



*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

**City Council Workshop  
December 19, 2024, 5:00 p.m.  
Minutes**

**1. Meeting called to order by Mayor Owens at 5:00 pm**

**Council members present: Graham McGruer, Ricky Wiggins, Joyce McGlothlin, and Richard Prater**

**Absent: Justin Richardson**

**Employees present: Kent Manton - City Administrator, Pam Combs -City Secretary, Jannie Rodriguez- Water Department, Gene Sprouse – Public Works director, and Chief Dorsey**

**2. 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. **None**

**3. Discussion on Employee Benefits**

Council to discuss and consider changes to employee health, dental, and vision benefit plans, including possible changes to contribution levels of both the city and/or the employee.

**Will discuss during regular council meeting**

**4. Employee Handbook Review and Modification: Certification and Licensing.**

Council to discuss and consider amendments to, or further clarification and direction of, existing policies relating to employee certification and licensing.

**Council discussed about CDL and other licensing in different departments**

**5. Records Storage Unit Move**

Council to discuss and consider a proposal to move the records storage unit (shipping container) to a location behind City Hall.

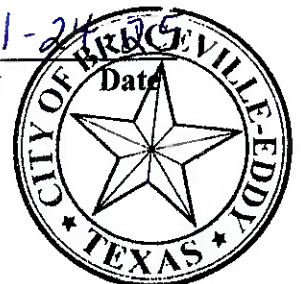
**Council discussed about getting another source of building for our records.**

**6. Adjournment**

**Motion made by Richard Prater to adjourn the meeting at 5:49 pm, 2<sup>nd</sup> by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.**

  
Linda Owens, Mayor  
Date 1/24/25

  
Pam Combs, City Secretary  
Date 1-24-25





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**Special Called City Council Meeting  
December 19, 2024, 6:00 p.m.  
Minutes**

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

**Council members present: Graham McGruer, Ricky Wiggins, Joyce McGlothlin, Richard Prater, and Justin Richardson**

**Employees present: Kent Manton - City Administrator, Pam Combs -City Secretary, Jannie Rodriguez- Water Department, Gene Sprouse – Public Works director, Chief Dorsey, and Christine Demirs– City Attorney.**

**2. Swearing in of Newly Elected Council Members**

Newly elected Councilmember Justin Richardson will be publicly sworn in into office

**3. Community Announcements**

**4. 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. **None**

**5. BEEDC Spending Request – Marketing Materials**

Council to discuss, consider, and possibly take action on a spending request from the Bruceville-Eddy Economic Development Corporation in an amount NTE \$3,500 for the purpose of creating basic marketing materials, including handouts and infographics, both physical and digital, to highlight the economic advantages of doing business in Bruceville-Eddy; the primary outcome objective of said spending being, to drive investment related to the creation and retention of primary jobs.

**Mr. Weaver-President of the BEEDC got up and spoke regarding they were needing money for business cards, website, and brochures.**

**Motion made by Ricky Wiggins to approve not to exceed \$3500.00 for marketing materials, 2<sup>nd</sup> by Richard Prater, yeas 5, nay 0, motion passes.**

**6. Proposal for Engineering Services – Foodies Travel Center Watermain Extension**

Council to discuss, consider, and possibly take action to approve the City Administrator to enter into a proposal for professional engineering services with MRB Group in the amount of \$47,250.00 for the extension of watermain to



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the site of the future Foodies Travel Center located at South Old Temple Road and I-35 within our certificate of convenience and necessity (CCN) service area; all costs to be paid by the developer.

**Motion made by Ricky Wiggins to approve the amount of \$47,250.00 for the extension of watermains to the site of the future Foodies Travel Center, which will be paid by the developer. 2<sup>nd</sup> by Joyce McGlothlin, yeas 5, nay 0, motion passes.**

- 7. Police Chief's Report – Chief Michael Dorsey  
Attachment A**
- 8. Public Works Director's Report – Gene Sprouse**
- 9. Engineering Reports  
Attachment B**
- 10. City Administrator's Report – Kent Manton**

## **City Administrators Report: 12/19/2024**

### **Animal Services Solutions**

I have begun working on some more options for animal sheltering services for your consideration. As a reminder, you allocated \$10,000 for this line item in FY 2024-2025, which was an increase of \$6,000 over last year's budget. I have a proposal from a private vendor out of the Dallas area (this is the furthest we've been able to get with anyone outside of the City of Waco!) and we are also getting the ball rolling on another ILA with the City of Waco. Melissa Sheldon, Director of Animal Services, said she is awaiting approval to provide a new cost estimate from city management as of 11/27/2024. We really appreciate you working with us to find a viable solution to the animal control issues we are facing.

