

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

AGENDA
REGULAR CITY COUNCIL MEETING
5:30 P.M
GATESVILLE CITY COUNCIL CHAMBERS
110 NORTH 8TH STREET, GATESVILLE, TEXAS 76528
JANUARY 28, 2025

An Open Meeting will be held concerning the following subjects:

1. Call to Order
2. Quorum check
3. 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 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:

4. 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.
 - a. **Resolution 2025-010:** Discussion and possible action regarding approval of minutes from Regular City Council Meeting held on January 14, 2025. (Holly Owens)
 - b. **Resolution 2025-011:** Discussion and possible action regarding the appointment of Loni Jones to the Planning and Zoning Commission. (Holly Owens)
 - c. **Resolution 2025-012:** Discussion and possible action regarding November Financials. (Mike Halsema)

OTHER BUSINESS:

5. Discussion and possible action regarding supporting Gatesville Terrace, LP's proposed development of affordable rental housing for seniors known as Gatesville Terrace. (Brad Hunt)
6. Discussion and possible action regarding amending the FY 2024-2025 Budget. (1st Reading) (Mike Halsema)

7. Discussion and possible action regarding two change orders for the Stillhouse renovation project.
(Mike Halsema)
8. Discussion and possible action regarding adjusting solid waste fees. (2nd Reading)
(Mike Halsema)
9. Discussion and possible action regarding purchase of one marked 2025 Dodge Durango Police Vehicle.
(Mike Halsema)
10. Discussion and possible action regarding the final plat located on the Edward Norton Survey; Abstract 782 being 5.890 acres, Gatesville Crossing.
(Brad Hunt)
11. Discussion and possible action regarding Ordinance 2024-13, amending the Gatesville Code of Ordinances at Chapter 10 Buildings and Building Regulations, Article II Technical Codes, Division 1. – Generally, by adding new sections; Creating Section 10-26 – Carport Regulations; providing a severability clause, providing a savings clause; and providing for an effective date. (3rd and Final Reading)
(Holly Owens)
12. Discussion and possible action regarding Ordinance 2025-01, amending the Gatesville Code of Ordinances at Chapter 36 Nuisances; providing a severability clause; and providing a penalty of fine not to exceed \$2,000.00. (2nd Reading)
(Holly Owens)
13. Discussion and possible action to approve Ordinance 2025-02, annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan. (2nd Reading)
(Holly Owens)
14. Discussion and possible action regarding the replat located on the Theodore Merrill Survey; Abstract 711, being 5.082 acres, Parkview Addition.
(Holly Owens)
15. Recess Regular Meeting and call a Public Hearing

Public Hearing

Hear comments on **Ordinance 2025-04**, annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan.

16. End the Public Hearing and reconvene the Regular Meeting.
17. Discussion and possible action to approve Ordinance 2025-04, annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and

binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan. (1st Reading) (Holly Owens)

18. Discussion and possible action regarding the zoning designation of property located on the C Cazanoba Survey; Abstract 150 being on 4.7 acres for the Washburn III Addition to Res_2_4_Family. (1st Reading) (Holly Owens)

19. City Manager's Monthly Report

EXECUTIVE SESSION:

20. Recess Regular Meeting and Call for an Executive Session – Closed Meeting

21. 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.

22. End Executive Session and Reconvene the Open Meeting.

23. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 24th January, 2025 by 5:00 p.m. on the official City of Gatesville website, www.gatesvilletx.com and the official bulletin boards at the Gatesville City Hall, 803 E. Main Street and Gatesville Council Chambers, 110 N. 8th Street, Gatesville, Texas.



Holly Owens, T.R.M.C.
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 howens@gatesvilletx.com for further information.

CITY COUNCIL MEETING
JANUARY 14, 2025
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 5:30 P.M. THIS 14TH DAY OF JANUARY 2025.

2) QUORUM CHECK/COUNCIL PRESENT: Mayor Gary Chumley, Mayor Pro-Tem Greg Casey, Councilmembers Meredith Rainer, Joe Patterson, Kalinda Westbrook, Jon Salter, and Aaron Smith.

CITY STAFF PRESENT: City Manager Brad Hunt, City Secretary Holly Owens, Deputy City Manager/Finance Director Mike Halsema, Chad Newman, Shea Harp, Zeb Veazey, Seth Phillips, Police Chief Jeff Clark, Morgan Smart, Kodie Mitchell, and Steven Mitchell.

OTHERS: Travis VanBibber, Gatesville Messenger Staff Writer Kaylee Dusang, Leo Corona, Wendy Cole, T. Bob Cole, Casey Childers, David Jones, Steve Manning, Norman Wibbenmeyer, Joseph Wibbenmeyer, Annie Wibbenmeyer, Chamber of Commerce Yvonne Williams, and Barbara Burrow.

3) INVOCATION: Councilmember Casey and PLEDGE OF ALLEGIANCE: Led by Greg Casey.

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.

There were no public/citizen comments.

4) PROCLAMATION: WENDY COLE

Mayor Chumley presented Wendy Cole with the proclamation.

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.

- A. RESOLUTION 2025-001: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF MINUTES FROM REGULAR CITY COUNCIL MEETING HELD ON DECEMBER 10, 2024. (HOLLY OWENS)
- B. RESOLUTION 2025-002: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE MONTHLY FINANCIAL REPORTS FOR OCTOBER 2024. (MIKE HALSEMA)
- C. RESOLUTION 2025-003: DISCUSSION AND POSSIBLE ACTION REGARDING DENIAL OF ATMOS ENERGY CORPORATION'S APPLICATION FILED ON ABOUT DECEMBER 16, 2024, PROPOSING TO INCREASE IN-CITY RATES FOR ITS MID-TEX DIVISION; AUTHORIZING PARTICIPATION IN THE ATMOS TEXAS MUNICIPALITIES (ATM) COALITION OF CITIES; AUTHORIZING INTERVENTION IN PROCEEDINGS RELATED TO ATMOS ENERGY'S STATEMENT OF INTENT; REQUIRING THE REIMBURSEMENT OF MUNICIPAL RATE CASE EXPENSES; AUTHORIZING REPRESENTATION OF THE CITY BY SPECIAL COUNSEL. (HOLLY OWENS)
- D. RESOLUTION 2025-004: DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION RATIFYING ENTRY INTO THE KROGER OPIOID SETTLEMENT. (BRAD HUNT)

Mayor Chumley removed Item 5C from the Consent Agenda at the request of Councilman Patterson.

CONSENT AGENDA: Motion by Greg Casey, seconded by Joe Patterson to approve the Consent Agenda (Items 5A, 5B, and 5D) as written and removing Item 5C from consent. All six voting "Aye", motion passed.

RESOLUTION 2025-003: Motion by Joe Patterson, seconded by Greg Casey to approve Resolution 2025-03. All six voting "Aye", motion passed.

OTHER BUSINESS:

- 6) DISCUSSION AND POSSIBLE ACTION REGARDING THE ESTABLISHMENT OF ANGLE PARKING ON NORTH 6TH STREET AND NORTH 7TH STREET, BETWEEN MAIN STREET AND SAUNDERS STREET. (BRAD HUNT)

RESOLUTION 2025-005: Motion by Aaron Smith, seconded by Kalinda Westbrook to approve Resolution 2025-005 establishing designated angle and parallel parking zones in the 100 block of North 6th Street and the 100 block of North 7th Street, and to cause appropriate markings or notification signs to be installed on such streets. All six voting "Aye", motion passed.

- 7) DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT WITH CORYELL COUNTY, RELATING TO THE JOINT RESPONSIBILITY FOR SANITARY

SEWER AND ROADWAY IMPROVEMENTS NEAR THE NEWLY CONSTRUCTED
CORYELL COUNTY LEON STREET ANNEX. (BRAD HUNT)

RESOLUTION 2025-006: Motion by Kalinda Westbrook, seconded by Aaron Smith to approve Resolution 2025-006, an Interlocal Agreement between Coryell County and City of Gatesville for sewer main replacement and patching of Leon and 5th Streets; and authorizing City Manager Brad Hunt to execute said agreement. All six voting “Aye”, motion passed.

8) DISCUSSION AND POSSIBLE ACTION REGARDING AGREEMENT BETWEEN NRS
SOLUTIONS AND CITY OF GATESVILLE FOR A 911 DISPATCH WEB MAP APPLICATION.
(BRAD HUNT)

Steve Manning with NRS Solutions gave a brief presentation of the software and how it works.

Mayor Chumley asked about the renewal cost. Mr. Manning stated it would depend on how many vehicles are equipped with the software.

Councilman Patterson asked if this software exists in other places and if this being made to work for our area. Mr. Manning stated that larger jurisdictions such as Harris County have integrated systems. However, due to budget restraints, it is difficult to integrate smaller jurisdictions or rural jurisdictions.

Councilwoman Westbrook asked about range and how far the integrated system goes. Mr. Manning stated the area that is included is the area that you respond to based on the mapping system.

RESOLUTION 2025-007: Motion by Aaron Smith, seconded by Greg Casey to approve Resolution 2025-007, an agreement between NRS Solutions and the City of Gatesville for provision of a web-based dispatch system; and authorize the City Manager to execute said agreement. All six voting “Aye”, motion passed.

9) DISCUSSION AND POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING
CHAPTER 18 “FEES”, SECTION 18-1 “FEE SCHEDULE” FOR SOLID WASTE COLLECTION.
(1ST READING) (MIKE HALSEMA)

Councilwoman Rainer requested a report showing how many citizens use the “At the door” Service. Mr. Halsema stated he would get the information requested.

ORDINANCE 2025-03: Motion by Meredith Rainer, seconded by Greg Casey to pass Ordinance 2025-03 adjusting the solid waste collection fees effective February 1, 2025, to the next meeting. All six voting “Aye”, motion passed.

10) DISCUSSION AND POSSIBLE ACTION REGARDING THE AWARD OF AN ANNUAL UNIT
PRICE CONTRACT FOR WATER AND SEWER MATERIALS RFP 2024-002. (MIKE
HALSEMA)

RESOLUTION 2025-008: Motion by Jon Salter, seconded by Meredith Rainer to approve Resolution 2025-008 for the award of an annual unit price contract for RFP2024-002 with Pioneer Supply and

authorize the Public Works Director to execute the contract on behalf of the City. All six voting “Aye”, motion passed.

11) RECESS REGULAR MEETING AND CALL A PUBLIC HEARING.

Mayor Chumley recessed the Regular Meeting and opened the public hearing at 6:19 P.M.

Leo Corona, 409 State School Road, came forward. Mr. Corona asked about the RV sewer hookup and if the systems will be chemically treated. Mayor Chumley stated the hookup systems will be treated accordingly.

12) END PUBLIC HEARING AND RECONVENE THE REGULAR MEETING.

Mayor Chumley closed the public hearing and reconvened the Regular Meeting at 6:24 P.M.

13) DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE 2025-02, ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY, AND ADOPTING A SERVICE PLAN. (1ST READING) (BRAD HUNT)

ORDINANCE 2025-02: Motion by Greg Casey, seconded by Aaron Smith to pass Ordinance 2025-02, annexing the property described as the Henry Farley and J.A. Clayton Survey situated in Coryell County, Texas and addressed as 2204 Coryell City Road to the next meeting. All six voting “Aye”, motion passed.

14) DISCUSSION AND POSSIBLE ACTION ACCEPTING THE ANNEXATION PETITION SUBMITTED BY PATRICK WASHBURN AND COLTEN WASHBURN, BEING ALL THE OWNERS OF APPROXIMATELY 4.7 ACRES OF REAL PROPERTY SITUATED IN THE C CAZANOBA SURVEY LOCATED IN THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS ON STILLHOUSE ROAD. (HOLLY OWENS)

RESOLUTION 2025-009: Motion by Meredith Rainer, seconded by Joe Patterson to approve Resolution 2025-009 accepting the annex application for the property described as the C Cazanoba Survey in Coryell County, Texas. Five voting “Aye” one “Abstain” (Smith) motion passed.

15) DISCUSSION AND POSSIBLE ACTION REGARDING ORDINANCE 2024-13, AMENDING THE GATESVILLE CODE OF ORDINANCES AT CHAPTER 10 BUILDINGS AND BUILDING REGULATIONS, ARTICLE II TECHNICAL CODES, DIVISION 1. – GENERALLY, BY ADDING NEW SECTIONS; CREATING SECTION 10-26 – CARPORT REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. (2ND READING) (HOLLY OWENS)

Councilman Patterson asked about the zoning district use on Hwy 84 and Hwy 36. Ms. Owens clarified that within these streets/highways there is a mixture of residential and commercial and wanted to make sure that commercial zoning takes precedence for safety reasons.

Leo Corona, 409 State School Road, came forward and asked about pre-manufactured carports and rain gutters. Ms. Owens explained rain gutters would need to be added on carports with setbacks that are under 20-ft.

ORDINANCE 2024-13: Motion by Joe Patterson, seconded by Kalinda Westbrook to pass Ordinance 2024-13 adopting the amendment to the Gatesville Code of Ordinances at Chapter 10 Buildings and Building Regulations, Article II Technical Codes, by adding new sections; Creating Section 10-26 – Carport Regulations. All six voting “Aye”, motion passed.

- 16) DISCUSSION AND POSSIBLE ACTION REGARDING ORDINANCE 2025-01, AMENDING THE GATESVILLE CODE OF ORDINANCES AT CHAPTER 36 NUISANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING A PENALTY OF FINE NOT TO EXCEED \$2,000.00. (1ST READING) (HOLLY OWENS)

ORDINANCE 2025-01: Motion by Kalinda Westbrook, seconded by Greg Casey to pass Ordinance 2025-01, adopting the amendment to the Gatesville Code of Ordinances at Chapter 36 Nuisances to the next meeting. All six voting “Aye”, motion passed.

- 17) ADJOURN MEETING

City Council adjourned at 6:50 P.M.

Mayor, Gary Chumley

ATTEST:

City Secretary, Holly Owens



Agenda Item (Consent) # 4b

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: Mayor & City Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding the appointment of Loni Jones to the Planning and Zoning Commission.

Information:

The Planning and Zoning Commission is comprised of seven (7) members, for two-year terms each. Members shall be residents of the City of Gatesville and appointed and approved by the City Council. The current Planning and Zoning Commission and applicant is listed below.

<u>Commissioner</u>	<u>Place</u>	<u>Term</u>
Teresa Johnson	1	April 30, 2025
Wyllis Ament	2	April 30, 2026
Charles Ament	3	April 30, 2025
Loni Jones (application attached)	4	April 30, 2026
John Clawson	5	April 30, 2025
John Westbrook	6	April 30, 2026
Vacant	7	April 30, 2025

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommends passing **Resolution 2025-011** approving the appointment of Loni Jones to the Planning and Zoning Commission, Place 4.

Motion:

I make a motion to pass **Resolution 2025-011** approving the appointment of Loni Jones to the Planning and Zoning Commission, Place 4.

Attachments:

- Loni Jones application

Staff Contacts:

Holly Owens howens@gatesvilletx.com

Gatesville Application for Planning & Zoning Commission

110 N. 8th Street, Gatesville, TX 76528 * Fax # 254-865-8320

INSTRUCTIONS: Answer each question clearly and completely. **If questions are not applicable, enter "NA". Do not leave questions blank.** Be sure to sign when completed. Incomplete applications will not be considered. If more space is required for any question, please attach additional sheets as necessary. Resumes will not be accepted in lieu of an application; you may attach a resume to this completed application. This application will only be considered for the position applied for. To be considered for other positions you will need to complete an additional application per position. The City of Gatesville is an Equal Opportunity Employer and all applicants will receive consideration without regard to race, color, religion, national origin, gender, sexual orientation and/or gender identity, age, and veteran or disability status.

General Information

Name: Jones, Loni Lee Other names used: NA
Last, First, Middle Initial

Mailing Address: [Redacted]
Number, Street, City, State, Zip Code

Phone #: [Redacted] Alternate Phone #: NA E-mail: [Redacted]

Position Title Applying for: Open Requisition #: NA Supervisor: _____

Date you are available to start: Now Are you 18 or older? Yes No If no, how old? _____

Do you speak, read, or write languages other than English? Yes No

If yes, what languages? _____ How well? Good Fair Excellent

Are you related by blood or marriage to any City employee or Council Member? Yes No If yes, please list below:

NAME	DEPARTMENT/DIVISION	RELATIONSHIP
_____	_____	_____
_____	_____	_____
_____	_____	_____

Are you currently or have you ever been employed by the City? Yes No If yes, please list below:

POSITION	DEPARTMENT	DATES (From/To)	REASON FOR LEAVING
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____

Driver's License or ID & Driving Record Information

Please check one Driver's License ID If applicable- Is your license a Commercial License? Yes No

State Issued: [Redacted] Number: [Redacted] Expiration Date: [Redacted] Type/Class: _____

* Please list and give date(s) or every moving violation and/or traffic accident in the last three (3) years. (Report any DWI-DUI's under criminal history area on page 6)

Incident	Location	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

Education

Name of High School: American School Diploma GED Did not Graduate

Please indicate highest level of education achieved after High School: Some College, McLennan Community College for Real Estate
Some College, Technical Certificate, Associates, Bachelors, Masters, PhD, etc

Please list additional education information below:

Copies of college transcripts are required when applying for positions requiring degrees; official transcripts are required within the first 30 days of employment.

Name/Type of School: _____ Location (City, St): _____

Dates Attended: _____ Date Graduated: _____ Degree Achieved: _____

Major: _____ Minor: _____ If No Degree- Hours Completed: _____

Name/Type of School: _____ Location (City, St): _____

Dates Attended: _____ Date Graduated: _____ Degree Achieved: _____

Major: _____ Minor: _____ If No Degree- Hours Completed: _____

Name/Type of School: _____ Location (City, St): _____

Dates Attended: _____ Date Graduated: _____ Degree Achieved: _____

Major: _____ Minor: _____ If No Degree- Hours Completed: _____

* If you need additional space to list your education history, attach a sheet providing the same information requested above.

Certifications

If Certification, Registration, or a Special License is required for the position, then please complete the following:

License/Certification: Real Estate Agent Date Issued: 2/3/2009 Date Expires: 11/30/25
Issued by/Location of Issuing Authority: TREC License #: [REDACTED]

License/Certification: Commercial Drone Pilot Date Issued: 3/1/2024 Date Expires: NA
Issued by/Location of Issuing Authority: Federal Aviation Administration License #: [REDACTED]

Other Skills

Please list any additional training, machine/equipment operating experience, computer skills, technical skills, or professional knowledge that would support your application.

Employment History

This information will be the official record of your employment history and must accurately reflect all significant duties performed. Include all employment for at least the past ten (10) years as well as military experience. You may add any other relevant experience including volunteer and internship experience. **Begin with your current or most recent job.** Employment history should include each position held, even those with the same employer. Do not use the comment "See Resume". If you need additional space to adequately describe your employment history, you may attach additional pages. This information will be used to determine if you meet the minimum work related experience for the position you are applying for.

Job Title: Real Estate Agent Employer: White Label Realty
 Employer Address: [REDACTED]
 Supervisor's Name & Title: _____ Supervisor's Phone #: _____
 Average Hours Worked Per Week 40 Starting Date: 1/1/2022 Ending Date: NA Final Salary: commission
 If applicable, How many employee's did you supervise? NA May we contact this employer? Yes No
 Specific Reason for Leaving or Wanting to Leave: _____

Summary of Job Duties and Responsibilities:

As a Real Estate Agent, I am 1099, self employed but White Label Realty is my broker, as they sponsor my license. Ive held a Real Estate license since Feb 2009. I currently specialize in Commerical, Land, Farm and Ranch and Residential properties. My focus is transitional land. I help both buyer and sellers meet their real estate needs.

Job Title: Financial Professional Employer: New York Life / NYLIFE Securities
 Employer Address: [REDACTED]
 Supervisor's Name & Title: Colby Witt, Partner Supervisor's Phone #: [REDACTED]
 Average Hours Worked Per Week 40 Starting Date: 3/2015 Ending Date: 3/2022 Final Salary: [REDACTED]
 If applicable, How many employee's did you supervise? _____ May we contact this employer? Yes No
 Specific Reason for Leaving or Wanting to Leave: Decided to do real estate full time again, which NYL didnt allow both so I resigned.
 Summary of Job Duties and Responsibilities:

I assisted clients with their financial planning, estate planning and insurance needs. I also helped interview interns and those applying for a job in the New York Life Waco Satelite office.

Employment History- continued

Job Title: _____ Employer: _____

Employer Address: _____

Supervisor's Name & Title: _____ Supervisor's Phone #: _____

Average Hours Worked Per Week _____ Starting Date: _____ Ending Date: _____ Final Salary: _____


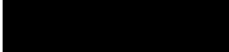
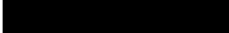
If applicable, How many employee's did you supervise? _____ May we contact this employer? Yes No

Specific Reason for Leaving or Wanting to Leave: _____

Summary of Job Duties and Responsibilities:

Personal References

Please do not list former employers or relatives. Those listed should be familiar with your qualifications for employment.

Name and Occupation:	City/State of Residence:	Phone Number:
<u>Cheri Sheppard</u>	<u>Gatesville TX</u>	
<u>Kathy Grant</u>	<u>Austin TX</u>	
<u>Celia Sellers</u>	<u>Gatesville TX</u>	

Please Read Before Signing

I certify that all information in this application is true and correct. I understand and agree that any false information, misrepresentation, or concealment of fact is sufficient grounds for either my immediate discharge without recourse, or refusal by the City of Gatesville.

I understand and agree that all information in this application may be verified by the City of Gatesville. I also understand that any position is subject to a satisfactory check of references.

I authorize all individuals and organizations named or referenced to in this application, or given otherwise by me as references, to give the City of Gatesville all information relative to my employment, work habits, and character. I authorize the City of Gatesville to verify and investigate the status of my driver's license and to conduct any background check it deems necessary, including review of criminal history records. I hereby release the City, and any individual who provides or obtains information pursuant to this authorization, from any and all liability for damages of any kind that may result to me on account of compliance, or attempts to comply with this authorization. I am also aware that my application is subject to the Texas Open Records Law and may be released as a public document.

I understand that this is not an agreement between the City of Gatesville and the applicant.

X 
Applicant Signature

01/13/25
Date

Personal Declaration Statement.

Using this page please state your reason and motivation for volunteering to sit on the Planning and Zoning Commission for the City of Gatesville, TX:

I am a resident of Gatesville for 6 years and would like to be more involved with the community. My profession is a specialist in land. I have experience with surveyors, engineers, infrastructure and hope to bring some input but also learn from others.

I currently also serve on the Board of Directors for Mountain Water, Waco Board of Realtor MLS committee and am Secretary for Texas chapter RLI (Realtor Land Institute).

I have experience in abstracting /title work, transitional land and new construction. I have GC 4 houses.

I hope the Planning and Zoning Commission will consider my application, as I would like to help make a difference.

Thank you,

Loni Jones



Agenda Item (Consent) #4c

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Mike Halsema, Deputy City Manager

Agenda Item: Consider Resolution approving Monthly Financial Reports

Information:

Attached are the unaudited monthly financial reports for November 2024 for Council consideration.

Staff Recommendation:

N/A

Motion:

N/A

Attachments:

October Financials

Staff Contacts:

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com



FY 2024-2025
Monthly Financial Report

NOVEMBER 2024

General Fund

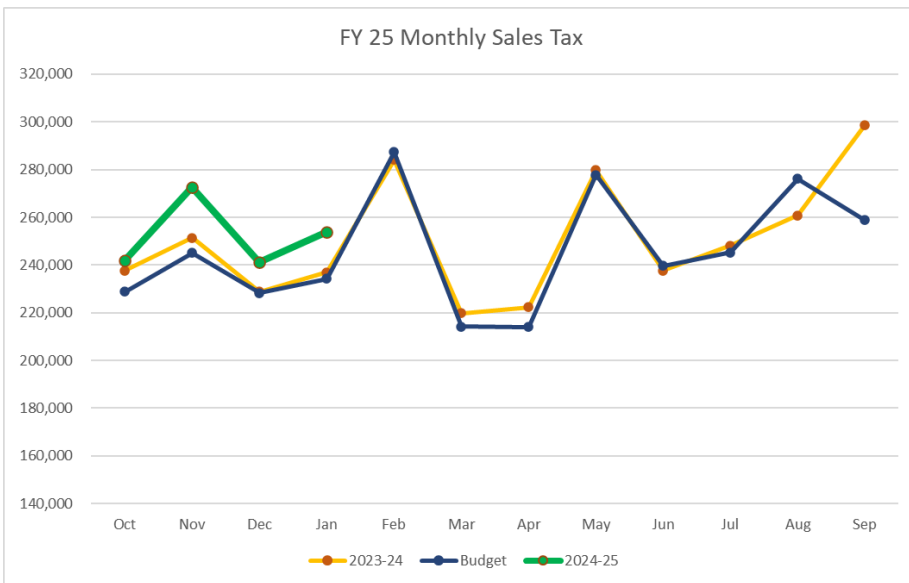
Revenues	NOVEMBER	2024-25 Budget	2024-25 YTD	% YTD
AV Taxes	136,168	2,952,906	270,539	9.2%
Sales Tax	272,601	2,950,000	514,639	17.4%
Franchise Fees	48,516	802,000	155,059	19.3%
Fines & Fees	8,856	152,000	19,001	12.5%
Other taxes	1,155	15,000	2,539	16.9%
Licenses & Permits	16,471	62,600	36,344	58.1%
Rental Income	7,065	64,000	15,940	24.9%
Parks & Rec	16,825	420,000	42,394	10.1%
Misc. Revenues	8,023	151,500	43,408	28.7%
Intergovernmental	-	371,459	-	0.0%
Inter fund Transfers	47,627	687,503	95,254	13.9%

TOTAL REVENUES	563,306	8,628,968	1,195,118	13.9%
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Expenditures	NOVEMBER	2024-25 Budget	2024-25 YTD	% YTD
LIBRARY	21,623	290,663	52,228	18.0%
ADMINISTRATION	140,771	1,423,950	318,904	22.4%
PLANNING	12,783	152,200	14,249	9.4%
POLICE	178,404	2,878,749	482,556	16.8%
COURT	12,885	199,062	30,744	15.4%
FIRE	38,010	372,758	144,469	38.8%
STREET	62,337	1,229,677	223,486	18.2%
FLEET SERVICES	12,141	148,370	25,956	17.5%
BUILDING INSPECTIONS	11,124	128,911	28,780	22.3%
PARKS & RECREATION	55,476	859,978	142,537	16.6%
FT CAVASOS REC MGMT	0	371,459	0	N/A
Fitness Center	45,386	324,500	84,236	26.0%
SWIMMING POOL	1,761	124,138	4,272	3.4%
CIVIC CENTER	7,539	124,553	19,561	15.7%
TRANSFER EXPENSE	0	0	0	0.0%

TOTAL EXPENDITURES	600,240	8,628,968	1,571,978	18.2%
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Gain (Loss)		-	(376,860)	
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Expenditures	Budget	YTD	
Salaries	\$4,163,057	\$608,973	14.6%
Benefits	\$1,246,073	\$194,779	15.6%
Professional Services & Training	\$796,626	\$122,802	15.4%
Utilities	\$282,945	\$36,002	12.7%
Materials & Supplies	\$291,876	\$70,416	24.1%
Maintenance & Operations	\$1,420,756	\$358,284	25.2%
Lease & Rental	\$280,259	\$99,095	35.4%
Miscellaneous	\$0	\$3,517	0.0%
Grant Expenses	\$0	\$0	0.0%
Debt Service	\$65,154	\$0	0.0%
Transfers	\$0	\$0	0.0%
Capital Outlay	\$82,221	\$78,112	95.0%
Total Expenditures:	\$8,628,968	\$1,571,978	18.2%

- Sales tax collections are on pace with budget, and higher than prior year.
- Property tax collections are as expected for YTD.
- Licenses & permits increased due to increased development activity
- M&O is increased due to one-time expenses, including annual liability insurance payment.
- Lease & rental is increased due to annual payments occurring the beginning of the year.
- Capital Outlay is increased due to one-time purchases made at the beginning of the year.

Water & Sewer Fund

	NOVEMBER	2024-25 Budget	2024-25 YTD	% YTD
Water				
Revenues				
Water Sales				
Residential	170,966	1,971,963	340,837	17.3%
Commercial And Institutional	176,974	2,021,987	359,156	17.8%
Wholesale	153,274	1,041,281	296,763	28.5%
Connections & Installs	33	31,300	275	0.9%
Misc.	6,997	71,000	14,835	20.9%
Subtotal	<u>508,243</u>	<u>5,137,531</u>	<u>1,011,865</u>	19.7%
Expense				
Distribution & Collections				
Personnel	55,384	757,838	121,421	16.0%
O&M	41,876	518,062	105,878	20.4%
Debt Service	-	206,225	-	
Capital Outlay	-	1,308,987	-	0.0%
Production				
Personnel	40,002	507,570	90,076	17.7%
O&M	114,872	1,705,291	264,301	15.5%
Debt Service	-	928,128	20,564	
Capital Outlay	44,776	30,922	63,751	206.2%
Subtotal	<u>296,910</u>	<u>5,963,023</u>	<u>665,991</u>	11.2%
Sewer				
Revenues				
Sewer Fees				
Residential	106,909	944,612	213,658	22.6%
Commercial And Institutional	132,441	2,074,791	277,390	13.4%
Connections & Installs	11	9,300	33	0.4%
Misc.	2,111	29,000	12,207	42.1%
Subtotal	<u>241,472</u>	<u>3,057,703</u>	<u>503,288</u>	16.5%
Expense				
Personnel	37,695	519,264	81,499	15.7%
O&M	60,991	1,029,059	147,319	14.3%
Debt Service	-	897,327	-	
Capital Outlay	582,418	9,159,200	920,575	10.1%
Subtotal	<u>681,104</u>	<u>11,604,850</u>	<u>1,149,393</u>	9.9%
Sanitation				
Revenues	74,884	889,920	149,651	16.8%
Expense	71,673	865,700	71,673	8.3%
Non Departmental				
Revenues				
Grants & reimbursements	3,906	10,177,182	415,868	4.1%
Interest	39,844	153,600	81,499	53.1%
Subtotal	<u>43,750</u>	<u>10,330,782</u>	<u>497,367</u>	4.8%
Expense				
Transfers and Franchise fees	88,619	982,363	177,652	18.1%
Grand Total				
Revenues	868,349	19,415,936	2,162,170	11.1%
Expense	1,138,305	19,415,936	2,064,708	10.6%
Gain (Loss)	(269,956)	-	97,462	

- Water sales are inline with budget
- Water expenditures are as anticipated within budget.
- Water retail and wholesale rate studies are in progress.
- Sewer fees are inline with budget and as expected.
- Sewer expenses are driven primarily by the Stillhouse plant renovation project

Airport Fund

		FY25		YTD	% of	
		Budget		NOVEMBER	Budget	
AIRPORT REVENUE						
060-4-101-4203	RECEIPTS OF GAS/OIL SAL	\$	23,000	\$	2,695	11.7%
060-4-011-4302	RECEIPTS OF HANGAR RENT	\$	28,500	\$	6,320	22.2%
060-4-101-4303	RECEIPT OF BUILDING LEASES	\$	-	\$	-	
060-4-101-4550	MISCELLANEOUS	\$	-	\$	-	
060-4-011-4600	GRANT REIMBURSEMENTS	\$	-	\$	-	
060-4-011-4400	INTEREST			\$	373	
060-4-101-4750	RAMP Grants	\$	3,000	\$	1,264	42.1%
TOTAL REVENUE		\$	54,500	\$	10,652	19.55%

EXPENDITURES						
060-5-150-10080	CONTRACT SERVICES	\$	7,200	\$	100	1.4%
060-5-150-20010	UTILITIES	\$	6,000	\$	836	13.9%
060-5-150-20020	MAT., SUP., & PRINTING	\$	1,000	\$	-	0.0%
060-5-150-20045	PROP, LIAB, WC INSURAN	\$	3,700	\$	3,609	97.5%
060-5-150-20090	EQUIPMENT PURCHASE	\$	-	\$	-	
060-5-150-20170	CREDIT CARD SERV FEE	\$	450	\$	55	12.3%
060-5-150-30010	GAS & OIL	\$	-	\$	-	
060-5-150-30015	FUEL FOR RESALE	\$	20,000	\$	-	0.0%
060-5-150-30020	MISCELLANEOUS	\$	600	\$	-	0.0%
060-5-150-30070	MAINTENANCE AGREEMENT	\$	-	\$	-	
060-5-150-40010	CAPITAL OUTLAY	\$	-	\$	-	
060-5-150-50010	REPAIRS & MAINTENANCE	\$	15,550	\$	-	0.0%
060-5-150-61415	GRANT EXPENDITURES			\$	-	
TOTAL EXPENSES		\$	54,500	\$	4,600	8.44%

Hotel Occupancy Tax (HOT) Fund

HOT FUND REVENUE		FY25	YTD	% of
		Budget	NOVEMBER	Budget
040-4-008-4400	INTEREST	8,000	4,201	52.5%
040-4-008-4500	Prior Year Resources	-	0	
040-4-008-4950	HOTEL OCCUPANCY TAX	150,000	38,454	25.6%
TOTAL REVENUE		\$ 158,000	\$ 42,655	27.00%

EXPENDITURES				
040-5-138-60010	TRANSFER TO GENERAL FUND	\$ 29,610	0	0.0%
040-5-138-61000	CVB CENTER EXPENSES	\$ -	0	
040-5-138-61010	ADVERTISING	\$ 18,500	10,350	55.9%
040-5-138-61020	PROMOTION OF THE ARTS	\$ 5,000	0	0.0%
040-5-138-61030	SIGNAGE & WAYFINDING	\$ -	0	
040-5-138-61040	PROMOTION OF SPORTING EVENTS	\$ 102,023	-	0.0%
040-5-138-61050	HISTORICAL PRESERVATION	\$ -	-	
TOTAL EXPENSES		\$ 155,133	\$ 10,350	6.67%



Agenda Item #5

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: Mayor & City Council

From: Brad Hunt, City Manager

Agenda Item: Discussion and possible action regarding supporting Gatesville Terrace, LP's proposed development of affordable rental housing for seniors known as Gatesville Terrace.

