



The City of Bruceville-Eddy Rising into the Future

144 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

**Regular City Council Meeting
August 22, 2024, 6:00 p.m.
Minutes**

1. Meeting called to order by Mayor Owens at 6:00 pm

Council members present: Ricky Wiggins, Joyce McGlothlin, Richard Prater, Cecil Griffin and Graham McGruer-Mayor Pro-Tem

Staff Present: Kent Manton-City Administrator, Pam Combs-City Secretary, Jannie Rodriguez-Water Clerk, Sgt. Martinez, and Johnny Grady.

2. Community Announcements

3. Citizen Presentations

The City Council welcomes public comments at this point on items **not** specifically listed on the agenda. Speakers must sign up before the meeting begins. Speakers are limited to five (5) minutes each. The Council cannot respond to matters not listed on the agenda until a future meeting.

Mr. Weaver and his daughter from Eagles Landing presented a donation of \$1005.00 to the B-E VFD.

4. Franchise Agreement – Oncor Electric Delivery Company, LLC. – Casey Simpson

Council to discuss, consider, and possibly take action on ordinance O 8-22-2024-3, granting an electrical power franchise to Oncor Electric Delivery Company LLC, to construct, maintain, and operate electrical transmission equipment in the City of Bruceville-Eddy, Texas.

Motion made by Ricky Wiggins to send this back to our attorney to see about putting something in here for adequate tree trimming due to the electric lines. Also, see if we can have a section in here for Oncor to take care of the trees that effect the electric lines that give electric to our people. If Oncor does not we have the right to terminate this agreement at any time within the 20 years period, 2nd by Richard Prater, yeas 5, nay 0, motion passes.

5. BEVFD Cost Recovery Program – Ron Engelke

Council to discuss, consider, and possibly take action on ordinance O 8-22-2024-4, creating a cost recovery program for the Bruceville-Eddy Volunteer Fire Department; authorizing Emergency Solutions, INC. dba as Response Master, to conduct insurance collection services on behalf of the Bruceville-Eddy Volunteer Fire Department. **No action taken**

**6. Police Chief's Report – Chief Michael Dorsey
(See attachment A)**

**7. Community Development Report – Walter Nelson
(See attachment B)**



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8. **Public Works Director's Report – Gene Sprouse or Johnny Grady**
9. **Engineering Reports**
(See attachment C) **Did not receive an engineering report this month.**
10. **City Administrator's Report – Kent Manton**

City Administrators Report: 8/22/2024

CDBG Grant Funding Awarded

Agriculture Commissioner Sid Miller personally called the Mayor and I this past week to inform us that our CDBG was approved for the maximum \$500,000 grant amount!

He said this was a very competitive grant process, but we had a great application and scored very well.

Funds are likely to be released as early as November 2024. I'm sure, however, that we still have quite a bit of behind-the-scenes paperwork and tasks to start working through.

GLO RCP Grant Funding

At the 8/1/2024 City Council meeting I received an approved motion to research the cost of obtaining a new comprehensive plan and report back to Council.

I also have been working on an infrastructure planning committee recommendation to begin the process of establishing impact fees. One of the many steps in this process is the development of a Capital Improvement Plan (CIP). Our Engineering firm has since provided us with a proposal for this work in the amount of \$39,850.

After a bit of research, and discussion with the firm (Public Management, INC) that assisted in securing our CDBG Grant, it appears that the General Land Office's Resilient Communities Program would be a really good fit to address our planning needs.

The RCP Grant has a maximum award amount of \$300,000 that Bruceville-Eddy would be VERY competitive for, so I have been told. As an additional benefit, the grant requires NO matching contribution on our end! In fact, several of our neighbors have already applied for and received this funding opportunity. Please see attached handout for more information.

If approved, the grant could potentially fund several planning activities such as a new comprehensive plan complete with a population, traffic, drainage, infrastructure, housing, and land use study; zoning analysis and



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adoption; hazard mitigation assessment; subdivision ordinance review and adoption; a capital improvement plan; and special studies such as an economic development and downtown plan, and a parks master plan. As a part of the planning process, administrators would incorporate a great deal of public feedback via community forums.

Going this route would save us a significant amount of money and would make us better candidates for other federal and state grants that typically require these plans as a part of the application process.

The grant is approved on a first-come-first-serve basis until all funds are exhausted. It is estimated that it would take 6-8 months to secure this grant and an additional 18 months to finalize all the respective studies.

This grant seems to be the most advantageous approach to our current needs. Unless I hear otherwise, I will begin the process of applying for this funding opportunity later this month. City Council would have to formally approve the application at a future meeting.