### **Atmos Gas Line Replacement – Hungry Hill**

At our safety coordination meeting for the sewer system, representatives with Atmos informed us that they are in the process of replacing all gas lines within the Mid-Tex region over a long-term period. They are currently working on sections in Temple, Texas but have plans to complete the Hungry Hill area over the next 12 months or so. They said they would let us know when they plan on heading up this way.

### **Sewer:**

We are still hard at work on the needed right of entry forms. We sent out an e-mail blast that resulted in about 20 additional ROE form submissions. To date, we have received 228 of the 312 needed forms.

### **Water System:**

#### **Falls County Water Well**



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I have revised the proposal and will be submitting these adjusted terms to the property owners shortly with an associated deadline to keep the project moving forward.

Please see the monthly engineering report from MRB Group for an update on Bruceville-Eddy's grant submission to the TWDB for this project. We are still awaiting additional information on the project's inclusion in the Falls County Water Resource Group grant funding application via the Rural Water Assistance Fund. Additionally, MRB Group's Grant Administrator believes we may have a better shot submitting a PIF to this new Rural Water Assistance Fund outside of the previously mentioned shared grant application. We will proceed with working with MRB Group on this funding opportunity as well.

**Rate Analysis - TRWA**

No additional updates at this time.

**Friendly Oaks**

This wellsite is currently online. Joseph Kotrla, with McCreary & Associates, Inc. installed electrical monitoring equipment in line with their approved proposal. As of writing this report, we are still awaiting on the official findings with recommendations. We have been informed that there should be no harm in using the well. I'm pushing to have the report to you at next week's meeting.

**Grants Updates**

**CDBG (Waterline Improvements in-between 3<sup>rd</sup> and 4<sup>th</sup> Street)**

No additional updates at this time.

**GLO RCP (Planning Grant)**

No additional updates at this time.

**Committee Updates**

**Infrastructure Planning Committee**

No additional information at this time. Staff are still working on various recommendations from our last meeting.

**Economic Development Corporation**

Directors met on 11/13/2024 for the fourth time since incorporation. Newly appointed Directors were sworn into their positions. An overview presentation was given by Kris Collins, Executive Vice-President of the Greater Waco Chamber, on the resources available for regional assistance in support of the Board and Council's vision for the future of B-E. Directors recommended that Kris come back out at a future date and time to make the same presentation to City Council. Officer elections were held and Sonda Prater was elected as Secretary. All other positions were renewed for another year. Pam Combs and I were appointed Assistant Secretaries and Esther Moreno was appointed Assistant Treasurer. BEEDC made a vote to approve up to \$3,500 worth of marketing/promotional materials for assistance with recruitment of new businesses. The idea



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would be to utilize this money to create some basic infographics highlighting the economic advantages of business in Bruceville-Eddy. The Greater Waco Chamber will be able to help with compiling some of the data that will feed into the materials.

**Street Repair Committee**

Members of the Street Repair Committee met for the first time on 12/4/2024. Streets on the preliminary report of priority listed street this year were Crescent Meadows (reseal from 2023), Market, Hungry Hill (section near Helena), Forest Creek, N. Old Bruceville, Ashley, Eagle (from Temple to Miracle), and Horseshoe Bend. After the meeting, I requested quotes from McLennan County for ILAs and was informed that the County will not be entering into any ILAs with cities as they need to focus on roads impacted from this year's floods. Upon seeking further clarity, the County let me know that they MAY do some ILA work, but it would not be until much later in the year, possibly even early next FY. I have reached out to a private vendor for a full overhaul of Hungry Hill (near Helena), and we are anticipating a cost somewhere around \$150,000 for concrete with no 'bells and whistles.

The committee will be meeting again on the 18<sup>th</sup> to discuss next steps.

**Development**

**Commercial Activity**

No additional information at this time.

**WBW (Fowler Land):**

No additional information at this time.

**KBAR - Eagle Ranch:**

Unfortunately, we were unable to establish Council requested informational meetings on the potential of creating a Public Improvement District (PID) in exchange for annexation on this property. This was primarily due to staff's shift in focus towards implementation of the sanitary sewer project. I had a phone call with Mr. Travis Krause on 11/12/2024 and he is ready to help facilitate these meetings. He informed me that he has had his focus on other projects in the area as of late. He is discussing potential changes to the development with partners in light of the sewer's groundbreaking and will let us know in the coming weeks if he intends on making any alterations. The Council approved extension of the Eagle Ranch preliminary plat is set to expire on 1/11/2025.