Information:

Gatesville Terrace is located at the NWC of Old Osage Road and Cedar Ridge Road in the City of Gatesville.

Gatesville Terrace, LP is making an application for the Housing Tax Credit Program and possibly the Multifamily Direct Loan Program with the Texas Department of Housing and Community Affairs (TDHCA) for Gatesville Terrace. This proposed new construction development will be an apartment community comprised of approximately 52 units of which 52 units will be reserved for residents at or averaging 60% of area median income or below. The residential density of the development is approximately 12.24 (the number of units per acre).

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommends passing **Resolution 2025-013** supporting Gatesville Terrace, LP's proposed development of affordable rental housing for seniors known as Gatesville Terrace.

Motion:

I make a motion to pass **Resolution 2025-013** supporting Gatesville Terrace, LP's proposed development of affordable rental housing for seniors known as Gatesville Terrace.

Attachments:

- Resolution

Staff Contacts:

Brad Hunt bhunt@gatesvilletx.com

CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS

RESOLUTION NO. 2025-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS SUPPORTING GATESVILLE TERRACE, LP'S PROPOSED DEVELOPMENT OF AFFORDABLE RENTAL HOUSING FOR SENIORS KNOWN AS GATESVILLE TERRACE TO BE LOCATED AT THE NWC OF OLD OSAGE ROAD AND CEDAR RIDGE ROAD IN THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS; FINDING AND DETERMINING THIS MEETING WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Gatesville Terrace, LP, has proposed a development for affordable rental housing for seniors known as Gatesville Terrace to be located at the NWC Old Osage Rd and Cedar Ridge Rd in the City of Gatesville, Texas; and

WHEREAS, there is a need for affordable housing for City of Gatesville citizens of modest means;

WHEREAS, Gatesville Terrace, LP has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2025 Low Income Housing Tax Credit Program funds for Gatesville Terrace; and

WHEREAS, there is a requirement for a de minimus commitment of development funding by the local political subdivision;

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

Section 1. The City Council hereby confirms that it supports the proposed Gatesville Terrace development and that this formal action has been taken to put on record the opinion expressed by the City of Gatesville Texas on the date set forth below.

Section 2. The City Council further hereby confirms that the City of Gatesville will provide financial support for the Gatesville Terrace development in the form of waivers and/or reductions of fees otherwise due to the City regarding the development, with said financial support not to exceed in total Two Hundred, Fifty Dollars and No/100 (\$250.00).

Section 3. The City Council hereby authorizes and directs the City Manager and the City Secretary to certify this resolution to the Texas Department of Housing and Community Affairs.

Section 4. The meeting at which this resolution was passed was open to the public as required by law.

Section 5. This resolution shall take effect immediately from and after its passage, and it is accordingly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Gatesville, Texas, this the ____ day of _____ 2025.

APPROVED:

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney



Agenda Item #6

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: Mayor & City Council

From: Brad Hunt, City Manager & Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action regarding amending the FY 2024-25 Budget.

Information:

Since the adoption of the FY25 budget, new information and events have occurred in several areas of concern for the City. The discovery of water damage to the library, leaks in the City Hall roof, and the desire to reopen Faunt Le Roy Park have created the need to request budget amendments to the General Capital Improvement fund. Council has approved contracts for the rehabilitation of the library cumulatively in the amount of \$420,180. The Librarian has identified additional needs for the library to reopen functionally and safely. Items include replacing the end of shelving units damaged by mold, adding 4 TV monitors to display library information and for meeting use, replacing study carrel furniture, adding diaper changing tables in the restrooms, and adding a powered table in the genealogy room. The requests total \$40,000. The City Hall roof rehabilitation was approved in the amount of \$99,284. To reopen Faunt Le Roy Park in a limited capacity, staff has estimated the cost at \$130k. This includes \$40k for new fencing, \$45k for tree removal and trimming, \$19k for electrical repairs and a 25% contingency of \$26k. The proposed repairs and updates are included in the FEMA request but may not be eligible for reimbursement. Staff is actively working with FEMA on the flood repairs. Staff has received a quote for the budgeted Police vehicle replacement and it is \$7k more than anticipated. The quote and purchase request are included in the 1/28/25 agenda for consideration. The Capital Improvement fund's balance at FY24 year end is a little over \$2M, with \$146k of that budgeted as part of the original FY25 budget. The proposed amendments to the Capital Improvement fund total \$696,464.

The Gatesville Chamber of Commerce has requested an additional \$10k for Shivaree promotion. Staff recommends funding the request from the Hotel Occupancy Tax (HOT) Fund.

Financial Impact:

The General Capital Improvement Fund budget amendment will increase expense authority by \$696,464, and the HOT Fund by \$10,000.

Staff Recommendation:

The staff recommends that the city council approve the Ordinance amending the FY25 budget.

Motion: I move to pass **Ordinance 2025-06** amending the FY2024-25 Budget, to a future Council meeting.

Regular 1/28/2025

Ordinance 2025-06

Attachments:

A. Ordinance 2025-06.

Staff Contacts:

Brad Hunt, City Manager bhunt@gatesvilletx.com

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com

ORDINANCE NO. 2025-06

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE FISCAL YEAR 2024-25 BUDGET OF THE CITY OF GATESVILLE TO ALLOW FOR ADJUSTMENTS TO THE GENERAL CAPITAL PROJECTS FUND SIX HUNDRED NINETY SIX THOUSAND FOUR HUNDRED SIXTY FOUR DOLLARS (\$696,464), THE HOTEL OCCUPANCY TAX FUND TEN THOUSAND DOLLARS (\$10,000); DECLARING A MUNICIPAL PURPOSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN OPEN MEETINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance No. 2024-07, the City Council of GATESVILLE, Texas, approved the Fiscal Year 2024-25 Budget; and

WHEREAS, the City of GATESVILLE desires to increase funding in the General Capital Improvements Fund and Hotel Occupancy Tax Fund; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS AS FOLLOWS:

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

SECTION 2. The Fiscal Year 2024-25 Budget is hereby amended by the City Council as follows: to allow for an adjustment to the General Capital Improvement Fund of \$696,464 and the Hotel Occupancy Tax Fund \$10,000, increasing appropriations.

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 2024-25 Budget.

SECTION 4. This Ordinance was approved by at least three members of the City Council as required by Section 3.11 of the City Charter.

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.

The foregoing Ordinance No. 2025-06 was read the first time and passed to the second reading this ____ day of _____, 2025.

The foregoing Ordinance No. 2025-06 was read the second time and passed to the third and final reading this ____ day of _____, 2025.

The foregoing Ordinance No. 2025-06 was read the third and final time this ____ day of _____, 2025.

BY: _____
GARY CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM AND SUBSTANCE:

HOLLY OWENS
CITY SECRETARY

VICTORIA THOMAS
SPECIAL COUNSEL



Agenda Item #7

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action regarding two change orders for the Stillhouse renovation project

Information:

Tonight, the City Council will consider approving Change Order No. 2 to the contract with Matous Construction for the Stillhouse rehabilitation. Change order contained markups not allowed by the contract. Change order 2 corrects the markup for contractor's fees for overhead and profit. Change order reduces the Matous contract by \$9,315.18. Change order 3 includes the addition of SCADA controls and electrical additions necessary for the operation of the plant. Change order 3 increase the Matous contract by \$276,968.94. The total contract price including change orders 1, 2, and 3 is \$7,541,849.19. If changes orders 2 and 3 are approved, the contingency will now be \$109,350.81

Financial Impact:

The initial contract awarded in October of 2023, to Matous Construction was \$7,203,000. If approved, the change orders will increase the contract to \$7,541,849.19. The additional funds will come from contingency, leaving \$109,350.81 available in contingency funds.

Staff Recommendation:

The staff recommends that the City Council accept Change Order No's 2 and 3 for the Stillhouse WWTP improvements.

Motion:

I move to approve **Resolution 2025-014** accepting Change Orders No. 2 and 3 for the Stillhouse WWTP improvements.

Attachments:

Change Order 2
Change Order 3

Staff Contacts:

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com

Change Order

No. 002

Date of Issuance: 1/15/2025 Effective Date: _____


Project: Gatesville Stillhouse Branch WWTF Improvements	Owner: City of Gatesville	Owner's Contract No.:
Contract: TWDB 73776 CID01		Date of Contract: 12/19/2023
Contractor: Matous Construction		Engineer's Project No.: 0201590

The Contract Documents are modified as follows upon execution of this Change Order:

Description: The contract price adjustment that was executed in Change Order 001 included markups by the contractor that were not allowed by the contract. The purpose of this change order is to provide a credit to the Owner to reconcile the incorrect markups. Per Section 00 72 15, Article 12.01.C.2., the Contractor's fee for overhead and profit shall be determined based on the following percentages of the various portions of the Cost of the Work: a. for costs incurred under Paragraphs 11.01.A.1 and 11.01.A.2, the Contractor's fee shall be 15 percent; b. for costs incurred under Paragraph 11.01.A.3, the Contractor's fee shall be five percent.

Attachments: (List documents supporting change): Change Order 1 Adjustment, CO1 and CO2 Summary, WCD 01 Revised, WCD 02 Revised.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: <u>\$7,203,000.00</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>550</u> Ready for final payment (days or date): <u>580</u>
Increase from previously approved Change Orders No. <u>1</u> to No. <u>N/A</u> : <u>\$71,195.43</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>N/A</u> : Substantial completion (days): <u>30</u> Ready for final payment (days): <u>30</u>
Contract Price prior to this Change Order: <u>\$7,274,195.43</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>580</u> Ready for final payment (days or date): <u>610</u>
Decrease of this Change Order: <u>\$9,315.18</u>	Increase of this Change Order: Substantial completion (days or date): <u>0</u> Ready for final payment (days or date): <u>0</u>
Contract Price incorporating this Change Order: <u>\$7,264,880.25</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>580</u> Ready for final payment (days or date): <u>610</u>

RECOMMENDED:  ACCEPTED: _____ ACCEPTED: _____
By: _____ By: _____ By: _____
Engineer (Authorized Signature) Owner (Authorized Signature) Contractor (Authorized Signature)
Date: 1/15/2025 Date: _____ Date: _____
Approved by Funding Agency (if applicable): _____ Date: _____

WCD 1/COR 1 - MCC#1 Electrical Modifications (original)					
Description	SC	Material	Equipment	Labor	Total
T. Morales (electrical subcontractor)					
Materials					
Lonestar Gear Adder	\$13,750.00				
Total Material	\$13,750.00				
Labor					
Crew Composite	\$699.44				
COR Foreman Coordination	\$97.73				
COR General Foreman	\$165.61				
Material Handling & Disposal	\$31.52				
Labor Subtotal	\$994.30				
Labor Burden (25%)	\$248.58				
Total Labor	\$1,242.88				
General Expenses					
Expendable Tools (6%)	\$825.00				
Warranty on Quoted Materials (3%)	\$412.50				
Warranty on Labor (3%)	\$29.83				
Total General Expenses	\$1,267.33				
Overhead & Markups					
Overhead (5%)	\$813.01				
Markup (10%)	\$1,707.32				
Total Markups	\$2,520.33				
Liability/Builder's Risk (2%)	\$375.61				
Performance/Payment Bonds (2%)	\$383.12				
Final Amount	\$19,539.27				
Matous (general contractor)					
Delete Electrical Canopy					
Concrete		-\$6,000.00	-\$2,500.00	-\$7,000.00	-\$15,500.00
Canopy at Electrical Panels		-\$16,000.00	-\$3,550.00	-\$13,000.00	-\$32,550.00
MCC#1 Modifications					
Demo Exist. Fan				\$1,200.00	\$1,200.00
Modify Openings		\$750.00	\$300.00	\$1,000.00	\$2,050.00
HVAC Units	\$24,684.00				\$24,684.00
Electrical Modifications	\$19,539.27				\$19,539.27
Superintendent				\$2,850.00	\$2,850.00
Subtotals	\$44,223.27	-\$21,250.00	-\$5,750.00	-\$14,950.00	\$2,273.27
Labor Tax and Insurance					-\$5,382.00
Overhead (10%)					-\$310.87
Markup (10%)					-\$341.96
Bond (2%)					-\$75.23
Total					-\$3,836.79

WCD 1/COR 1 - MCC#1 Electrical Modifications (adjusted)					
Description	SC	Material	Equipment	Labor	Total
T. Morales (electrical subcontractor)					
Materials					
Lonestar Gear Adder	\$13,750.00				
Total Material	\$13,750.00				
Labor					
Crew Composite	\$699.44				
COR Foreman Coordination	\$97.73				
COR General Foreman	\$165.61				
Material Handling & Disposal	\$31.52				
Labor Subtotal	\$994.30				
Labor Burden (25%)	\$248.58				
Total Labor	\$1,242.88				
General Expenses					
Expendable Tools (2.5%)	\$343.75				
Warranty on Quoted Materials (3%)	\$0.00				
Warranty on Labor (3%)	\$0.00				
Total General Expenses	\$343.75				
Overhead & Markups					
Overhead (5%) Overhead & Markup (15%)	\$2,300.49				
Markup (10%)	\$0.00				
Total Markups	\$2,300.49				
Liability/Builder's Risk (2%)	\$352.74				
Performance/Payment Bonds (2%)	\$359.80				
Final Amount	\$18,349.66				
Matous (general contractor)					
Delete Electrical Canopy					
Concrete		-\$6,000.00	-\$2,500.00	-\$7,000.00	-\$15,500.00
Canopy at Electrical Panels		-\$16,000.00	-\$3,550.00	-\$13,000.00	-\$32,550.00
MCC#1 Modifications					
Demo Exist. Fan				\$1,200.00	\$1,200.00
Modify Openings		\$750.00	\$300.00	\$1,000.00	\$2,050.00
HVAC Units	\$24,684.00				\$24,684.00
Electrical Modifications	\$18,349.66				\$18,349.66
Superintendent				\$2,850.00	\$2,850.00
Subtotals	\$43,033.66	-\$21,250.00	-\$5,750.00	-\$14,950.00	\$1,083.66
Labor Tax and Insurance					-\$5,382.00
Overhead and Markup (15%)					-\$7,099.80
Subcontractor Markup (5%)					\$2,151.68
Bond (2%)					-\$184.93
Total					-\$9,431.39

WCD 2/COR 2 - Bypass Piping (original)					
Description	SC	Material	Equipment	Labor	Total
Matous (general contractor)					
Influent, RAS Bypass Piping					
Demo Exist. Discharge Piping				\$2,850.00	\$2,850.00
Temporary Discharge Piping		\$31,515.90		\$6,500.00	\$38,015.90
Temporary Discharge Hoses		\$6,500.00		\$1,200.00	\$7,700.00
Co Equipment					
Rubber Tire BH			\$1,850.00		\$1,850.00
Misc. Small Tools			\$2,500.00		\$2,500.00
Superintendent				\$3,000.00	\$3,000.00
Subtotals	\$0.00	\$38,015.90	\$4,350.00	\$13,550.00	\$55,915.90
Labor Tax and Insurance					\$4,878.00
Overhead (10%)					\$6,079.39
Markup (10%)					\$6,687.33
Bond (2%)					\$1,471.21
Total					\$75,031.83

WCD 2/COR 2 - Bypass Piping (adjusted)					
Description	SC	Material	Equipment	Labor	Total
Matous (general contractor)					
Influent, RAS Bypass Piping					
Demo Exist. Discharge Piping				\$2,850.00	\$2,850.00
Temporary Discharge Piping		\$31,515.90		\$6,500.00	\$38,015.90
Temporary Discharge Hoses		\$6,500.00		\$1,200.00	\$7,700.00
Co Equipment					
Rubber Tire BH			\$1,850.00		\$1,850.00
Misc. Small Tools			\$2,500.00		\$2,500.00
Superintendent				\$3,000.00	\$3,000.00
Subtotals	\$0.00	\$38,015.90	\$4,350.00	\$13,550.00	\$55,915.90
Labor Tax and Insurance					\$4,878.00
Overhead and Markup (15%)					\$9,119.09
Subcontractor Markup (5%)					\$0.00
Bond (2%)					\$1,398.26
Total					\$71,311.24

Work Change Directive 1 and 2 Summaries

	Cost (credit) in CO #1	Corrected Cost (Credit)	Difference
Work Change Directive 1	(3,836.79)	(9,431.39)	(5,594.59)
Work Change Directive #2	75,031.83	71,311.24	(3,720.59)
Total Change in Contract			(9,315.18)



MATOUS CONSTRUCTION

GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

January 14, 2025

Mr. Michael Clough, P.E.
Senior Project Manager
Walker Partners
6504 Bridge Point Parkway, Suite 200
Austin, TX 78730

Re: Gatesville Stillhouse WWTF Improvements
Work Change Directive #1 *Revision-2*

Dear Michael,

As per your request, we offer the following for your review and consideration:

Modify and Relocate Electrical RAS Panels at MCC#1, including associated HVAC as per WCD#1 and as described per below:

- Furnish and install electrical modifications of RAS Panels and associated equipment as per attached T. Morales COR#1.
- Furnish and install HVAC modifications as per attached Air Control Proposal.
- Demo and remove existing fan, modify wall openings to allow for HVAC Units.
- Pricing to include credit to delete the structural canopy and concrete foundation.

For a net deduct of.....(\$ 9,431.39)

Due to manufactures delivery lead times, Contractor requests an additional (30) calendar days for this change.

Should you have any questions, please feel free to call.

Sincerely,

Mike Psencik
Project Manager/Vice President
Matous Construction

WCD -01 (MCC#1 Electrical Modifications) REVISED						
City of Gatesville - Stillhouse Branch WWTF						
January 14, 2025						
Description	Qty	SC	Material	Equip	Labor	Total
<u>Delete Electrical Canopy</u>						
Concrete	LS	\$ -	\$ (6,000.00)	\$ (2,500.00)	\$ (7,000.00)	\$ (15,500.00)
Canopy at Electrical Panels	1 EA	\$ -	\$ (16,000.00)	\$ (3,550.00)	\$ (13,000.00)	\$ (32,550.00)
<u>MCC#1 Modifications</u>						
Demo Exist Fan	LS	\$ -	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00
Modify Openings	LS	\$ -	\$ 750.00	\$ 300.00	\$ 1,000.00	\$ 2,050.00
HVAC Units	LS	\$ 24,684.00	\$ -	\$ -	\$ -	\$ 24,684.00
Electrical Modifications	LS	\$ 18,349.66	\$ -	\$ -	\$ -	\$ 18,349.66
		\$ -	\$ -	\$ -	\$ -	\$ -
Superintendent		\$ -	\$ -	\$ -	\$ 2,850.00	\$ 2,850.00
Sub Totals						
		\$ 43,033.66	\$ (21,250.00)	\$ (5,750.00)	\$ (14,950.00)	\$ (41,950.00)
				Subcontractor Total		\$ 43,033.66
				Labor Tax and Insur		\$ (5,382.00)
				OH @ 15%		\$ (7,099.80)
				SC @ 5%		\$ 2,151.68
				Bond @ 2%		\$ (184.93)
				Total		\$ (9,431.39)
		Factor =	0.22			



MATOUS CONSTRUCTION

GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

January 14, 2025

Mr. Michael Clough, P.E.
Senior Project Manager
Walker Partners
6504 Bridge Point Parkway, Suite 200
Austin, TX 78730

Re: Gatesville Stillhouse WWTF Improvements
WCD 2 – *REVISION* - 2

Dear Michael,

As per your request, we offer the following for your review and consideration:

Furnish a temporary bypass piping system for the Influent and RAS Pump Station as directed per WCD – 02A and as described per below:

- Remove existing fittings and install temporary piping per WCD-02A drawing.
- Connect temporary piping to the existing discharge forced main piping.
- Owner to bypass pump stations prior to the above-described work of the temporary piping systems.

For the lump sum of.....\$71,311.24

Should you have any questions, please feel free to call.

Sincerely,

Mike Psencik

Mike Psencik
Project Manager/Vice President
Matous Construction

WCD -02 (Bypass Piping)						
City of Gatesville - Stillhouse Branch WWTF						
January 14, 2025						
Description	Qty	SC	Material	Equip	Labor	Total
Influent, RAS Bypass Piping						
Demo Exist Discharge Piping	LS	\$ -	\$ -	\$ -	\$ 2,850.00	\$ 2,850.00
Temporary Discharge Piping	LS	\$ -	\$ 31,515.90	\$ -	\$ 6,500.00	\$ 38,015.90
Temporary Discharge Hoses	LS	\$ -	\$ 6,500.00	\$ -	\$ 1,200.00	\$ 7,700.00
Co Equipment						
Rubber Tire BH		\$ -	\$ -	\$ 1,850.00	\$ -	\$ 1,850.00
Misc Small Tools		\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
Superintendent		\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
Sub Totals		\$ -	\$ 38,015.90	\$ 4,350.00	\$ 13,550.00	\$ 55,915.90
				Labor Tax and Insur		\$ 4,878.00
				OH @ 15%		\$ 9,119.09
				SC @ 5%		\$ -
				Bond @ 2%		\$ 1,398.26
				Total		\$ 71,311.24
		Factor =	1.28			

Change Order

No. 003

Date of Issuance: 1/22/2025 Effective Date: _____

Project: Gatesville Stillhouse Branch WWTF Improvements	Owner: City of Gatesville	Owner's Contract No.:
Contract: TWDB 73776 CID01		Date of Contract: 12/19/2023
Contractor: Matous Construction		Engineer's Project No.: 0201590

The Contract Documents are modified as follows upon execution of this Change Order:

Description: RFQ 3 – Add SCADA to the Scope of Work, RFQ #4 - Add pump disconnects to the Scope of Work, RFQ #5 – Upsize conduit where design has wrong sized conduit

RFQ #4 requests 60 additional days, is concurrent with the 90 extra days requested in RFQ #3

Attachments: (List documents supporting change): RFQ #3, RFQ #4, RFQ #5

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$7,203,000.00

Increase from previously approved Change Orders

No. 1 to No. 2 :

\$61,880.25

Contract Price prior to this Change Order:

\$7,264,880.25

Increase of this Change Order:

\$276,968.94

Contract Price incorporating this Change Order:

\$7,541,849.19

CHANGE IN CONTRACT TIMES:

Original Contract Times: Working days Calendar days

Substantial completion (days or date): 550

Ready for final payment (days or date): 580

Increase from previously approved Change Orders

No. 1 to No. 2 :

Substantial completion (days): 30

Ready for final payment (days): 30

Contract Times prior to this Change Order:

Substantial completion (days or date): 580

Ready for final payment (days or date): 610

Increase of this Change Order:

Substantial completion (days or date): 90

Ready for final payment (days or date): 90

Contract Times with all approved Change Orders:

Substantial completion (days or date): 670

Ready for final payment (days or date): 700

RECOMMENDED:

By: _____

Engineer (Authorized Signature)

Date: 1/22/2025

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____

Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Contractor (Authorized Signature)

Date: _____

Date: _____

Request for Quotation

PROJECT DATA			
Project Name:	Stillhouse Branch Wastewater Treatment Facility Improvements	Owner:	City of Gatesville
Project No.:	2-01590	Date:	4/2/2024

REQUEST FOR QUOTATION DATA			
Quotation No.:	003	Date:	12/20/2024
To:	Matous Construction	Keyword Description:	SCADA Control Package
From:	Walker Partners	Date Quotation Required:	1/3/2024

The following modification to the contract has been identified. Pursuant to the General Conditions, please provide a quotation for the alteration as described in Item 1. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, overhead, and profit. This request shall not be considered authorization to proceed with the work herein described.

TO BE COMPLETED BY INITIATOR OF REQUEST:	
1. Scope of Work: (include list of attachments) Provide SCADA Control Package in accordance with the attached scope of work by General Control Systems, Inc.	
2. Reason(s) for Modification: <input type="checkbox"/> Owner <input type="checkbox"/> Unforeseen Conditions (site, weather, etc) <input checked="" type="checkbox"/> Other To provide RAS control panel and influent pump distribution panel.	
3. Approval of Request: Owner: _____ Date: _____ Engineer: <i>Joseph W. Jenkins</i> Date: 12/20/2024	
TO BE COMPLETED BY CONTRACTOR:	
4. Total cost of modification (attach detailed breakdown)	
5. Will a modification to the contract time be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If so, trade(s)	
Number of personnel	
Duration (calendar days) 90	
6. Attachment identification (list): RFQ #3 RFQ from Contractor with cost breakdown	
7. Quotation is in effect until (date):	
8. Approval of Quotation: Contractor: _____ Date: _____	



MATOUS CONSTRUCTION

GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

January 14, 2025

Mr. Michael Clough, P.E.
Senior Project Manager
Walker Partners
6504 Bridge Point Parkway, Suite 200
Austin, TX 78730

Re: Gatesville Stillhouse WWTF Improvements
RFQ-003 (SCADA Control Package) – **Revision - 2**

Dear Michael,

As per your request, we offer the following for your review and consideration:

Furnish and install a complete SCADA Control System included for Phase 1 as described per attached GCS proposal.

For the lump sum of.....\$ 234,945.27

Due to manufacturers lead times, Contractor request an additional (90) calendar days for this change.

Should you have any questions, please feel free to call.

Sincerely,

Mike Psencik

Mike Psencik
Project Manager/Vice President
Matous Construction

RFQ -003 (SCADA Control Package)						
City of Gatesville - Stillhouse Branch WWTF						
January 14, 2025						
Description	Qty	SC	Material	Equip	Labor	Total
<u>SCADA Package</u>						
GCS	LS	\$ 219,370.00	\$ -	\$ -	\$ -	\$ 219,370.00
Sub Totals		\$ 219,370.00	\$ -	\$ -	\$ -	\$ 219,370.00
				Labor Tax and Insur		\$ -
				OH @ 15%		\$ -
				SC @ 5%		\$ 10,968.50
				Bond @ 2%		\$ 4,606.77
				Total		\$ 234,945.27
		Factor =	1.07			



General Control Systems, Inc.
 17 Corporate Circle
 Albany, New York 12203
 (518) 270-8045 Fax (518) 270-8042



July 11, 2024

ATTEN: Michael Clough

SUBJECT: **Gatesville Stillhouse WWTP**
 PROJECT #: GCS Scope Number Q24-4550

We propose to furnish quality labor, materials, and supervision to develop the control system as discussed. All work will be done in accordance with the following scope of work, and includes the quantities as listed below.

SCOPE OF WORK:

RAS Control Panel and Influent Pump Distribution Panel

RAS Control Panel: Furnish (1) NEMA 12 enclosure with back panel to include (1) door operated LED enclosure light, (1) fan and louver kit with thermostat, (1) duplex outlet, (1) single receptacle outlet, (1) UPS, (1) L30ER CompactLogix controller with necessary I/O points to cover I/O listed on drawings ES29-ES31, (1) unmanaged ethernet switch, (1) Ubiquity radio with (1) omni directional antenna, (1) Maple Systems OID, circuit breakers, control relays, and all necessary equipment to create a fully functional panel.

Influent Pump Distribution Panel: Furnish (1) NEMA 12 enclosure with back panel to include (1) door operated LED enclosure light, (1) fan and louver kit with thermostat, (1) duplex outlet, (1) single receptacle outlet, (1) UPS, (1) L30ER CompactLogix controller with necessary I/O points to cover I/O listed on drawings ES09-ES12, (1) unmanaged ethernet switch, (1) Ubiquity radio with (1) omni directional antenna, (1) Maple Systems OID, circuit breakers, control relays, and all necessary equipment to create a fully functional panel.

Software, Parts and Instrumentation

Software: (1) VTSCADA 1k tag runtime and development license with 1 year support package, alarming and (1) unlimited thin client bundle.

Parts: (1) Dell tower with (2) 24" Dell monitors, (1) UPS and (1) Ubiquity radio with omni directional antenna.

Instrumentation: (1) 20” influent flow meter, (1) 16” RAS flow meter and (1) 8” WAS flow meter.

Total Price **\$223,370.00**

Payment terms - net 30 Days from invoice date, 1.5% interest will be applied to payments in excess of our terms.

CLARIFICATIONS:

- C-1 Proposal is based on GCS Standard Terms & Conditions.
- C-2 Submittals will be sent for approval by the Engineer.
- C-3 All wiring diagrams will be done using AutoCAD Electrical and submitted in written form or PDF format “dwg” files will remain in title to General Control Systems, Inc.
- C-4 Unless expressly noted above, all valving, tubing, fittings, or hardware required to connect instruments is provided by others.
- C-5 All device takeoffs are based on the current P&ID drawings at the time of bid.
- C-6 Shipping: FOB Albany, New York, pre-pay and add.

EXCLUSIONS:

- E-1 Overtime or Premium time labor outside of scope.
- E-2 Material and Equipment other than mentioned above.
- E-3 Sales or Use Taxes.
- E-4 Cutting and Patching of existing structures.
- E-5 Temporary Facilities.
- E-6 Concrete Mounting Pads.
- E-7 Field wiring or conduit installation.
- E-8 Manual valves.

We hope you find our proposal satisfactory. If you should have any questions, please do not hesitate to call our office. This proposal is valid for a period of thirty (30) days after bid date.

Respectfully,
GENERAL CONTROL SYSTEMS, INC.

Jordan Mantello
Sales/Estimation



Please note that our bid is predicated on the understanding that our work is fully set forth above, that we shall be entitled to the rights, remedies and redress as well as subject to the obligations of the general contract documents with the Owner as they relate to our bid and/or our portion only of the work and any resulting subcontract, and that any resulting subcontract shall be subject to the terms of the current edition of AIA Document A401 "Agreement between Contractor and Subcontractor", or is contingent upon mutual agreement on written subcontract language prior to there being any binding obligation on the part of either party, and use of this bid or reliance upon it will result in acceptance of this bid should you be awarded the contract.



General Control Systems, Inc.
17 Corporate Circle
Albany, New York 12203
(518)270-8045 Fax(518)270-8042

F120-INTG-19

Rev 1.1

December 12, 2024

TO: Michael Psencik
Matous Construction
8602 North Highway 317
Belton, TX 76513

Email: mike@matousconstruction.com
Pages: 2

RE: Gatesville Stillhouse Branch WWTF Improvements
SUBJECT: **PCO-01**
Proposed Change Order 01 – Removal of 8” Flow Meter per Owner’s Request

SCOPE OF WORK:

Per City of Gatesville’s request to remove the 8” WAS flow meter from the Stillhouse Branch WWTF Improvement Project, we propose a \$4,000.00 reduction to the original contract price of \$223,370.00, bringing the new Project price to \$219,370.

Original Contract Price: \$223,370.00
Less 8” WAS flow meter - \$4,000.00
Revised Total: \$219,370.00

Total firm price**\$219,370.00**

SHIPPING:

FOB: Green Island, New York, Pre-pay & add

EXCLUSIONS:

- E-1 Overtime or Premium time labor outside of scope.
- E-2 Material and Equipment other than mentioned above.
- E-3 Sales or Use Taxes.
- E-4 Cutting and Patching of existing structures.
- E-5 Temporary Facilities.
- E-6 Concrete Mounting Pads.
- E-7 Field wiring or conduit installation.
- E-8 Installation of any kind on site.
- E-9 Instrument stands, instrument brackets, tubing, brackets, or any custom items necessary for field mounting.
- E-10 Mechanical mounting of instruments, instrument stands, instrument brackets, control panels. Instrument and control panel receiving, storage, unpacking, and delivery to installation area at the site, GC is to provide a secure area for storage.

We hope you find our proposal satisfactory. If you should have any questions, please do not hesitate to call our office. This proposal is valid for a period of sixty (60) days after bid date.

Respectfully,
GENERAL CONTROL SYSTEMS, INC.



