to \$25,000.00	\$ 70.69 for the 1st \$10,000.00 plus \$5.46 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$152.59 for the first \$25,000.00 plus \$3.94 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$251.09 for the first \$50,000.00 plus \$2.73 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$387.69 for the first \$100,000.00 plus \$2.19 for each additional \$1,000.00
\$500,001.00 to 1,000,000.00	\$1,263.59 for the first \$500,000.00 plus \$1.85 for each additional \$1,000.00
1,000,001.00 and up	\$2,188.59 for the first \$1,000,000.00 plus \$1.23 for each additional \$1,000.00

Manufactured Homes (includes all trade permits needed)

\$400

**Commercial and Multi-Family Construction Inspection Table**

Valuation	Fee
\$1.00 to \$10,000.00	\$ 76.92
\$10,001.00 to \$25,000.00	\$ 108.75 for the 1st \$10,000.00 plus \$8.40 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$234.75 for the first \$25,000.00 plus \$6.06 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$386.25 for the first \$50,000.00 plus \$4.20 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$596.25 for the first \$100,000.00 plus \$3.36 for each additional \$1,000.00
\$500,001.00 to 1,000,000.00	\$1,940.25 for the first \$500,000.00 plus \$2.85 for each additional \$1,000.00
1,000,001.00 and up	\$3365.25 for the first \$1,000,000.00 plus \$1.89 for each additional \$1,000.00

Commercial Signs Permits

\$ 150

**Fees for Commercial building permits**

Valuation	Fee
\$1.00 to \$10,000.00	\$ 76.92
\$10,001.00 to \$25,000.00	\$ 108.75 for the 1st \$10,000.00 plus \$8.40 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$234.75 for the first \$25,000.00 plus \$6.06 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$386.25 for the first \$50,000.00 plus \$4.20 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$596.25 for the first \$100,000.00 plus \$3.36 for each additional \$1,000.00
\$500,001.00 to 1,000,000.00	\$1,940.25 for the first \$500,000.00 plus \$2.85 for each additional \$1,000.00
1,000,001.00 and up	\$3365.25 for the first \$1,000,000.00 plus \$1.89 for each additional \$1,000.00

Pools, Storage Buildings, Decks, Lawn Irrigation, Fences, Signs, Carports, Patios, Pergola, Garage, Awning, Drive way (Non-Living Space)

\$100.00

Fees for stand-alone building permits Roofing, Plumbing, Electrical, and Mechanical (each)

\$100.00

Solar Panels

\$160.00

**Note:**

{1} Mechanical—Air conditioning, heating, ventilation, exhaust and refrigeration systems.

{2} Plumbing—All connections to a water or sewerage system. Gas pip systems are to be permitted separately.

The plumbing fee column shall be used for gas piping systems.

(3) Reinspection Fee:

1st Reinspection \$75.00  
Each Additional \$100.00

Fee for moving any building or structure

\$100

Underground Fire Alarm Permit

Plan Review

\$200.00

Plan Inspection

\$250.00

Commercial building and Multi-family Fire Alarm & Fire Sprinkler System (Fees will include both Plan Review & Inspection)

Plan Review Table By Valuation	
Less than \$6,250.00	\$200.00
\$6,250.00 to \$250,00.00	\$300.00
\$251,000.00 to \$500,000.00	\$425.00
\$501,000.00 to \$1,000,000.00	\$550.00
\$1,001,000 to \$3,000,000.00	\$800.00
\$3,001,000.00 to \$6,000,000.00	\$1,200.00
\$6,000,000.00 and up	\$1,200.00 plus \$0.38 for each additional \$1,000.00
Inspection Table by Valuation	
Less than \$6,250.00	\$300.00
\$6,250.00 to \$250,00.00	\$425.00
\$251,000.00 to \$500,000.00	\$525.00
\$501,000.00 to \$1,000,000.00	\$675.00
\$1,001,000 to \$3,000,000.00	\$950.00
\$3,001,000.00 to \$6,000,000.00	\$1,425.00
\$6,000,000.00 and up	\$1425.00 plus \$0.38 for each additional \$1,000.00

Streets, Sidewalks, and Other Public Places  
 Fee for street cutting (must be inspected by city personnel)

\$100.00

**Cemetery Fees**

Cemetery Plot (Resident & Non-resident) \$250  
 Perpetual Maintenance Fee \$250  
 2nd Internment Right for Cremains  
 Cremains Interment (Opening & Closing)  
 Cremains Disinterment  
 Cemetery Transfer (Owner/Location)

\$750

\$75

\$100

\$100

\$25 per space

**Civic Center and Auditorium**

**Civic center rental**

**General Public Fee      Non Profit**

Large Room M-Th (6am-1am)      \$500      \$375  
 Large Room Fri or Sun (6am-1am)      \$750      \$450  
 Large Room Sat (6am-1am)      \$1500      \$750  
 Large Room Full Weekend (Friday 5pm-Sunday 5pm)      \$2500      \$1250  
 Small Room M-F (6am-1am)      \$ 150      \$100  
 Small Room M-F (partial day)      \$15/ hour      \$10/hour  
 Small Room Sat -Sun (6am-1am)      \$ 200      \$100  
 Security deposit      \$500  
 Security (if alcohol is served)      \$50/hour per officer  
 Charge per hour after 1AM      \$200 hour + security  
 Use/set up of stage      \$100      \$50  
 Use/set up of dancefloor      \$100      \$50  
 Use of AV system      \$100      \$50  
 Barn w/Outdoor Bathrooms      \$150  
 Barn w/Indoor Bathrooms & Kitchen      \$200  
 Kitchen ONLY - Weekend Use      \$75  
 Kitchen ONLY - Weekday Use      \$50

**Auditorium**

**General Public Fee      Nonprofit**

M-Th (8am-11pm)      \$50      \$50  
 Fri-Sun (8am-11pm)      \$200      \$100  
 Security deposit      \$100

**Events At Civic Center**

Breakfast with Santa      \$25

**Vendor Events Hosted by Civic Center**

Indoor      \$50  
 Barn      \$40  
 Parking Lot      \$40  
 Food Truck      \$40