**BE Travel Center (Ascent):**

No additional information at this time.



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### **Foodies**

Foodies travel center, located within the City limits of Lorena, but within our water system's CCN, has been mulling over required water system improvements needed to deliver water to their future site. The project includes the expansion of a 6" watermain North along I-35 under the highway. Since this project is valued over the \$50,000 bid threshold, it will have to go through the public bidding process. The process for installing these improvements would look very similar to the Creekside development of 2022. A proposal will be before you at the 12/19/2024 meeting.

### **CEFCO (Casey's):**

As of 11/14/2024, Casey's has finalized their acquisition of CEFCO. The project here in Bruceville-Eddy is still on hold while the transition continues. However, Guy Slimp mentioned that things sound promising for our site. He did mention that Casey's will utilize a different building, so construction plans would eventually have to be resubmitted for review. More importantly, the site would include Casey's famous pizza if everything moves forward.

### **Deer Creek MUD**

No additional information at this time.

### **FM 1239 Subdivision:**

We have a meeting with this developer on 12/17/2024 to discuss the next steps in light of the recent removal of the development moratorium.

## **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 November 18, 2024 Special Called Council Meeting and the November 21, 2024 Workshop and Special Called Council Meeting.

### **B. Finances – November 2024**

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

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

### **C. Approval of Amendments to the Fiscal Year 2023-2024 Annual Budget**

Council to discuss, consider, and possibly take action to approve amendments to the FY 2023-2024 annual budget.

**Motion made by Ricky Wiggins to approve the agenda as is (A, and C), 2<sup>nd</sup> by Graham McGruer, yeas 5, nays 0, motion passes.**



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**Ricky Wiggins pulled item B (i, ii). He said just to clarify I don't see anything wrong with the financial report; however, we just recently combined community development code enforcement specialist to the police department. With that in mind that portion of the general fund should go to the police department. Motion made Ricky Wiggins to approve items B (i, ii) Finances for November 2024, 2<sup>nd</sup> Joyce McGlothlin, yeas 5, nay 0, motion passes.**

**12. Selection of Mayor Pro Tempore**

Council to discuss, consider, and possibly take action to select a Mayor Pro Tempore for 2024-2025. The Mayor Pro Tempore, commonly known as the Mayor Pro Tem presides over Council Meetings in the Mayor's absence. **Motion made by Richard Prater to elect Graham McGruer to be the Mayor Pro Tempore for 2024-2025 annual budget year, 2<sup>nd</sup> by Justin Richardson, yeas 5, nay 0, motion passes.**

**13. 101 Shady Shores Drive - Lawsuit Dismissal**

Council to discuss, consider, and possibly take action to authorize the City Attorney to dismiss the Chapter 54 Lawsuit against Vickey Thorpe and 101 Shady Shores Drive, Bruceville, Texas 76630 at the request of the new property owner, Kavan Investments, LLC. after evidence has been provided, and staff has confirmed, that all outstanding city code violations have been rectified.

**Motion made by Joyce McGlothlin to authorize the City Attorney to dismiss the Chapter 54 Lawsuit against Vickey Thorpe and 101 Shady Shores Drive, Bruceville, Texas 76630 2<sup>nd</sup> by Graham McGruer, yeas 5, nay 0, motion passes.**

**Address correction it is 101 Shady Shores Drive, Eddy, Texas 76524**

**We are going out of order to go into Executive Session for Item 19, Council meeting closed and Executive session in order at 6:49 pm**

**14. Ordinance Amendment: Social Media and Technology Use Policy**

Council to discuss, consider, and possibly take action on ordinance O 12-19-2024-1; amending the social media and technology use policy, by adding a section prohibiting the use of certain covered applications, particularly TikTok by ByteDance Limited, on city-owned and city-issued devices and on personal devices used for city business.

**Motion made by Grahm McGruer, I move that we approve the amends to ordinance O 12-19-2024-1 policy prohibiting the use of certain covered applications on city-owned and city-issued devices and on personal devices used for city business, 2<sup>nd</sup> by Ricky Wiggins, yeas 5, nay 0, motion passes.**

**15. Employee Benefit Plan Changes**

Council to discuss, consider, and possibly take action regarding employee health, dental, and vision benefit plans, including possible changes to contribution levels of both the city and/or the employee.

**No action taken**



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**16. Employee Handbook Review and Modification: Certification and Licensing.**

Council to discuss, consider, and possibly take action on amendments to, or further clarification and direction of, existing policies relating to employee certification and licensing.