Tabatha Meyer
Operations Manager

PCO-01

Please note that our bid is predicated on the understanding that our work is fully set forth above, that we shall be entitled to the rights, remedies and redress as well as subject to the obligations of the general contract documents with the Owner as they relate to our bid and/or our portion only of the work and any resulting subcontract, and that any resulting subcontract shall be subject to the terms of the current edition of AIA Document A401 Agreement between Contractor and Subcontractor, or is contingent upon agreeing on written subcontract language acceptable to us, and use of this bid or reliance upon it will result in acceptance of this bid, should you be awarded the contract.

All information contained within this quotation is confidential. This information may not be copied and/or distributed, in part or whole, with out obtaining written permission from General Control Systems, Inc.



General Control Systems, Inc.
17 Corporate Circle
Albany, New York 12203
(518)270-8045 Fax(518)270-8042

F120-INTG-19

Rev 1.1

December 12, 2024

TO: Michael Psencik
Matous Construction
8602 North Highway 317
Belton, TX 76513

Email: mike@matousconstruction.com
Pages: 2

RE: Gatesville Stillhouse Branch WWTF Improvements
SUBJECT: **PCO-01**
Proposed Change Order 01 – Removal of 8” Flow Meter per Owner’s Request

SCOPE OF WORK:

Per City of Gatesville’s request to remove the 8” WAS flow meter from the Stillhouse Branch WWTF Improvement Project, we propose a \$4,000.00 reduction to the original contract price of \$223,370.00, bringing the new Project price to \$219,370.

Original Contract Price: \$223,370.00
Less 8” WAS flow meter - \$4,000.00
Revised Total: \$219,370.00

Total firm price**\$219,370.00**

SHIPPING:

FOB: Green Island, New York, Pre-pay & add

EXCLUSIONS:

- E-1 Overtime or Premium time labor outside of scope.
- E-2 Material and Equipment other than mentioned above.
- E-3 Sales or Use Taxes.
- E-4 Cutting and Patching of existing structures.
- E-5 Temporary Facilities.
- E-6 Concrete Mounting Pads.
- E-7 Field wiring or conduit installation.
- E-8 Installation of any kind on site.
- E-9 Instrument stands, instrument brackets, tubing, brackets, or any custom items necessary for field mounting.
- E-10 Mechanical mounting of instruments, instrument stands, instrument brackets, control panels. Instrument and control panel receiving, storage, unpacking, and delivery to installation area at the site, GC is to provide a secure area for storage.

We hope you find our proposal satisfactory. If you should have any questions, please do not hesitate to call our office. This proposal is valid for a period of sixty (60) days after bid date.

Respectfully,
GENERAL CONTROL SYSTEMS, INC.



Tabatha Meyer
Operations Manager

PCO-01

Please note that our bid is predicated on the understanding that our work is fully set forth above, that we shall be entitled to the rights, remedies and redress as well as subject to the obligations of the general contract documents with the Owner as they relate to our bid and/or our portion only of the work and any resulting subcontract, and that any resulting subcontract shall be subject to the terms of the current edition of AIA Document A401 Agreement between Contractor and Subcontractor, or is contingent upon agreeing on written subcontract language acceptable to us, and use of this bid or reliance upon it will result in acceptance of this bid, should you be awarded the contract.

All information contained within this quotation is confidential. This information may not be copied and/or distributed, in part or whole, with out obtaining written permission from General Control Systems, Inc.

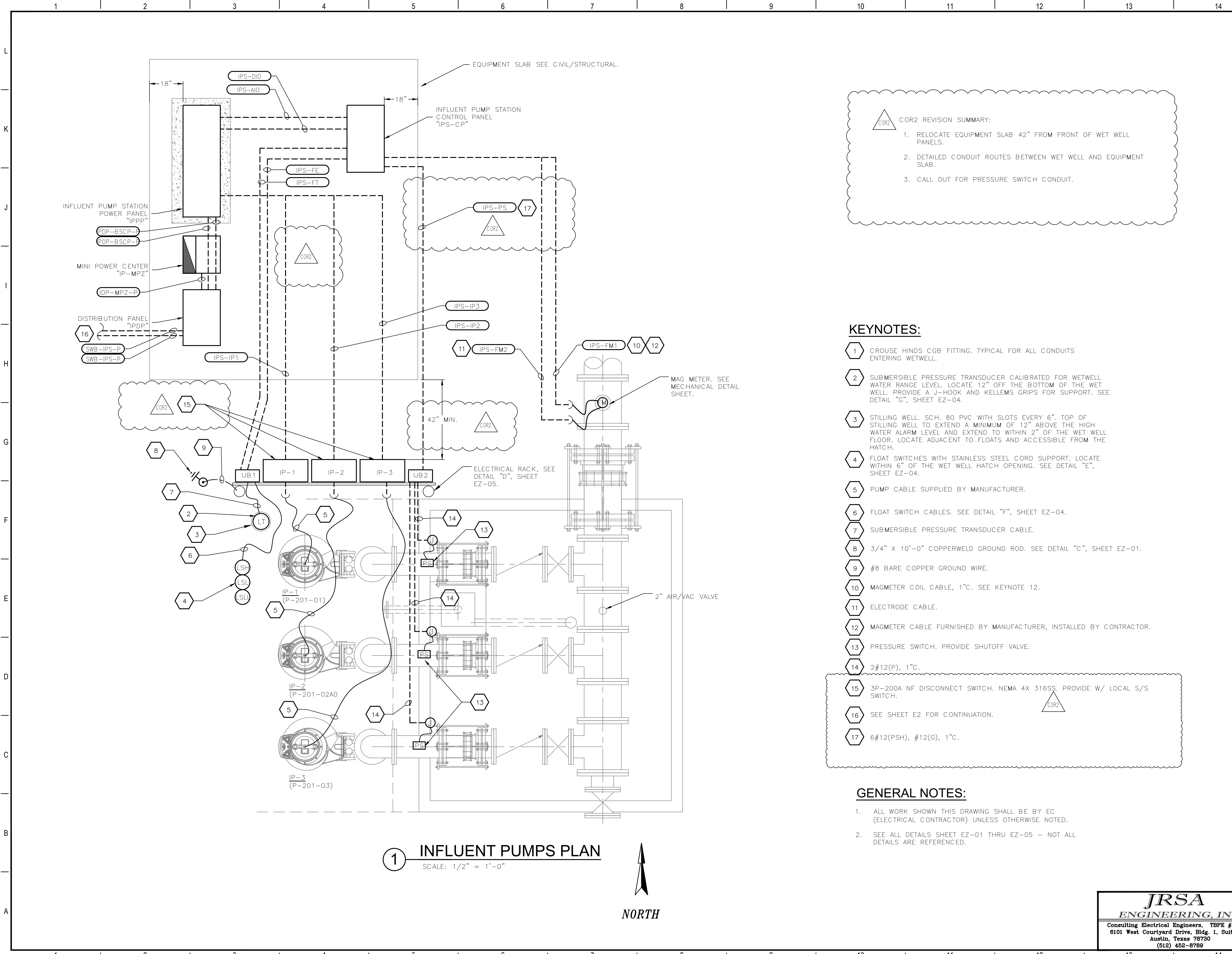
Request for Quotation

PROJECT DATA			
Project Name:	Stillhouse Branch Wastewater Treatment Facility Improvements	Owner:	City of Gatesville
Project No.:	2-01590	Date:	4/2/2024

REQUEST FOR QUOTATION DATA			
Quotation No.:	004	Date:	12/20/2024
To:	Matous Construction	Keyword Description:	Electrical Disconnects
From:	Walker Partners	Date Quotation Required:	1/3/2024

The following modification to the contract has been identified. Pursuant to the General Conditions, please provide a quotation for the alteration as described in Item 1. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, overhead, and profit. This request shall not be considered authorization to proceed with the work herein described.

TO BE COMPLETED BY INITIATOR OF REQUEST:	
1. Scope of Work: (include list of attachments) Addition of eight (8) electrical disconnects as shown on Sheets EB-01, EN-02, and EN-06.	
2. Reason(s) for Modification: <input type="checkbox"/> Owner <input type="checkbox"/> Unforeseen Conditions (site, weather, etc) <input checked="" type="checkbox"/> Other To provide electrical disconnects for pumps.	
3. Approval of Request: Owner: _____ Date: _____ Engineer: <i>Joseph W. Jenkins</i> Date: 12/20/2024	
TO BE COMPLETED BY CONTRACTOR:	
4. Total cost of modification (attach detailed breakdown)	
5. Will a modification to the contract time be required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>The 60 extra days in proposal to be concurrent with 90 days requested in RFQ #3</small>	
If so, trade(s)	
Number of personnel	
Duration (calendar days)	
6. Attachment identification (list):	Revised Drawings, RFQ #4 RFQ from Contractor with cost breakdown
7. Quotation is in effect until (date):	
8. Approval of Quotation: Contractor: _____ Date: _____	



COR2 COR2 REVISION SUMMARY:

1. RELOCATE EQUIPMENT SLAB 42" FROM FRONT OF WET WELL PANELS.
2. DETAILED CONDUIT ROUTES BETWEEN WET WELL AND EQUIPMENT SLAB.
3. CALL OUT FOR PRESSURE SWITCH CONDUIT.

KEYNOTES:

1. CROUSE HINDS CGB FITTING. TYPICAL FOR ALL CONDUITS ENTERING WETWELL.
2. SUBMERSIBLE PRESSURE TRANSDUCER CALIBRATED FOR WETWELL WATER RANGE LEVEL. LOCATE 12" OFF THE BOTTOM OF THE WET WELL. PROVIDE A J-HOOK AND KELLEMS GRIPS FOR SUPPORT. SEE DETAIL "G", SHEET EZ-04.
3. STILLING WELL. SCH. 80 PVC WITH SLOTS EVERY 6". TOP OF STILLING WELL TO EXTEND A MINIMUM OF 12" ABOVE THE HIGH WATER ALARM LEVEL AND EXTEND TO WITHIN 2" OF THE WET WELL FLOOR. LOCATE ADJACENT TO FLOATS AND ACCESSIBLE FROM THE HATCH.
4. FLOAT SWITCHES WITH STAINLESS STEEL CORD SUPPORT. LOCATE WITHIN 6" OF THE WET WELL HATCH OPENING. SEE DETAIL "E", SHEET EZ-04.
5. PUMP CABLE SUPPLIED BY MANUFACTURER.
6. FLOAT SWITCH CABLES. SEE DETAIL "F", SHEET EZ-04.
7. SUBMERSIBLE PRESSURE TRANSDUCER CABLE.
8. 3/4" X 10'-0" COPPERWELD GROUND ROD. SEE DETAIL "C", SHEET EZ-01.
9. #8 BARE COPPER GROUND WIRE.
10. MAGMETER COIL CABLE, 1" C. SEE KEYNOTE 12.
11. ELECTRODE CABLE.
12. MAGMETER CABLE FURNISHED BY MANUFACTURER, INSTALLED BY CONTRACTOR.
13. PRESSURE SWITCH. PROVIDE SHUTOFF VALVE.
14. 2#12(P), 1" C.

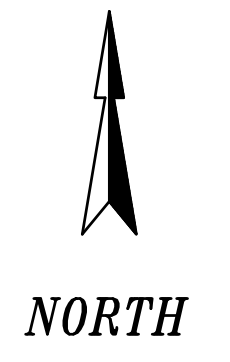
COR2

15. 3P-200A NF DISCONNECT SWITCH. NEMA 4X 316SS. PROVIDE W/ LOCAL S/S SWITCH.
16. SEE SHEET E2 FOR CONTINUATION.
17. 6#12(PSH), #12(G), 1" C.

GENERAL NOTES:

1. ALL WORK SHOWN THIS DRAWING SHALL BE BY EC (ELECTRICAL CONTRACTOR) UNLESS OTHERWISE NOTED.
2. SEE ALL DETAILS SHEET EZ-01 THRU EZ-05 - NOT ALL DETAILS ARE REFERENCED.

1 INFLUENT PUMPS PLAN
SCALE: 1/2" = 1'-0"

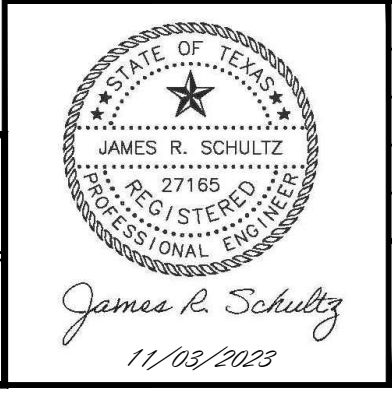


REV	DESCRIPTION	DATE
	MIS. ELECTRICAL REVISIONS	12/1/2024
	RAS PUMP PANEL- ELECTRICAL REVISION	5/20/2024
	CONFORMED PER REDUCED SCOPE OF WORK	01/08/2024



CITY OF GATESVILLE
CITY OF GATESVILLE - STILLHOUSE WWTF UPGRADE AND EXPANSION
INFLUENT PUMPS PLAN

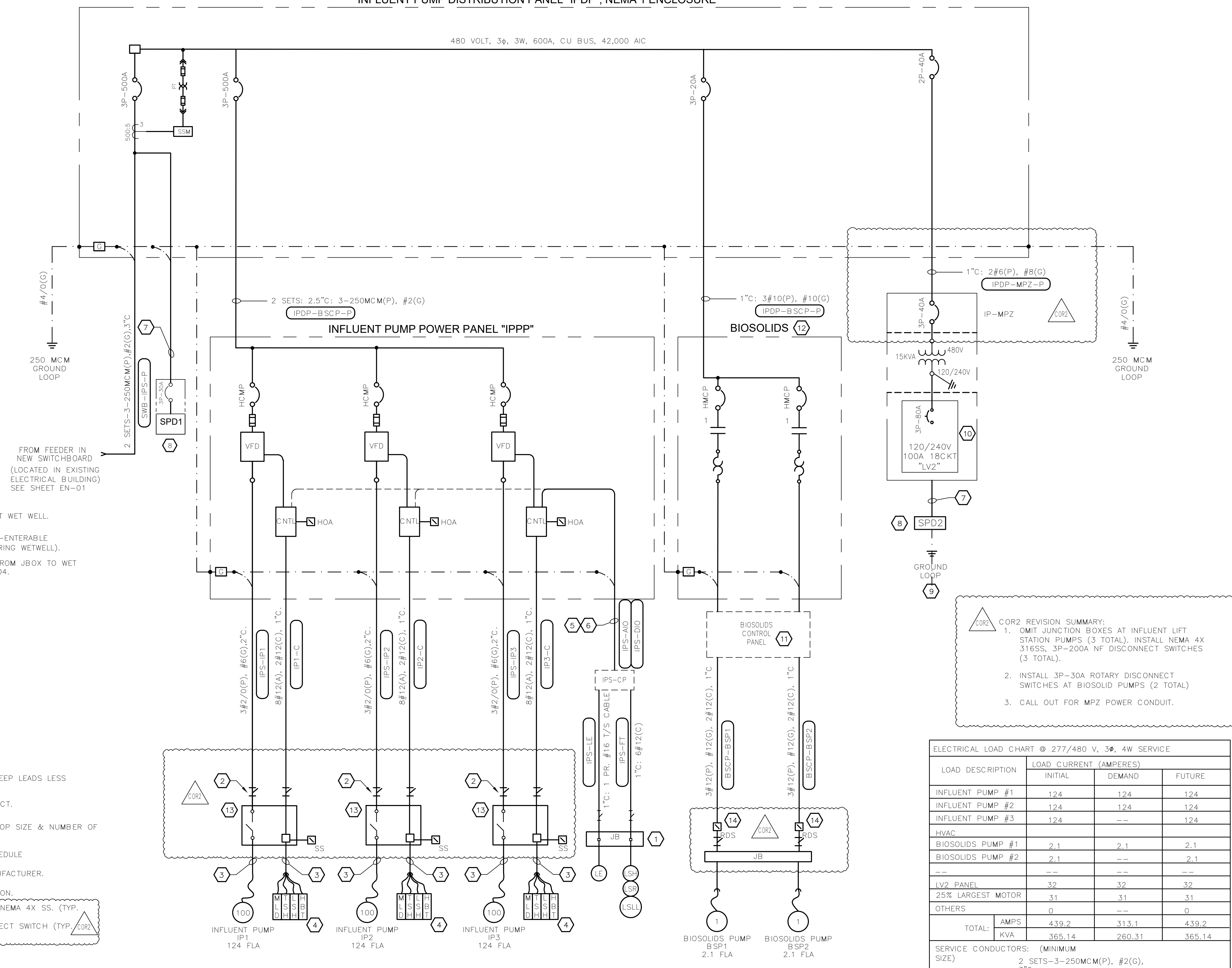
JRSA ENGINEERING, INC.
Consulting Electrical Engineers, TBPE #F-3997
6101 West Courtyard Drive, Bldg. 1, Suite 200
Austin, Texas 78730
(512) 452-8789



DESIGNED	JRS
DRAFTED	SAM
CHECKED	JRS
PROJECT NO.	2-01590
DRAWING NO.	EB-01

INFLUENT PUMP DISTRIBUTION PANEL "IPDP", NEMA 1 ENCLOSURE

480 VOLT, 3 ϕ , 3W, 600A, CU BUS, 42,000 AIC



KEYNOTES:

- ① NEMA 4X 316 SS JUNCTION BOX AT WET WELL.
- ② PROVIDE EYS SEAL W/3M 2123 RE-ENTERABLE SEALANT (TYP. ALL CONDUITS ENTERING WETWELL).
- ③ 2" CONDUIT FOR PUMP CABLES, FROM JBOX TO WET WELL. SEE DETAIL "E", SHEET EZ-04.
- ④ PUMP MONITOR SWITCHES
- M L D T S H - MOISTURE LEAK DETECTOR
- T S H - MOTOR TEMPERATURE SWITCH
- S H - MECHANICAL SEAL LEAK
- H B T - HIGH BEARING TEMPERATURE
- ⑤ 6PR#16T/S, 1" C.
- ⑥ 18#14(A), 12#14(S), 6#14(C), 1" C.
- ⑦ #6 LOW IMPEDANCE CABLE, 1" C. KEEP LEADS LESS THAN 24" LONG MINIMIZE BENDS.
- ⑧ TYPE II SPD. W/INTEGRAL DISCONNECT.
- ⑨ SEE SHEET EH-01 FOR GROUND LOOP SIZE & NUMBER OF GROUND RODS.
- ⑩ SEE SHEET EQ-02 FOR PANEL SCHEDULE
- ⑪ CONTROL PANEL PROVIDED BY MANUFACTURER.
- ⑫ STARTERS AT BIOSOLIDS PUMP STATION.
- ⑬ 3P-200A NF DISCONNECT SWITCH, NEMA 4X SS. (TYP. FOR 3)
- ⑭ 3P-30A NEMA 4X ROTARY DISCONNECT SWITCH (TYP. FOR 2).

GENERAL NOTES:

1. REFER TO INSTRUMENTATION PLAN & CONDUIT SCHEDULE FOR ADDITIONAL CONTROL SIGNALS (TO MAIN CONTROL PANEL "MCP" AND ELSEWHERE).
2. A: ALARM SIGNAL
C: CONTROL SIGNAL
S: STATUS SIGNAL

① ELECTRICAL ONE-LINE IPDP - PROPOSED

SCALE: N.T.S.

COR2 COR2 REVISION SUMMARY:
 1. OMIT JUNCTION BOXES AT INFLUENT LIFT STATION PUMPS (3 TOTAL). INSTALL NEMA 4X 316SS, 3P-200A NF DISCONNECT SWITCHES (3 TOTAL).
 2. INSTALL 3P-30A ROTARY DISCONNECT SWITCHES AT BIOSOLID PUMPS (2 TOTAL)
 3. CALL OUT FOR MPZ POWER CONDUIT.

ELECTRICAL LOAD CHART @ 277/480 V, 3 ϕ , 4W SERVICE				
LOAD DESCRIPTION	LOAD CURRENT (AMPERES)			
	INITIAL	DEMAND	FUTURE	
INFLUENT PUMP #1	124	124	124	
INFLUENT PUMP #2	124	124	124	
INFLUENT PUMP #3	124	--	124	
HVAC				
BIOSOLIDS PUMP #1	2.1	2.1	2.1	
BIOSOLIDS PUMP #2	2.1	--	2.1	
--	--	--	--	
LV2 PANEL	32	32	32	
25% LARGEST MOTOR	31	31	31	
OTHERS	0	--	0	
TOTAL:	AMPS 439.2	313.1	439.2	
	KVA 365.14	260.31	365.14	
SERVICE CONDUCTORS: (MINIMUM SIZE) 2 SETS-3-250MCM(P), #2(G), 3" C.				

REV	DESCRIPTION	DATE
△	MIS. ELECTRICAL REVISIONS	12/1/2024
△	RAS PUMP PANEL- ELECTRICAL REVISION	5/20/2024
△	CONFORMED PER REDUCED SCOPE OF WORK	01/08/2024

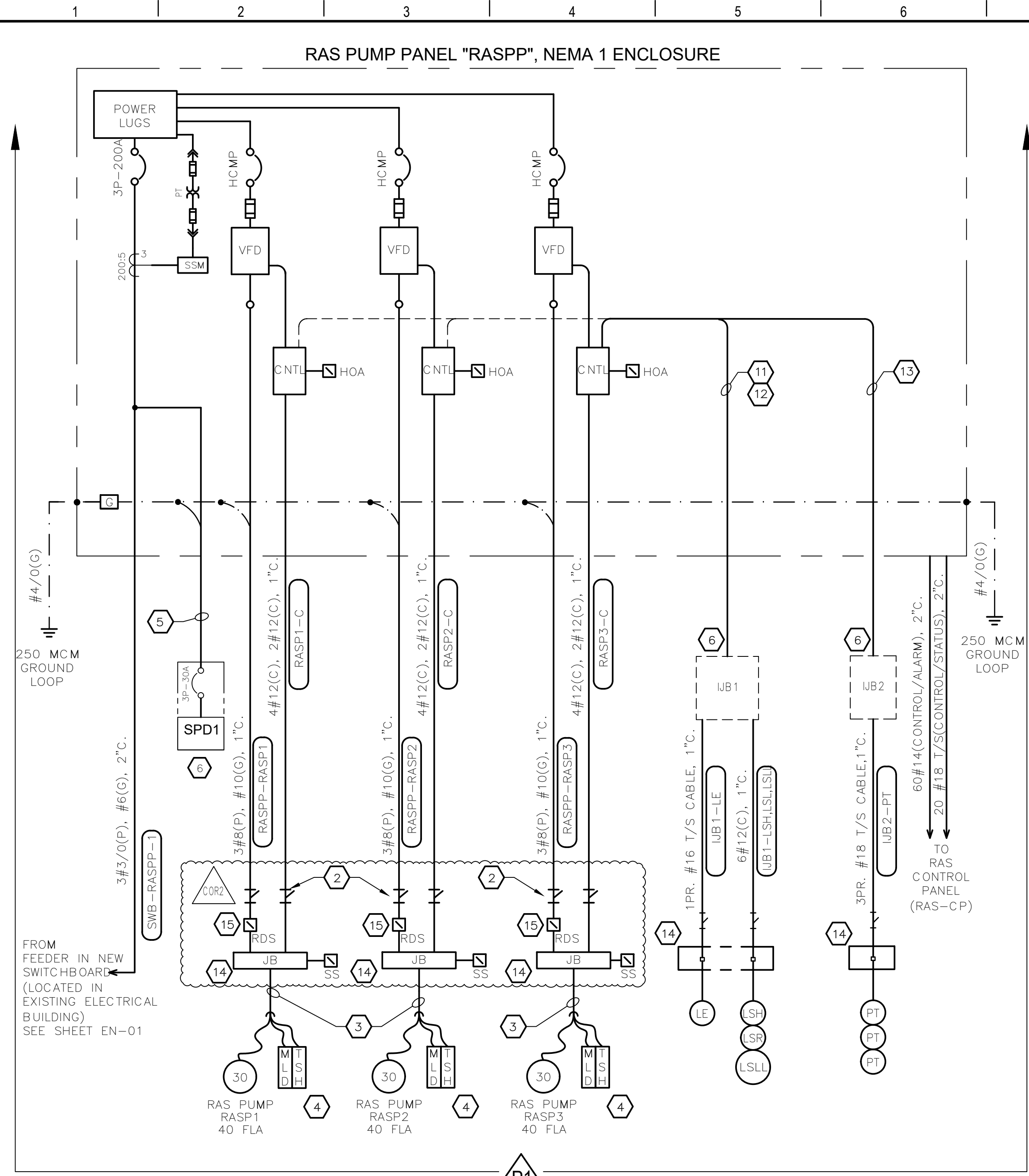


CITY OF GATESVILLE
 CITY OF GATESVILLE - STILLHOUSE WWTF UPGRADE AND EXPANSION
 MCC #2 ONE-LINE - PROPOSED

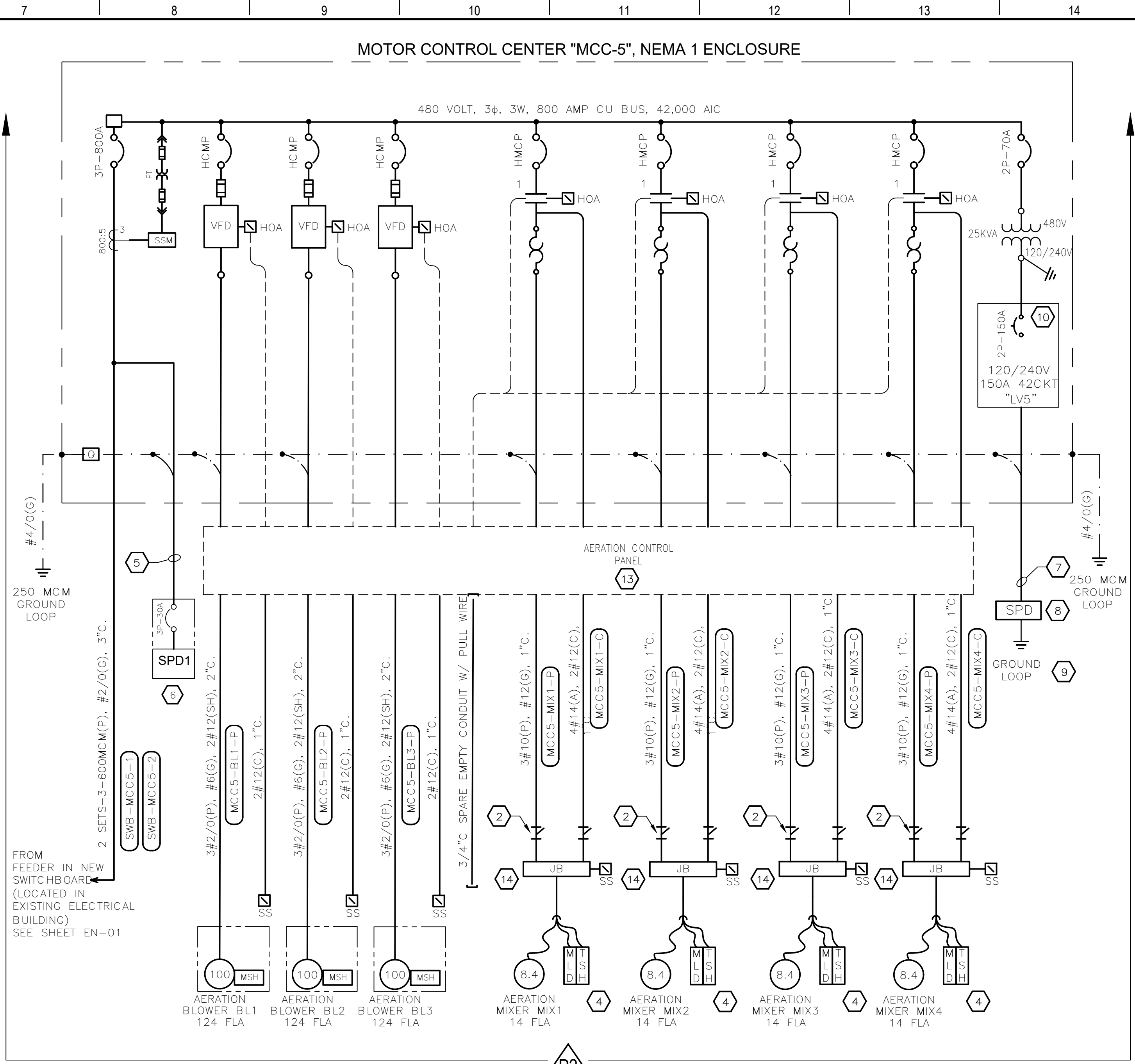
DESIGNED	JRS
DRAFTED	SAM
CHECKED	JRS
PROJECT NO.	2-01590
DRAWING NO.	EN-02

James R. Schultz
11/02/2023

JRSA
 ENGINEERING, INC.
 Consulting Electrical Engineers, TBPE #F-3907
 6101 West Courtyard Drive, Bldg. 1, Suite 200
 Austin, Texas 78750
 (512) 452-8789



1 ELECTRICAL ONE-LINE RASPP
SCALE: N.T.S.



2 ELECTRICAL ONE-LINE MCC#5
SCALE: N.T.S.

ELECTRICAL LOAD CHART @ 277/480 V, 3 ϕ , 4W SERVICE

LOAD DESCRIPTION	LOAD CURRENT (AMPERES)		
	INITIAL	DEMAND	FUTURE
RAS PUMP #1	40	40	40
RAS PUMP #2	40	40	40
RAS PUMP #3	40	--	40
25% LARGEST MOTOR	10	10	10
OTHERS	0	--	0
TOTAL:	AMPS 130	90	130
	KVA 108.08	74.83	108.08

SERVICE CONDUCTORS: (MINIMUM SIZE)
2 SETS-3-250MCM(P), #2(G), 3 $^{\circ}$ C.

KEYNOTES:

- 1 PROVIDE SPACE AND CONDUIT FOR FUTURE EQUIPMENT AS APPLICABLE.
- 2 PROVIDE EYS SEAL W/3M 1213 RE-ENTERABLE SEALANT (TYP. ALL CONDUITS ENTERING WETWELL).
- 3 2" CONDUIT FOR PUMP CABLES.
- 4 PUMP MONITOR SWITCHES
- 5 SEE SCHEMATICS FOR ADDITIONAL INFORMATION.
- 6 CONTROL PANEL.
- 7 #6 LOW IMPEDANCE CABLE, 1" C. KEEP LEADS LESS THAN 24" LONG MINIMIZE BENDS.
- 8 TYPE II SPD. W/INTEGRAL DISCONNECT.
- 9 SEE SHEET EJ-01 FOR GROUND LOOP SIZE & NUMBER OF GROUND RODS.
- 10 SEE SHEET EQ-02 FOR PANEL SCHEDULE.
- 11 1PR.#16T/S, 1" C.
- 12 6#12, 1" C.
- 13 3PR. #18 T/S CABLE, 1" C.
- 14 NEMA 4X 316 SS ENCLOSURE AT LOCAL EQUIPMENT.
- 15 3P-60A NEMA 4X ROTARY DISCONNECT SWITCH. (TYP. FOR 3)

ELECTRICAL LOAD CHART @ 277/480 V, 3 ϕ , 4W SERVICE

LOAD DESCRIPTION	LOAD CURRENT (AMPERES)		
	INITIAL	DEMAND	FUTURE
BLOWER #1	124	124	124
BLOWER #2	124	--	124
BLOWER #3	--	--	124
AERATION MIXER #1	14	14	14
AERATION MIXER #2	14	14	14
AERATION MIXER #3	14	14	14
AERATION MIXER #4	14	--	14
LP5 PANEL	70	70	70
25% LARGEST MOTOR	31	31	31
OTHERS	0	--	0
TOTAL:	AMPS 405	267	529
	KVA 336.71	221.98	439.8

SERVICE CONDUCTORS: (MINIMUM SIZE)
2 SETS-3-250MCM(P), #2(G), 3 $^{\circ}$ C.

JRSA ENGINEERING, INC.
Consulting Electrical Engineers, TBPE #F-3907
6101 West Courtyard Drive, Bldg. 1, Suite 200
Austin, Texas 78750
(512) 452-8789

ITEMS THAT ARE KEYNOTED **P1** ARE TO BE CONSTRUCTED IN PHASE 1.

ITEMS THAT ARE KEYNOTED **P2** ARE TO BE CONSTRUCTED IN PHASE 2.