Utility Relief Fund

\$905.16 is currently set aside in our Utility Relief Fund. These funds have been made possible through generous donations from your fellow citizens, most recently from Springfest proceeds.

These funds are used for families in need of temporary help with their Bruceville-Eddy utility bill, on a one-time use basis

Please spread the word to anyone you may know in need!

Microphone Upgrades

The Council approved microphone upgrades for our Municipal Court and Council Chambers are set to be installed on the 28th and 29th of August. This means they should be ready for use at our September meeting. We may need to setup a brief workshop prior to the September regular meeting to go over the new equipment. Stay tuned for more information.

Election Update

As of Friday morning, August 16, 2024, we have only received two Council applications for the November election. There are currently three expiring terms. If no application is received, we will have one vacancy that will require Council appointment. If one application is received, then we would request Council cancel the election, thereby declaring all applicants as elected to the next term of office.

School Resource Officer

The job posting for this position is live and we have received one applicant to date.



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Sewer System

All sewer-related bank accounts for construction and operation have now been established.

On Tuesday August 13th we held a joint meeting with USDA, Tabor and Associates, Messer Fort, and our bond counsel with NHSL where we were able to get on the same page with remaining tasks due prior the closing of the loan.

Loan closing and the preconstruction meeting have been scheduled for the afternoon of 9/11/2024. Terri will also be performing USDA's first 'compliance review' during this time to ensure the city is following all established federal guidelines associated with federal loans and grant programs.

On another note, we have received (at no additional cost) five railroad permits for the construction work associated with the sewer system crossings. These permits are now valid until August of 2025.

Water System

Friendly Oaks Well

I have been informed that a replacement VFD has been ordered for the Friendly Oaks wellsite. Unfortunately, Phasetech is no longer making the model that is currently on site, so we had to order a VFD with a stand along sine wave filter. It is my understanding this this replacement unit will be covered under warranty. However, its installation will require some additional electrical work to reroute wiring.

We are meeting with our electrician on site the afternoon of 8/16/2024 to review needed prep work prior to installation commencement.

Annual Water Tank Cleaning

We are awaiting a date for the scheduled cleaning of the storage tanks

Water System Lighting Strike

Alliance is awaiting parts to repair the aircraft warning light for the Ford EST. They expect all parts to arrive within the next week or so.

Falls County Improvements

This project is now under active construction. The project kicked off quickly after our pre-construction meeting. A local property owner has given permission for the contractors to store equipment and materials on their land along F.M. 1239.

A Savvy Citizen message was blasted out to inform the public of project expectations. This project will be billed using 'progress invoicing' after review from the team at MRB Group. Expect to see these costs start rolling in over the next couple of months.



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A proposal has been provided to the Cook family for the acquisition of land near Duty Park for the new Falls County water well.

Rate Analysis - TRWA

On August 13th I had the pleasure of meeting with the water system rate analysis representative from the Texas Rural Water Association, Mr. James Smith. While his area of service is vast in nature (pretty much all of North and West Texas), he calls Central Texas home, and was very familiar with the area's water sources and water delivery challenges.

Together, we have begun working on the analysis of our current rate structure. While we still have some number crunching to do, it is clear that our current rate structure is insufficient to account for both our regular maintenance and operation expenses and needed long term capital expenditures. All this to say, I will be bringing forth a needed water rate increase proposal to you in the coming months

As a reminder, we will likely be seeing a major increase from Bluebonnet WSC in the near future, so this will be accounted for as a pass-thru.

Water Company of America Contract

We had our first 'work order' meeting on 8/6/2024 and they have identified a total of seven issues to date. With one exception, we plan on approving all work orders and working to make the corrections to accounts which range from a truncation error, base rates improperly applied, and a faulty meter that is not properly recording usage data.

All in all, they have identified approximately \$266.28 in projected monthly revenue. Their invoicing will not start until these issues have been corrected and the increased revenue is 'captured' by the City of Bruceville-Eddy. As a reminder, they will be entitled to a 50% share of these revenue increases for a total of 48 months.

Committee/Board Updates

Economic Development Corporation

Three seats on the BEEDC will be expiring on 9/30/2024. Tonight, I'm recommending the reappointment of Directors John "Colton" Smith (Seat 2) and Anthony Duty (Seat 4).

As you know, I currently serve as the Seat 6 Director. With the board now established, it is my intention to resign from this role effective 9/30/2024. We saw a considerable amount of interest to serve on this board last year and I believe another member can easily be found to fill my place.

Furthermore, I would like permission to utilize the BEEDC recommended application (see attached) to solicit the community for applications to serve as a director. I would bring forth applications at a future Council meeting for a decision on the appointment.