**Motion made by Graham McGruer, I move we establish a committee to review the certification and licensing requirements and recommended modifications to bring back to the city council. The two council members on the committee is Ricky Wiggins and Richard Prater. Also, on the committee will be Mayor Owens, Kent Manton, and Johnny Grady or Gene Sprouse, 2<sup>nd</sup> by Justin Richardson, yeas 5, nay 0, motion passes.**

**17. Records Storage Unit Move**

Council to discuss, consider, and possibly take action on a proposal to move the records storage unit (shipping container) to a location behind City Hall.

**Motion made by Graham McGruer to authorized the City Administrator to research options available for a new storage unit which will accommodate the future as well as the present for storing records, which will resolve the issue of our illegal storage container, 2<sup>nd</sup> by Richard Prater, yeas 5, nay 0, motion passes.**

**18. Electrical Testing and Evaluation Report: Friendly Oaks Well - McCreary & Associates, INC**

Council to discuss, consider, and possibly take action on a report from McCreary & Associates, INC. in regards to the electrical issues experienced at the Friendly Oaks Well Site; approving any recommendations and associated costs required to ensure equipment is properly protected and functioning properly.

**Motion made by Graham McGruer, that we authorize the city administrator with the assistance of the city staff to process with recommended action not to exceeded over the amount of \$10,000 utilizing water fund line item 50-00-6708, 2<sup>nd</sup> by Richard Prater, yeas 5, nay 0, motion passes.**

**Special Called Council Meeting adjourned and Executive Session is in session at 6:49 pm.**

**19. Executive Session**

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

**BRCT, LLC. dba Blackrock Construction**

Texas Government Code Section 551.071 - Consultation with City Attorney - and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding BRCT, LLC. dba Blackrock Construction.

**Miracle Lane, McLennan CAD Property #105264**

Texas Government Code Section 551.071 - Consultation with City Attorney - and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding Miracle Lane.

**Miracle Lane, McLennan CAD Property #105264**

Texas Government Code Section 551.072 – Deliberations about Real Property – A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an





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open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

**Anna Hobbs Lane**

Texas Government Code Section 551.071 - Consultation with City Attorney - and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding the use of utility easements in between Anna Hobbs Lane and 3<sup>rd</sup> Street.

**PUC Docket No. 56750**

Texas Government Code Section 551.071 (Consultation with City Attorney) and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding ordered mediation for PUC Docket No. 56750 and concerning a water meter request on Private Road 807 in Falls County.

**Christina Demirs, City Attorney, several easements on Anna Hobbs Ln had some stipulation on them regarding there fences. So, it would be up to the council the best way going forward how to address the situation regarding treating each citizen on Anna Hobbs Ln equally.**

**Motion made by Graham McGruer, advice from council that we treat all residences on Anna Hobbs Ln equally, who have issues with their fences that would need to be replaced or repaired all the same. Also authorized the City Administrator to work with the citizens on their easements regarding fences and other structures 2<sup>nd</sup> by Joyce McGlothlin, yeas 5, nay 0, motion passes.**


**Executive Sessions adjourned and Special Called Council Meeting is back into session at 8:01 pm**

**B. Reconvene into Open Session**

**C. Possible Action on Issues Discussed in Executive Session**

**20. Adjournment**

**Motion made by Richard Prater to adjourn the meeting at 8:33 pm, 2<sup>nd</sup> by Joyce McGlothlin, yeas 5, nay 0, motion passes.**

 1/24/25  
Linda Owens, Mayor Date

 1-24-25  
Pam Combs, City Secretary Date







# Police Department

143 Wilcox Dr.  
Eddy, TX 76524

[www.bruceville-eddy.us](http://www.bruceville-eddy.us)

Phone: 254-859-5072  
Fax: 254-859-5258

**Police Department Activity Report: November 1, 2024 – November 30, 2024**

**Calls for Service: Total 105**

890 Dorsey	895 Erwin	896 Hesterberg	898 Cade
28	28	28	21

**Arrest, Offense, Incident**

**Reports:**

**Total 18**

890 Dorsey	895 Erwin	896 Hesterberg	898 Cade
12	2	2	2

**Criminal Offense Arrests:**

**Total 12**

890 Dorsey	895 Erwin	896 Hesterberg	898 Cade
9	0	0	3

**Crash Reports: Total 7**

890 Dorsey	895 Erwin	896 Hesterberg	898 Cade
0	5	2	0

**Citations & Warnings: Total 198**

890 Dorsey	895 Erwin	896 Hesterberg	898 Cade
62 citations 0 warnings	14 citations 25 warnings	10 citations 15 warnings	47 citations 25 warnings