REV	DESCRIPTION	DATE
1	MIS. ELECTRICAL REVISIONS	12/1/2024
2	RAS PUMP PANEL- ELECTRICAL REVISION	5/20/2024
3	CONFORMED PER REDUCED SCOPE OF WORK	01/08/2024

Walker Partners
engineers | surveyors
T.B.P.E. Registration No. 9053

CITY OF GATESVILLE
CITY OF GATESVILLE - STILLHOUSE WWTF UPGRADE AND EXPANSION
MCC #5 ONE-LINE - PROPOSED

JAMES R. SCHULTZ
REGISTERED PROFESSIONAL ENGINEER
No. 27165
STATE OF TEXAS
11/02/2023

DESIGNED	JRS
DRAFTED	SAM
CHECKED	JRS
PROJECT NO.	2-01590
DRAWING NO.	EN-06



MATOUS CONSTRUCTION

GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

January 16, 2025

Mr. Michael Clough, P.E.
Senior Project Manager
Walker Partners
6504 Bridge Point Parkway, Suite 200
Austin, TX 78730

Re: Gatesville Stillhouse WWTF Improvements
RFQ-004 (Additional Disconnects – RFI#5) *Revision 1*

Dear Michael,

As per RFI#5 clarification comments, we offer the following for your review and consideration:

Furnish and install (8) total Electrical Disconnects as described per attached T. Morales proposal.

For the lump sum of.....\$ 36,327.50

Due to manufactures delivery lead times, Contractor request an additional (60) calendar days for this change.

Should you have any questions, please feel free to call.

Sincerely,

Mike Psencik

Mike Psencik
Project Manager/Vice President
Matous Construction

RFI REVIEW

Client Name: City of Gatesville

Project Name: Stillhouse Branch WWTF Upgrade and Expansion

Engineer: Walker Partners

WP Project No: 2-01590

Contractor: Matous Construction

RFI No.: 005

RFI Description: Electrical Equipment Panel Disconnects

Comments:

1. See electrical engineer's comments below.

**CONTRACTOR REQUEST
FOR INFORMATION**

REQUEST NO: 5

PROJECT: Stillhouse Branch WWTF Improvements

PROJECT NO: 2-01590

CONTRACTOR: Matous Construction, Ltd.

Clarification Requested By: MLP

Regarding: Plan Sheet Various of Spec. Section:

Description:

Electrical Equipment Panel Disconnects

1. Please confirm as per attached TMC RFI #07.

1. Disconnect was previously accessible in MCC for RAS and lift station . Since the starters are now in a panel, provide the following:

IPS: 3: 3P-200A N/F disconnect switches; 316SS.

RAS: Provide 3, rotary disconnect switches: 316SS, sized for 30HP motors.

Biosolids: Provide 2, rotary disconnect switches: 316SS, sized for 1HP motors Confirm with biosolids equipment submittal..

Mike Psencik


07/03/24

Prepared by

Date

Engineer's/ Owners Response

- Project Manager Design Manager Elec. Engineer/ JRSA

Signed 

Walker Partners

7/24/2024

Date

Project: Stillhouse Branch WWTF Improvements PH1**Owner:** City of Gatesville**Date:** 07/03/2024**TMC RFI #: 07 – Disconnecting Means EN-02 and EN-06**

Request For Information

Do we need to add disconnects for the pumps at the lift station, RAS, and bio solid or are the selector switches shown going to suffice?

As is shown now on EN-02 and 06 we are installing junction boxes on the racks.

Code requires a disconnecting means with in 50' or in sight of.

Please confirm how you would like us to proceed as this RFI does have cost and lead time impacts.

RFI Initiated By: Lee Young / TMC
RFI Prepared By: Steve Pascuzzi / TMC
RFI Delivered To: Mike Psencik / Matous
Response Rqst'd By: 7/03/2024
Carbon Copy To: None

RFQ -004 (Additional Disconnects RFI#5)						
City of Gatesville - Stillhouse Branch WWTF						
January 16, 2025						
Description	Qty	SC	Material	Equip	Labor	Total
<u>Disconnects</u>						
TMC	LS	\$ 33,919.23	\$ -	\$ -	\$ -	\$ 33,919.23
Sub Totals		\$ 33,919.23	\$ -	\$ -	\$ -	\$ 33,919.23
				Labor Tax and Insur		\$ -
				OH @ 15%		\$ -
				SC @ 5%		\$ 1,695.96
				Bond @ 2%		\$ 712.30
				Total		\$ 36,327.50
		Factor =	1.07			



T. MORALES
COMPANY

Change Order Request

T. Morales Company Electric & Controls, Ltd.

401 SH 130
Georgetown, TX 78626
Telephone: 254-793-4344

Project Name: Gatesville Stillhouse Equipment Adder
Project Number: 202328
Change Order #: 2 rev 02
Change Order Date: 1/15/2025

Description of Work

The work for this change consists of the installation of **Disconnects as listed and noted in RFI#05**. These disconnects are potential long lead items. We will need to release them into submittal and production as soon as possible.

Change includes:

- (3) 200A NF 316SS Disconnects
- (3) 30HP Rotary Disconnects 316SS
- (2) 1 HP Rotary Disconnects 316SS

Miscellaneous Materials

Description	Qty
30A 250/600V DSN SW NON-FUS - NEMA 4X	2
60A 250/600V DSN SW NON-FUS - NEMA 4X	3
200A 600V DSN SW NON-FUS - NEMA 4X	3
Totals	8

Summary

Lonestar	22,719.00
Total Material	22,719.00
Labor	
Crew Composite - ST (61.20 Hrs @ \$51.81)	3,170.77
COR Foreman Coordination (10% of Labor) (6.12 Hrs @ \$72.39)	443.03
COR General Foreman (15% of Labor) (9.18 Hrs @ \$81.58)	748.90
Material Handling & Disposal (5% of Labor) (3.06 Hrs @ \$46.35)	141.83
Labor Subtotal	4,504.53
Labor Burden (@ 25.000 %)	1,126.13
Total Labor	5,630.66
Markup (@ 15.000 %)	4,252.45



Change Order Request

Summary (Cont'd)

Total Markups		4,252.45
Liability/Builder's Risk	(@ 2.000 %)	652.04
Performance/Payment Bonds	(@ 2.000 %)	665.08
Final Amount		\$33,919.23

Clarifications

This quotation includes the following services and materials:

- Conduits with associated fittings, mounting hardware as required.
- Equipment costs for small tools (benders, drills, saws).
- Material as listed on attached Quote

This quotation ***does not*** include any of the following:

- Any scope not explicitly stated on this CO form.

This quotation is qualified upon the following:

- All exclusions, clarifications, and contract specific items as agreed to in the original contract to this project.
- Engineer shall review and approve the submittal data attached to this proposal for the equipment selected, and confirm the selection is an acceptable solution for this application.

Extension in Time Request:

Submittals and approvals:	N/A, Engineer to review and approve attached submittal data.
Lead time for procurement:	16-20 weeks.
Approx time for installation:	2 weeks.

Request for Quotation

PROJECT DATA			
Project Name:	Stillhouse Branch Wastewater Treatment Facility Improvements	Owner:	City of Gatesville
Project No.:	2-01590	Date:	4/2/2024

REQUEST FOR QUOTATION DATA			
Quotation No.:	005	Date:	12/20/2024
To:	Matous Construction	Keyword Description:	Conduit Upsizing
From:	Walker Partners	Date Quotation Required:	1/3/2024

The following modification to the contract has been identified. Pursuant to the General Conditions, please provide a quotation for the alteration as described in Item 1. The quotation should include an itemized breakdown of contractor and subcontractor costs, including labor, materials, rentals, approved services, overhead, and profit. This request shall not be considered authorization to proceed with the work herein described.

TO BE COMPLETED BY INITIATOR OF REQUEST:	
1. Scope of Work: (include list of attachments) Increase the 2-inch conduit to 3-inch conduit and the 3-inch conduit to 4-inch conduit as specified in RFI 003.	
2. Reason(s) for Modification: <input type="checkbox"/> Owner <input type="checkbox"/> Unforeseen Conditions (site, weather, etc) <input checked="" type="checkbox"/> Other To reduce the conduit fill and strain on the cables when being pulled.	
3. Approval of Request: Owner: _____ Date: _____ Engineer: <i>Joseph W. Jenkins</i> Date: 12/20/2024	
TO BE COMPLETED BY CONTRACTOR:	
4. Total cost of modification (attach detailed breakdown)	
5. Will a modification to the contract time be required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, trade(s)	
Number of personnel	
Duration (calendar days)	
6. Attachment identification (list): Revised Drawings, RFQ #5 response from Contractor with cost breakdown	
7. Quotation is in effect until (date):	
8. Approval of Quotation:	
Contractor: _____	Date: _____



MATOUS CONSTRUCTION

GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

January 16, 2025

Mr. Michael Clough, P.E.
Senior Project Manager
Walker Partners
6504 Bridge Point Parkway, Suite 200
Austin, TX 78730

Re: Gatesville Stillhouse WWTF Improvements
RFQ-005 (Conduit Upsizing – RFI#3) *Revision 1*

Dear Michael,

As per RFI#3 clarification comments, we offer the following for your review and consideration:

Modify and upsize conduits as described per attached T. Morales proposal.

For the lump sum of.....\$ 5,215.68

Should you have any questions, please feel free to call.

Sincerely,

Mike Psencik

Mike Psencik
Project Manager/Vice President
Matous Construction

RFI REVIEW

Client Name: City of Gatesville

Project Name: Stillhouse Branch WWTF Upgrade and Expansion

Engineer: Walker Partners

WP Project No: 2-01590

Contractor: Matous Construction

RFI No.: 003

RFI Description: Misc Electrical Clarifications (RFI 3)

Comments:

1. Modifications are acceptable according to electrical engineers' response seen below.

**CONTRACTOR REQUEST
FOR INFORMATION**

REQUEST NO: 3

PROJECT: Stillhouse Branch WWTF Improvements

PROJECT NO: 2-01590

CONTRACTOR: Matous Construction, Ltd.

Clarification Requested By: MLP

Regarding: Plan Sheet Various of Spec. Section:

Description:

Misc Electrical Clarifications

1. Please confirm as per attached TMC RFI's #1, 2, 3 & 4.

Mike Psencik

06/03/24

Prepared by

Date

Engineer's/ Owners Response

- Project Manager Design Manager Elec. Engineer/JRSA Engineering

1. Modifications are acceptable.

Signed Elizabeth Degruy-Quak

Walker Partners

7/24/2024

Date

Project: Stillhouse Branch WWTF Improvements PH1
Owner: City Of Gatesville
Date: 01/31/2024
TMC RFI #: 02 EN-05 and EN-06 Conduit Fill

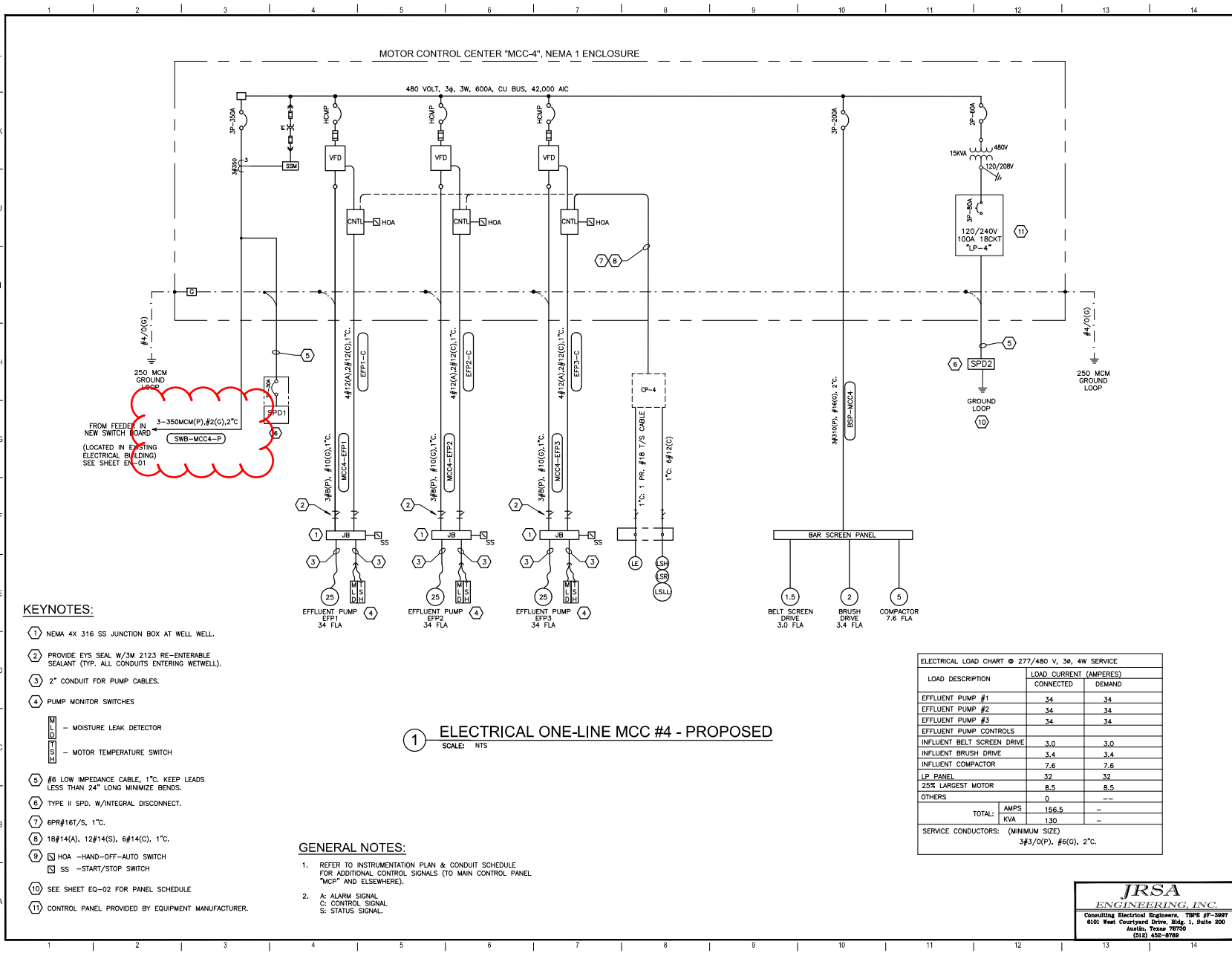
Request For Information

1. On page EN-05 the conduit size shown for the new feed coming to mcc #4 from mcc #1 is a 2". This will need to be upsized to a 3" conduit due to the wire fill being too large for the 2" conduit.
2. On page EN-06 the conduit size shown for the new feeds coming to mcc #5 from mcc #1 are 3". We would like to increase this conduit size to 4" to lessen the conduit fill and strain on cables when being pulled. Current conduit fill sits at 37% in a 3" would be reduced down to 22%.

Please see Reed Bubbled Items in pages attached.

RFI Initiated By: Lee Young / TMC
RFI Prepared By: Steve Pascuzzi / TMC
RFI Delivered To: Mike Psencik / Matous
Response Rqst'd By: ASAP
Carbon Copy To: None

W:\PROJECTS\2023\GATESVILLE WWTP\01 TRHU ENHANCEMENT\ENGR\DWG ENGRS: 4/12/2023 10:37:50 AM Jim Schatz



KEYNOTES:

- 1 NEMA 4X 316 SS JUNCTION BOX AT WELL WELL.
 - 2 PROVIDE EYS SEAL W/3M 2123 RE-ENTERABLE SEALANT (TYP. ALL CONDUITS ENTERING WETWELL).
 - 3 2" CONDUIT FOR PUMP CABLES.
 - 4 PUMP MONITOR SWITCHES
- M - MOISTURE LEAK DETECTOR
L - MOTOR LEAK DETECTOR
T - MOTOR TEMPERATURE SWITCH
- 5 #6 LOW IMPEDANCE CABLE, 1°C. KEEP LENGTHS LESS THAN 24" LONG MINIMIZE BENDS.
 - 6 TYPE II SPD, W/INTEGRAL DISCONNECT.
 - 7 6PR#16T/S, 1°C.
 - 8 18#14(A), 12#14(S), 6#14(C), 1°C.
 - 9 HOA -HAND-OFF-AUTO SWITCH
 - 10 SS -START/STOP SWITCH
 - 11 SEE SHEET EQ-02 FOR PANEL SCHEDULE
 - 12 CONTROL PANEL PROVIDED BY EQUIPMENT MANUFACTURER.

GENERAL NOTES:

- REFER TO INSTRUMENTATION PLAN & CONDUIT SCHEDULE FOR ADDITIONAL CONTROL SIGNALS (TO MAIN CONTROL PANEL "MCP" AND ELSEWHERE).
- A: ALARM SIGNAL
C: CONTROL SIGNAL
S: STATUS SIGNAL.

1 ELECTRICAL ONE-LINE MCC #4 - PROPOSED
SCALE: NTS

ELECTRICAL LOAD CHART @ 277/480 V, 3ø, 4W SERVICE		
LOAD DESCRIPTION	LOAD CURRENT (AMPERES)	
	CONNECTED	DEMAND
EFFLUENT PUMP #1	34	34
EFFLUENT PUMP #2	34	34
EFFLUENT PUMP #3	34	34
EFFLUENT PUMP CONTROLS		
INFLUENT BELT SCREEN DRIVE	3.0	3.0
INFLUENT BRUSH DRIVE	3.4	3.4
INFLUENT COMPACTOR	7.6	7.6
LP PANEL	32	32
25% LARGEST MOTOR	8.5	8.5
OTHERS	0	--
TOTAL:	AMPS 156.5	--
	KVA 130	--
SERVICE CONDUCTORS: (MINIMUM SIZE)	3#3/0(P), #6(G), 2°C.	

JRSA ENGINEERING, INC.
Consulting Electrical Engineers, TSP# 47-3897
810 West Courtyard Drive, Bldg. 1, Suite 500
Austin, Texas 78750
(512) 458-9768

James R. Schatz
4/12/2023

REV.	DESCRIPTION	DATE

2023, Registered No. 8102

CITY OF GATESVILLE

CITY OF GATESVILLE - STILLHOUSE
WWTF UPGRADE AND EXPANSION

MCC #4 ONLINE -PROPOSED

PRELIMINARY
FOR REVIEW ONLY

BY	DATE
DESIGNED: JRS	-
CHECKED: SAM	-
DRAWN: JRS	-
PROJECT: 2-01590	-
DATE: 2-01590	-

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF PROFESSIONAL ENGINEER JOSEPH W. JENKINS. PROJECT: 2-01590

ON THE DATE SHOWN ON THE ONE-SHEET, IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

DRAWING NO.
EN-05

RFQ -005 (Conduit Upsize - RFI#3)						
City of Gatesville - Stillhouse Branch WWTF						
January 16, 2025						
Description	Qty	SC	Material	Equip	Labor	Total
Conduits						
TMC	LS	\$ 4,869.92	\$ -	\$ -	\$ -	\$ 4,869.92
Sub Totals		\$ 4,869.92	\$ -	\$ -	\$ -	\$ 4,869.92
				Labor Tax and Insur		\$ -
				OH @ 15%		\$ -
				SC @ 5%		\$ 243.50
				Bond @ 2%		\$ 102.27
				Total		\$ 5,215.68
		Factor =	1.07			



Change Order Request

T. Morales Company Electric & Controls, Ltd.

401 SH 130
Georgetown, TX 78626
Telephone: 254-793-4344

Project Name: Gatesville Stillhouse Equipment Adder
Project Number: 202328
Change Order #: 3 rev 01
Change Order Date: 1/15/2025

Description of Work

The work for this change consists of **upsizing conduit per Engineers note on RFI #03 Upsize 3" conduit to 4" conduit total footage 440'** , and labor to completely install the work.

Miscellaneous Materials

Description	Qty
3" CONDUIT - PVC40	-440
4" CONDUIT - PVC40	440
Totals	0

Summary

Miscellaneous Materials		1,494.50
Total Material		1,494.50
Labor		
Crew Composite - ST	(27.50 Hrs @ \$51.81)	1,424.78
COR Foreman Coordination (10% of Labor)	(2.75 Hrs @ \$72.39)	199.07
COR General Foreman (15% of Labor)	(4.13 Hrs @ \$81.58)	336.93
Material Handling & Disposal (5% of Labor)	(1.38 Hrs @ \$46.35)	63.96
Labor Subtotal		2,024.74
Labor Burden	(@ 25.000 %)	506.19
Total Labor		2,530.93
General Expenses		
Expendable Tools for Material (2.5%)	(1,494.50 @ 0.0300)	44.84
Total General Expenses		44.84
Markup	(@ 15.000 %)	610.54
Total Markups		610.54
Liability/Builder's Risk	(@ 2.000 %)	93.62
Performance/Payment Bonds	(@ 2.000 %)	95.49
Final Amount		\$4,869.92



Change Order Request

Clarifications

This quotation includes the following services and materials:

- Conduits with associated fittings, mounting hardware as required.
- Wiring and terminations for power and control.
- Subcontractor services for instrumentation procurement and installation.
- Equipment costs for small tools (benders, drills, saws).
- Equipment costs for trenching (backhoe, rock saw, tamper, street saw).
- Equipment costs for high work (ladders, scaffolds, platform lift, snorkel lift, bucket truck).

This quotation **does not** include any of the following:

- Anything not explicitly state in this CO.

This quotation is qualified upon the following:

- All previously agreed terms, conditions and exclusions from original contract.
- Engineer shall review and approve the submittal data attached to this proposal for the equipment selected, and confirm the selection is an acceptable solution for this application.

Extension in Time Request:

Submittals and approvals:	N/A, Engineer to review and approve attached submittal data.
Lead time for procurement:	4 weeks.
Approx time for installation:	2 weeks.

**Agenda Item # 8****CITY COUNCIL MEMORANDUM****Date: January 28, 2025****To: Mayor & City Council****From: Mike Halsema, Deputy City Manager****Agenda Item: Discussion and possible action regarding adjusting solid waste fees.****Information:**

The solid waste agreement with Waste Management executed in December of 2022 provides for an annual CPI and fuel adjustment in Section 8. The City was notified by Waste Management of the adjustment which will be effective February, 2025. Per the calculations specified in the agreement, the rates charged to the City by Waste Management are increasing 2.3%. Residential cart service will increase from \$21.56 to \$22.05, and the At Your Door service increases to \$1.50 per month. Combined, the new total residential service will increase by \$0.53 to \$23.55 per month. Commercial dumpsters will increase by 2.3% as well. The proposed ordinance simply adjusts the rates the City charges customers by the amount of the increase in the rates that Waste Management will charge the City.

The first reading was held on January 14, 2025, with a unanimous vote to pass on to the next meeting. This is the second reading.

Financial Impact:

	Residential		
	<u>Current</u>	<u>Adjusted</u>	<u>Increase</u>
Cart Service	\$ 21.56	\$ 22.05	\$ 0.49
At Your Door	\$ 1.46	\$ 1.50	\$ 0.04
Total	\$ 23.02	\$ 23.55	\$ 0.53
Additional cart	\$ 5.23	\$ 5.35	\$ 0.12

Staff Recommendation:

The staff recommends that the city council approve the Ordinance adjusting the solid waste collection fees effective February 1, 2025.

Motion: I move to pass **Ordinance 2025-03**, adjusting the solid waste fees in Chapter 18 to the next meeting.

Regular 1/28/2025

Ordinance 2025-03

Attachments:

Ordinance 2025-03.

Staff Contacts:

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com

ORDINANCE NUMBER 2025-03

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF GATESVILLE, TEXAS, AS PREVIOUSLY AMENDED AT CHAPTER 18 “FEES,” SECTION 18-1 “FEE SCHEDULE” BY REPEALING AND REPLACING IN ITS ENTIRETY THE FEES SET FORTH THEREIN FOR SOLID WASTE COLLECTION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Gatesville contracts with Waste Management for solid waste collection within the City; and

WHEREAS, pursuant to the City’s contract with Waste Management, the fees charged to the City by Waste Management will increase effective February 1, 2025 to reflect annual Consumer Price Index and fuel adjustments; and

WHEREAS, the City Council finds it in the best interest of the City and in service of the health, safety and general welfare that the solid waste collection rates charged by the City to customers be increased to reflect this annual rate increase by Waste Management to the City;

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

Section 1. The Code of Ordinances of the City of Gatesville, as previously amended, is hereby amended at Chapter 18 “Fees,” Section 18-1 “Fee Schedule” by repealing the fees set forth therein for solid waste collection and replacing them in their entirety with the fees set forth on Exhibit “A” attached hereto and incorporated herein by this reference, said fees to be effective February 1, 2025.

Section 2. This resolution shall be effective from and after its passage.

The foregoing Ordinance No. 2025-03 was read the first time January 14th, 2025, and passed to the second reading on the 28th day of January, 2025.

The foregoing Ordinance No. 2025-03 was read the second time on January 28, 2025, and passed to the third reading on the 11th day of February, 2025.

The foregoing Ordinance No. 2025-03 was read the third time and was passed and adopted as an Ordinance of the City of Gatesville, Texas this 11th day of February, 2025 and will take effect February 1, 2025.

THE CITY OF GATESVILLE, TEXAS

Gary M. Chumley, Mayor

ATTESTED:

Holly Owens, City Secretary

APPROVED AS TO FORM AND SUBSTANCE

Victoria Thomas, City Attorney

Exhibit A

RESIDENTIAL RATES								
Residential Rates	\$22.05	<i>Included: Trash 1X per week-carts/ Recy EOW-carts/ Bulk 1X per</i>						
AYD	\$1.50							
Total Resi Rate	\$23.55							
Extra Cart	\$5.35	<i>per cart trash and recycle</i>						
COMMERCIAL HAND COLLECT								
	1XWK	2XWK						
96 gal cart per cart per cart	\$27.06	N/A						
COMMERCIAL RATES (Includes 3% Franchise Fee)								
Container Size / Type	FREQUENCY PER WEEK							
	1XWK	2XWK	3XWK	4XWK	5XWK	6XWK	7XWK	EXTRA PU
2 Yard FEL Container	\$98.87	\$141.38	\$205.00	\$246.02	\$275.55	N/A	N/A	OM
3 Yard FEL Container	\$115.24	\$211.21	\$317.03	\$374.66	\$437.53	N/A	N/A	OM
4 Yard FEL Container	\$162.13	\$251.30	\$341.75	\$434.00	\$520.87	N/A	N/A	OM
6 Yard FEL Container	\$200.10	\$360.32	\$546.39	\$672.07	\$799.74	N/A	N/A	OM
8-Yard FEL Container	\$260.95	\$432.13	\$646.48	\$801.97	\$953.39	N/A	N/A	OM
10 Yard FEL Container	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
See Other Charges Or Notes Below								
Delivery	N/A							
Lock Bar, MONTHLY	\$10.70							
Casters MONTHLY	\$10.70							
Redelivery Charge for non payment **	N/A							
Snapshot Charge	\$150.00							
TEMPORARY SERVICE								
6 Yard Temp ***	N/A							
8 Yard Temp ***	N/A	*** Temporary Service includes delivery, rental and removal, and disposal						
N/A								
Size	1x	2x	3x	4x	5x	6x	7x	XPU
2 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Yard FEL Compactor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
See Other Charges Or Notes Below								
Delivery	N/A	*Compactor Rate Does Not Include Rental (Choose one and delete the other)						
Lock Bar, MONTHLY	N/A	*Compactor Rate Includes Rental						
Casters	N/A							
Redelivery Fee for non payment	N/A							
Gate or Enclosure Fee	N/A							
Snapshot Charge								
Additional Charge	N/A							
ROLL-OFF RATES (Includes 3% Franchise Fee)								
Container Size / Type	Delivery Rate	Rental Rate	BY Month or Day	Hauling	Haul Rate per	Disposal		
20 Yard (Open-Top)	\$196.88	\$4.27	Day	N/A	\$389.73	\$40.77		
30 Yard (Open-Top)	\$196.88	\$4.27	Day	N/A	\$389.73	\$40.77		
40 Yard (Open-Top)	\$196.88	\$4.27	Day	N/A	\$389.73	\$40.77		
30 Yard (Compactor)	Negotiated	NEGOTIATED	Month	N/A	\$558.87	\$40.77		
33 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A		
34 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A		
35 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A		
40 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A		
42 Yard (Compactor)	N/A	NEGOTIATED	Month	N/A	N/A	N/A		
TRIP CHARGE RATE:			N/A					



Agenda Item #9

CITY COUNCIL MEMORANDUM

Date: January 28th, 2025

To: Mayor & City Council

From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action regarding purchase of one marked 2025 Dodge Durango Police vehicle.

Information:

As part of the FY25 budget, one marked and completely outfitted police vehicle was included for purchase for patrol use in the police department as a replacement for an older police vehicle.

Financial Impact:

Purchase one 2025 Dodge Durango police package through vendor Donaldson CDJR who will send the vehicle to Dana Safety Supply for installation of all police equipment. The purchase of a new vehicle was budgeted for in the FY2025 budget. The vehicle is funded through the CIP fund and is cash funded. The payment will be made to Donaldson CDJR in the amount of \$80,904.86 when the vehicle is shipped to Dana Safety Supply for outfitting. This is a cooperative purchase agreement through TIPS USA # 210907.

Staff Recommendation:

The staff recommends that the City Council approve the purchase of one 2025 Dodge Durango police vehicle through the vendor Donaldson CDJR.

Motion: I move to approve **Resolution 2025-015** for the purchase of three pickups through one 2025 Dodge Durango police vehicle through the vendor Donaldson CDJR.

Attachments:

Resolution

Vendor Quote

Staff Contacts:

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com



PRODUCT PRICING SUMMARY

TIPS USA 210907 AUTOMOBILES

VENDOR DONALSON CDJR, LLC, 1305 Hwy 96 BYPASS, Silsbee TX 77656

End User: GATESVILLE PD

Prepared by: SETH GAMBLIN

Contact: _____

Phone: 512.436.1313

Email: _____

Email: SGAMBLIN.SILSBEEFLEET@GMAIL.COM

Product Description: DODGE DURANGO POLICE V8

Date: January 3, 2024

A. Bid Item: _____

A. Base Price: \$ 45,997.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
WDEE75	2025 DODGE DURANGO POLICE	\$ -		POLICE GROUP	\$ -
EZH	5.7L V8 HEMI MDS VVT ENGINE AWD	\$ 5,975.00		ABS 4-WHEEL HD DISC BRAKES	
DFD	8 SPEED AUTO TRANS	\$ -		255/60R18 BSW ON/OFF ROAD TIRES	
				POLICE TUNED SUSPENSION	
A7	CLOTH BUCKET / REAR VINYL	\$ 135.00		I/P MOUNTING ELEC SHIFTER	
ADL	SKID PLATE GROUP	\$ 350.00		130 MPH MAXIMUM SPEED CALIBRATION	
				AUX SWITCHES	
GXA	FLEET ALIKE KEY FREQ 2	\$ 350.00		4 KEY FOBS	

Total of B. Published Options: \$ 6,810.00

Published Option Discount (5%) \$ (342.75)

C. Unpublished Options

\$= 52.7 %

Description	Bid Price	Options	Bid Price
		EXTERIOR COLOR- BLACK	
		INTERIOR-	
DANA INSTALL 559891	\$ 27,828.11		
		VEHICLE MUST BE SHORT PAID WHEN	
		SHIPPED TO DANA. ***	
		ESTIMATE ONLY***	

\$ 27,828.11

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

E. Lot Insurance (for in-stock and/or equipped vehicles):

F. Contract Price Adjustment:

G. Additional Delivery Charge: 350 miles

\$ 612.50

H. Subtotal:

\$ 80,904.86

I. Quantity Ordered 1

\$ 80,904.86

J. Trade in: _____

K. _____

L. Total Purchase Price

\$ 80,904.86



Agenda Item #10

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: City Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding a final plat located on the Edward Norton Survey; Abstract 782 being 5.890 acres, Gatesville Crossing.

Information:

The Planning and Zoning Commission voted unanimously to recommend approval of the preliminary plat for Gatesville Crossing; Block 1, Lot 1 to move forward to City Council on January 6, 2025.

Gatesville Crossing Development Proposal Overview

- Applicant: Carlson Consulting and Trinity Housing Development
- Project Type: Apartment Complex Development
- Location: 2909 S Hwy 36

Proposed Project Components:

- Leasing Office: 1,865 sq. ft.
- Apartment Buildings:
 - Two-story buildings
 - 16 units per building (32 total units)
- Mail Kiosk
- Community Garden
- Detention Pond
- Dumpster Enclosure

Zoning and Ordinance Compliance:

- The proposed development complies with all zoning requirements and the subdivision ordinance (Ordinance 2024-11), except for the submission of a street lighting layout, which is a condition to be fulfilled by the applicant.
- The property is zoned Business_Commercial.

Infrastructure Considerations:

- Wastewater Project: Authorized by City Manager Brad Hunt, the development will be supported by a wastewater re-routing project. This will involve redirecting the wastewater line to another lift station, which will optimize the capacity on the existing SH 36 lift station, ensuring sufficient capacity for the new development.

Next Steps:

- Submit street lighting layout as required.
- Proceed with necessary permits and site preparation.

- No permits will be approved or issued until the wastewater project is completed.

Financial Impact:

There is no financial impact to the City of Gatesville. However, the development once completed will bring in revenue from property tax.