**Licenses, Permits and Miscellaneous fees**

**Licenses, Permits and Miscellaneous fees**

Residential Alarm permit (year)	Residential Alarm permit (year)
Commercial Alarm permit (year)	Commercial Alarm permit (year)
Service fee for each subsequent false alarm notification after the fifth false alarm notification during any 12-month period (the first five false alarm notifications during any 12-month period are free)	Service fee for each subsequent false alarm notification after the fifth false alarm notification during any 12-month period (the first five false alarm notifications during any 12-month period are free)
Permit fee for a circus or carnival	Permit fee for a circus or carnival
90 day license fee for an itinerant vendor license	\$50 per vendor
90 day license fee for a peddler license	90 day license fee for a peddler license
90 day license fee for a solicitor license	90 day license fee for a solicitor license
Annual license fee for a sexually oriented business license, new or renewal	Annual license fee for a sexually oriented business license, new or renewal
Annual license fee for a sexually oriented business employee license, new or renewal	Annual license fee for a sexually oriented business employee license, new or renewal
Fee for return of property seized by the city police department (abandoned vehicles and property obstructing traffic)	Fee for return of property seized by the city police department (abandoned vehicles and property obstructing traffic)
Off duty officer security (per hour), with vehicle additional \$25	\$50 \$75 w/vehicle
TABC application fee	\$60
Code enforcement lien interest rate (per year)	10%

**Library**

Material late fees (2 week grace period)		\$0.25	
Copies BW 8x11		\$0.20	
Copies Color8x11		\$0.75	
Copies on cardstock		\$1	
Copies legal		\$0.75	
Fax transmit 1st page		\$5	
Fax transmit additional pages		\$1	
Fax receive		\$3	
Lost book			Replacement Cost
Damaged books repair		\$5	
Meeting room rental business per hr. (2hr min)	\$		20.00
Meeting room rental business per day (8hr)	\$		100.00
Meeting room rental non profit per hr. (2hr min)	\$		10.00
Meeting room rental non profit per day		\$50	
Organizations benefiting the library and education of children		24 meetings free before paying the nonprofit fee	
Notary services non County resident		\$6	
Notary services County resident		No Fee	
Hotspot check out		No Fee	
Hotspot late fee per day		\$10	
Hotspot lost		\$100	
Boozaar event space - Commercial		\$55	
Boozaar event space – non profit		\$25	

**Parks and Recreation**

**ATHLETICS YOUTH SPORTS:**

Adaptive Sports Registration	\$20
Flag Football, Volleyball, Soccer, Baseball, Softball	\$60
Youth Sports Late Registration	\$70
Youth Sports Refund	(\$47.50)
Baseball/Softball Team Sponsor	\$250
Flag Football, Soccer, Volleyball Team Sponsor	\$150

**ADULT SPORTS:**

Adult Softball	\$325
Kickball League	\$250

**OTHER SPORTS:**

Disc Golf League	\$30/participant
Disc Golf Tournament	\$20/participant
Pickleball League	\$30/participant
Pickleball Tournament	\$20/participant
Racquetball Tournament	\$20/participant

**FACILITY RENTAL:**

Entire Complex	\$750/day
Individual Field	\$125/day
Individual Field hourly no lights-practice	\$20/hour
Individual Field with lights- practice	\$30/hour

**ADMISSIONS:**

Gate Fees for special events in lieu of field rental fees (optional 50/50 agreement if offered)

\$3 - \$10

**Faunt Le Roy Park:**

Fee for use of the entire park at Faunt Le Roy's Crossing	\$200 per day
Fee for use of a recreational vehicle space at Faunt Le Roy's Crossing	\$25 per day
Usage of dump station at Faunt Le Roy's Crossing	\$5 per dump

**Outdoor Swimming Pool:**

Daily Pass:	Age 0 - 3	Free
	Age 4+	\$3 per day
Season Pass:	Individual	\$40
	Family of 4	\$70
	Each Additional Family Member	\$10
Punch Card Pass: 10 - Visits		\$25

Pool Party Rental Fees	# of Participants	Hourly Charge
*GISD/Boys & Girls Club rates half of regular rates	1-40 People	\$80
	41-50 People	\$100
	51-60 People	\$120
	61-70 People	\$140
	71 & over	\$20 per 10 additional
		\$60.00 Per 4-hour Session

Swim Lessons  
 Lifeguard Instructor Certification \$350 (Gatesville class), \$400 (Out of town class)



**MISCELLANEOUS**

Team Sideline Chargeback Fee		\$20
Vendor Fee		
	<i>Ball park</i>	\$50 w/out electric hook ups per day
		\$60 w/ electric hook ups per day
	City Pool	\$100/day
	Pickleball events at Raby Park/Civic Center	\$50/day

**Gatesville Fitness Center:**

Membership Fees		Individual Paid in Full
1 Month		\$45
3 Months		\$75
6 Months		\$138
12 Months		\$252
		Individual Auto Pay Contract
6 Months		\$25 per month
12 Months		\$23 per month
		Family Paid in Full
1 Month		\$83
3 Months		\$148
6 Months		\$264
12 Months		\$462
		Family Auto Pay Contract
6 Months		\$50 per month
12 Months		\$45 per month
		Senior (55+) Paid in Full
1 Month		\$33
3 Months		\$56
6 Months		\$100
12 Months		\$172
		Senior Auto Pay Contract
6 Months		\$19 per month
12 Months		\$17 per month
One Day Pass		\$5
One Week Pass		\$15
Punch Card		\$30 for 10 Visits
Military Discount		\$25 for one month
Locker Rental		\$5 per month
Pool Party Rental		\$90 per hour
Event Fee		\$35 - \$105
Returned Check Fee		\$25
Personal Trainer Fee		\$2/Session

Fitness Center Corporate Membership Fees					
		Individual	Family		
# of Participating Employees	Discount	6 Month	12 Month	6 Month	12 Month
5-9	25%	\$103.50	\$189.00	\$198.00	\$346.50
10-14	30%	\$96.60	\$176.40	\$184.80	\$323.40
15-19	35%	\$89.70	\$163.80	\$171.60	\$300.30
20-24	40%	\$82.80	\$151.20	\$158.40	\$277.20
25-29	45%	\$75.90	\$138.60	\$145.20	\$254.10
30	50%	\$69.00	\$126.00	\$132.00	\$231.00

**Water, Sewer and Solid Waste**

Monthly service charge for garbage, refuse, trash and recycling collection and disposal for a family unit (any one family residence or apartment, or any other single-family dwelling) \$22.01

Monthly service charges for garbage, refuse, trash and rubbish collection and disposal for multi-dwelling owners and mobile home park owners who pay the garbage and trash collection charges for their tenants \$22.01 times the number of apartments or mobile home spaces

Monthly service charges for small commercial customers who do not use dumpsters \$25.30

Monthly service charge for commercial customers who do use dumpsters See table below

Dumpster Rate Schedule

Size of dumpster	Number of Garbage Pickups				
	1	2	3	4	5
2 yd	\$92.42	\$132.16	\$191.63	\$229.98	\$257.58
3 yd	\$107.73	\$197.44	\$269.36	\$350.23	\$409.00
4 yd	\$151.56	\$243.92	\$319.47	\$405.70	\$486.91
6 yd	\$187.05	\$336.83	\$510.77	\$628.25	\$747.60
8 yd	\$243.94	\$403.96	\$604.33	\$749.68	\$891.23