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My service with the EDC would most certainly continue. With this resignation I would revert to an administrative capacity and would request to be appointed as the non-member, assistant secretary carrying out all of my current responsibilities, but without the ability to direct the policy of the organization.

Development

Commercial Activity

It is my understanding that the Little Eagles daycare is still moving forward. However, I have received very few updates and I'm still unclear on any real timelines for an opening.

WBW (Fowler Land):

This developer is still considering different options for the development of its' land.

KBAR - Eagle Ranch:

The developer is working off a Council approved extension for their preliminary plat. They are currently proposing a PID for the housing development in exchange for annexation into the city limits of Bruceville-Eddy. I will be working with the developer and other municipalities to setup some informational sessions to educate Council and staff further on how this financing mechanism could work.

BE Travel Center (Ascent):

This project has gone vertical! Very exciting progress can now be seen on the site which is located just south of the old KCEN TV building.

Upon further investigation, it was determined that the water meter for this project was in an inadequate location to service the needs of the facility. The existing water meter at KCEN TV will need to move within our dedicated easement in front of the facility.

The developer is working on designs for the public improvement and plans on submitting these to MRB Group for review as soon as they have been completed.

This issue will likely end up causing a delay for the project.

CEFCO:

A pre-construction meeting was scheduled for the first week of August to discuss the building inspection process, however it has since been cancelled in light of the recent news regarding the Casey's Convenience Store buyout.

The last word from CEFCO (two weeks ago) was that they have selected a general contractor for construction for their project and still anticipate breaking ground in late August.



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RV Park –Hodge Road

The Hodge Road RV Park is in the process of obtaining their water meter.

Deer Creek MUD

MUD developers are still actively working on obtaining a WW discharge permit through TCEQ.

Youth Sports Complex/Facilities

No additional information at this time.

11. Consent Agenda

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or a member of the public so requests.

A. Approval of Minutes

Council to discuss, consider, and possibly take action to approve the minutes from the July 25, 2024 Regular Council Meeting, the August 1, 2024 Special Called City Council Meeting, and the August 15, 2024 Special Called City Council Meeting.

B. Finances – July 2024

i) Council to discuss, consider, and possibly take action on the July 2024 financial reports for the general, water, and sewer fund accounts.

ii) Council to discuss, consider, and possibly take action on the July 2024 accounts payable for the general, water, and sewer fund accounts.

C. Dates for Upcoming Council Meetings

Council to discuss, consider, and possibly take action to cancel the regular council meetings for November and December and instead, schedule Special Called Meetings on November 21st, 2024 and December 19th, 2024 to accommodate for those months' respective holidays.

Motion made by Ricky Wiggins to approve all the consent agenda items, (A, B (i) (ii), C) 2nd by Joyce McGlothlin, yeas 5, nay 0, motion passes.

12. Appointment of BEEDC Directors

Council to discuss, consider, and possibly take action to appoint or reappoint Directors to Seat 2, Seat 4, and Seat 6 of the Bruceville-Eddy Economic Development Corporation for terms expiring September 30th, 2024.

Motion made by Graham McGruer we accept the reappoints and resignation of Kent Manton as of 9-30-2024 from the EDC, 2nd by Cecil Griffin, yeas 2, nay 3, motion denied

Motion made by Joyce McGlothlin that we allow application for 3 seats for the EDC seats 2, 4, and 6 to be received from the community for the expired seats to be filled. Accept the resignation of Kent Manton and the applications will have to be returned by 9-15-2024 for review and consideration. 2nd by Ricky Wiggins, yeas 3, nay 2, motion passes.