Motion:

I move to approve the final plat for Gatesville Crossing; Block 1, Lot 1 and the Gatesville Crossing Apartment Complex Development with the understanding that no permit will be issued until the wastewater project is completed and appropriate contracts and easements are in place.

Attachments:

- Site Plan
- Coryell County appraisal map
- Application

Staff Contacts:

Holly Owens, City Secretary, howens@gatesvilletx.com



PLATTING APPLICATION

An application is hereby made to the City of Gatesville Planning & Zoning Commission and City Council for the following platting process:

Preliminary Plat
 Final Plat
 Amended Plat
 Re-plat

Civil Engineer: Carlson Consulting
 Project Manager: Tom Barnes
 Phone: (901) 384-0404 Ext. 143
 Address: 7068 LedgeStone Commons,
 Bartlett, TN 38133
 Email: tombarnes@carlsonconsulting.net

APPLICANT INFORMATION

point of contact:
Michael Fogel

Applicant Name: Gatesville Crossing, LP
Phone: (713) 409-0211

Address: 3556 S. Culpepper Circle, Suite 4, Springfield, MO 65804
Email: mfogel@trinityhousingdevelopment.com

Owner Name: Gatesville Crossing, LP
Phone: (417) 882-1701

Address: 3556 S. Culpepper Circle, Suite 4, Springfield, MO 65804
Email: mfogel@trinityhousingdevelopment.com

This application shall only take into consideration documentation submitted with the original application. Any documentation to be considered in lieu of the original submission shall be sent to the Planning Director with a minimum of 10 business days prior to any scheduled public meeting. Once a completion audit is passed, the application shall be scheduled for P&Z and/or City Council consideration, as needed. All communications hereafter, regarding this application, shall be made via the email address or phone number provided by the applicant.

The undersigned hereby acknowledges the requirements of the City's Subdivision Ordinance, Zoning Codes, this Platting Application and all other Development Standards and ensures this application and all associated documentation is in full compliance with all applicable regulations; non-compliance shall be grounds for disapproval. Furthermore, the undersigned hereby acknowledges that incomplete application submissions shall be voided and may result in a forfeiture of any fees paid. The undersigned requests consideration by the City of Gatesville, Texas of the above-identified platting process.

Signature of Applicant:  **Date:** 11/14/24
Signature of Owner: _____ **Date:** _____
 (If different from applicant)

FOR INTERNAL USE ONLY

CURRENT PROPERTY DESCRIPTION

Current Street Address: 2909 S Hwy 36
 Name of proposed subdivision: Gatesville Crossing Number of Lots: 2
 Total Acre: 1 Original Survey: Edward Norton A-782
 Legal Description: Gatesville Crossing; Block 1, Lot 1

ZONING

Current Zoning: Bus/Comm Proposed Use: Apartment Complex
 Zoning Compliance: PASS FAIL Staff Reviewer: Hawens

UTILITIES

Existing Utilities Available: Water Sewer Electric Gas
 Water Provider: Gatesville Sewer Provider: _____
 Electric Provider: TNMP Gas Provider: Atmos

ADMINISTRATIVE

Date Application Received: 11/14/24 Received By: Hawens
 Application Fee Amount: 250.00 Received By: Hawens Date Fee Received: 11/18/24
 Completion Audit: PASS FAIL Staff Reviewer: Hawens CE Date: 1/28/24
 P&Z Date: 1/6/24 Planning Director: Hawens



Agenda Item #11

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding Ordinance 2024-13, amending the Gatesville Code of Ordinances at Chapter 10 Buildings and Building Regulations, Article II Technical Codes, Division 1. – Generally, by adding new sections; Creating Section 10-26 – Carport Regulations; providing a severability clause; providing a savings clause; and providing for an effective date.

Information:

In accordance with the vision of the City of Gatesville City Council and its citizens, an ordinance regulating carports has been created.

Carports are defined as a covered structure used to offer limited protection to vehicles, primarily cars, from the rain and sun exposure. The structure can either be free standing or attached to a wall/roofline and is open on two or more sides.

The first reading was held on December 10, 2024, which was passed with proposed changes that were made during the discussion.

The second reading was held on January 14, 2025. There were no requested changes, and the ordinance was passed to the third and final reading.

The regulations outlined in the ordinance address several key aspects of carport construction, focusing on structural integrity, drainage, and material specifications. Here's a more detailed breakdown of the requirements:

- 1. Slope for Rain Runoff:** All carports must be built with a slope to facilitate the flow of rainwater away from the structure. This measure is essential to prevent potential damage such as:
 - Leaks in the roof or structure
 - Mold growth due to water accumulation
 - Structural weakening from prolonged exposure to moisture
 - Deterioration of materials over time
- 2. Rain Gutters:** Carports are required to have rain gutters installed on the outer side of the structure. The primary purpose of these gutters is to channel rainwater runoff away from the neighboring properties. This is especially important for carports located on side setbacks of less than 20 feet, where excessive runoff could cause

drainage issues or damage to adjacent properties.

3. Material Specifications for Support Beams and Posts:

- Support beams and posts can be constructed using masonry veneering, galvanized steel, or wood.
- All posts must be securely anchored to the ground. This can be done by either placing posts in post holes filled with concrete or another method that ensures the posts remain stable.
- The anchoring is necessary to maintain the structural integrity of the carport, especially during severe weather events such as straight-line winds.

4. Surface Requirement: All carports must be constructed over an approved permeable surface, concrete, or stone.

These regulations aim to balance the need for functional and safe carport structures with environmental considerations, such as runoff management and durability under weather-related stresses.

Existing carports that do not meet the new regulations will be grandfathered “legal non-conforming”. However, they cannot be altered or moved, or they will be required to meet the new regulations.

This is the 3rd and final reading.

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommends passing **Ordinance 2024-13** adopting the amendment to the Gatesville Code of Ordinances at Chapter 10 Buildings and Building Regulations, Article II Technical Codes, by adding new sections; Creating Section 10-26 – Carport Regulations.

Motion:

I make a motion to pass **Ordinance 2024-13** adopting the amendment to the Gatesville Code of Ordinances at Chapter 10 Buildings and Building Regulations, Article II Technical Codes, by adding new sections; Creating Section 10-26 – Carport Regulations.

Attachments:

- Draft Ordinance

Staff Contacts:

Holly Owens howens@gatesvilletx.com

ORDINANCE NO. 2024-13

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE GATESVILLE CODE OF ORDINANCES AMENDING CHAPTER 10 – BUILDINGS AND BUILDING REGULATIONS, ARTICLE II. TECHNICAL CODES, DIVISION 1. – GENERALLY, BY ADDING NEW SECTIONS; CREATING SECTION 10-26 – CARPORT REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR 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 building regulations within the corporate limits of the city; and

WHEREAS, the City Council has determined that it would serve the public health, safety and welfare and be advantageous and beneficial to the citizens of the City of Gatesville, Texas to establish by ordinance regulations for carports;

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 determined to be true and correct and are adopted and incorporated herein.

SECTION 2. The Code of Ordinances of the City of Gatesville, Texas is hereby amended by amending Chapter 10, Buildings and Building Regulations, Article II, Technical Codes, Division 1, Generally, by adding a new section 10-26 “Carport Regulations” to read in its entirety as follows:

“Chapter 10 – Buildings and Building Regulations

...

Article II – Technical Codes

Division 1 – Generally

...

Sec. 10-26 Carport Regulations

- (a) *Carport defined.* A carport is a covered structure used to offer limited protection to vehicles, primarily cars, from rain and sun exposure. The structure can either be free standing or attached to a wall/roofline and is open on two more sides.
- (b) In AG, R-SF, and R-MH **zoning district use**, a carport is allowed with the following regulations and setbacks:
- i. One (1) carport per residential structure.
 - ii. Maximum carport height 10-ft.

- iii. Roofline is required to be sloped **with a minimal** 1:80 or 0.72 degrees or 2:12 roof pitch.
- iv. Rain gutters are required on the outer side to move rain runoff **away from neighboring property** to prevent excessive rain on neighboring property **on side setbacks less than 20-ft.**
- v. Carport is required to be open on two (2) or more sides.
- vi. Support beams and posts may be constructed with the following materials:
 - 1. 100% masonry veneering
 - 2. Galvanized steel
 - 3. Wood
- vii. Posts:
 - 1. **Anchored to concrete, brick or stone**
 - 2. **Post hole with concrete for dirt, gravel or asphalt**
 - 3. **Mobile Home anchors for dirt, gravel or asphalt**
- viii. Carport pads:
 - 1. **Concrete slab 15-20 cm with steel reinforcement.**
 - 2. **Crushed gravel**
 - 3. **Asphalt**
 - 4. **Brick/Concrete pavers**
 - 5. **Stone**
- ix. Setbacks:
 - 1. Side yard – 6-ft.
 - 2. Side yard facing a street – 10-ft.
 - 3. Rear yard – 10-ft.
 - 4. Front yard – 15-ft.

(c) In R-TH, R-2F, R-MF, and R-MHP **zoning district use**, a carport is allowed with the following regulations and setbacks:

- i. One (1) carport per residence.
- ii. Maximum carport height 10-ft.
- iii. Roofline is required to be sloped **with a minimal** 1:80 or 0.72 degrees or 2:12 roof pitch. Roofline is continuous for multiple parking spaces.
- iv. Rain gutters are required on the outer side to move rain runoff **away from neighboring property** to prevent excessive rain on neighboring property **on side setbacks less than 20-ft.**
- v. Carport is required to be open on two (2) or more sides.
- vi. Support beams and posts may be constructed with the following materials:
 - 1. 100% masonry veneering
 - 2. Galvanized steel
 - 3. Wood

- vii. Posts:
 - 1. Anchored to concrete, brick or stone
 - 2. Post hole with concrete for dirt, gravel or asphalt
 - 3. Mobile Home anchors for dirt, gravel or asphalt
- viii. Carport pads:
 - 1. Concrete slab 15-20 cm with steel reinforcement.
 - 2. Crushed gravel
 - 3. Asphalt
 - 4. Brick/Concrete pavers
 - 5. Stone
- ix. Setbacks:
 - 1. Side yard – 20-ft.
 - 2. Side yard facing a street – 20-ft.
 - 3. Rear yard – 20-ft.
 - 4. Front yard – 20-ft.

(d) In CF, C-G, DT, and IND zoning district use and any property located on Highway 84 (Main Street), State Highway 36, and Highway 36 Bypass, a carport is allowed with the following regulations and setbacks:

- i. No carport allowed beyond the front building line.
- ii. Maximum height 10-ft.
- iii. Roofline is required to be sloped with a minimal 1:80 or 0.72 degrees or 2:12 roof pitch. Roofline is continuous for multiple parking spaces.
- iv. Rain gutters are required on the outer side to move rain runoff towards the front to prevent excessive rain on neighboring property.
- v. Required to be open on two (2) or more sides.
- vi. Support beams and posts may be constructed with the following materials:
 - 1. 100% masonry veneering
 - 2. Galvanized steel
 - 3. Wood
- vii. Posts:
 - 1. Anchored to concrete, brick or stone
 - 2. Post hole with concrete for dirt, gravel or asphalt
 - 3. Mobile Home anchors for dirt, gravel or asphalt
- viii. Carport pads:
 - 1. Concrete slab 15-20 cm with steel reinforcement.
 - 2. Crushed gravel
 - 3. Asphalt
 - 4. Brick/Concrete pavers
 - 5. Stone

ix. Setbacks:

1. Side yard – 10-ft.
2. Side yard facing a street – 20-ft.
3. Rear yard – 20-ft.

Sections 10-27 through 10-53 Reserved.

SECTION 3. 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 4. 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 5. This Ordinance shall become effective immediately upon its passage and approval.

The foregoing Ordinance No. 2024-13 was read the first time and passed to the second reading this 10th day of December 2024.

The foregoing Ordinance No. 2024-13 was read the second time and passed to the third reading this 14th day of January 2025.

The foregoing Ordinance No. 2024-13 was read the third time and was passed and adopted as an Ordinance to the City of Gatesville, Texas, this ____ day of _____, 20__.

BY: _____
GARY M. CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM:

HOLLY OWENS, T.R.M.C.
CITY SECRETARY

VICTORIA THOMAS
CITY ATTORNEY



Agenda Item #12

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding Ordinance 2025-01, amending the Gatesville Code of Ordinances at Chapter 36 Nuisances; providing a severability clause; and providing a penalty of fine not to exceed \$2,000.00.

Information:

The primary purpose of amending Chapter 36 – Nuisances is to enhance clarity and ensure compliance with current legislative standards. Significant portions of the ordinance have been restructured to improve its readability and alignment with updated requirements concerning abatement procedures, court actions, and acknowledging the authority to issue citations. Additionally, related provisions have been consolidated to reduce redundancy and streamline enforcement. These revisions aim to make the ordinance more efficient, easier to understand, and better suited to modern legal and operational need.

Notable changes:

1. Sec. 36-1 Definitions (pages 1 and 2)
2. Sec. 36-2 Declaration of nuisance (page 3)
3. Sec. 36-3 Authority to issue citations to appear in Municipal Court (page 3 and 4)
4. Sec. 36-18 Abatement by City (page 5 and 6)
5. Sec. 36-24 Penalty (page 7)
6. Sec. 36-41 Definitions (page 7 and 8)
7. Sec. 36-46 Removal and impoundment of abandoned vehicles or property obstructing traffic (page 11)
8. Article IV. Public Tree Care (page 14-16)
9. Article V. Penalty (page 16)

The addition of Article IV addresses proper planting and care of trees, establishing guidelines and best practices for planting and maintaining trees on public property. It also provides for the emergency removal of trees on private property if they pose a threat to public safety or property.

The first reading was heard on January 14, 2025, with no changes requested. The vote was unanimously approved to move forward to the second reading.

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommends passing **Ordinance 2025-01** adopting the amendment to the Gatesville Code of Ordinances at Chapter 36 Nuisances.

Motion:

I make a motion to pass **Ordinance 2025-01** adopting the amendment to the Gatesville Code of Ordinances at Chapter 36 Nuisances to the next meeting.

Attachments:

- Draft Ordinance

Staff Contacts:

Holly Owens howens@gatesvilletx.com

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE GATESVILLE CODE OF ORDINANCES BY AMENDING CHAPTER 36 – NUISANCES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED \$2,000.00; AND PROVIDING FOR 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 nuisance regulations within the corporate limits of the city; and

WHEREAS, the nuisance ordinance was last amended in 2013 and is in need of updating certain procedures pertaining to Code Enforcement; and

WHEREAS, the City Council finds that the amendments to the Code of Ordinances, as set forth herein, updating the general nuisances abatement procedures, serves the public health, safety and welfare and is in the best interest of the citizens of the City;

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 determined by the City Council to be true and correct and are hereby adopted as though fully set forth herein.

SECTION 2. The Code of Ordinances of the City of Gatesville, Texas is hereby amended at Chapter 36 “Nuisances,” by repealing and replacing Article II “General Nuisances Abatement Procedure” to read in its entirety as follows:

“Chapter 36 – Nuisances

ARTICLE I. GENERAL NUISANCE

Sec. 36-1. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned Property means any residential real estate for which taxes are delinquent for the preceding two years and which has been unoccupied continuously by persons legally in possession for at least 90 (ninety) continuous days or commercial real estate for which taxes are delinquent for the preceding two years and which has a blighting influence on surrounding properties.

Code Compliance Official means the official who is charged with the administration and enforcement of this code, or duly authorized representative.

Commercial Real Estate means any real estate for which the present use is other than residential or for agricultural purposes.

Easement means that portion of land or property or an interest therein reserved for present or future use by a person or agency other than the legal owner(s) of the property. The easement may be permitted for use under, on and/or above a said lot(s).

Garbage means the animal or vegetable waste resulting from the handling, preparation, cooking, and consumption of food.

High grass means all varieties of grasses normally cultivated for purposes of ground cover, landscaping, erosion control, or forage for domesticated livestock, and all noxious plants and rank and uncultivated vegetable growth or matter that has grown to a height of more than 12 inches for properties two acres or less, or regardless of height, is objectionable or unsightly, may create a fire hazard, an unsanitary condition, or become a harborage for rodents, vermin, or other disease-carrying pests. For property in excess of two acres, grass shall be cut or shredded so as not to exceed 12 inches maximum for a minimum of 50 feet adjacent to a public street or any occupied property.

Junk means any abandoned, discarded or worn-out machinery, appliance or furniture, such as a refrigerator, stove, freezer, vending machine and other types of machinery or furniture or appliance, or any other item which is detrimental to the health or safety of the citizens or to the aesthetic value of the neighborhood.

Occupant means any individual living or sleeping in a building or having possession of a space within a building.

Owner means any person, agent, operator, firm, or corporation having legal or equitable interest in the property recorded in the official records of the state, county, or municipality as holding title to the property or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Person means individual, corporation, partnership or any other group acting as a unit.

Premises means a lot, plot or parcel of land, easement or public way, including any structure thereon.

Property means a lot, plot or parcel of land, easement or public way, including any structures thereon. This term is intended to be synonymous with the term "Premises".

Public Way means any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently appropriated to public or public use.

Rubbish means all waste materials, including but not limited to garbage from a public or private establishment or residence not properly contained in rubbish or recycling receptable or properly set out for bulk or brush pickup. The term "rubbish" shall include tires, paper, rags, cartons, boxes, wood, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, and other similar materials that are not intended to be recycled.

Weeds means any grass, annual plants and/or vegetation, other than trees or shrubs, provided, however, this term shall not include cultivated flowers and gardens.

Sec. 36-2. Declaration of nuisance.

- a) For the purposes of enforcement of these regulations, a person commits an offense if the person maintains a public nuisance described in this article.
- b) The presence of any junk, garbage, rubbish or weeds on any private lot, tract or parcel of land, or portion thereof, occupied or unoccupied, improved or unimproved, within the city shall be deemed a public nuisance; and it shall be unlawful for any person to cause or maintain such a public nuisance by abandoning or discarding any such item on the real property of another or to suffer, permit or allow any such item to be maintained on his own real property.
- c) It shall be a public nuisance and unlawful for any owner, lessee, occupant, or any person in charge of any premises in the city to allow brush, garbage, rubbish, handbills, junk, or litter to accumulate upon such premises to such an extent that it:
 - 1) could reasonably be deemed to create a fire hazard,
 - 2) is injurious to the health of the citizens of the city,
 - 3) tends to reduce the property values of adjacent and surrounding properties,
 - 4) creates unsightly esthetics to the reasonable person, or
 - 5) creates breeding and living places for insects, rodents, and other vermin. This duty shall extend to any sidewalk or parkway abutting the property.
- d) It shall be a public nuisance and unlawful for any owner, lessee, occupant, or any person in charge of any premises in the city to allow an abandoned and unoccupied property in a neighborhood a swimming pool that is not protected with:
 - 1) a fence that is at least four feet high and that has a latched and locked gate, and
 - 2) a cover over the entire swimming pool that cannot be removed by a child.
- e) Any violation of this article is hereby declared to constitute a public nuisance and is subject to the abatement, enforcement and penalty provisions set forth in this Chapter.

Sec. 36-3. Authority to issue citations to appear in Municipal Court.

- a) Applicability. This chapter does not apply to law enforcement by licensed peace officers who are employed by the City as peace officers.
- b) Designated employees.
 - 1) In addition to any express authority provided in this Code, a director of a City department may issue one (1) or more citations to a person to appear in Municipal Court , if the director reasonably believes that the person has engaged in conduct that violates a law or ordinance that relates to the operations of the department for which the director is responsible as assigned by the City Manager.
 - 2) A department director may designate employees to issue citations.
 - 3) A person designated under this section must:
 - i. Be an employee of the director's department; and
 - ii. Successfully complete a training program approved by the director.
 - 4) A person designated under this section:
 - i. Is not a peace officer; and
 - ii. Is not authorized to arrest an individual for violation of a City ordinance.

c) Citation.

- 1) A citation issued under this section must be on a form approved by the Municipal Court Clerk that includes the following information:
 - i. The name and address of the person cited;
 - ii. The offense for which the person is charged;
 - iii. The date and location of the offense;
 - iv. A timeframe providing a deadline for appearance (“appearance time”);
 - v. A statement requiring the person receiving the citation to appear at Municipal Court on or before the appearance time indicated on the citation;
 - vi. A statement of the person’s promise to respond to the citation by the appearance time indicated on the citation, including a place for the person cited to provide the person’s signature;
 - vii. The name of the person issuing the citation; and
 - viii. Other information as determined by the director of the issuing department.
- 2) Upon receipt of a completed citation, the Municipal Court Clerk shall process the citation in the same manner as a citation issued by a peace officer.

d) Duty to respond to citation.

- 1) On or before the appearance time indicated on a citation, a person cited shall submit a plea to charge indicated on the citation. The person may enter a plea of guilty, not guilty, or no contest. The plea may be submitted by mail, in person, or by other method acceptable to the Municipal Court.
- 2) A person may enter a plea of guilty or no contest to a charge on a citation by paying the fine for the charge.

e) Additional Offenses.

- 1) A person commits an offense if the person interferes with, hinders, or molests a City employee in the performance of the employee’s duties under this chapter.
- 2) A person commits an offense if the person gives a false or fictitious name, address, or other information to a director or designated employee to issue a citation in lieu of other remedies.

State Law reference – Municipal courts, V.T. C.A. Government Code, § 29.001 et seq.; general law for municipal courts of record, V.T.C.A. Government Code, § 30.481 et seq., court procedures, Vernon’s Ann. C.C.P. art. 45.01 et seq.

Sec. 36-4 – 36-15. Reserved.

ARTICLE II. GENERAL NUISANCES’ ABATEMENT PROCEDURE

Sec. 36-16. Notice of order to abate nuisance– Service; Contents.

Whenever any public nuisance defined in Article I of this Chapter exists on premises within the city in violation of this article, the authorized code **compliance official** shall order the owner of the premises whereon such public nuisance exists to abate or remove the same. Such an order shall be

in writing, specify the public nuisance and its location, specify the corrective measures required, and provide for compliance within ten days from service thereof.

- a) Notice of the order to abate may be given:
 - 1) Personally, to the owner in writing;
 - 2) By letter addressed to the owner at the owner's address as recorded in the Coryell County Tax Rolls; or
 - 3) If personal service cannot be obtained or the owner's postal address is unknown:
 - i. By publication in the official newspaper of the city at least once within ten (10) consecutive days of the declared nuisance;
 - ii. By posting the notice on or near the front door of each building on the property to which the violation relates; or
 - iii. By posting the notice on a placard attached to a stake driven into the ground on the property to which the violation relates.
- b) The notice, when given, will contain:
 - 1) An identification of the property;
 - 2) A description of the violation that is present on the property;
 - 3) A statement that if the owner commits another violation of the same kind or nature on or before the first anniversary of the date of the notice, and the city has not been informed in writing by the owner of an ownership change, the city without further notice may correct the violation at the owner's expense and assess the expense against the property; and
 - 4) A statement that if the owner of the property in the city does not comply with the requirements within ten (10) days after receiving the notice of violation the City will either:
 - i. Refer the property to municipal court for criminal prosecution; or
 - ii. Abate the nuisance in accordance with the provisions of this Article.

Sec. 36-17. Request for hearing.

If the owner or occupant of the premises identified in a notice of order to abate nuisance so desires, he may, within ten days after service of notice of order to abate the nuisance, request of the clerk of the municipal court, either in person or in writing and without the requirement of bond, that a date and a time be set when he may appear before the judge for a hearing to determine whether he is in violation of this Article I.

Sec. 36-18. Abatement by City.

- a) If an owner or person in charge of the premises fails to comply with this article and allows a nuisance to be created and remain unabated, such nuisance may be abated by the city in accordance with the provisions of this article and in accordance with Texas Health and Safety Code § 342.006 et seq. The expense incurred in abating such nuisance shall be charged against the property and a lien created for the amount of such charges, including salary and wages of all employees and reasonable charges for machinery, tools and vehicles used, and any filing fees. Such lien shall be set forth in a statement of the expenses incurred, signed by the city manager or their designee, and filed in the county real property records in accordance with Texas Health and Safety Code § 342.007 et seq. Interest shall accrue on the lien at the rate of ten (10) percent per annum, beginning on the date that work by the

city is completed. Payment of all liens created in accordance with the article shall be made to the city. For payment in full made subsequent to the filing of a lien with the county clerk, an appropriate release will be prepared. and the city manager is authorized to sign all such releases for the city.

- b) Suit may be filed by the city for collection of any lien so created and foreclosure had in the name of the city. The statement of the city manager or city health authority shall be prima facie proof of the amount of money expended to abate any accumulation of trash or rubbish that constitutes a public nuisance.

Sec. 36-19. Emergency abatement of tall grass and weeds, without notice.

- a) The city may abate, without notice, weeds, grass, and other vegetation:
 - 1) That have grown higher than forty-eight (48) inches; and
 - 2) Are an immediate danger to the health, life or safety of any person.
- b) Not later than the tenth (10) day after the date the city abates weeds, grass or other vegetation pursuant to this Sec. 36-19, the city will give notice to the property owner of the abatement.
 - 1) The notice will be given in the manner required by Sec. 36-16; and
 - 2) The notice will contain:
 - i. An identification, which is not required to be a legal description of the property;
 - ii. A description of the violation of the ordinance that occurred on the property;
 - iii. A statement that the city abated the weeds, grass, or other vegetation; and
 - iv. An explanation of the property owner's right to request a hearing about the city's abatement.

Sec. 36-20. Hearing.

Upon receiving a request for hearing, the clerk of the court shall set a date and a time for such hearing on the court docket. The clerk of the court shall notify the city attorney of the date and time of such hearing. The city attorney shall cause to be prepared, filed, and served on the defendant a written complaint charging that the owner or occupant of the premises, as the case may be, has violated this article. After service, such complaint shall be on file with the clerk of the court not less than ten days prior to the date of hearing.

Sec. 36-21. Finding of violation; order of judge.

The judge shall hear any case brought before said court as set out herein, and shall determine whether the defendant is, in fact, in violation of this article. Upon finding that said defendant is in violation of this article, said defendant shall be deemed guilty of a misdemeanor. The judge shall further order such defendant to remove and abate said nuisance within ten days, the same being a reasonable time. If the defendant shall fail and refuse, within ten days, to abate or remove the nuisance, the judge may issue an order directing the authorized code enforcement official to have the same removed, and the authorized code enforcement official shall take possession of said nuisance in such manner as the city council may provide. Failure to appear before the court within

a ten (10) day period shall be a separate offense under this chapter. It shall not be a defense to any action initiated by a citation that a prior notice was not issued.

Sec. 36-22. Removal from unoccupied premises by order of municipal court.

- (a) If there are materials determined to be a nuisance on premises that are unoccupied, and neither the owner of the premises nor the owner of said materials can be found and notified to remove same, then upon a showing of such facts to the judge, the court may issue an order directing the code enforcement official to have same removed, and the code enforcement official shall take possession of said materials.
- (b) The disposition of any junked property other than junked motor vehicles shall be by the method provided by law for the disposition of excess property in the event that it is likely that the proceeds from such sale cover the costs of such disposition. In the event that it is likely that the proceeds from such sale shall be insufficient to pay the costs of complying with the disposition of surplus property, then, in that event, the same shall simply be placed in the trash.

Sec. 36-23. Lien in favor of City.

Whenever any work is done or improvements are made by the city under the provisions of sections 36-18, 36-19, or 36-21, the appropriate city official shall file a statement of the expenses incurred hereby with the county clerk. Such statement shall give the amount of such expenses and the date on which the work was done or the improvements were made. Upon filing this statement, the city shall have a privileged lien on the lot or real estate upon which the work was done or improvements made, to secure the expenses thereof. Such liens shall be second only to tax liens.

Sec. 36-24-36-40. Reserved.

ARTICLE III. ABANDONED AND JUNKED VEHICLES

Sec. 36-41. Definitions

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned nuisance vehicle means a motor vehicle that is at least ten years old and is of a condition only to be junked, crushed, or dismantled.

Aircraft has the meaning assigned by Texas Transportation Code § 24.001.

Department means the state department of motor vehicles.

Garage keeper means an owner or operator of a storage facility.

Junked vehicle means a vehicle that is self-propelled; and is wrecked, dismantled or partially dismantled, or discarded; or inoperable and has remained inoperable for more than 72 consecutive hours, if the vehicle is on public property or 30 consecutive days, if the vehicle is on private property. The term "junked vehicle" includes a motor vehicle, aircraft, or watercraft. This division applies only to a motor vehicle that displays an expired license plate or does not display a license plate; an aircraft that does not have lawfully printed on the aircraft an unexpired federal aircraft identification number registered under Federal Aviation Administration aircraft registration regulations in 14 CFR 47; or a watercraft that does not

have lawfully on board an unexpired certificate of number, and is not a watercraft described by Texas Parks and Wildlife Code § 31.055.

Law enforcement agency means the police department of the city, a sheriff or a constable.

Motor vehicle means a vehicle that is subject to registration under Texas Transportation Code Ch. 501.

Motor vehicle demolisher means a person in the business of converting motor vehicles into processed scrap or scrap metal or wrecking or dismantling motor vehicles.

Outboard motor means an outboard motor subject to registration under Texas Parks and Wildlife Code Ch. 31.

Storage facility includes a garage, parking lot, or establishment for the servicing, repairing, or parking of motor vehicles.

Vehicle storage facility means a vehicle storage facility, as defined by Texas Occupations Code § 2303.002, that is operated by a person who holds a license issued under Texas Occupations Code Ch. 2303 to operate that vehicle storage facility.

Watercraft means a vessel subject to registration under Texas Parks and Wildlife Code Ch. 31.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.001.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.071.

Sec. 36-42. Exemptions.

The provisions of this article shall not apply to any motor vehicle in operable condition specifically adapted or constructed for racing or operation on privately-owned drag strips or raceways, any motor vehicle retained by the owner for antique collection purposes rather than for salvage or for transportation, any motor vehicle stored as the property of a member of the U.S. Armed Forces who is on active duty assignment, nor shall it apply to any personal property kept inside of a building.

- (a) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Antique vehicle means a passenger car or truck that is at least 25 years old.

Motor vehicle collector means a person who owns one or more antique or special interest vehicles; and acquires, collects, or disposes of an antique or special interest vehicle or part of an antique or special interest vehicle for personal use to restore and preserve an antique or special interest vehicle for historic interest.

Special interest vehicle means a motor vehicle of any age that has not been changed from original manufacturer's specifications and, because of its historic interest, is being preserved by a hobbyist.

- (b) The provisions of this division shall not apply to a vehicle or vehicle part:

- (1) That is completely enclosed in a building in a lawful manner and is not visible from the street or other public or private property; or
- (2) That is stored or parked in a lawful manner on private property in connection with the business of a licensed vehicle dealer or junkyard, or that is an antique or special interest vehicle stored by a motor vehicle collector on the collector's property, if the vehicle or part and the outdoor storage area, if any, are:
 - a. Maintained in an orderly manner;
 - b. Not a health hazard; and
 - c. Screened from ordinary public view by appropriate means, including a fence, rapidly growing trees, or shrubbery.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.077.

Sec. 36-43. Public nuisance declared.

A junked vehicle, including a part of a junked vehicle, that is visible at any time of the year from a public place or public right-of-way:

- (1) Is detrimental to the safety and welfare of the public;
- (2) Tends to reduce the value of private property;
- (3) Invites vandalism;
- (4) Creates a fire hazard;
- (5) Is an attractive nuisance creating a hazard to the health and safety of minors;
- (6) Produces urban blight adverse to the maintenance and continuing development of municipalities; and
- (7) Is a public nuisance.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.072.

Sec. 36-44. Abandoned motor vehicle designated.

For the purposes of this division, a motor vehicle is abandoned if the motor vehicle:

- (1) Is inoperable, is more than five years old, and has been left unattended on public property for more than 48 hours;
- (2) Has remained illegally on public property for more than 48 hours;
- (3) Has remained on private property without the consent of the owner or person in charge of the property for more than 48 hours;
- (4) Has been left unattended on the right-of-way of a designated county, state, or federal highway for more than 48 hours;
- (5) Has been left unattended for more than 24 hours on the right-of-way of a turnpike project constructed and maintained by the state turnpike authority division of the state department of transportation or a controlled access highway; or

- (6) Is considered an abandoned motor vehicle under Texas Transportation Code § 644.153(r).
- (b) In this section, the term "controlled access highway" has the meaning assigned by Texas Transportation Code § 541.302.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.002.

Sec. 36-45. Abandoned vehicles removal, etc.

Abandoned vehicles shall be removed, impounded and disposed of in accordance with Texas Transportation Code Ch. 683.

State law reference(s)—Seizure and auction of abandoned motor vehicles, Texas Transportation Code § 683.011 et seq.; vehicles abandoned in storage facilities, Texas Transportation Code § 683.031 et seq.; demolition of motor vehicles, Texas Transportation Code § 683.051 et seq.

Sec. 36-46. Removal and impoundment of abandoned vehicles or property obstructing traffic.