Commercial unit unusual accumulation/overage charge \$150 per dumpster overage

**Water and Sewer Utilities**

Deposit for water \$50, sewer \$50, and curbside garbage \$50 service to a residence, if all services provided totaling \$150. Deposits may be waived for new customers pending confirmation of 12 months of uninterrupted service and no late fees with another utility. Deposits may also be waived or refunded if customer elects auto draft a minimum of 12 months through the City's utility billing department. Deposits will be credited to customer's account pending 12 months of uninterrupted service and no late fees after the 12<sup>th</sup> consecutive month. \$150

Deposit for water and/or sewer service for commercial customers and other non-residential customers Determined individually, minimum of \$50 for water and \$50 for sewer

Bulk construction (fire plug) meter deposit Determined by current replacement meter cost

**Tap and connection charges**

**Water Connections or Taps:**

	Tap	Mtr/Box	Meter	Per ft charge
¾" meter	\$1,546.25	\$433.00	\$398.00	\$31.88
1" meter	\$1,671.85	\$545.00	\$510.00	\$32.18
1½" meter	\$2,207.22	\$1,084.41	\$1,014.00	\$33.88
2" meter	\$2,315.60	\$1,270.41	\$1,200.00	\$34.75

Standard tap fee covers up to 40 feet. If the tap requires more than 40 feet of material the customer will be charged for each additional foot.

Minimum charge of \$1,767 for connection taps, plus front footage. Per foot Charge \$43.18

Standard tap fee covers up to 40 feet. If the tap requires more than 40 feet of material the customer will be charged for each additional foot.

**Sewer connections or taps:**

The minimum charge shall apply to four-inch taps only. The additional cost of larger taps shall be paid by the customer.

A sewer tap shall include all the cost of tapping, cost of sewer pipe, wyes and other materials needed to extend service to the nearest property or easement line, and the cost of street repairing whenever required.

**Exception:** For sewers in business areas, or where deep-cut connections are involved, estimates of cost will be furnished upon request. Such estimated cost must be deposited with the city before work is done.

**Monthly Water and Sewer Rates**

**RESIDENTIAL INSIDE WATER RATES**

Base monthly charge	
3/4	\$24.21
1	\$30.67
1 1/2	\$46.81
2	\$66.17
NEW CONST.	\$24.21

PER 1,000 GAL	
0-5K	\$3.34
6K-15K	\$3.67
16K-30K	\$4.07
31K PLUS	\$4.45

**RESIDENTIAL OUTSIDE WATER RATES**

Base monthly charge	
3/4	\$36.32
1	\$46.01
1 1/2	\$70.22
2	\$99.26
NEW CONST.	\$36.32

PER 1,000 GAL	
0-5K	\$5.01
6K-15K	\$5.51
16K-30K	\$6.11
31K PLUS	\$6.68

**COMMERCIAL INSIDE WATER RATES**

Base monthly charge	
3/4	\$22.27
1	\$35.34
1 1/2	\$68.00
2	\$107.19
3	\$198.65
4	\$329.30
PER 1,000 GAL	\$3.34

COMMERCIAL OUTSIDE WATER RATE

Base monthly charge	
3/4	\$33.41
1	\$53.01
1 1/2	\$102.00
2	\$160.79
3	\$297.98
4	\$493.95
PER 1,000 GAL	\$5.01

SPRINKLER INSIDE WATER RATES

Base monthly charge	
3/4	\$11.13
1	\$17.66
1 1/2	\$33.99
2	\$53.57
3	\$99.28

PER 1,000 GAL	
0-5K	\$3.34
6K-15K	\$3.67
16K-30K	\$4.07
31K PLUS	\$4.45

SPRINKLERS OUTSIDE WATER RATE

Base monthly charge	
3/4	\$16.70
1	\$26.49
1 1/2	\$50.98
2	\$80.37
3	\$148.92

PER 1,000 GAL	
0-5K	\$5.01
6K-15K	\$5.51
16K-30K	\$6.11
31K PLUS	\$6.68

STOCK WATER INSIDE WATER RATES

Base monthly charge	
3/4	\$11.13
1	\$17.66
1 1/2	\$33.99
2	\$53.57
3	\$99.28

PER 1,000 GAL	\$3.34
---------------	--------

STOCK WATER OUTSIDE WATER RATE

Base monthly charge	
3/4	\$16.70
1	\$26.49
1 1/2	\$50.98
2	\$80.37
3	\$148.92

PER 1,000 GAL	\$5.01
---------------	--------

NEW CONSTRUCTION INSIDE

Base monthly charge (ALL)	\$24.75
---------------------------	---------

PER 1,000 GAL	\$3.34
---------------	--------

NEW CONSTRUCTION OUTSIDE

Base monthly charge (ALL)	\$37.13
---------------------------	---------

PER 1,000 GAL	\$5.01
---------------	--------

BULK CONSTRUCTION

Base monthly charge	
2"	\$107.19
PER 1,000 GAL	\$3.34

TDCJ

Base monthly charge	
2	\$107.19
6	\$655.92
10	\$1,505.16

PER 1,000 GAL	\$3.34
---------------	--------

WORSHIP CENTER INSIDE

Base monthly charge (ALL)	\$20.00
---------------------------	---------

PER 1,000 GAL	
0-5K	\$3.34
6K-15K	\$3.67
16K-30K	\$4.07
31K PLUS	\$4.45

WORSHIP CENTER OUTSIDE

Base monthly charge (ALL)	\$30.00
---------------------------	---------

PER 1,000 GAL	
0-5K	\$5.01
6K-15K	\$5.51
16K-30K	\$6.11
31K PLUS	\$6.68

RESIDENTIAL SEWER RATES

Base monthly charge	\$11.13
---------------------	---------

PER 1,000 GAL	\$4.00
---------------	--------

Residential customer bills are based on the customer's average metered monthly water use during the months of December, January, and February. New customer's volumetric rate will be based on a city wide average of 6,000 gallons per month until a winter average is established.

COMMERCIAL SEWER RATES

Base monthly charge	\$11.13
PER 1,000 GAL	\$4.00

Commercial customer bills are based on 100% of monthly metered water usage.

TDCJ

Base monthly charge	\$381.93
PER 1,000 GAL	\$2.95

TDCJ bills are based on 100% of monthly metered sewer flows.

Admin fee for each time the city turns off water service for non-payment of the water account	\$35.00
Connect fee for each time the city turns on water service or opens a new account for any water customer	\$22.00
Transfer fee for each time an existing customer transfers water service from one house to another house	\$22.00
Minimum charge for when water is turned on for as much as ten days of a billing period, even when there is no water consumption	\$24.21

Rate schedule for the monitored group class, consisting of customers whose wastewater strength is abnormally high (this schedule replaces all charges previously made for industrial strength waste)

See information and formula below

**MONITORED GROUP**

Volume charge \$5.96 per 1,000 gal.