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- 13. Nomination of Candidates to the McLennan Central Appraisal District Board of Directors**
Council to discuss, consider, and possibly take action on resolution R 8-22-2024-1 nominating candidates to the McLennan Central Appraisal District Board of Directors.
No action taken
- Council Meeting adjourned at 7:00 pm and Public Hearing is in session**
- 14. Public Hearing – Sewer Rates**
Council to hear public comments on the USDA approved sewer rate structure along with its corresponding ordinance.
- 15. Close Public Hearing – Sewer Rates**
Public Hearing adjourned at 7:01 pm and Council Meeting back in session.
- 16. Sewer Rates Ordinance**
Council to discuss, consider, and possibly take action on ordinance O 8-22-2024-1, establishing the USDA approved sewer rate structure (second reading).
Motion made by Joyce McGlothlin we accept the ordinance O 8-22-2024-1, establishing the USDA approved sewer rate structure (second reading). 2nd by Ricky Wiggins, yeas 5, nay 0, motion passes.
- Council Meeting adjourned at 7:02 pm Public Hearing is in session**
- 17. Public Hearing – Texas Municipal Retirement System Plan Change**
Council to hear public comments on proposed changes to the City’s retirement system plan. Changes include the adoption of a 100% updated service credit with transfers and a 30% non-retroactive cost of living adjustment increase to annuitants, both annually repeating, both to become effective January 1, 2025.
- 18. Public Hearing – Texas Municipal Retirement System Plan Change**
Public Hearing is adjourned at 7:06 pm and Council Meeting back in session.
- 19. Texas Municipal Retirement System Plan Change**
Council to discuss, consider, and possibly take action on ordinance O 8-22-2024-5; adopting a change for the City’s retirement system plan; change includes the adoption of a 100% updated service credit with transfers and a 30% non-retroactive cost of living adjustment increase to annuitants, both annually repeating, both to become effective January 1, 2025.
Motion made by Ricky Wiggins to approve ordinance O 8-22-2024-5; about the Texas Municipal Retirement system plan change. 2nd by Richard Prater, yeas 5 nay 0, motion passes.
- 20. Junked Trailer Ordinance**
Council to discuss, consider, and possibly take action on ordinance O 8-22-2024-2; adopting general amendments to the offenses and nuisance article of the City of Bruceville-Eddy code of ordinances; providing for the regulations of junked vehicles and junked trailers.



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Motion made by Ricky Wiggins that we deny ordinance O 8-22-2024-2;.2nd by Richard Prater, yeas 5, nay 0, motion passes.

Council Meeting adjourned at 7:35 pm to go into Executive Session

21. Executive Session

A. The City Council Shall Meet in Executive Session to Discuss the Following:

City Administrator’s Annual Performance Review

Texas Government Code Section 551.074 – Personnel Matters – Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee: City Administrator. Tex. Gov't Code Ann. § 551.074.

Consultation with City Attorney Regarding Pending Litigation

Texas Government Code Section 551.071 and Texas Disciplinary Rules of Professional Conduct Section 1.05 - Consultation with City Attorney - Confer with City Attorney to receive legal advice regarding pending litigation: 130 Crescent Creek Bruceville, Texas 76630. Tex. Gov't Code Ann. § 551.071.

Executive Session adjourned at 8:24 pm and Council Meeting is back in session

B. Reconvene into Open Session

C. Possible Action on Issues Discussed in Executive Session

No Action Taken

22. Adjournment

Motion made by Richard Prater to adjourn at 8:25 pm, 2nd by Joyce McGlothlin, yeas 5, nay 0, motion passes.

 9/27/24
Linda Owens, Mayor Date

 9/27/24
Pam Combs, City Secretary Date





Police Department

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Fax: 254-859-5258

Police Department Activity Report: July 1, 2024 – July 31, 2024

Calls for Service: Total 141

890 Dorsey	894 Martinez	895 Erwin	896 Hesterberg	898 Cade	899 Steiner
18	36	33	23	22	9

Arrest, Offense, Incident

Reports:

Total 9

890 Dorsey	894 Martinez	895 Erwin	896 Hesterberg	898 Cade	899 Steiner
3	2	1	1	0	2

Criminal Offense Arrests:

Total 3

890 Dorsey	894 Martinez	895 Erwin	896 Hesterberg	898 Cade	899 Steiner
1	1	1	0	0	0

Crash Reports: Total 12

890 Dorsey	894 Martinez	895 Erwin	896 Hesterberg	898 Cade	899 Steiner
2	2	3	1	4	0

Citations & Warnings: Total 420

890 Dorsey	894 Martinez	895 Erwin	896 Hesterberg	898 Cade	899 Steiner
91 citations 0 warnings	59 citations 40 warnings	30 citations 32 warnings	23 citations 26 warnings	71 citations 23 warnings	10 citations 15 warnings

Citations Total: 284

Warnings Total: 136



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Police Department Activity Report: July 1, 2024 – July 31, 2024

Security Checks: 109
School Zone Enforcement: 0
Neighborhood Patrol: 39
Directed Traffic Enforcement: 101

Attachment B

JULY 20 - AUGUST 13 2024
CITY ORDINANCE ENFORCEMENT REPORT

COMPLIANT / CLOSED	6
NON-COMPLIANT	16
MORE TIME REQUESTED	4
CITATIONS	105
TOTAL CASES	27

TYPES OF VIOLATIONS	
HIGH GRASS	14
RUBBISH	13
JUNK VEHICLES	6
DANGEROUS BLDG	1
ACC / STORAGE BLDG	1
RV / TRAVEL TRAILER	1
ZONING VIOLATION	1
OPEN BURNING VIOLATION	0
LIVESTOCK VIOLATIONS	1
TOTAL VIOLATIONS	38