- (a) Members of the police department are hereby authorized to remove property of any description from a street or highway to a place designated or maintained by the police department when:
- (1) Such property is left unattended upon any bridge, viaduct, or causeway or in any tube or tunnel and constitutes an obstruction to traffic.
 - (2) Such property upon a street or highway is disabled so as to constitute an obstruction to traffic and the person in charge of it is, by reason of physical injury, incapacitated to such an extent as to be unable to provide for its custody or removal.
 - (3) Such property is left unattended on the street and constitutes a definite hazard or obstruction to the movement of traffic.
 - (4) Such property is left unattended on a street either in a place at which parking is prohibited or beyond the legal limit of parking time.
 - (5) A police officer arrests any person driving or in control of a vehicle for an alleged offense and such officer is or may be required by law to take the one arrested immediately before a magistrate, or if the arrested one is immediately taken before a magistrate, and when the arrested one is the sole occupant or the owner of the vehicle and is immediately placed in custody.
 - (6) Any vehicle is illegally parked so as to block the entrance of any private driveway, and it is impracticable to move such vehicle from in front of the driveway to any point on the highway.
 - (7) Any vehicle constitutes a hazard or interferes with a normal function of a governmental agency, or by reason of any catastrophe, emergency, or unusual circumstances the safety of the vehicle is imperiled.
 - (8) Any vehicle is found upon a street, avenue, alley way, or public place and a report has been previously made that such vehicle has been stolen or complaint has been filed and a warrant issued thereon, charging that such vehicle has been stolen or converted in violation of law.

- (9) Any vehicle is left standing or parked unattended for more than 48 hours in violation of any applicable section of this Code, state law or city ordinance, rule or regulation. ~~provided, however, in the event such vehicle is parked or standing immediately in front of or immediately adjacent to property owned by the owner of such vehicle, or property rented by such owner, before such vehicle shall be removed, the owner thereof shall be given written notice after the expiration of 48 hours and shall be given an additional 24 hours to remove or cause to be removed such vehicle. Such written notice may be given by depositing the same in the United States mail, addressed to the owner at the address given on the registration receipt of the vehicle, or his last known address.~~
- (b) If an abandoned vehicle, trailer, or other vehicle is impounded from a public street by a police officer and the officer knows or is able to ascertain from the registration records of the vehicle the name and address of the owner thereof, ~~such officer~~ the code compliance official shall notify said owner in writing by certified mail after three days, if the owner has not reclaimed vehicle, but no later than the tenth day, of the fact of such removal and the reasons therefor, and of the place to which such vehicle has been removed. If the ~~officer~~ code compliance official does not know and is not able to ascertain the name of the owner, and in the event the vehicle is not returned to the owner within a period of ten days, then the ~~officer~~ code compliance official shall send or cause to be sent a written report of such removal by mail to the state department whose duty it is to register motor vehicles. The officer shall file a copy of such notice with the proprietor of any public garage in which the vehicle may be stored. Such notice shall include a complete description of the vehicle, the date, time and place from which removed, the reason for such removal and the name of the garage or place where the vehicle is stored.
- (c) Property removed under the provisions of this section shall be kept at a place designated by the police chief until application for its redemption shall be made by the verified owner or his authorized agent, who shall be entitled to the possession thereof upon payment as provided in chapter 18. This remedy and impounding fee shall be cumulative of any and all other penalties that may be provided. In the event the property impounded is not redeemed by the owner or his authorized agent, it shall be disposed of in the manner authorized by law.

State law reference(s)—Authority to take abandoned motor vehicle into custody, Texas Transportation Code § 683.011; vehicle towing and booting, Texas Occupations Code Ch. 2308; local regulation of towing and booting, Texas Occupations Code § 2308.201 et seq.

Sec. 36-47. Removal personnel.

- (a) This division shall be administered by regularly salaried, full-time employees designated by the city manager, except that any authorized person may remove the nuisance.
- (b) A person authorized to administer this division may enter private property to examine a public nuisance, to obtain information to identify the nuisance, and to remove or direct the removal of the nuisance.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.074(d), (e).

Sec. 36-48. Court orders.

The municipal court may issue necessary orders to enforce the procedures in this division.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.074(c).

Sec. 36-49. Offense committed when; removal required.

- (a) A person commits an offense if the person maintains a public nuisance described by section 36-108.
- (b) An offense under this section is a misdemeanor punishable by a fine not to exceed \$200.00.
- (c) The court shall order abatement and removal of the nuisance on conviction.
- (d) A public nuisance under this division shall be abated as provided in this division. If no hearing is requested as provided in this division and the nuisance is not abated within ten days after service of notice to abate, the city shall abate the nuisance. If a hearing is held as provided in this division and an abatement order is issued by the municipal judge, the nuisance shall be abated by the city if the nuisance is not abated within ten days after the issuance of the abatement order by the municipal judge.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.073.

Sec. 36-50. Notice to abate.

Prior to removal of a public nuisance under this division, not less than ten days' notice of the nature of the nuisance must be given. The notice must be personally delivered, sent by certified mail with a five-day return requested, or delivered by the U.S. Postal Service with signature confirmation service to:

- (1) The last-known registered owner of the nuisance;
 - (2) Each lienholder of record of the nuisance; and
 - (3) The owner or occupant of:
 - a. The property on which the nuisance is located; or
 - b. If the nuisance is located on a public right-of-way, the property adjacent to the right-of-way.
- (b) The notice must state that:
- (1) The nuisance must be abated and removed not later than the tenth day after the date on which the notice was personally delivered or mailed; and
 - (2) Any request for a hearing must be made before that ten-day period expires.
- (c) If the post office address of the last-known registered owner of the nuisance is unknown, notice may be placed on the nuisance or, if the owner is located, personally delivered.
- (d) If notice is returned undelivered, action to abate the nuisance shall be continued to a date not earlier than the 11th day after the date of the return.

State law reference(s)—Similar provisions, Texas Transportation Code § 684.075.

Sec. 36-51. Public hearing and order.

- (a) The municipal court shall hold a public hearing on request of a person who receives notice as provided by section 36-50 if the request is made not later than the date by which the nuisance must be abated and removed. The hearing shall be held not earlier than the 11th day after the date of the service of notice. At the hearing, the junked motor vehicle is presumed, unless

demonstrated otherwise by the owner, to be inoperable. If the information is available at the location of the nuisance, an order issued by the municipal judge requiring removal of the nuisance must include:

- (1) For a motor vehicle, the vehicle's:
 - a. Description;
 - b. Vehicle identification number; and
 - c. License plate number;
 - (2) For an aircraft, the aircraft's:
 - a. Description; and
 - b. Federal aircraft identification number as described by Federal Aviation Administration aircraft registration regulations in 14 CFR 47; and
 - (3) For a watercraft, the watercraft's:
 - a. Description; and
 - b. Identification number as set forth in the watercraft's certificate of number.
- (b) If after the hearing is conducted the municipal judge determines that a public nuisance as defined in this division exists, the municipal judge shall order the removal of the nuisance.

State law reference(s)—Similar provisions, Texas Transportation Code §§ 683.074(b)(2), 683.076.

Sec. 36-52. Notice to state.

Notice identifying the vehicle or part of the vehicle shall be given to the department not later than the fifth day after the date of removal.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.074(b)(3).

Sec. 36-53. Effect of relocation of vehicle.

The relocation of a junked vehicle that is a public nuisance to another location in the city after a proceeding for the abatement and removal of the public nuisance has commenced has no effect on the proceeding if the junked vehicle constitutes a public nuisance at the new location.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.074(g).

Sec. 36-54. Reconstruction prohibited.

A vehicle that is removed pursuant to this division shall not be reconstructed or made operable.

State law reference(s)—Similar provisions, Texas Transportation Code § 683.074(b)(1).

See Ch. 54, Article II for additional parking regulations.

Sec. 36-55 – 36-75. Reserved.

ARTICLE IV. PUBLIC TREE CARE

Sec. 36-76. Purpose.

To enhance the quality of life and the present and future health, safety, and welfare of all citizens, to enhance property values, and to ensure proper planting and care of trees on public property, the City Council herein delegates the authority and responsibility for managing public trees, establishes practices governing the planting and care of trees on public property, and makes provision for the emergency removal of trees on private property under certain conditions.

Sec. 36-77. Definitions.

As used in this Article, the following words and phrases shall have the meanings indicated:

Damage – any injury to or destruction of a tree, including but not limited to: uprooting; severance of all or part the root system or main trunk; storage of material on or compaction of surrounding soil; a substantial change in the natural grade above a root system or around a trunk; surrounding the tree with impervious paving materials; or any trauma caused by accident or collision.

Nuisance – any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; or threatens public health, safety and welfare.

Parkway – the area along a public street between the curb and the sidewalk; or if there is no curb or sidewalk, the unpaved portion of the area between the street right-of-way line and the paved portion of the street or alley.

Public property – all grounds and rights-of-way (ROWs) owned or maintained by the City.

Public tree – any tree or woody vegetation on city-owned or city-maintained property or rights-of-way.

Top or *Topping* – the non-standard practice of cutting back of limbs to stubs within a tree’s crown to such a degree so as to remove the normal canopy and disfigure the tree.

Sec. 36-78. Authority and power.

- (a) *Delegation of authority and responsibility.* The Parks & Recreation Directors and/or their designee, hereinafter referred to as the “Directors”, shall have the authority and responsibility to plant, prune, maintain and remove trees and woody plants growing in or upon all city streets, rights-of-ways, city parks, and other public property. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, or any tree that is affected by fungus, insects, or other pest disease.
- (b) *Coordination among city departments.* All city departments will coordinate as necessary with the Directors and will provide services as required to ensure compliance with this Ordinance as it relates to streets, alleys, rights-of-way, drainage, easements and other public property not under the direct jurisdiction of the Directors.

- (c) *Interference.* No person shall hinder, prevent, delay, or interfere with the Directors or their agents while engaged in carrying out the execution or enforcement of this Ordinance.

Sec. 36-79. Tree planting and care standards.

- (a) *Requirements of franchise utility companies.* Franchise utility companies shall provide advance notice to the City of their intended non-emergency tree pruning schedule and location of impacted area. The maintenance of public trees for utility clearance shall conform to all applicable utility industry standards.
- (b) *Tree species list.* The Directors shall develop and maintain an official list of desirable tree species for planting on public property in two size classes: Ornamental (20 feet or less in height at maturity) and Shade (greater than 20 feet at maturity). Only trees from this approved list may be planted without written approval from the Directors.
- (c) *Planting distances.* The Directors shall develop and maintain an official set of spacing requirements for the planting of trees on public property. No tree may be planted within the visibility triangle of a street intersection or within ten (10) feet of a fire hydrant.
- (d) *Planting trees under electric utility lines.* Only trees listed as Ornamental trees on the official city tree species list may be planted under or within fifteen (15) lateral feet of any overhead utility wire.
- (e) *Protection of public trees during construction.* Any person, firm, corporation, or city department performing construction in the area of any public tree must employ appropriate measures to protect the tree, including, but not limited to, placing barriers around the tree to prevent any damage.

Sec. 36-80. Adjacent owner responsibility.

- (a) The owner of land adjacent to any city street or highway, when acting within the provisions of this Ordinance, may plant and maintain trees in the adjacent parkway area. Property owners are responsible for the reasonable and routine maintenance of trees and other landscaping in the adjacent parkway area.
- (b) No property owner shall allow a tree, or other plant growing on his or her property or within the adjacent parkway to obstruct or interfere with pedestrians or the view of drivers, thereby creating a hazard. If an obstruction persists, the Directors shall notify the property owner to prune or remove the tree or plant. If the owner fails to comply with the notice, the City may undertake the necessary work and charge the cost to the property owner as explained in Article II of this ordinance.

Sec. 36-81. Prohibition against harming public trees.

- (a) It shall be unlawful for any person, firm or corporation to damage, remove, or cause the damage or removal of a tree on public property without written permission from the Directors.
- (b) It shall be unlawful for any person, firm or corporation to attach any cable, wire or signs or any other object to any street, park, or public tree.
- (c) It shall be unlawful for any person, firm or corporation to “top” any public tree. Trees severely damaged by storms or other causes, where best pruning practices are impractical may be exempted from this provision at the determination of the Directors.

Sec. 36-82. Certain trees declared a nuisance.

Any tree, or limb thereof, on private property determined by the Directors to have contracted a lethal, communicable disease or insect; to be dead or dying; to obstruct the view of traffic signs or the free passage of pedestrians or vehicles; or that threatens public health, safety, and welfare is declared a nuisance and the City may require its treatment or removal. Private property owners have the duty, at their own expense, to remove or treat nuisance trees on their property. The City may remove such trees at the owner's expense if the owner does not comply with treatment and/or removal as specified by the Directors within the written notification period.

Sec. 36-83-36-100. Reserved.

ARTICLE V. PENALTY

Sec. 36-101. Penalty.

- a) A person commits an offense if that person creates, causes or allows to be created or caused a public nuisance as set forth herein. Each separate occurrence and each separate day of the commission of the offense is a separate offense under this section. A person who commits an offense hereunder shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not to exceed two hundred dollars (\$200.00) for each such offense.
- b) If it is shown at the trial of the defendant that the defendant has been previously convicted of an offense under Article I, Article II, Article III, and/or Article IV, the defendant may be punishable by a fine or not less than two hundred dollars (\$200.00) or more than one thousand dollars (\$1,000.00).
- c) Notwithstanding subsections (a) and (b), the penalty for the violation of any defined nuisance herein that governs fire safety, public health, or sanitation, including dumping of refuse, may not exceed two thousand dollars (\$2,000.00).

SECTION 3. 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 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. 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 6. This Ordinance shall become effective immediately upon its passage and approval.

The foregoing Ordinance No. 2025-01 was read the first time and passed to the second reading this 14th day of January 2025.

The foregoing Ordinance No. 2025-01 was read the second time and passed to the third reading
this ____ day of _____, 20__.

The foregoing Ordinance No. 2025-01 was read the third time and was passed and adopted as an
Ordinance to the City of Gatesville, Texas, this ____ day of _____, 20__.

BY: _____
GARY M. CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM AND SUBSTANCE:

HOLLY OWENS, T.R.M.C.
CITY SECRETARY

VICTORIA THOMAS
CITY ATTORNEY



Agenda Item #13

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action to approve Ordinance 2025-02, annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan.

Information:

Tracy Summers and Stacy Summers are the owners of the property located at 2204 Coryell City Road and described as the Henry Farley and J.A. Clayton Survey situated in Coryell County, Texas. On December 10, 2024, the City Council accepted the application for annexation. The first reading and public hearing were heard on January 14, 2025, with no changes. The vote was unanimously approved to move forward to the second reading.

The public notice was published in the Gatesville Messenger and on the City Website on December 28, 2024. Approximately 13 notices were mailed out.

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommend passing **Ordinance 2025-02**, annexing the property described as the Henry Farley and J. A. Clayton Surveys situated in Coryell County, Texas and addressed as 2204 Coryell City Road to the next meeting.

Motion:

I make a motion to pass **Ordinance 2025-02**, annexing the property described as the Henry Farley and J. A. Clayton Surveys situated in Coryell County, Texas and addressed as 2204 Coryell City Road to the next meeting.

Attachments:

- Draft Ordinance

Regular 1/28/2025

Ordinance 2025-02

- Exhibit "A" Metes and Bounds
- Exhibit "B" Service Agreement
- GIS Map of property.
- Public Notice Copy (Newspaper and Letter)
- Mailing List

Staff Contacts:

Holly Owens howens@gatesvilletx.com

EXHIBIT "A"

All that certain five (5) acres, being a part of the Henry Farley and J. A. Clayton Surveys situated in Coryell County, Texas, and being further described by metes and bounds as follows:

BEGINNING S 60 deg. 18' W, 332.02 feet and S 48 deg. 58' 29", W, 146.64 feet from the most northly corner of that certain 177 acre tract described in Volume 173, Page 580, Deed Records, Coryell County, Texas;

THENCE S 74 deg. 18' 14" E, 376.14 feet to the NE corner of this tract;

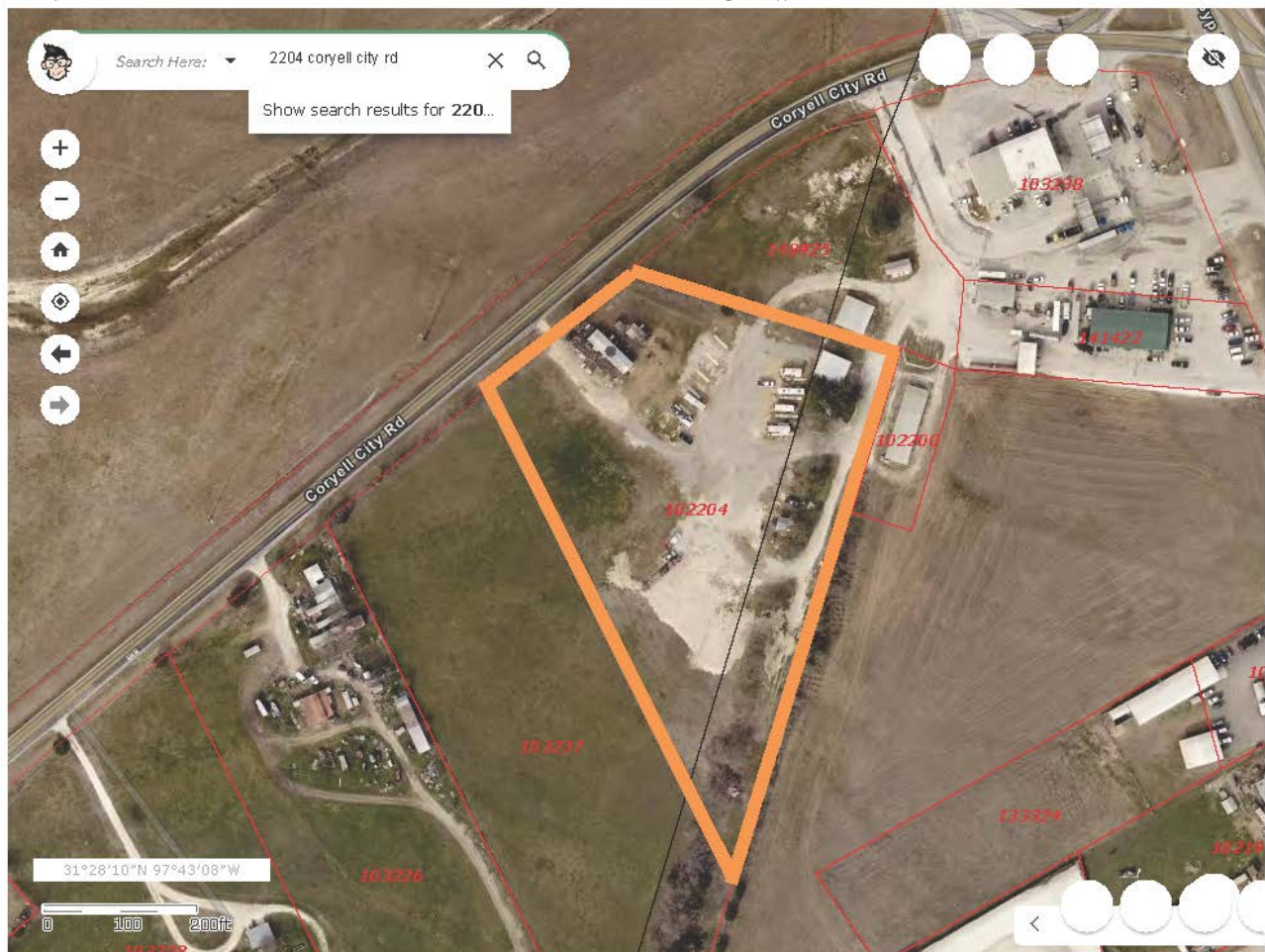
THENCE S 15 deg. 41' 33" W, 720.43 feet to the SE corner of this tract;

THENCE N 28 deg. 01' 09" W, 728.49 feet to the NW corner of this tract, also beng on the South boundry line of FM Road 929;

THENCE N 48 deg. 58' 29' E, with the South boundry line of FM Road 929, 231.92 feet to the Place of Beginning.

10/18/24, 4:30 PM

BIS Consulting Web App



<https://gis.bisclient.com/coryellcad/?find=148016>

1/1

EXHIBIT “B”

ANNEXATION SERVICE PLAN AGREEMENT

For land described in Ordinance 2025-02 effective on the date of annexation, the following services are to be provided as set forth below:

1. POLICE PROTECTION

The City of Gatesville, Texas will provide police protection to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Gatesville, Texas, with similar topography, land use and population within the newly annexed area.

2. FIRE PROTECTION AND AMBULANCE SERVICE

The City of Gatesville, Texas will provide fire protection and ambulance service to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Gatesville, Texas, with similar topography, land use and population with the City of Gatesville.

3. SOLID WASTE COLLECTION AND RECYCLING PROGRAM

At the present time the City of Gatesville, Texas. is using a designated, specified contractor for collection of solid waste and refuse and a recycling program within the city limits of the City of Gatesville, Texas. Upon payment of any required deposits and the agreement to pay lawful service fees and charges, solid waste collection and recycling program will be provided to citizens in the newly annexed area to the extent that the City's contractor has access to the area to be serviced. Also, periodic community wide roll-off disposal of hazardous household waste will be available.

4. MAINTENANCE OF WATER AND WASTEWATER FACILITIES

Any and all water or wastewater facilities owned or maintained by the City of Gatesville, Texas, at the time of the proposed annexation shall continue to be maintained by the City of Gatesville, Texas. Any and all water or wastewater facilities which may be acquired subsequent to the annexation of the proposed area shall be maintained by the City of Gatesville, Texas, to the extent of its ownership.

5. MAINTENANCE OF ROADS AND STREETS

Any and all public roads, streets or alleyways which have been dedicated to the City of Gatesville, Texas, or which are owned by the City of Gatesville, Texas, shall be maintained to the same degree and extent that other roads, streets and alleyways are maintained in areas with similar topography, land use and population density. Any and all lighting of roads, streets and alleyways which may be positioned in a right-of-way, roadway or utility company easement shall be maintained by the applicable utility company servicing the City of Gatesville, Texas, pursuant to the rules, regulations and fees of such utility.

6. MAINTENANCE OF PARKS, PLAYGROUNDS AND SWIMMING POOLS

The City Council of the City of Gatesville, Texas, is not aware of the existence of any parks, playgrounds or swimming pools now located in the area proposed for annexation. In the event any such parks, playgrounds or swimming pools do exist and are public facilities, the City of Gatesville, Texas, will maintain such areas to the same extent and degree that it maintains parks, playgrounds and swimming pools and other similar areas of the City now incorporated in the City of Gatesville, Texas.

7. MAINTENANCE OF MUNICIPALLY OWNED FACILITY, BUILDING OR MUNICIPAL SERVICE

The City Council of the City of Gatesville, Texas is not aware of the existence of any municipally owned facility, building or other municipal service now located in the area proposed for annexation. In the event any such municipally owned facility, building or municipal service does exist and are public facilities, the City of Gatesville, Texas, will maintain such areas to the same extent and degree that it maintains publicly owned facilities, buildings or municipal services of the City now incorporated in the City of Gatesville, Texas.

8. CAPITAL IMPROVEMENTS

A. GENERAL

The City provides water and wastewater treatment facilities and major distribution and collection facilities to areas within the City for which the City is authorized to provide such services (this does not include areas for which a certificate of convenience and necessity has been issued to a special district or other water provider). The City does not extend water distribution or wastewater collection mains at its own cost to new developments as part of its municipal services; instead, property owners are expected to bear such costs. Water and wastewater mains will be extended only on an as needed basis when development applications or subdivision plats that require urban level supporting services are submitted to the City in accordance with the City's subdivision and development ordinances. Once such developments begin to occur, the City also may adopt capital improvements plans for additional treatment or major distribution or collection facilities to serve the area, while property owners must pay for the mains necessary to serve their land.

B. POLICE PROTECTION, FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

The City Council of the City of Gatesville, Texas finds and determines it to be unnecessary to acquire or construct any capital improvement for the purpose of providing police protection, fire protection, or emergency medical services. The City Council finds and determines that it has at the present time adequate facilities to provide the same type, kind and level of protection and service which is presently being administered to other areas already incorporated in the City of Gatesville, Texas, with the same or similar topography, land use and population density, without reducing by more than a negligible amount the level of fire, police and emergency services provided within the corporate limits of the City.

C. WATER FACILITIES

The area to be annexed shall be annexed into the City of Gatesville Certificate of Convenience and Necessity (CCN) but water will not be provided by the City. The area to be annexed is already being serviced by Coryell City Water Supply District. Capital improvements are not necessary to provide full municipal service for water.

D. WASTEWATER FACILITIES

The City Council of the City of Gatesville, Texas, has determined that given the current expected development in the next ten (10) years within the area to be annexed, if such development concerning the extension or expansion of wastewater facilities will be in accordance with the City's utility policies as generally set forth in section 8A of this Plan, in the City's development regulations and the service plan. Upon connection to existing mains, sewer will be provided at rates established by the City.

E. ROADS AND STREETS

Within 2 ½ years the City of Gatesville, Texas, with a cooperative effort of the City's designated utility company, will undertake to provide the same degree of road and street lighting as is provided in areas of similar topography, land use and population density within the present corporate limits of the City of Gatesville, Texas. Maintenance of properly dedicated roads and streets will be consistent with the maintenance provided by the City to other roads and streets in areas of similar topography, land use and population density as the annexed property. The City has determined that there are no current or proposed developments within the area to be annexed that require construction of supporting collector or arterial streets. As development occurs in the future, developers will be required pursuant to the ordinances of the City of Gatesville, Texas to provide internal and peripheral streets and to construct those streets in accordance with the specifications required by the City of Gatesville, Texas, for street dedication and construction. City participation in capital expenditures will be in accordance with generally applicable city policies. Once urban level developments begin to occur, the City also may adopt road improvements plans to serve the area, and the service plan may be amended under such circumstances. The City may also plan road improvements that are necessary to serve the area being annexed into the City.

SPECIFIC FINDINGS

The City Council of the City of Gatesville, Texas finds and determines that this proposed Service Plan will not provide any fewer services, and it will not provide a lower level of service in the area proposed to be annexed than were in existence in the proposed area at the time immediately preceding the annexation process.

The City Council of the City of Gatesville, Texas further finds that there are areas within city limits with similar characteristics of topography, land utilization and population density that have service levels similar to those proposed in this service plan. Because of the differing characteristics of

topography, land utilization and population density, the service levels which may ultimately be provided in the newly annexed area may differ somewhat from services provided in other areas of the City of Gatesville, Texas. These differences are specifically dictated because of differing characteristics of the property and the City of Gatesville, Texas will undertake to perform consistently with this contract so as to provide the newly annexed area with the same type, kind and quality of service presently enjoyed by the citizens of the City of Gatesville, Texas who reside in areas of similar topography, land utilization and population.

Property owners, Tracy Summers and Stacy Summers agree to fully finance the construction of a lift station and laying the necessary pipes to connect their property to the City of Gatesville's sewer system.

1. Lift Station Construction:
 - a. Pump
 - b. Control systems
 - c. Storage tank
2. Piping and Infrastructure
 - a. Digging trenches
 - b. Laying pipes
 - c. Installing manhole
3. Permits and Fees
 - a. Plumbing permits
 - b. Sewer Tap
4. City of Gatesville's Role
 - a. Specifications for the lift station design
 - b. Location of the connection to the City's sewer system
 - c. Public Work's inspection

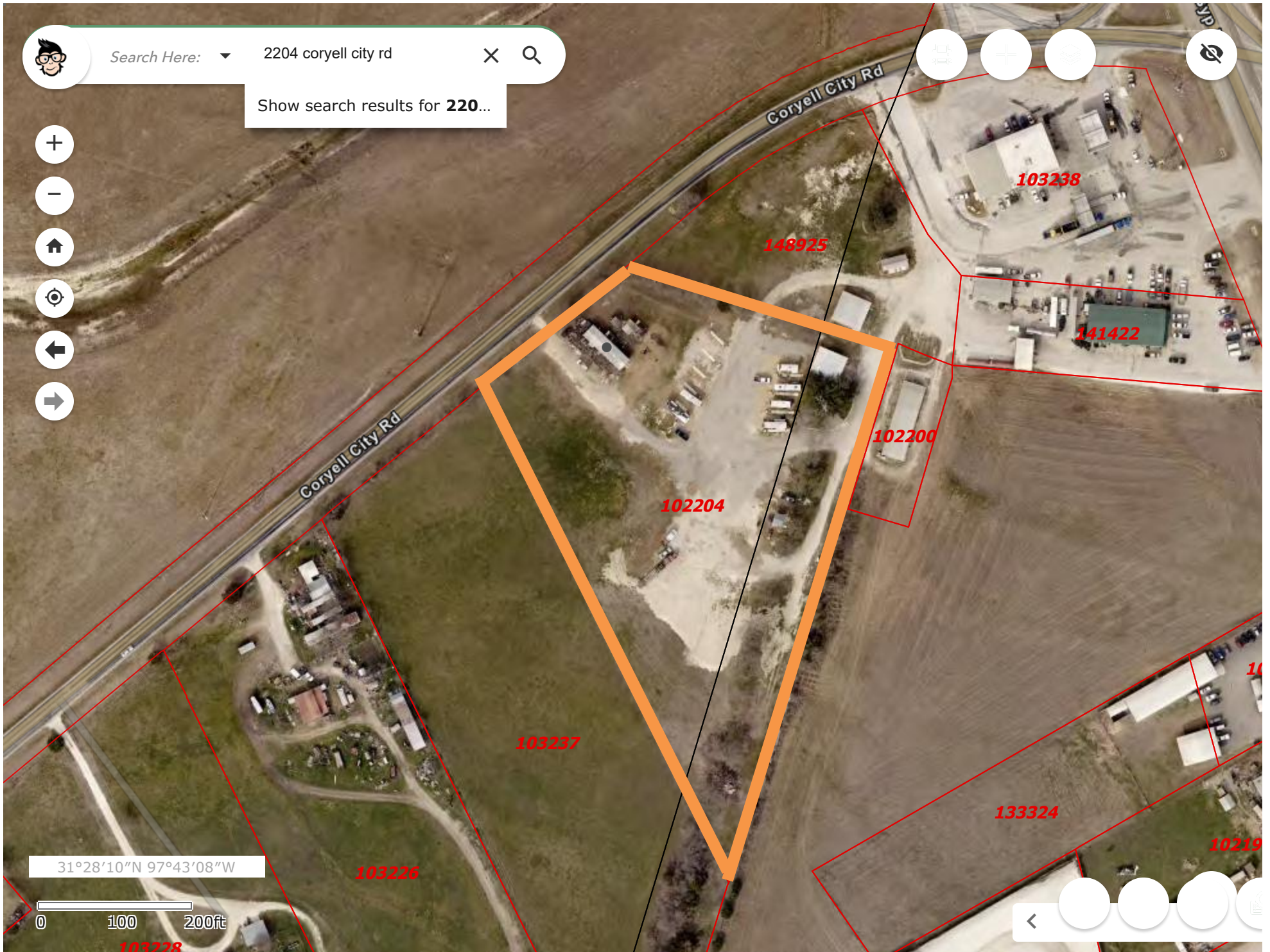
Tracy Summers

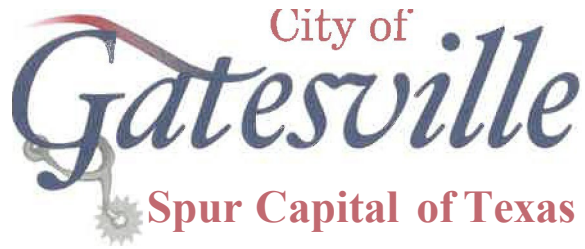
Stacy Summers

Brad Hunt
City Manager

ATTEST:

Holly Owens
City Secretary





December 28, 2024

RE: Public Hearing and Public Notice to annex 22024 Coryell City Road

The City of Gatesville has scheduled a Public Hearing on January 14, 2025 at 110 N 8th Street at 5:30 P.M. to consider annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan.

FIELD NOTES FOR APPROXIMATELY 5 ACRES OF LAND LOCATED IN THE HENRY FARLEY AND J. A. CLAYTON SURVEYS SITUATED IN CORYELL COUNTY, TEXAS, ADDRESSED AS 2204 CORYELL CITY ROAD, AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING S 60 DEG. 18' W, 332.02 FEET AND S 48 DEG. 58' 29", W, 146.64 FEET FROM THE MOST NORTHLY CORNER OF THAT CERTAIN 177 ACRE TRACT DESCRIBED IN VOLUME 173, PAGE 580, DEED RECORDS, CORYELL COUNTY, TEXAS;

THENCE S 74 DEG. 18' 14" E, 376.14 FEET TO THE NE CORNER OF THIS TRACT;

THENCE S 15 DEG. 41' 33" W, 720.43 FEET TO THE SE CORNER OF THIS TRACT;

THENCE N 28 DEG. 01' 09" W, 728.49 FEET TO THE NW CORNER OF THIS TRACT, ALSO BEING ON THE SOUTH BOUNDARY LINE OF FM ROAD 929;

THENCE N 48 DEG. 58' 29' E, WITH THE SOUTH BOUNDARY LINE OF FM ROAD 929, 231.92 FEET TO THE PLACE OF BEGINNING.