BOD and SS surcharge (according to the following formula):

$$S = C (BOD - 200) + (SS - 220) (8.345)(V)$$

Where:

S = Surcharge to user in dollars to be added to monthly billing for sewer.

C = Unit cost of treatment at \$/lb.

V = Monthly volume of wastewater discharged by monitored customer.

BOD = BOD strength index in mg/l.

200 = Normal BOD strength in mg/l.

SS = Suspended solids strength index in mg/l.

220 = Normal suspended solids strength in mg/l.

8.345 = Factor converting mg/l to pounds/gallons.

Monitoring charge (testing) Total cost to the city

The monitoring charge shall consist of all cost for personnel, material and equipment used to collect and analyze samples from customers' wastewater to determine the strength of the wastewater produced.

Service charge for bills for water or sewer service not paid on or before the 15th day of the month they become payable 10% of bill

Admin fee for water and/or sewer service turned off due to delinquent bills \$35

Rate for connection to the water or sewer lines or mains which are installed at the city's expense, if the water line or main is already in the ground on the lot or tract to which water connections may be made

12" main- \$49.57/ Front Foot	10" main
\$35.27/Front Foot	8"
main- \$22.76/Front Foot	
6" main- \$16.22/Front Foot	
12" main- \$28.37/Front Foot	10" main-
\$19.64/Front Foot	8" pvc-
\$17.06/Front Foot	
6" pvc- \$11.98/Front Foot	

Rate for connection to the water or sewer lines or mains which are installed at the city's expense, if the sewer line or main is already in the ground on the lot or tract to which sewer connections may be made

8" pvc- \$100.00/Linear Foot
6" pvc- \$80.00/Linear Foot

Fee for extending the water main up to the applicant's property line plus the entire right of way length of the applicant's property. If line size is bigger than 8" main fee will be determined upon request.

Fee for extending the sewer main up to the applicant's property line plus the entire right of way length of the applicant's property.

Fee determined upon request

Charge for the city to cause a renewal field test for backflow prevention assemblies to be done when the customer fails to obtain a renewal field test

Drought contingency	
Surcharge for residential water customers for the first 1,000 gallons over allocation	\$4.00
Surcharge for residential water customers for the second 1,000 gallons over allocation	\$4.50
Surcharge for residential water customers for the third 1,000 gallons over allocation	\$5.00
Surcharge for residential water customers for each additional 1,000 gallons over allocation after 3,000 gallons	\$6.00
Surcharge for master-metered multifamily residential customers for 1,000 gallons over allocation during drought up through 1,000 gallons for each dwelling unit	\$4.00
Surcharge for master-metered multifamily residential customers for each additional 1,000 gallons over allocation during drought up through a second 1,000 gallons for each dwelling unit	\$4.50
Surcharge for master-metered multifamily residential customers for each additional 1,000 gallons over allocation during drought up through a third 1,000 gallons for each dwelling unit	\$5.00
Surcharge for master-metered multifamily residential customers for each additional 1,000 gallons over allocation during drought after 3,000 gallons over allocation	\$6.00
Surcharge for nonresidential customers whose allocation during drought is 2,000 gallons through 10,000 gallons per month for the first 1,000 gallons over allocation	\$4.50 per 1,000 gallons
Surcharge for nonresidential customers whose allocation during drought is 20,000 gallons per month or more for each 1,000 gallons in excess of allocation up through five percent above allocation	Two times the block rate
Surcharge for nonresidential customers whose allocation during drought is 20,000 gallons per month or more for each 1,000 gallons in excess of allocation from five percent above allocation through ten percent above allocation	Three times the block rate
Surcharge for nonresidential customers whose allocation during drought is 20,000 gallons per month or more for each 1,000 gallons in excess of allocation from ten percent above allocation through 15 percent above allocation	Four times the block rate
Surcharge for nonresidential customers whose allocation during drought is 20,000 gallons per month or more for each 1,000 gallons in excess of allocation more than 15 percent above allocation	Five times the block rate

**CITY OF GATESVILLE, TEXAS  
ORDINANCE NO. 2024-09**

**AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS REPEALING AND REPLACING CHAPTER 18 "FEES", SECTION 18-1 "FEE SCHEDULE" OF THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Gatesville has set forth its master fee schedule in Section 18-1 of Chapter 18 of the Code of Ordinances of the City; and

**WHEREAS**, the City Council, from time to time, amends various portions of that master fee schedule to comply with changing laws and circumstances; and

**WHEREAS**, City staff has recommended, and the Council finds it to serve the general welfare of the City to repeal and replace the City's master fee schedule;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS THAT:**

**SECTION 1.** Chapter 18 "Fees", Section 18-1 "Fee Schedule" of the City of Gatesville, Texas Code of Ordinances is hereby repealed and replaced in its entirety to read as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

**SECTION 2.** All ordinances, orders and resolutions heretofore passed and adopted by the City Council of the City of Gatesville, Texas are hereby repealed to the extent said ordinances, orders or resolutions, or parts thereof, are in conflict herewith.

**SECTION 3.** If any section, article, paragraph, sentence, clause, phrase or work in this Ordinance or application thereto any person or circumstances is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 4.** This Ordinance shall become effective from and after the date of its passage in accordance with law.

The foregoing Ordinance No. 2024-09 was read the first time August 27th and passed to the second reading on the 3rd day of September 3, 2024.

The foregoing Ordinance No. 2024-09 was read the second time on September 3rd, and passed to the third reading on the 10th day of September, 2024.

The foregoing Ordinance No. 2024-09 was read the third time and was passed and adopted as an Ordinance of the City of Gatesville, Texas this 10th day of September, 2024 and will take effect October 1, 2024.

**CITY OF GATESVILLE, TEXAS**

By: \_\_\_\_\_  
**Gary M. Chumley, Mayor**

**APPROVED AS TO FORM:**

**ATTESTED:**

\_\_\_\_\_  
Victoria Thomas, City Attorney

\_\_\_\_\_  
Holly Owens, City Secretary



- City Ordinance, Chapter 18
- Fines and Fees Revisions – Reading #3



City Manager Bradford Hunt

Deputy City Manager Mike  
Halsema & Staff

City Council Meeting

September 10, 2024

# Introduction

- As part of the FY 2025 budget process, Department Heads who normally assess fees based on statutes or ordinances reviewed their fee structure to determine if it covered the cost of service. Department Heads also benchmarked the City of Gatesville's fee schedule against other cities in Central Texas (to compare what we were charging versus what they were charging for the same service).
- The staff recommends passing Ordinance 2024-09 on repealing and replacing Chapter 18 (Fees), Section 18-1 (Fee Schedule) of the City of Gatesville Code of Ordinances to the next meeting.