**Citations Total: 133**

**Warnings Total: 65**



## ***Police Department***

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Phone: 254-859-5072

Fax: 254-859-5258

Police Department Activity Report: November 1, 2024 – November 30, 2024

**Security Checks: 183**

**School Zone Enforcement: 20**

**Neighborhood Patrol: 32**

**Directed Traffic Enforcement: 46**



## ***Bruceville-Eddy ISD School Resource Officer***

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Phone: 254-859-5072  
Fax: 254-859-5258

### **SCHOOL RESOURCE OFFICER ACTIVITY REPORT: November 1, 2024 – November 30, 2024**

Calls for Service: 18

Security Checks: 53

Citations & Warnings: 0/2

Arrests: 2

NOVEMBER 15 2024 - DECEMBER 12 2024  
CITY ORDINANCE ENFORCEMENT REPORT

COMPLIANT / CLOSED	10
NON-COMPLIANT	24
MORE TIME REQUESTED	5
CITATIONS	34
<b>TOTAL CASES</b>	<b>73</b>

TYPES OF VIOLATIONS	
ANIMAL VIOLATION	7
HIGH GRASS	3
RUBBISH	22
JUNK VEHICLES	3
DANGEROUS BLDG	4
ACC / STORAGE BLDG	0
RV / TRAVEL TRAILER	0
ZONING VIOLATION	0
OPEN BURNING VIOLATION	1
LIVESTOCK VIOLATIONS	1
NOISE COMPLAINT / LOUD MUSIC	1
CITY PERMIT VIOLATION	0
<b>TOTAL VIOLATIONS</b>	<b>42</b>



December 14, 2024

City of Bruceville-Eddy  
Mr. Kent Manton  
144 Wilcox Drive  
Eddy, Texas 76524

**RE: CITY OF BRUCEVILLE-EDDY Monthly Engineering Status Report**

Mr. Kent Manton,

MRB Group is pleased to provide to the city the following Items in regard to the Monthly Engineering Report. This report includes Engineering Tasks from November 15<sup>th</sup> through December 12<sup>th</sup>, 2024.

### **DEVELOPMENT REVIEW**

**1. CEFCO** – Casey's General Stores has announced the purchase of nearly 200 CEFCO stores. The Bruceville-Eddy CEFCO Store has been put on hold until new direction is established by the new owners.

### **WATER METER FEASIBILITY**

The following water meter feasibilities were completed and resulted as follows:

- 992 S. Old Bruceville Road – No Improvements Needed
- Eddy Estates – Completed with comments for required improvements
  - Owner wants number of meters that could be allowed without the improvements. Need to discuss with the City if they want to allow this, it would potentially take away from people on the list currently waiting to receive a meter.

### **GENERAL DISCUSSION ITEMS**

**1. Water System 8" Water main Improvements:** The project Falls County Water Main Improvements Phase 1 was awarded to Southern Contractors Group in July of 2024 for the amount of \$1,048,725.00. The contractor as of today's date is approximately 90% complete with all work. Approved Bacteria samples remain prior to the contractor making the service line connections to the existing meters. We anticipate Southern Contractors completing all work by Christmas. The Contractor has been moving slow

the past few months and we have been pushing them to get back out there and finish up. If progress is not seen, we will begin mentioning LD's in hopes to push them even more.

**2. New Water Well:** This project is in a holding pattern until funds are appropriated by the city. The cost estimate for the project is approximately 6 million dollars. This cost will fluctuate until final design and a funding mechanism is chosen by the council. The next step would be approving an Engineering proposal to start final design.

- Bruceville-Eddy ranked 293 out of 295 on the DWSRF funding list, meaning they will not get an invite this year (as expected since this is the City's first year applying and also not a disadvantaged community). If interested in the low interest loan money only, TWDB's D-FUND program would be a good option this Spring. We can discuss further as needed.

**4. Old Bethany Water Main Improvements:** This project was awarded at the October council meeting and the survey has been completed. Design has begun on this project, and expect a 30% set ready for review in early January.

**5. Hungry Hill Road Overhaul Project:** MRB is currently preparing the proposal for this work with the defined scope from our December 10<sup>th</sup> meeting.

If you have any questions, please feel free to contact me.

Sincerely,



Armand Hunt, PE  
Project Manager  
[Armand.Hunt@mrbgroup.com](mailto:Armand.Hunt@mrbgroup.com)