If you have any questions, please contact me directly.

Holly Owens, T.R.M.C.
City Secretary
254-865-8951, ext. 105

PID	Property Address	Owner	Mailing Address	City	State	Zip	Letters Returned
103237	2070 Coryell City Rd	WIBBENMEYER NORMAN	2016 CORYELL CITY ROAD	GATESVILLE	TX	76528	
102195	1111 N Hwy 36	PRUITT JOYCE MARIE M TRUSTEE OF THE DANNY	KYLE PRUITT ESTATE TAX EXEMPTION TRUST 4215 FM 929	GATESVILLE	TX	76528	
102200	2224 Coryell City Rd	PRUITT DANNY KYLE ESTATE TAX EXEMPTION TRUST	JOYCE PRUITT 4215 FM 929	GATESVILLE	TX	76528	
141422	13312 N Hwy 36	KDA PARTNERS LLC	785 COUNTY ROAD 258	VALLEY MILLS	TX	76689	
148925	2224 Coryell City Rd	PRUITT DANNY KYLE ESTATE TAX EXEMPTION TRUST	JOYCE PRUITT 4215 FM 929	GATESVILLE	TX	76528	
103238	1316 N Hwy 36	PRUITT JOYCE MARIE M TRUSTEE OF THE DANNY	KYLE PRUITT ESTATE TAX EXEMPTION TRUST 4215 FM 929	GATESVILLE	TX	76528	
102204	2204 Coryell City Rd	SUMMERS RENTAL	448 CATTLE ROAD	GATESVILLE	TX	76528	Applicant
		Coryell County	620 E Main St.	GATESVILLE	TX	76528	
		TNMP	201 N 8th St.	GATESVILLE	TX	76528	
		Gateville ISD	311 S Lovers Lane	GATESVILLE	TX	76528	
		Atmos Energy	409 TX-36	GATESVILLE	TX	76528	
		Coryell Health	1507 W Main St.	GATESVILLE	TX	76528	
		Waste Management	2201 W Avenue D	TEMPLE	TX	76504	

ORDINANCE NO 2025-02

AN ORDINANCE ANNEXING AN APPROXIMATELY 5 ACRE TRACT OF LAND LOCATED IN THE HENRY FARLEY AND J. A. CLAYTON SURVEYS AND BEING COMMONLY KNOWN AS 2204 CORYELL ROAD IN THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SUCH PROPERTY WITHIN THE CITY'S CORPORATE LIMITS; GRANTING TO ALL THE INHABITANTS AND OWNERS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY; AND ADOPTING A SERVICE PLAN FOR SAID PROEPRTY; PROVIDING A CONFLICTS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, §43 of the Texas Local Government Code authorizes the City of Gatesville, Texas, an incorporated city, to engage in the annexation of territory, subject to the laws of this state, and;

WHEREAS, the City Council of the City of Gatesville has been presented with a petition requesting annexation of an approximately 5 acre tract of land out of the Henry Farley and J.A. Clayton Surveys, being more commonly known as 2204 Coryell Road, in the City of Gatesville, Coryell County, Texas and being more particularly described and depicted in Exhibit "A" attached hereto and incorporated herein by this reference; and

WHEREAS, the notices and public hearings required by Chapter 43, Texas Local Government Code and other applicable law have been given and conducted; and

WHEREAS, the City Council has adopted a service plan as required by Section 43.056 of the Texas Local Government Code relating to the Property, the terms of which are attached hereto and incorporated herein by this reference as Exhibit "B" (the "Service Plan"); and

WHEREAS, the Property lies adjacent to the existing corporate limits of the City of Gatesville, Texas and is located within the exclusive extraterritorial jurisdiction of the city of Gatesville, Texas; and

WHEREAS, the requirements and procedures prescribed by the Texas Local Government Code and the Charter of the City of Gatesville, Texas, and the laws of this state for annexation of the Property have been duly followed; and

WHEREAS, the City Council of the City of Gatesville has concluded that the Property should be annexed to and made a part of the City of Gatesville, Texas;

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

SECTION 1. Based on the findings of fact set forth in the recitals above, which are

found to be true and correct and are incorporated herein as if set forth in full, the Property is hereby annexed into the corporate limits of the City of Gatesville, Texas.

SECTION 2. The boundary limits of the City of Gatesville shall be and the same are hereby extended to include the Property within the City’s corporate limits and the territory described herein shall be and is hereby included within the corporate limits, subject to all the acts, ordinances, resolutions, and regulations of the City. The inhabitants of the Property shall hereafter be entitled to all the rights and privileges of other citizens of the City of Gatesville and they shall be bound by the acts, ordinances, resolutions, and regulations of said City.

SECTION 3. The Service Plan, Exhibit “B,” for the area is hereby adopted..

SECTION 4. To the extent of any irreconcilable conflict with the provisions of this Ordinance and other ordinances of the City of Gatesville governing the use and development of the Property and which are not expressly amended by this Ordinance, the provisions of this Ordinance shall be controlling.

SECTION 5. 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 not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 6. 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 so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 7. The City Secretary is hereby directed to file with the County Clerk of Coryell County Texas, a certified copy of this ordinance.

SECTION 8. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provides.

The foregoing Ordinance No. 2025-02 was read the first time and passed to the second reading
this 14th day of January 2025.

The foregoing Ordinance No. 2025-02 was read the second time and passed to the third reading
this ___ day of _____, 20__.

The foregoing Ordinance No. 2025-02 was read the third time and was passed and adopted as an
Ordinance to the City of Gatesville, Texas, this ___ day of _____, 20__.

BY: _____
GARY M. CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM:

HOLLY OWENS, T.R.M.C.
CITY SECRETARY

VICTORIA THOMAS
CITY ATTORNEY

EXHIBIT A
[Legal Description of the Property]

EXHIBIT B
[Service Plan]



Agenda Item #14

PLANNING & ZONING MEMORANDUM

Date: January 28, 2025

To: City Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding a replat located on the Theodore Merrill Survey; Abstract 711, being 5.082 acres, Parkview Addition.

Information:

The Planning and Zoning Commission voted unanimously to recommend approval of the replat for Parkview Addition; Block 1, Lot(s) 1-8 to move forward to City Council on January 6, 2025.

Parkview Addition Development Proposal Overview

- Applicant: Robert Brown
- Project Type:
 1. Lot 1 – two duplexes and one 8-plex
 2. Lot 2 – one 8-plex
 3. Lot 3 – office to serve the multi-family units
 4. Lots 4-8 are currently developed
- Location: 102-114 Park Lane

Zoning and Ordinance Compliance:

- The proposed development complies with all zoning requirements under Business_Commercial.

Infrastructure Considerations:

- Water and sewer are available for development.

Next Steps:

- Proceed with necessary permits and site preparation.

Financial Impact:

There is no financial impact to the City of Gatesville. However, the development once completed will bring in revenue from property tax.

Motion:

I move to approve the replat for Parkview Addition; Block 1, Lot(s) 1-8 and the proposed development for duplexes and 8-plexes.

Regular 1/28/2025
Replat Parkview Addition

Attachments:

- Coryell County appraisal map
- Application
- Site Plan

Staff Contacts:

Holly Owens, City Secretary, howens@gatesvilletx.com



PLATTING APPLICATION

An application is hereby made to the City of Gatesville Planning & Zoning Commission and City Council for the following platting process:

Preliminary Plat Final Plat Amended Plat Re-plat

APPLICANT INFORMATION

Applicant Name: Anita Jackson
Phone: 254-773-2400 EXT. 112

Address: 301 N. 3rd Street Temple, TX 76501
Email: ajackson@turley-inc.com

Owner Name: Robert J. Brown
Phone: 254-223-8888

Address: 104 Park Ln Gatesville, TX 76528
Email: rjbcc@msn.com

This application shall only take into consideration documentation submitted with the original application. Any documentation to be considered in lieu of the original submission shall be sent to the Planning Director with a minimum of 10 business days prior to any scheduled public meeting. Once a completion audit is passed, the application shall be scheduled for P&Z and/or City Council consideration, as needed. All communications hereafter, regarding this application, shall be made via the email address or phone number provided by the applicant.

The undersigned hereby acknowledges the requirements of the City's Subdivision Ordinance, Zoning Codes, this Platting Application and all other Development Standards and ensures this application and all associated documentation is in full compliance with all applicable regulations; non-compliance shall be grounds for disapproval. Furthermore, the undersigned hereby acknowledges that incomplete application submissions shall be voided and may result in a forfeiture of any fees paid. The undersigned requests consideration by the City of Gatesville, Texas of the above-identified platting process.

Signature of Applicant: Anita Jackson **Date:** 12/11/2024
Signature of Owner: Robert Brown **Date:** 12/11/2024
(If different from applicant)

Signed by: Robert Brown

FOR INTERNAL USE ONLY

Replot

CURRENT PROPERTY DESCRIPTION

Current Street Address: 102-114 Park Lane
Name of proposed subdivision: Parkview Add Number of Lots: 8
Total Acres: 5.086 Original Survey: Theodore Merrill
Legal Description: Parkview Add; Block 1, Lot 1

ZONING

Current Zoning: Biz Comm Proposed Use: _____
Zoning Compliance: PASS FAIL Staff Reviewer: Houston

UTILITIES

Existing Utilities Available: Water Sewer Electric Gas
Water Provider: Gatesville Sewer Provider: Gatesville
Electric Provider: TAMP Gas Provider: Atmos

ADMINISTRATIVE

Date Application Received: 12/13/24 Received By: K Cole
Application Fee Amount: 274.00 Received By: K Cole Date Fee Received: 12/13/24
Completion Audit: PASS FAIL Staff Reviewer: _____ C. A. Date: _____
P&Z Date: 1/6/25 Planning Director: _____

TURLEY ASSOCIATES, INC.

301 N. Third Street
TEMPLE, TEXAS 76501
Firm Registration No. F-1658
Email: vdturley@aol.com

Phone (254) 773-2400
Fax (254) 773-3998

LETTER OF TRANSMITTAL

DATE 12/13/24 JOB NO 23-3036

ATTENTION Holly Owens

RE

TO City of Antesville
803E. Main St
Antesville TX 76528

Parkview Addition
Replat No 1

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

- Shop drawings
- Prints
- Plans
- Samples
- Specifications
- Copy of letter
- Change order
- _____

COPIES	DATE	NO.	DESCRIPTION
2			Final Plat
1			Application
1			Check for fees #10442 \$274.00

THESE ARE TRANSMITTED as checked below:

- For approval
- For your use
- As requested
- For review and comment
- FOR BIDS DUE _____
- Approved as submitted
- Approved as noted
- Returned for corrections
- _____
- Resubmit _____ copies for approval
- Submit _____ copies for distribution
- Return _____ corrected prints
- PRINTS RETURNED AFTER LOAN TO US

REMARKS

COPY TO _____

SIGNED: *Kelsey Cole*

If enclosures are not as noted, kindly notify us at once.

LYNN MASSINGILL
178.02 ACRES
VOL. 515, PG. 653

LYNN MASSINGILL
0.410 ACRES
DOC. NO. 8929

CITY OF GATESVILLE
5.04 ACRES
VOL. 523, PG. 534

BRIAN & SHEILA ROWE
2.85 ACRES
DOC. # 240873

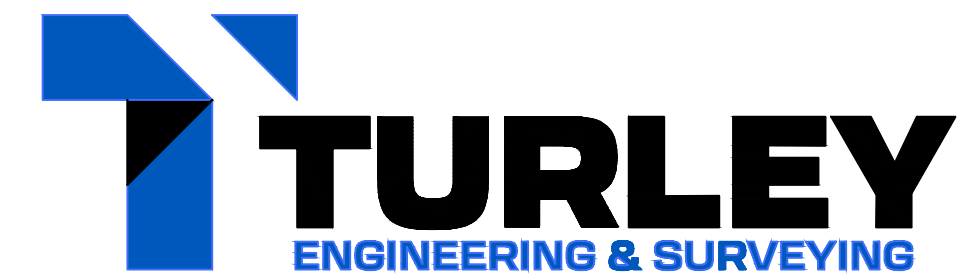
CHRISTINA STAPLETON
0.904 ACRES
VOL. 470, PG. 509

TAYLOR A PIERCE
1.003 ACRES
DOC. # 315683



REVISIONS	DATE	DESCRIPTION	DFTR.

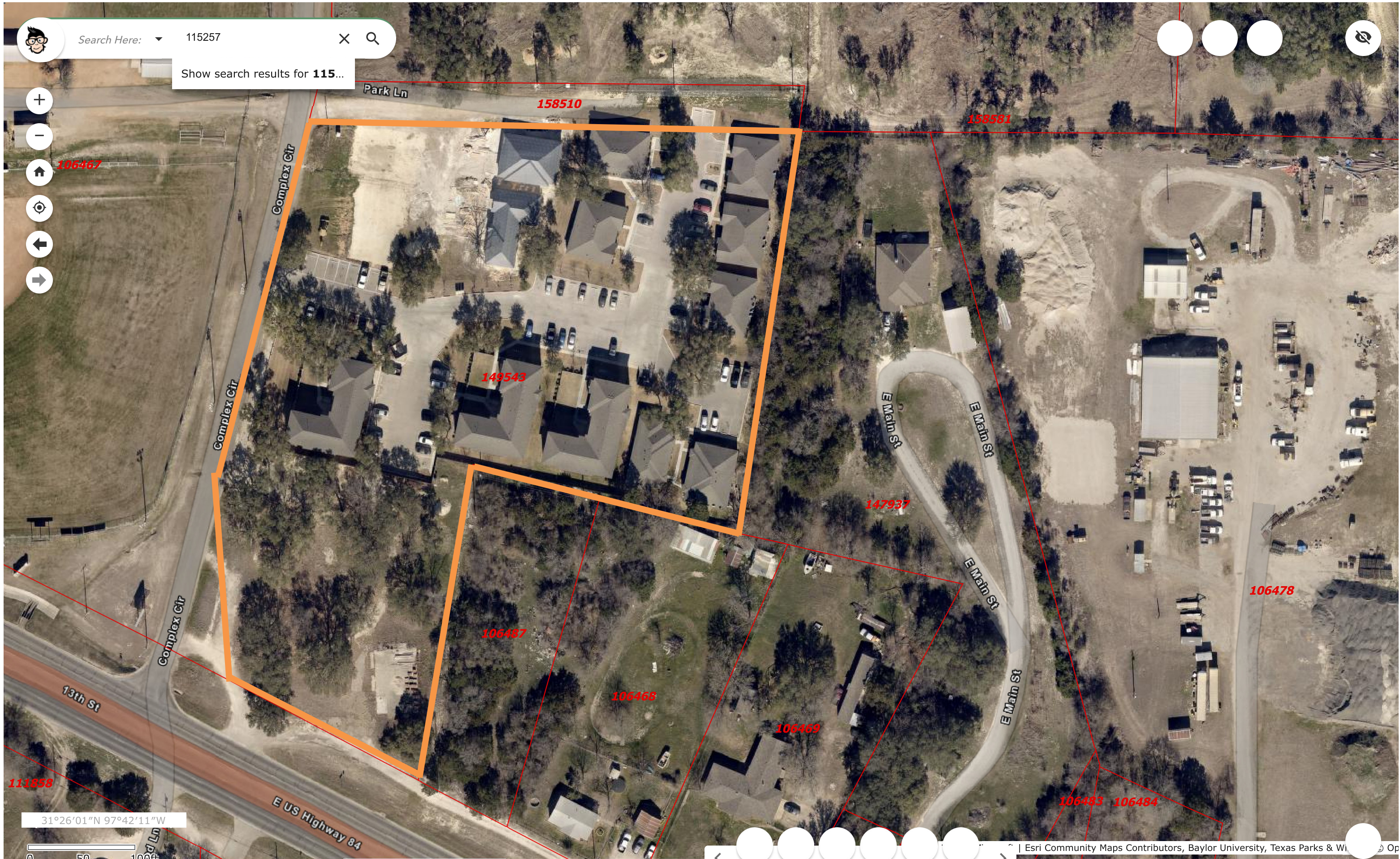
TURLEY ASSOCIATES INC.
WWW.TURLEY-INC.COM
254-773-2400
301 N. 3RD ST.
TEMPLE, TEXAS 76501
ENGINEERING FIRM NO. 1658
SURVEY FIRM NO. 10194869



DRAFTSMAN: LJC
DESIGNER: RD
ENGINEER: _____
DATE: _____
THESE PLANS ARE RELEASED UNDER THE AUTHORITY OF WILLIAM F. SISCO, PE (#123121) ON DECEMBER 9, 2024 FOR THE PURPOSE OF PRELIMINARY REVIEW AND SHALL BE USED FOR NO OTHER PURPOSE.

PROJECT: PARKVIEW ADDITION
FILE NAME: 23-3036 Lot Line Exhibit.dwg
REF. DWG(S):

TITLE: LOT LAYOUT WITH IMPROVEMENTS
JOB#: 23-3036
PAGE#: 00



Search Here: 115257



Show search results for 115...



106467

158510

158581

149543

147937

106487

106468

106469

106478

111898

106483 106484

31°26'01"N 97°42'11"W

0 50 100ft



Agenda Item #15 - 17 (Public Hearing and Ordinance)

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
To: Mayor & City Council
From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding an ordinance annexing an approximately 4.7 acres located in the C Cazanoba Survey situated in Coryell County, Texas and extending the boundary limits of the City of Gatesville as to include such property within the City's corporate limits.

Information:

Patrick Washburn and Colten Washburn are the owners of the property located on Stillhouse Road and described as the C Cazanoba Survey situated in Coryell County, Texas. The owners have formally requested to have the 4.7 acres described property to be annexed into the City of Gatesville. City Council accepted the application to annex into the City of Gatesville on January 14, 2025, with Resolution 2025-009.

The Planning & Zoning Commission held a meeting on January 6, 2025, to consider the Preliminary Plat and the Zoning Designation (*Res_2_4 Family*) for the property. This item was recommended for approval by the Commission. The Final Plat will be seen by the Council on the final reading of the annexation at the second meeting in February 2025. The Zoning Designation which requires an ordinance and three (3) readings which will be done side by side with the annexation ordinance.

E&P Washburn Rentals are proposing to build duplexes as an extension of their existing development located on Stillhouse Road.

Financial Impact:

There is no fiscal impact.

Staff Recommendation:

The staff recommends passing **Ordinance 2025-04** annexing the property described as the C Cazanoba Survey in Coryell County, Texas to the next meeting dated February 11, 2025.

Motion:

I make a motion to pass **Ordinance 2025-04** annexing the property described as the C Cazanoba Survey in Coryell County, Texas to the next meeting.

Attachments:

- Exhibit A – Meets and Bounds
- Exhibit B – Service Agreement

Regular 1/28/2025

Ordinance 2025-04

- GIS Map of property.
- Public Notice/Letter
- Mailing List

Staff Contacts:

Holly Owens howens@gatesvilletx.com

Exhibit 'A'
Meets and Bounds

BEING 2.08 Acres, more or less, in the Chrisanta Cozenoba Survey, Abstract No. 150, and being part of that certain called 7.92 Acres tract described in a deed to Patrick Lynn Washburn and Colten Blake Washburn, as recorded in Inst. # 368010, of the Deed Records of Coryell County, Texas.

THENCE, around a curve in a counterclockwise direction having a delta angle of $07^{\circ} 02' 15''$, an arc distance of 122.76 Feet, a radius of 999.40 Feet, and a chord of $S 24^{\circ} 31' 05'' E$, 122.68 Feet, to a $\frac{1}{2}$ " Iron Rebar, set with (GOODSONS 4330) cap, for the Southeast corner hereof, and in the West R.O.W. of said State Hwy. 36;

THENCE, $N 88^{\circ} 14' 24'' W$, over and across said 7.92 Acre tract, 437.27 Feet, to a $\frac{1}{2}$ " Iron Rebar, set with (GOODSONS 4330) cap, for an inner ell corner hereof;

THENCE, $S 00^{\circ} 51' 29'' E$, over and across said 7.92 Acre tract, 305.38 Feet, to a $\frac{1}{2}$ " Iron Rebar, set with (GOODSONS 4330) cap, for the Southeast corner hereof;

THENCE, $S 89^{\circ} 08' 31'' W$, over and across said 7.92 Acre tract, 110.00 Feet, to a $\frac{1}{2}$ " Iron Rebar, set with (GOODSONS 4300) cap, Southwest corner hereof and being in the East line of said Stillhouse Road, from whence a Pipe Fence Post at the Southwest corner of said 7.92 Acre tract $Brs. S 00^{\circ} 51' 29'' E$, 60.00';

$N 00^{\circ} 51' 29'' W$, 372.68' (Rec. $N 01^{\circ} 15' 35'' E$, 432.89') with the East line of said Stillhouse Road, to a Pipe Fence Post, for angle hereof;

$N 29^{\circ} 25' 47'' E$, 53.96' (Rec. $N 31^{\circ} 34' 48'' E$, 53.92') with the Southeast line of said Stillhouse Road, to a Pipe Fence Post, for angle hereof;

THENCE, $S 88^{\circ} 14' 24'' E$, (Rec. $S 86^{\circ} 09' 38'' E$, 470.97') with the common lines of said 7.92 Acre tract and said Stillhouse Road, 470.83 Feet, to the PLACE OF BEGINNING

EXHIBIT 'B'

ANNEXATION SERVICE PLAN AGREEMENT

For land described in Ordinance 2025-04 effective on the date of annexation, the following services are to be provided as set forth below:

1. POLICE PROTECTION

The City of Gatesville, Texas will provide police protection to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Gatesville, Texas, with similar topography, land use and population within the newly annexed area.

2. FIRE PROTECTION AND AMBULANCE SERVICE

The City of Gatesville, Texas will provide fire protection and ambulance service to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Gatesville, Texas, with similar topography, land use and population with the City of Gatesville.

3. SOLID WASTE COLLECTION AND RECYCLING PROGRAM

At the present time the City of Gatesville, Texas. is using a designated, specified contractor for collection of solid waste and refuse and a recycling program within the city limits of the City of Gatesville, Texas. Upon payment of any required deposits and the agreement to pay lawful service fees and charges, solid waste collection and recycling program will be provided to citizens in the newly annexed area to the extent that the City's contractor has access to the area to be serviced. Also, periodic community wide roll-off disposal of hazardous household waste will be available.

4. MAINTENANCE OF WATER AND WASTEWATER FACILITIES

Any and all water or wastewater facilities owned or maintained by the City of Gatesville, Texas, at the time of the proposed annexation shall continue to be maintained by the City of Gatesville, Texas. Any and all water or wastewater facilities which may be acquired subsequent to the annexation of the proposed area shall be maintained by the City of Gatesville, Texas, to the extent of its ownership.

5. MAINTENANCE OF ROADS AND STREETS

Any and all public roads, streets or alleyways which have been dedicated to the City of Gatesville, Texas, or which are owned by the City of Gatesville, Texas, shall be maintained to the same degree and extent that other roads, streets and alleyways are maintained in areas with similar topography, land use and population density. Any and all lighting of roads, streets and alleyways which may be positioned in a right-of-way, roadway or utility company easement shall be maintained by the applicable utility company servicing the City of Gatesville, Texas, pursuant to the rules, regulations and fees of such utility.

6. MAINTENANCE OF PARKS, PLAYGROUNDS AND SWIMMING POOLS

The City Council of the City of Gatesville, Texas, is not aware of the existence of any parks, playgrounds or swimming pools now located in the area proposed for annexation. In the event any such parks, playgrounds or swimming pools do exist and are public facilities, the City of Gatesville, Texas, will maintain such areas to the same extent and degree that it maintains parks, playgrounds and swimming pools and other similar areas of the City now incorporated in the City of Gatesville, Texas.

7. MAINTENANCE OF MUNICIPALLY OWNED FACILITY, BUILDING OR MUNICIPAL SERVICE

The City Council of the City of Gatesville, Texas is not aware of the existence of any municipally owned facility, building or other municipal service now located in the area proposed for annexation. In the event any such municipally owned facility, building or municipal service does exist and are public facilities, the City of Gatesville, Texas, will maintain such areas to the same extent and degree that it maintains publicly owned facilities, buildings or municipal services of the City now incorporated in the City of Gatesville, Texas.

8. CAPITAL IMPROVEMENTS

A. GENERAL

The City provides water and wastewater treatment facilities and major distribution and collection facilities to areas within the City for which the City is authorized to provide such services (this does not include areas for which a certificate of convenience and necessity has been issued to a special district or other water provider). The City does not extend water distribution or wastewater collection mains at its own cost to new developments as part of its municipal services; instead, property owners are expected to bear such costs. Water and wastewater mains will be extended only on an as needed basis when development applications or subdivision plats that require urban level supporting services are submitted to the City in accordance with the City's subdivision and development ordinances. Once such developments begin to occur, the City also may adopt capital improvements plans for additional treatment or major distribution or collection facilities to serve the area, while property owners must pay for the mains necessary to serve their land.

B. POLICE PROTECTION, FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

The City Council of the City of Gatesville, Texas finds and determines it to be unnecessary to acquire or construct any capital improvement for the purpose of providing police protection, fire protection, or emergency medical services. The City Council finds and determines that it has at the present time adequate facilities to provide the same type, kind and level of protection and service which is presently being administered to other areas already incorporated in the City of Gatesville, Texas, with the same or similar topography, land use and population density, without reducing by

Exhibit B for Ordinance 2025-04

more than a negligible amount the level of fire, police and emergency services provided within the corporate limits of the City.

C. WATER FACILITIES

The area to be annexed shall be annexed into the City of Gatesville Certificate of Convenience and Necessity (CCN) and water will be provided by the City. Capital improvements are not necessary to provide full municipal services for water.

D. WASTEWATER FACILITIES

The City Council of the City of Gatesville, Texas, has determined that given the current expected development in the next ten (10) years within the area to be annexed, if such development concerning the extension or expansion of wastewater facilities will be in accordance with the City's utility policies as generally set forth in section 8A of this Plan, in the City's development regulations and the service plan. Upon connection to existing mains, sewer will be provided at rates established by the City.

E. ROADS AND STREETS

Within 2 ½ years the City of Gatesville, Texas, with a cooperative effort of the City's designated utility company, will undertake to provide the same degree of road and street lighting as is provided in areas of similar topography, land use and population density within the present corporate limits of the City of Gatesville, Texas. Maintenance of properly dedicated roads and streets will be consistent with the maintenance provided by the City to other roads and streets in areas of similar topography, land use and population density as the annexed property. The City has determined that there are no current or proposed developments within the area to be annexed that require construction of supporting collector or arterial streets. As development occurs in the future, developers will be required pursuant to the ordinances of the City of Gatesville, Texas to provide internal and peripheral streets and to construct those streets in accordance with the specifications required by the City of Gatesville, Texas, for street dedication and construction. City participation in capital expenditures will be in accordance with generally applicable city policies. Once urban level developments begin to occur, the City also may adopt road improvements plans to serve the area, and the service plan may be amended under such circumstances. The City may also plan road improvements that are necessary to serve the area being annexed into the City.

SPECIFIC FINDINGS

The City Council of the City of Gatesville, Texas finds and determines that this proposed Service Plan will not provide any fewer services, and it will not provide a lower level of service in the area proposed to be annexed than were in existence in the proposed area at the time immediately preceding the annexation process.

Exhibit B for Ordinance 2025-04

The City Council of the City of Gatesville, Texas further finds that there are areas within city limits with similar characteristics of topography, land utilization and population density that have service levels similar to those proposed in this service plan. Because of the differing characteristics of topography, land utilization and population density, the service levels which may ultimately be provided in the newly annexed area may differ somewhat from services provided in other areas of the City of Gatesville, Texas. These differences are specifically dictated because of differing characteristics of the property and the City of Gatesville, Texas will undertake to perform consistently with this contract so as to provide the newly annexed area with the same type, kind and quality of service presently enjoyed by the citizens of the City of Gatesville, Texas who reside in areas of similar topography, land utilization and population.

Patrick Washburn

Colten Washburn

Brad Hunt
City Manager

ATTEST:

Holly Owens
City Secretary



Search Here: 115257



Show search results for 115...



31°27'00"N 97°44'45"W





January 17, 2025

RE: Public Hearing and Public Notice to annex approximately 4.7 acres located in the C Cazanoba Survey.

The City of Gatesville has scheduled a Public Hearing on January 28, 2025 at 110 N 8th Street at 5:30 P.M. to consider annexing the hereinafter described territory to the City of Gatesville, Coryell County, Texas and extending the boundary limits of said City so as to include said hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said City, and adopting a service plan.

BEING 2.08 Acres, more or less, in the Chrisanta Cozenoba Survey, Abstract No. 150, and being part of that certain called 7.92 Acres tract described in a deed to Patrick Lynn Wasburn and Colten Blake Washburn, as recorded in Inst. # 368010, of the Deed Records of Coryell County, Texas.

THENCE, around a curve in a counterclockwise direction having a delta angle of 07° 02' 15", an arc distance of 122.76 Feet, a radius of 999.40 Feet, and a chord of S 24° 31' 05" E, 122.68 Feet, to a ½" Iron Rebar, set with (GOODSONS 4330) cap, for the Southeast corner hereof, and in the West R.O.W. of said State Hwy. 36;

THENCE, N 88° 14' 24" W, over and across said 7.92 Acre tract, 437.27 Feet, to a ½" Iron Rebar, set with (GOODSONS 4330) cap, for an inner ell corner hereof;

THENCE, S 00° 51' 29" E, over and across said 7.92 Acre tract, 305.38 Feet, to a ½" Iron Rebar, set with (GOODSONS 4330) cap, for the Southeast corner hereof;

THENCE, S 89° 08' 31" W, over and across said 7.92 Acre tract, 110.00 Feet, to a ½" Iron Rebar, set with (GOODSONS 4300) cap, Southwest corner hereof and being in the East line of said Stillhouse Road, from whence a Pipe Fence Post at the Southwest corner of said 7.92 Acre tract Brs. S 00° 51' 29" E, 60.00';

N 00° 51' 29" W, 372.68' (Rec. N 01° 15' 35" E, 432.89') with the East line of said Stillhouse Road, to a Pipe Fence Post, for angle hereof;

N 29° 25' 47" E, 53.96' (Rec. N 31° 34' 48" E, 53.92') with the Southeast line of said Stillhouse Road, to a Pipe Fence Post, for angle hereof;

THENCE, S 88° 14' 24" E, (Rec. S 86° 09' 38" E, 470.97') with the common lines of said 7.92 Acre tract and said Stillhouse Road, 470.83 Feet, to the PLACE OF BEGINNING

If you have any questions, please contact me directly.

Holly Owens, T.R.M.C.
City Secretary
254-865-8951, ext. 105



PID	Property Address	Owner	Mailing Address	City	State	Zip
113442	223 State School Rd	Washburn Patrick Lynn & Colten Blake	906 Cedar Ridge Rd	GATESVILLE	TX	76528
152328	126 Stillhouse Rd	E&P Washburn Rentals LLC	906 Cedar Ridge Rd	GATESVILLE	TX	76528
152327	128 Stillhouse Rd	E&P Washburn Rentals LLC	906 Cedar Ridge Rd	GATESVILLE	TX	76528
152326	172 Stillhouse Rd	E&P Washburn Rentals LLC	906 Cedar Ridge Rd	GATESVILLE	TX	76528
152325	174 Stillhouse Rd	E&P Washburn Rentals LLC	906 Cedar Ridge Rd	GATESVILLE	TX	76528
113444	303 State School Rd	Doyle Kenneth & Cheryl Ann	300 State School Rd	GATESVILLE	TX	76528
101620	184 Stillhouse Rd	Lam Max & Lera	122 Gateway Circle	GATESVILLE	TX	76528
101628	202 Stillhouse Rd	Doyle Kenneth & Cheryl Ann	300 State School Rd	GATESVILLE	TX	76528
133233	Stillhouse Rd	Doyle Kenneth & Cheryl Ann	300 State School Rd	GATESVILLE	TX	76528
133234	Stillhouse Rd	Doyle Kenneth & Cheryl Ann	300 State School Rd	GATESVILLE	TX	76528
101616	300 Stillhouse Rd	Doyle Kenneth & Cheryl Ann	300 State School Rd	GATESVILLE	TX	76528
101636	Stillhouse Rd	Morse Jack Wesley Etal	1050 County Road 301	OGLESBY	TX	76561
101625	State School Rd	Erwin Corinne W	2275 FM 107	GATESVILLE	TX	76528
113416	223 State School Rd	Washburn Patrick Lynn & Colten Blake	906 Cedar Ridge Rd	GATESVILLE	TX	76528
113417	219-221 State School Rd	Wells Pamela A	221 State School Rd	GATESVILLE	TX	76528
		Coryell County	620 E Main St.	GATESVILLE	TX	76528
		TNMP	201 N 8th St.	GATESVILLE	TX	76528
		Gateville ISD	311 S Lovers Lane	GATESVILLE	TX	76528
		Atmos Energy	409 TX-36	GATESVILLE	TX	76528
		Coryell Health	1507 W Main St.	GATESVILLE	TX	76528
		Waste Management	2201 W Avenue D	TEMPLE	TX	76504



Agenda Item #18

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: Mayor & Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding the zoning designation of property located on the C Cazanoba Survey; Abstract 150 being on 4.7 acres for the Washburn III Addition to Res_2_4 Family.