**Animals**

	Current	Proposed
Application fee for permit to raise, keep, and maintain livestock and/or fowl on a tract of land smaller than five acres (includes initial inspection)	\$20	\$50
Reinspection fee for livestock and/or fowl on a tract of land smaller than five acres	\$0	\$25
Fee on surrendered animals who are not up to date on shots	\$0	\$12

Adjustment based on regional comparisons

Adjustment based on cost of providing services

Adjustment based on cost of providing care to unvaccinated animals

Changes from first two readings: none

**Building Inspections and Building Regulations**

**Current**  
 New single-family residential construction fees for permits for the structure, electrical, mechanical, plumbing, certificate of occupancy, and plans review. (This does not include permits for fences, storage buildings, accessory structures, lawn irrigation, whole house water softener units, or swimming pools.)

\$0.20 per square foot based on the total square footage under the roof Not less than \$200

Approved plan are altered and additional plan is required.

\$

Remodel and add-on to single-family residential construction (This does not include permits for fences, storage buildings, accessory structures, lawn irrigation, whole house water softener units, or swimming pools.)

\$0.10 per square foot based on the total square footage under the roof Not less than \$100

Fees for New or Remodel Commercial building and Multi-family permits (Fees will include both Plan Review & Inspection)

0.25 per square foot not less than \$200.00

**Proposed**

0 - 1,500 SF	\$785
1,501 - 10,000 SF	\$785 for first 1,500 SF plus \$0.35 for each additional SF to and including 10,000 SF
over 10,001 SF	\$3760 for the first 10,000 plus \$0.15 for each additional SF over 10,000 SF
<b>\$ 150 plus 10% per plan or address</b>	

\$0.20 per square foot based on the total square footage under the roof not less than \$200 (does not include trade permit if needed)

Commercial and Multi-Family Construction Plan Review Table	
Valuation	Fee
\$1.00 to \$10,000.00	\$ 50.00
\$10,001.00 to \$25,000.00	\$ 70.69 for the 1st \$10,000.00 plus \$5.46 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$152.59 for the first \$25,000.00 plus \$3.94 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$251.09 for the first \$50,000.00 plus \$2.73 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$387.69 for the first \$100,000.00 plus \$2.19 for each additional \$1,000.00
\$500,001.00 to 1,000,000.00	\$1,263.59 for the first \$500,000.00 plus \$1.85 for each additional \$1,000.00
1,000,001.00 and up	\$2,188.59 for the first \$1,000,000.00 plus \$1.23 for each additional \$1,000.00

**Changes from first two readings: none**

Manufactured Homes (includes all trade permits needed)

\$400

Adjustment based on cost of providing services + based on regional comparisons. Moving to a one-price method, based on services from Bureau-Veritas.

Adjustment based on cost of providing services + based on regional comparisons. Moving to a one-price method, based on services from Bureau-Veritas.

Commercial and Multi-Family Construction Inspection Table	
Valuation	Fee
\$1.00 to \$10,000.00	\$ 76.92
\$10,001.00 to \$25,000.00	\$ 108.75 for the 1st \$10,000.00 plus \$8.40 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$234.75 for the first \$25,000.00 plus \$6.06 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$386.25 for the first \$50,000.00 plus \$4.20 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$596.25 for the first \$100,000.00 plus \$3.36 for each additional \$1,000.00
\$500,001.00 to 1,000,000.00	\$1,940.25 for the first \$500,000.00 plus \$2.85 for each additional \$1,000.00
1,000,001.00 and up	\$3365.25 for the first \$1,000,000.00 plus \$1.89 for each additional \$1,000.00
0 \$	150

Changes from first two readings: none

Adjustment based on cost of providing services + based on regional comparisons. Moving to a one-price method, based on services from Bureau-Veritas.

Pools, Storage Buildings, Decks, Lawn Irrigation, Fences, Signs, Carports, Patios, Pergola, Garage, Awning, Drive way (Non-Living Space)  
 Fees for stand-alone building permits Roofing, Plumbing, Electrical, and Mechanical (each)  
 Solar Panels

**Note**

- (1) Mechanical — air conditioning, heating, ventilation, exhaust and refrigeration systems.
  - (2) Plumbing — All connections to a water or sewerage system. Gas pip systems are to be permitted separately.
- The plumbing fee column shall be used for gas piping systems.
- (3) Reinspection Fee

Fee for moving any building or structure  
 Underground Fire Alarm Permit  
 Plan Review  
 Plan Inspection

\$100.00	\$100.00
\$100.00	\$160.00
1st Reinspection \$75.00	
Each Additional \$100.00	
\$100	
\$200.00	
\$750.00	

**Changes from first two readings: none**

Adjustment based on cost of providing services + based on regional comparisons. Moving to a one-price method, based on services from Bureau-Veritas.

Commercial building and Multi-family Fire Alarm & Fire Sprinkler System (Fees will include both Plan Review & Inspection)

Plan Review Table By Valuation	
Less than \$6,250.00	\$200.00
\$6,250.00 to \$250,000.00	\$300.00
\$251,000.00 to \$500,000.00	\$425.00
\$501,000.00 to \$1,000,000.00	\$550.00
\$1,001,000.00 to \$3,000,000.00	\$800.00
\$3,001,000.00 to \$6,000,000.00	\$1,200.00
\$6,000,000.00 and up	\$1,200.00 plus \$0.38 for each additional \$1,000.00
Inspection Table by Valuation	
Less than \$6,250.00	\$300.00
\$6,250.00 to \$250,000.00	\$425.00
\$251,000.00 to \$500,000.00	\$525.00
\$501,000.00 to \$1,000,000.00	\$675.00
\$1,001,000.00 to \$3,000,000.00	\$950.00
\$3,001,000.00 to \$6,000,000.00	\$1,425.00
\$6,000,000.00 and up	\$1,425.00 plus \$0.38 for each additional \$1,000.00
	\$100.00

Streets, Sidewalks, and Other Public Places  
 Fee for street cutting (must be inspected by city personnel)

\$50.00

Changes from first two readings: none

Adjustment based on cost of providing services + based on regional comparisons. Moving to a one-price method, based on services from Bureau-Veritas.

	Current	Proposed
Cemetery Plot (Resident & Non-resident)	\$250	\$750
Perpetual Maintenance Fee	\$250	\$500
2nd Interment Right for Cremains		\$75
Cremain Interment (Opening & Closing)		\$100
Cremain Disinterment		\$100
Cemetery Transfer (Owner/Location)		\$25 per space

Adjustments based on  
 cost of providing services  
 +  
 Addition of user interface  
 and management  
 software

Changes from first two readings: none



**Civic Center Rental**

	Current		Proposed		Changes since Reading #2:
	General Public Fee	Non Profit	General Public Fee	Non Profit	
Large Room M-Th (6am-1am)	\$500	\$375	\$500	\$375	\$375
Large Room Fri or Sun (6am-1am)	\$750	\$375	\$750	\$500	\$450
Large Room Sat (6am-1am)	\$1000	\$500	\$1500	\$750	\$750
Large Room Full Weekend (Friday 5pm-Sunday 5pm)	\$2000	\$750	\$2500	\$1500	\$1,250
Small Room M-F (6am-1am)	\$100	\$50	\$150	\$100	\$100
Small Room M-F (partial day)	\$10hr/\$50minimum		\$15/hr	\$10/hour	\$10/hour
Small Room Sat-Sun (6am-1am)	\$100		\$200		\$100
Security deposit	\$500		\$500		\$500
Security (if alcohol is served)	\$45/hour per officer		\$50/hour per officer		\$50/hour per ofc.
Charge per hour after 1AM	\$200 hour + security		\$200 hour + security		\$200/hour + security
Use/set up of stage	\$50	Free	\$100	\$50	\$50
Use/set up of dancefloor	\$50	Free	\$100	\$50	\$50
Use of AV system	\$50	Free	\$100	\$50	\$50
Barrn w/Outdoor Bathrooms			\$200	\$50	\$150
Barrn w/Indoor Bathrooms & Kitchen			\$300		\$200
Kitchen ONLY - Weekend Use			\$100		\$75
Kitchen ONLY - Weekday Use			\$50		\$50

**Auditorium**

	General Public Fee		Nonprofit		Events @ Civic Center
	General Public Fee	Non Profit	General Public Fee	Non Profit	
M-Th (8am-11pm)	\$50	\$50	\$50	\$50	\$25
Fri-Sun (8am-11pm)	\$100	\$50	\$200	\$100	\$50
Security deposit	\$100		\$100		\$100
Breakfast with Santa					\$25
Vendor Events Hosted by Civic Center					
Indoor					\$50
Barrn					\$40
Parking Lot					\$40
Food Truck					\$40

Changes since Reading #2:

Adjustment based on cost of providing services + Regional comparisons

Adjustment based on regional comparisons

Adjustment based on cost of providing services + Regional comparisons

Adjustment based on cost of providing services + New events

**Licenses, Permits and Miscellaneous fees**

	Current	Proposed
90 day license fee for an itinerant vendor license	\$35 per vendor	\$50 per vendor
90 day license fee for a peddler license	\$50 per peddler	\$50 per peddler
90 day license fee for a solicitor license	\$50 per solicitor	\$50 per solicitor
Off duty officer security (per hour), with vehicle additional \$25	\$45 \$70 w/vehicle	\$50 \$75 w/vehicle

\*Code Enforcement lien interest rate (per year): 10%

Adjustment based on cost of providing services + Regional comparisons (Changed to 90-day permits vs. annual)

Library	Current	Proposed
Material late fees (2 week grace period)	\$0.25	\$0.25
Meeting room rental business per hr.	\$25	\$
Meeting room rental business per day	\$150	\$
Meeting room rental non profit per hr.	\$10	\$
Meeting room rental non profit per day	\$75	\$50
Organizations benefiting the library and education of children	No Fee	24 meetings free before paying the nonprofit fee

Adjustment increased grace period

Adjustment limits private use on a repetitive basis, ensures equitable access.

Changes from first two readings: none

**Parks and Rec**

**Current**

**ATHLETICS YOUTH SPORTS:**

Adaptive Sports Registration

Youth Sports Refund

Kickball League

Gate Fees for special events in lieu of field rental fees (optional 50/50 agreement if offered)

Pool Party Rental Fees

\*GISD/Boys & Girls Club rates half of regular rates

N/A

\$3 - \$10

# of Participants  
1-40 People  
41-50 People  
51-60 People  
61-70 People  
71 & over

Hourly Charge  
\$80  
\$100  
\$120  
\$140

\$20 per 10 additional

**Proposed**

\$20

(\$47,50)

\$250

\$3 - \$10

# of Participants  
1-40 People  
41-50 People  
51-60 People  
61-70 People  
71 & over

Hourly Charge  
\$80  
\$100  
\$120  
\$140

\$20 per 10 additional

Lifeguard Instructor Certification

**MISCELLANEOUS**

Team Sideline Chargeback Fee

Vendor Fee

Ball park

City Pool

Pickleball events at Raby Park/Civic Center

Gatesville Fitness Center:

Personal Trainer Fee

\$350 (Gatesville class), \$400 (Out of town class)

\$20

\$50 w/out electric hook ups per day

\$60 w/ electric hook ups per day

\$100/day

\$50/day

\$2/Session

Adjustment based on cost of providing services + Regional comparisons

Adjustment based on cost of providing services

Changes from first two readings: none

**Water and Sewer Utilities**

**Tap and connection charges**

**Water Connections or Taps:**

	Tap	Mtr/Box	Meter
¾" meter	\$1200	\$364	\$335
1" meter	\$1350	\$483	\$454
1½" meter	\$1625	\$871	\$800
2" meter	\$1725	\$921	\$850

**Sewer connections or taps:**

Minimum charge of \$1,128 for connection taps.

The minimum charge shall apply to four-inch taps only. The additional cost of larger taps shall be paid by the customer.

A sewer tap shall include all the cost of tapping, cost of sewer pipe, wyes and other materials needed to extend service to the nearest property or easement line, and the cost of street repairing whenever required.

**Exception:** For sewers in business areas, or where deep-cut connections are involved, estimates of cost will be furnished upon request. Such estimated cost must be deposited with the city before work is done.

Tap	Mtr/Box	Meter	Per ft charge
\$1,546	\$433	\$398	\$31.88
\$1,672	\$545	\$510	\$32.18
\$2,207	\$1,084	\$1,014	\$33.88
\$2,316	\$1,270	\$1,200	\$34.75

Minimum charge of \$1,767 for connection taps.

Standard tap fee covers up to 40 feet. If the tap requires more than 40 feet of material the customer will be charged for each additional foot.

Minimum charge of \$1,767 for connection taps, plus front footage. Per foot Charge \$43.18

Standard tap fee covers up to 40 feet. If the tap requires more than 40 feet of material the customer will be charged for each additional foot.

**Changes since Reading #2:**

Adjusted to recover significantly increased cost of installation.