Information:

Currently, the property is located in the City's ETJ and does not have a zoning designation.

Staff recommends the designated zoning as Res_2_4 Family to match the current development and zoning located to the north across Stillhouse Road. The property to the east is zoned Ag_Suburban_Homesites.

Staff believes this is the best use for the property, considering the easement running north and south through the back portion, which limits the potential for development of large homesites as allowed under the Ag_Suburban_Homesites zoning.

The Planning and Zoning Commission on January 6, 2025, recommended approving the zoning designation to Res_2_4 Family with a unanimous vote.

Financial Impact:

There is no financial impact to the City of Gatesville.

Staff Recommendation:

I move to pass **Ordinance 2025-05**, assigning the zoning designation of Res_2_4_Family to the property located on the C Cazanoba Survey to the next meeting scheduled for February 11, 2025.

Motion:

I move to pass **Ordinance 2025-05**, assigning the zoning designation of Res_2_4_Family to the property located on the C Cazanoba Survey to the next meeting.

Attachments:

- Ordinance
- Site Plan

Regular 1/28/2025

Ordinance 2025-05

- Coryell County appraisal map
- Applications
- Zoning Map

Staff Contacts:

Holly Owens, City Secretary, howens@gatesvilletx.com



PLATTING APPLICATION

An application is hereby made to the City of Gatesville Planning & Zoning Commission and City Council for the following platting process:

Preliminary Plat Final Plat Amended Plat Re-plat

APPLICANT INFORMATION

Applicant Name: Mike Kriegel
Phone: 512-556-6885
Owner Name: Pat Washburn
Phone: _____

Address: 411 S. Western Ave Lampasas TX 76550
Email: Jerry@Texps.com
Address: _____
Email: _____

This application shall only take into consideration documentation submitted with the original application. Any documentation to be considered in lieu of the original submission shall be sent to the Planning Director with a minimum of 10 business days prior to any scheduled public meeting. Once a completion audit is passed, the application shall be scheduled for P&Z and/or City Council consideration, as needed. All communications hereafter, regarding this application, shall be made via the email address or phone number provided by the applicant.

The undersigned hereby acknowledges the requirements of the City's Subdivision Ordinance, Zoning Codes, this Platting Application and all other Development Standards and ensures this application and all associated documentation is in full compliance with all applicable regulations; non-compliance shall be grounds for disapproval. Furthermore, the undersigned hereby acknowledges that incomplete application submissions shall be voided and may result in a forfeiture of any fees paid. The undersigned requests consideration by the City of Gatesville, Texas of the above-identified platting process.

Signature of Applicant: [Signature] Date: 12/4/24
Signature of Owner: _____ Date: _____
(If different from applicant)

FOR INTERNAL USE ONLY

CURRENT PROPERTY DESCRIPTION

Current Street Address: Stillhouse Rd
Name of proposed subdivision: Washburn III Number of Lots: 7
Total Acre: 4.7 Original Survey: Chrisanta Cazemba Abs 150
Legal Description: P10 101614

ZONING

Current Zoning: N/A Proposed Use: SF Duplex
Zoning Compliance: PASS FAIL Staff Reviewer: _____

> County - needs to be annexed.

UTILITIES

Existing Utilities Available: Water Sewer Electric Gas
Water Provider: City of Gatesville Sewer Provider: Gatesville
Electric Provider: TAMP Gas Provider: _____

> Proposed zoning Res_2_4 Family

ADMINISTRATIVE

Date Application Received: 12/5/2024 Received By: Hawens
Application Fee Amount: 271.00 + 2(342) Received By: _____ Date Fee Received: _____
Completion Audit: PASS FAIL Staff Reviewer: _____ C. A. Date: _____
P&Z Date: 1/4/25 Planning Director: _____



DEVELOPMENT PERMIT APPLICATION

Permit ID: _____
(Staff Use Only)

1. DEVELOPMENT TYPE *Applicant: - Check all boxes that apply to project.*

SUBDIVISION

Platting *(specify below)*

Amending Plat

New/Final Plat

Plat Vacation

Replat

Fence Permit

Sign Permit

Utility Tap - Water

Utility Tap - Sewer

LAND USE

Future Land Use Plan Amendment

Zoning District Amendment

Zoning BOA Variance

Zoning Verification Letter

Land Use Change

BUILDING CONSTRUCTION

New Principal Construction *(specify below)*

New Residential *(Single Family or 2 Family)*

New Multi-Family

New Commercial

New Institutional

New Industrial

New Accessory Structure Construction *(specify below)*

New Residential Accessory Structure

New Commercial Accessory Structure

Other New Accessory Structure

Existing Structure Alterations *(specify below)*

Structural Addition

Structural Remodel

Mech./Elec./Plumbing

Roof

SITE IMPROVEMENTS

Initial Site Development

Developed Site Alterations *(specify below)*

Site Grading

Flood Hazard Development

Off-Site Improvements

Existing Structure Demolition

Driveway/ROW Improvement

2. PROPERTY INFORMATION:

Project Name: Washburn III Addition

Brief Description of Project: Plat into 7 lots

for duplexes

Project Address (Location): 223 State School Rd. Gatesville TX 76528

Parcel(s) Tax ID#: 113442 + 101614

Total Site Acres: 2.08 Ac

Lot Number: 7

Block: 4

Subdivision: Northern Annexation

Abstract (if not platted): C. Cazanoba

Existing Land Use(s): Single Family

of Existing Structures: 5

3. APPLICANT / POINT OF CONTACT INFORMATION:

Applicant Name: Mike Kriegel
Mailing Address: 411 S. Western Ave.
City: Lampasas
State: TX Zip: 76550
Phone: 512-556-6885
Cell #: _____
Email Address: Jerry@Tex.ps.com

4. PROPERTY OWNER INFORMATION:

Owner Name: Pat Washburn
Mailing Address: 906 Cedar Ridge Rd.
City: Gatesville
State: TX Zip: 76528
Phone: 254-718-0294
Cell #: _____
Email Address: Pwash1171@AOL.COM

5. APPLICANT SIGNATURE:

I, the undersigned applicant, hereby acknowledge and agree to follow the requirements of the City's Development Regulations. I ensure this application and all associated documentation are true and in full compliance with applicable development regulations; non-compliance shall be grounds for disapproval. Furthermore, I hereby acknowledge that incomplete application submissions shall be voided and may result in the forfeiture of any fees paid. I request consideration by the City of Gatesville, Texas of the above-identified development processes.

Signature: [Signature] Date: 12/4/24

Print or Type Name: Mike Kriegel

(Property owner authorization required below if applicant is someone other than property owner.)

6. PROPERTY OWNER SIGNATURE:

I, the undersigned property owner, hereby authorize the listed applicant to represent me and my interests in all matters pertaining to this application.

Signature: Pat Washburn Date: 11-7-24

Print or Type Name: Pat Washburn

SECTION 7 FOR DEVELOPMENT SERVICES STAFF USE ONLY

7. STAFF REVIEW:

COMPLETE SUBMITAL: PENDING ___ SATISFACTORY ___ Sat. Date: _____ Staff Initials: _____

APPLICATION REVIEW: PENDING ___ SATISFACTORY ___ Sat. Date: _____ Staff Initials: _____

APPLICATION: APPROVED ___ App. Date: _____ COND. APPROVED ___ C.App. Date: _____

DISSAPPROVED ___ C.App. Date: _____

STAFF SIGNATURE: _____ Date: _____

Print or Type Name: _____

Untitled map



1/2/2025

Zoning_2021_10

Ag_Suburban_Homesites

Business_Commerical

Res_2_4_Family

Res_Single_Family

<all other values>

World Hillshade

1:3,030

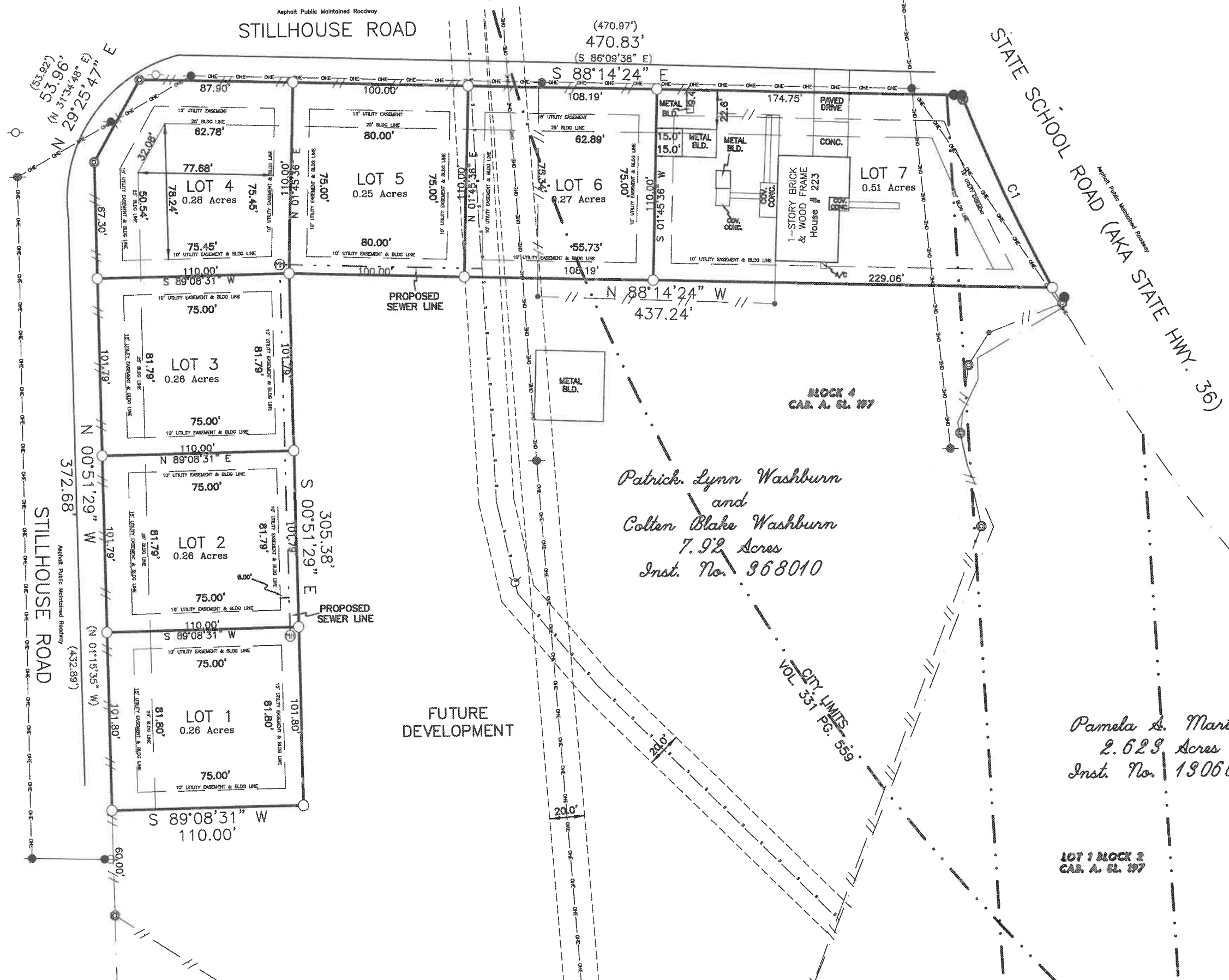
0 0.02 0.04 0.08 mi

0 0.04 0.07 0.14 km

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BLOCK 5
NORTHERN ANNEXATION
TO THE CITY OF GATEVILLE TEXAS
CAB. A. SL. 197
CONYELL COUNTY PLAT RECORDS

C. CAZANOBA SURVEY ABST. # 150



Patrick Lynn Washburn
and
Colten Blake Washburn
7.92 Acres
Inst. No. 368010

Pamela S. Martin
2.629 Acres
Inst. No. 130665

LOT 1 BLOCK 2
CAB. A. SL. 197

LOT 2 BLOCK 2
CAB. A. SL. 197

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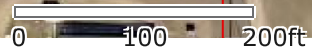
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ORDINANCE 2025-05

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS; DESIGNATING THE ZONING ON CERTAIN TRACT OR TRACTS OF LAND WITHIN THE CITY OF GATESVILLE, TEXAS BEING LEGALLY DESCRIBED 0150 C CAZANOBA SURVEY, ABSTRACT 0150 BEING ON 4.7 ACRES AND PROPERTY IDENTIFICATION 101614 AND LOCATED ON STILLHOUSE ROAD TO RES_2_4_FAMILY; ATTACHED HERETO AS EXHIBIT 'A'; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, pursuant to Chapter 21 of the Local Government Code, the City has the authority to adopt a comprehensive zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential and other purposes, and to amend said ordinance and map for the purpose of promoting the public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, the hereinafter described property currently does not have a zoning designation; and

WHEREAS, surrounding land is zoned Ag(Suburban(Homesites to the east and Res(8(0(Family to the north; and

WHEREAS, the adopted comprehensive zoning shows future land use as Ag(Suburban(Homesites and Residential(Single_Family; and

WHEREAS, a designation in the zoning classification of said property was requested by a person or corporation having a proprietary interest in said property; and

WHEREAS, the City Council of Gatesville, Texas, had determined that there is a necessity and need for the changes in zoning and has also found and determined that there has been a change in conditions of the property surrounding and in close proximity to the tract or tracts of land requested for a change since the tract or tracts of land were originally classified and therefore feels that the respective designation in zoning classification for the tract or tracts of land are needed, are called for, and are in the best interest of the public at large, the citizens of the City of Gatesville, Texas, and helps promote the general health, safety and welfare of the community.

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

SECTION 1. Based on the findings of fact set forth in the recitals above, which are found to be true and correct and are incorporated herein as if set forth in full, the property is hereby zoned *Res_2_4_Family* as described below:

Being described as 0150 C Cazanoba Survey, Abstract 0150 being on 4.7 acres and property identification 101614 and located on Stillhouse Road, City of Gatesville, Coryell County, Texas and completely described in Exhibit 'A'.

SECTION 2. That the City Manager is hereby directed to correct the Official Zoning map of the City of Gatesville, Texas, to reflect the herein changes in zoning.

SECTION 3. That in all other respects the use of the tract or tracts of land herein above described shall be subject to all the applicable regulations contained in said Zoning Ordinance and all other applicable and pertinent ordinances for the City of Gatesville, Texas. All existing sections, subsections, paragraphs, sentences, words, phrases, and definitions of said Zoning Ordinance are not amended hereby, but remain intact and are hereby ratified, verified, and affirmed.

SECTION 4. That this ordinance shall be cumulative of all other ordinances of the City of Gatesville, Texas affecting zoning and shall not repeal any of the provisions of said ordinances except in those instances where provisions of those ordinances are in direct conflict with the provisions of this ordinance.

SECTION 5. That the terms and provisions of this ordinance shall be deemed to be severable and that if the validity of the zoning affecting any portion of the tract or tracts of land described herein shall be declared to be invalid, the same shall not affect the validity of the zoning of the balance of said tract or tracts of land described herein.

SECTION 6. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provides.

The foregoing Ordinance No. 2025-05 was read the first time and passed to the second reading this ____ day of _____, 20__.

The foregoing Ordinance No. 2025-05 was read the second time and passed to the third reading this ____ day of _____, 20__.

The foregoing Ordinance No. 2025-05 was read the third time and was passed and adopted as an Ordinance to the City of Gatesville, Texas, this ____ day of _____, 20__.

BY: _____

GARY M. CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM:

HOLLY OWENS, T.R.M.C.
CITY SECRETARY

VICTORIA THOMAS
CITY ATTORNEY

EXHIBIT 'A'
[Legal Description of the Property]



Agenda Item #19

CITY COUNCIL MEMORANDUM

Date: January 28, 2025
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 City Council

January 28, 2024



Contents

- Welcome
- Department Updates
 - City Manager
 - Public Works
 - Public Safety
 - Parks and Recreation
 - Library, Civic Center, Auditorium, Airport
 - City Hall
 - City Secretary, Permits
 - Code Compliance
- Upcoming Community Events



Welcome

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, 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

City-Wide Staffing: 6 full-time and 1 part-time openings

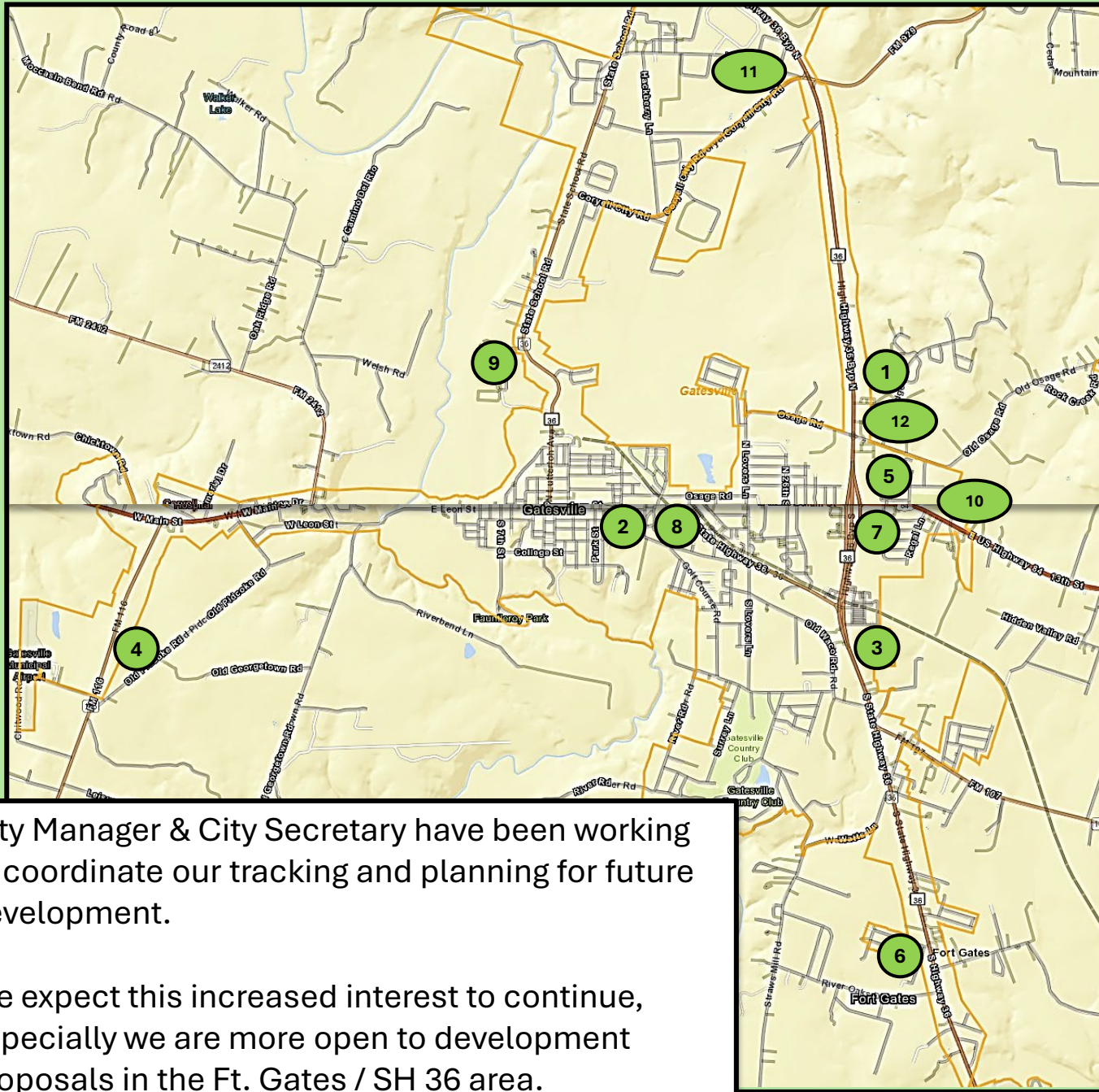
- 5 in Police Department
- 1 in Water Production
- 1 Part-Time in Library

Priority items

- TDEM/FEMA process –follow-up meeting #2 occurred Jan. 7; projects in progress
- Water rate study
- PD architect – kickoff meeting occurred Jan. 6, work in progress
- Address street repair and drainage issues
- Planning and cost estimates to safely re-open lower portion of Faunt Le Roy Park
- South sewer line capacity – project will be presented to council Feb. 11
- Development activity – approx. 20 projects in various phases (see map next slide)
- Beginning internal discussions on Parks Master Plan
- Internal discussions on Comprehensive Plan update

Communication

- City Facebook



City of Gatesville Development Update January 2025

1. Cedar Ridge subdivision
 - platting phase
2. Green Rooster coffee shop
 - open for business
3. Gatesville Crossing condos
 - approval phase
4. TBD subdivision
 - pre-planning phase
5. Oso Clean Car Wash
 - construction phase
6. 4-suite shopping w/laundromat
 - construction phase
7. Starbucks coffee shop
 - construction phase
8. TBD coffee shop
 - platting phase
9. Washburn duplexes
 - Annex/approval phase
10. Parkview duplexes
 - approval phase
11. RV park
 - Annex/approval phase
12. TBD 52-unit apartments, seniors 60+
 - planning phase

City Manager & City Secretary have been working to coordinate our tracking and planning for future development.

We expect this increased interest to continue, especially we are more open to development proposals in the Ft. Gates / SH 36 area.

Department
Updates –
Public Works
Chad Newman,
Director

Staffing:

- 1 opening

Water Production, Zeb Veazy

- FNI Mini CIP planning, current grant-funded projects in progress, permitting paperwork

Water Distribution & Street
Maintenance, Dale Allen

- Parking area by PD, work on property by airport, mowing & maintenance of ROWs, drainage issues

Department Updates – Public Works, cont.

Waste Water, Bobby Buster

- Stillhouse WWTP Improvement Project – Phase 1 now in construction phase
- Stillhouse Phase 2 under consideration – more info to council this spring
- Roof repair at Stillhouse – TML claim filed

Fleet Maintenance, Derek Lawrence

- Fleet maintenance software

Department Updates – Public Safety

Police Department – Jeff Clark, Chief

- Staffing:
 - Patrol openings: 3 FTEs
 - Dispatch openings: 2 FTEs
- Applicants in process for open positions, planning to send cadets to academy in March

Fire Department – Billy Vaden, Chief

- Budget – recommend funding for Engine 3 in next two Fys
- Grant-funded PPE issued, including new bunker gear

Department Updates – Parks and Recreation

Overall – Seth Phillips, Director

- Staffing: 0 openings
- Planning & cost estimates to re-open limited portion of Faunt Le Roy Park by river
- Gazebo still under consideration by Exchange Club
- North Ft. Cavazos Rec Center – still with Army chain of command

City Pool, Athletics – Marte Bailey

- Continued leagues and travel ball tournaments through summer
- Lifeguard registration in progress

Fitness Center – Patrice Gilbert

- HVAC upgrades pending; new gym equipment installed per budget allocations

Department Updates – Library, Civic Center, Auditorium, Airport

Library – Shea Harp, Director

- Staffing: 1 part-time position open & taking applications now
- Library Rehabilitation Project
- Homebound program now possible due to library vehicle allocation, will begin in February

Civic Center & Auditorium – Morgan Smart

- Civic Center – HVAC upgrades complete
- Coryell County Youth Fair was successful, new concrete in barn was appreciated by fair-goers and exhibitors
- Auditorium – assessment of current condition, options for future

Airport – Miguel Gamez, Brad Hunt, and Mike Halsema

- TXDOT grant funding meetings in progress
- Airport advisory board – concept in discussion
- Strieber agreement for land acquisition is on schedule for completion in next two weeks

Department Updates – City Hall

Finance – Mike Halsema, Deputy City Manager

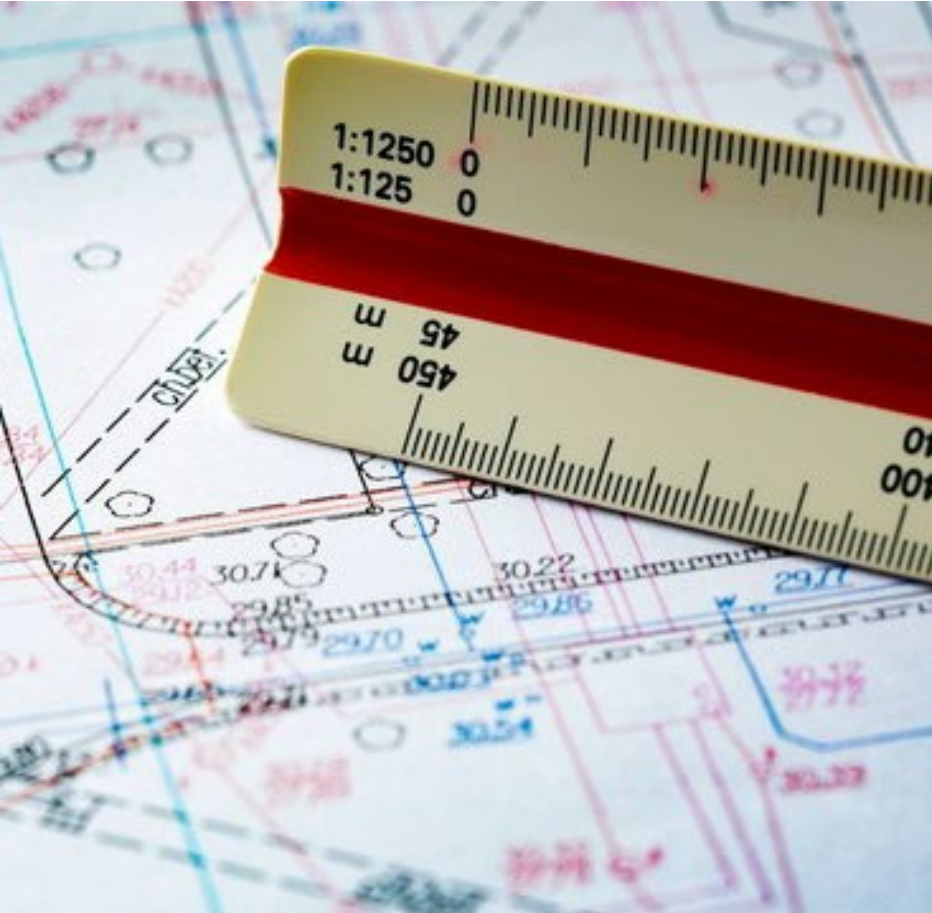
- Grant management coordination via various contractors
- Project management for current sites at Stillhouse, Water Distribution, and others

Human Resources – Lori McLaughlin

- All job descriptions in process of being reviewed in relation to compensation & classification study
- City handbook edits & additions in progress

Courts, Water, Cemeteries, Permits – Mike H. & Lori M.

- Cemetery management procedures, forms, survey
- Juvenile diversion program began this month



Planning

Plats Processed:

707 N Hwy 36 Bypass

Starbucks

Bald Ridge Lane

Leisure Acres

*All minor plats listed were reviewed and processed in-house.

Annexation Applications:

Coryell City Road

Washburn III Addition

PERMITS

20 Permits - \$3,679.90

INSPECTIONS/PLAN

REVIEW

Oso Clean Car Wash – New Construction

Walmart – Interior Remodel

HEB – Fire Alarms

Starbucks – New Construction

2 Single-family homes

City of Schertz
Planning and Community
Development Inspections Division
400 Schertz Parkway
Schertz, TX 78154
(281) 619-1750

WHEN DO I NEED A PERMIT?

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

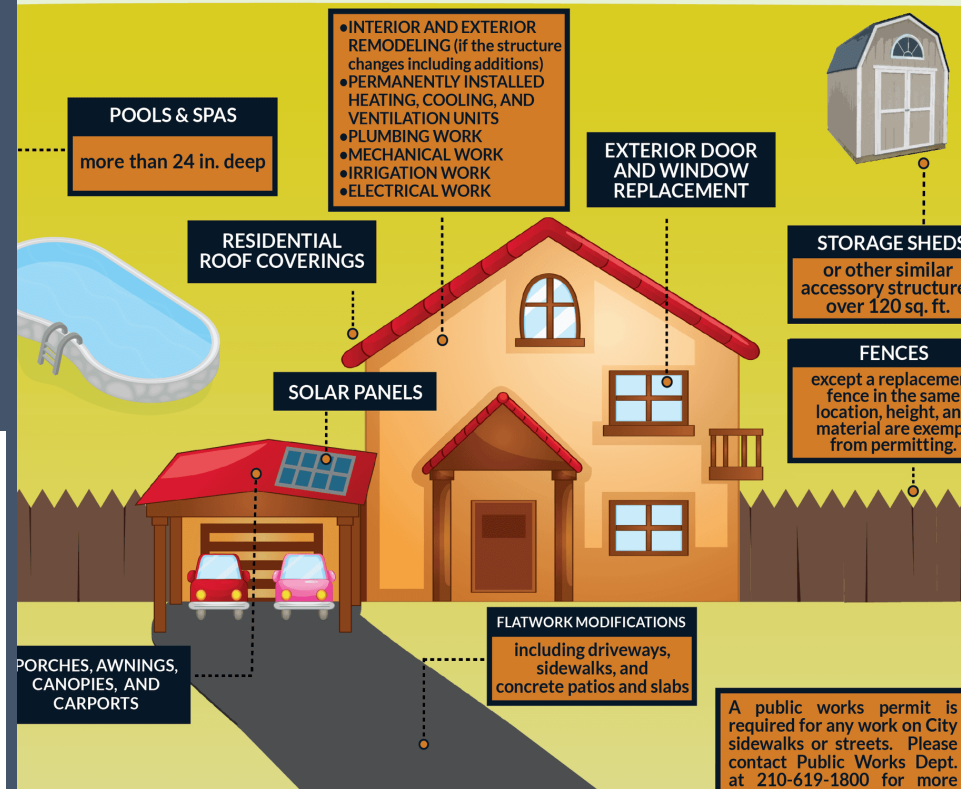
NO PERMIT REQUIRED FOR:

Ordinary minor nonstructural repair or remodeling work such as painting, wall papering, cabinets, and similar finish work.

A building permit is required to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or a structure with the City of Schertz. A homeowner may be issued a permit to perform such work if they own and occupy the home. All contractors performing work for which a permit is required must be registered with the City of Schertz.

TRADES WORK

Any electrical, plumbing, mechanical or irrigation installation, alteration or repair work must be performed by a State of Texas licensed contractor.



Common Code Enforcement Violations

on residential properties

Elements of the building exterior (walls, siding, roofing, doors, windows) must be kept in good repair. Issues involving structural integrity may require permits to repair.

Recreational vehicle parking has many specific rules and limits. Please refer to the "Off-Street Parking Rules" flyer for further information.

Miscellaneous items/junk/debris such as appliances, indoor furniture, machinery, machinery parts, construction materials and other unsightly debris are not permitted to be stored outdoors.

Fencing requires a permit to install and must be kept in good repair.

Garbage/recyclables must be fully contained within refuse containers.

Grass must be trimmed to not exceed 8".

Neatly stacked wood and lumber are allowed, as well as intact/outdoor decorative items, furniture, and children's toys.

Snow/ice must be removed from the public sidewalk within 24 hours following the end of the storm.

All vehicles parked outside must be properly registered, operable, and parked completely on pavement or gravel.



DID YOU KNOW?



Report code enforcement violations by filling out the online form. You may also direct question or concerns to the email codeenforcementofficer@neenah.wi.gov or phone (920)886-6044



On-street parking violations can be reported to the non-emergency police line at (920)886-6000



Questions regarding permits or other building codes should be directed towards Community Development at (920)-886-6125

Code Enforcement

- 77 cases opened
- 3 abatement liens filed
- 3 liens paid (*from previous years*)
- 4 citations issued

Upcoming Community Events

- **Jan. 24** – 6:00 to 8:00 p.m., North Ft. Cavazos community fish fry, at Civic Center
- **Feb. 20** – 8:00 to 9:30 a.m., Coffee with a Cop, at Green Rooster





Executive Session: 20 -22

CITY COUNCIL MEMORANDUM

Date: January 28, 2025

To: Mayor & City Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion regarding personnel matters.

Information:

Council will receive an update from Chief Clark on personnel matters at the police department.

Attachments:

None