Rate for connection to the water or sewer lines or mains which are installed at the city's expense, if the water line or main is already in the ground on the lot or tract to which water connections may be made \$3 per front foot

Rate for connection to the water or sewer lines or mains which are installed at the city's expense, if the sewer line or main is already in the ground on the lot or tract to which sewer connections may be made \$3 per front foot

Fee for extending the water main up to the applicant's property line plus the entire right of way length of the applicant's property, if line size is bigger than 8" main fee will be determined upon request \$3 per front foot

Fee for extending the sewer main up to the applicant's property line plus the entire right of way length of the applicant's property. \$3 per front foot

12" main- \$49.57/ Front Foot
10" main- \$35.27/ Front Foot
8" main- \$22.76/ Front Foot
6" main- \$16.22/ Front Foot
12" main- \$28.37/ Front Foot
10" main- \$19.64/ Front Foot
8" pvc- \$17.06/ Front Foot
6" pvc- \$11.98/ Front Foot
8" pvc- \$100.00/ Linear Foot
6" pvc- \$80.00/ Linear Foot
Fee determined upon request

Adjusted to recover significantly increased cost of installation.

## Water and Sewer Rate Studies

- We are proposing rate studies for City water & wastewater customers and Wholesale customers to commence in October
- Wholesale water customers -Water Supply Corporations (WSC)
  - Discussions concerning critical water production infrastructure needs and funding mechanisms underway
  - FNI's "Mini-CIP" Water Improvement Plan
- City water and sewer customers
  - Water and sewer improvements needed in addition to water production improvements
  - CIP needs have changed since last rate study in 2022

## Solid Waste

- We expect to present the newly-proposed rates by the end of February.
- Fees are expected to increase.



**Agenda Item # 14**

**CITY COUNCIL MEMORANDUM**

**Date:** September 10, 2024  
**To:** Mayor & City Council  
**From:** Bradford Hunt, City Manager

**Agenda Item:** City Manager Report

The purpose of this report is to keep the public, city council, and staff informed about ongoing projects and initiatives. Please see attached report.

**Financial Impact:** n/a

**Staff Recommendation:**

n/a

**Motion:**

n/a



# City Manager Report to Council



September 10, 2024

Bradford Hunt

City Manager

# Contents

- Introduction
- Department Updates
  - City Manager
  - Public Works
  - Public Safety
  - Parks and Recreation
  - Library, Civic Center, Auditorium, Airport
  - City Hall
- Policy updates
  - No Pets In Public Buildings
  - Vehicle Inspections
- Project Updates
- Upcoming Community Events



# Introduction

This document is intended as an overall look at City of Gatesville operations from the City Manager's perspective. It is intended to concisely summarize the operations of each department within the city government and provide updates on current and future projects being undertaken by your city government. Its intended audience includes the City Council as well as all community members and stakeholders in Gatesville.

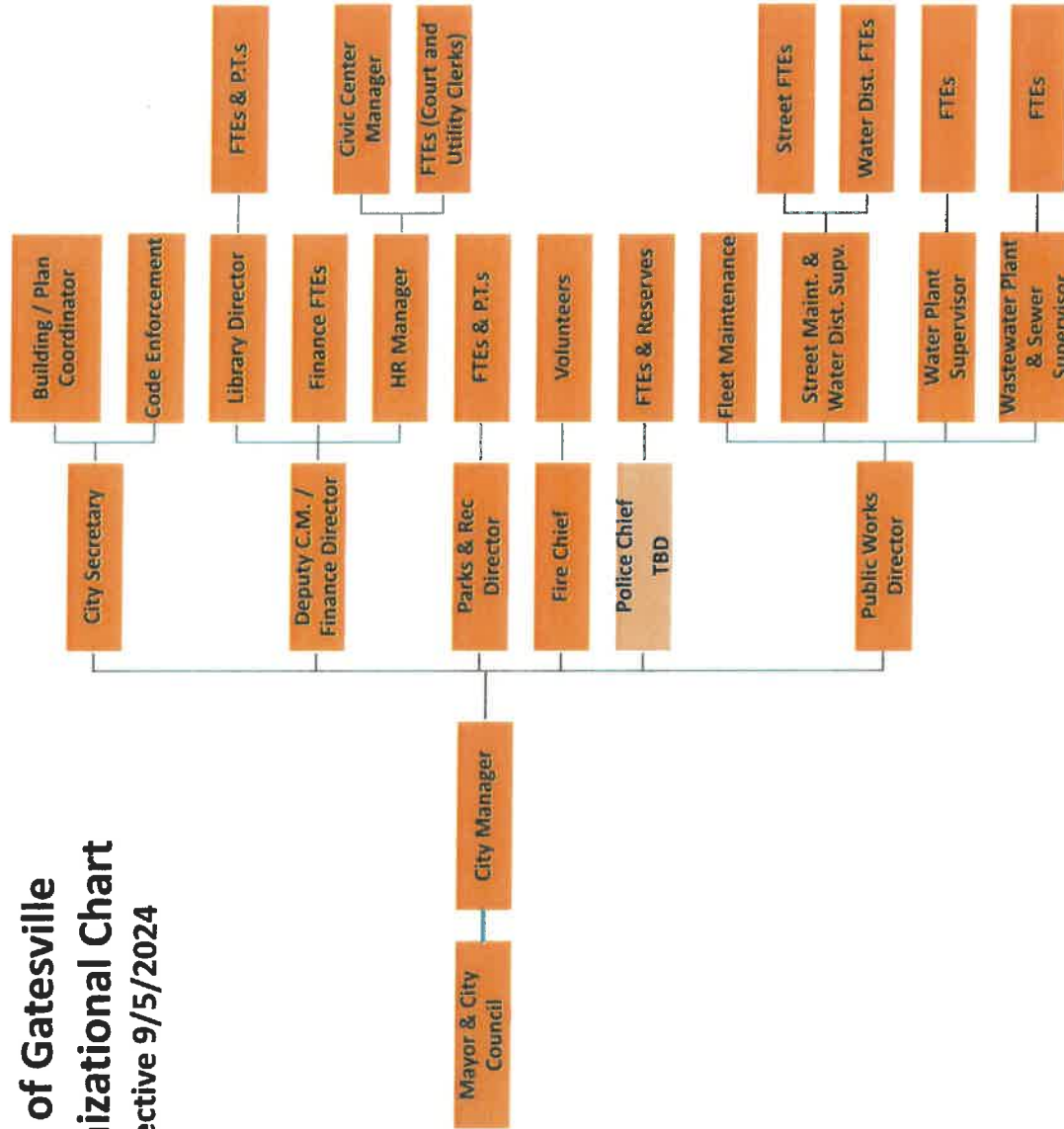
This document will be presented monthly at a City Council Meeting, then published on our website. Please call me at 254.220.4628, or email me at [bhunt@gatesvilletx.com](mailto:bhunt@gatesvilletx.com), if you have any questions about any of the information provided herein.

Thank you,  
Bradford Hunt  
City Manager  
City of Gatesville, Texas

# Department Updates – City Manager

- Staffing: 5 ½ total openings city-wide
  - 1 in Parks Department
  - 3 in Police Department
  - 1 Part-Time in Library
  - 1 Code Enforcement
- Priority items
  - Budget
  - Meet with WSCs and discuss the FNI Water “Mini CIP” Study
  - Address street repair and drainage issues
  - Issue RFQ for new police building needs/concepts
  - Identify cost to safely re-open lower portion of Faunt Le Roy Park
  - South sewer line capacity – overall issues and costs still being assessed, with good information from FNI under consideration for future presentation(s) to council
  - New Organizational Chart (see next slide)
  - Development inquiries and feasibility
  - TDEM/FEMA process
- Communication
  - City Facebook
  - Website updates via Shea Harp continuing

# City of Gatesville Organizational Chart Effective 9/5/2024



# Department Updates – Public Works

- **Staffing:**
  - 0 openings
- **Water Production, Zeb Veazy**
  - FNI Mini CIP planning + current grant-funded projects in progress
- **Water Distribution & Street Maintenance, Dale Allen**
  - Mill Street final complete
  - Neighborhood drainage issues on priority list
  - List of Top 40 streets, Open Holes, drainage on a work plan model & citizens should see improvements
- **Waste Water, Bobby Buster**
  - Stillhouse WWTP Improvement Project – Phase 1 now, Phase 2 in next few years
  - Easement resolution on SH 36 across from Walmart – being finalized between city and owner’s attorneys
  - I&I “Smoke Testing” continuing through September
- **Fleet Maintenance, Derek Lawrence**
  - Budget items to outfit shop for city-wide vehicle maintenance/repair

# Department Updates – Public Safety

- Police Department – Georgiana Cleverley (Interim)
  - Staffing:
    - Patrol openings: 2 FTEs
    - Dispatch openings: 1 FTE
  - Received \$200,000 grant from CTCOG, non-matching, for new dispatch consoles
- Fire Department – Billy Vaden
  - Received \$99,000 grant for new bunker gear, identifying vendors
  - Budget – recommend funding for Engine 3 in next two FYs

# Department Updates – Parks and Recreation

- Overall – Seth Phillips
  - Staffing: 1 FTE open
  - Bus. 36 / HWY 36 monument transferred to City maintenance
  - Gazebo planning & design in progress
  - Mowing city-owned lots, along with Street Dept.
- City Pool, Athletics – Marte Bailey
  - Resurfacing of Splash Pad in progress
- Fitness Center – Patrice Gilbert
  - Mirrors and other upgrades in progress



# Department Updates – Library, Civic Center, Auditorium, Airport

- Library – Shea Harp
  - Staffing: 1 part-time position open
  - Security cameras – installed
  - Kids room computers – replacements received
  - New laser fiche machine installed
  - HVAC upgrades within 30-60 days
- Civic Center & Auditorium – Morgan Smart
  - Civic Center – HVAC upgrades within 30-60 days
  - Auditorium – assessment of current condition, options for future
- Airport – Miguel Gamez, Brad Hunt, and Mike Halsema
  - TXDOT grant funding meetings in progress

# Department Updates – City Hall

- Finance – Mike Halsema
  - New fleet management software & fuel cards
  - Budget
- Human Resources – Lori McLaughlin
  - All job descriptions in process of being reviewed, updated
  - Insurance quote – no significant increases for next FY
- Courts, Water, Cemeteries, Permits – Mike H. & Lori M.
  - Cemetery management procedures, forms, survey
  - School Zone ordinance update
- City Secretary – Wendy Cole & Holly Owens
  - Ordinance amendments, assist with prioritization for CM, prep to train new City Secretary August-December
  - Permits, zoning, code enforcement management

# Update on Permits Issued

Permit Type	August	YTD
Building:	9	59
Electrical:	9	38
Plumbing:	3	46
Roofing:	5	32
Mechanical:	2	9
Signs:	0	3
Excavation:	2	8
Livestock:	1	2
Solicitor:	1	4
Condemned Structure:	0	0
Demo/Removed Structure:	0	1

# Policy Updates

- **No Pets In Public Buildings – addition to Employee Handbook forthcoming**
  - To ensure we provide full access for each patron at our government-owned facilities, we must allow Service Animals entry while prohibiting potentially disruptive and/or dangerous pets.
  - The ADA requires State and local government agencies, businesses, and non-profit organizations (covered entities) that provide goods or services to the public to make “reasonable modifications” in their policies, practices, or procedures when necessary to accommodate people with disabilities. The service animal rules fall under this general principle. Accordingly, entities that have a “no pets” policy generally must modify the policy to allow service animals into their facilities (ADA.gov).
  - Each individual Department Head may set a “No Pets” policy for the public-access areas in his/her control. Such policy will adhere to the guidelines set forth in the policy to be issued.
- **Vehicle Inspections – addition to Employee Handbook forthcoming**
  - Software implementation
  - Daily checks for safety items, vehicle systems status
  - Directives on vehicle care, driving expectations, and more

## Project Updates

- Hiring process for Police Chief
  - Georgiana Cleverley will remain Interim until new candidate is appointed
  - City Manager will lead the search process, with no plans to use a search firm
  - Will post position on TML & other sites by end of September
  - Search process will last through October
  - New Chief hopefully in place by end of November
- Sewer easement on SH 36 across from Walmart
  - Final negotiations continuing between involved parties' attorneys.
- Flood damage assessments + repairs
  - All areas noted with initial cost estimates complete. Exploratory call with FEMA complete. On-site visits to occur later this month.
- Broadband providers x3
- Stillhouse WWTP expansion project
  - Phase 1 on track; Phase 2 under review

## Project Updates, cont.

- Hughes Unit water tower rehabilitation
  - Federal Grant deadline met for Congressman Carter's office, more info to follow
- PD building RFQ
  - RFQ issued, presentation Sept. 24 to council.
- Laerdal
  - No issues, proceeding as planned.
- Water Service
  - Water line inventory for TCEQ by Oct. 2024
- Regional water contracts
  - Meeting with WSCs this month to present FNI's "Mini CIP" information

# Budget

- Current FY
  - Purchases approved via budget adjustments are under way
  - Total expenditures will come in under total revenue for FY 23-24
- FY 24-25
  - We are on-track for the published Budget calendar.
- Long-Term (5-Year Plan)
  - All Dept. Heads will receive guidance on developing a 5-year plan for budget.

## Upcoming Community Events

- September 20 to 22 – Spur Fest, Cruizin’ Cruizers
- September 28 – Bridgerton Ball, Presented by Gatesville Public Library
- October 1 – National Night Out
- October 26 – Boozaar
- Nov. 21 – Family dinner for city employees
- Dec. 14 – Christmas Parade





# 2024

January							February							March							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6					1	2	3						1	2	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	
														31							
April							May							June							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6					1	2	3	4						1	
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	
														30							
July							August							September							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6						1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
28	29	30	31				25	26	27	28	29	30	31	29	30						
October							November							December							
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		1	2	3	4	5							1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					