

CITY COUNCIL MEETING
JULY 22, 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** THE REGULAR CITY COUNCIL MEETING AT **5:30 P.M.** THIS **22nd DAY OF JULY 2025.**
- 2) **QUORUM CHECK/COUNCIL PRESENT:** Mayor Pro-Tem Greg Casey, Councilmembers Kalinda Westbrook, Aaron Smith, Meredith Rainer, and Joe Patterson.

CITY STAFF PRESENT: City Manager Brad Hunt, City Secretary Holly Owens, Deputy City Manager/Finance Director Mike Halsema, Shea Harp, Chad Newman, and Patrice Gilbert.

OTHERS: Gatesville Messenger Staff Writer Alex Meelbusch, Leo Corona, and Travis VanBibber.

- 3) **INVOCATION:** Kalinda Westbrook and **PLEDGE OF ALLEGIANCE:** Led by Mayor Pro Tem 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 comments.

CONSENT: 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.

- 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 2025-064:** Discussion and possible action regarding approval of minutes from Regular City Council Meeting held on July 8, 2025.

- b. **Resolution 2025-065:** Discussion and possible action regarding the approval of the May 2025 Financials.
- c. **Resolution 2025-066:** Discussion and possible action suspending ONCOR Electric Delivery Company LLC's Proposed effective date of July 31, 2025, for 90 days.

CONSENT AGENDA: Motion by Aaron Smith, seconded by Kalinda Westbrook to **APPROVE** the **CONSENT AGENDA** as written. All four voting "Aye", motion passed, 4-0-0. (Chumley and Salter absent)

OTHER BUSINESS:

- 5) Discussion and possible action regarding Ordinance 2025-14, amending Chapter 32, adding Article IX. – Coin Operated Machines and Indoor Amusement Facilities.

ORDINANCE 2025-14: Motion by Joe Patterson, seconded by Meredith Rainer to **APPROVE** **ORDINANCE 2025-14**, amending Chapter 32, adding Article IX. – Coin Operated Machines and Indoor Amusement Facilities, **third and final reading**. All four voting "Aye", motion passed 4-0-0. (Chumley and Salter absent)

- 6) Discussion and possible action to set date/time/place for Budget Public Hearing and call Special Council Meeting.

RESOLUTION 2025-068: Motion by Meredith Rainer, seconded by Aaron Smith to **APPROVE** **RESOLUTION 2025-068**, calling for a Special Meeting on September 2, 2025, at 5:30 pm at City Hall, 110 N 8th Street, Gatesville, Texas to conduct the Budget Public Hearing. All four voting "Aye", motion passed 4-0-0. (Chumley and Salter absent)

- 7) Discussion and possible action regarding Resolution 2025-067, providing for the defeasance and calling for redemption of certain currently outstanding obligations.

RESOLUTION 2025-067: Motion by Kalinda Westbrook, seconded by Joe Patterson to **APPROVE** **RESOLUTION 2025-067**, providing for the defeasance. All four voting "Aye", motion passed 4-0-0. (Chumley and Salter absent)

- 8) City Manager's Report.

Brad Hunt updated Council on city departments for the month of July.

Leo Corona believes that feedback from HOT Funds recipients regarding their events, (i.e., attendance, sales tax, etc.) should be part of the procedures. Mr. Hunt agreed.

Councilman Patterson asked how the wholesale water contract work. Mr. Hunt stated the last time Gatesville raised the rate was in 2013. Patterson added the City is currently subsidizing accounts located outside the city limits.

Mr. Hunt stated a meeting is being scheduled to explain the rate change to the entities.

Councilwoman Rainer stated she would like to have a meeting about the three-reading process. The language is unclear between passed and approved and the ordinances change from the first reading to the third reading. Councilman Patterson agreed and would like better clarification on the language with the readings using words like consider versus approve.

Councilman Casey stated that he likes the three readings because it allows Council and Staff to work out the ordinance to a final outcome.

9) Adjourn Meeting

City Council **adjourned at 6:52 p.m.**

Mayor, Gary Chumley

ATTEST:

City Secretary, Holly Owens



Date 8/12/2025

Agenda Item 4b

Resolution 2025-070/071

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Brad Hunt, City Manager

Agenda Item: Discussion and possible action regarding a resolution ratifying entry into the “Purdue Sackler” and “Alvogen et al” Opioid Settlements.

Information: On the advice of City Attorney Victoria Thomas, City Manager Brad Hunt completed participation forms to enter the City of Gatesville into the “Purdue Sackler” and “Alvogen et al” Opioid Settlements. The deadline for submitting the Purdue settlement participation form is September 30, 2025. The deadline for submitting the Alvogen, et al. settlement participation form is October 8, 2025. Mrs. Thomas drafted both resolutions for Council consideration.

If approved by Council, the resolutions allow the City to continue in its participation in both Opioid Settlements.

Financial Impact: By participating in these settlements, the City will receive estimated disbursements of:

Purdue: \$51,000

Alvogen: TBD

Source: 0.00017996 share of each settlement allotted to Gatesville per the Texas Comptroller’s General Appropriations Act for the 2024-25 Biennium Eighty-Eighth Texas Legislature Regular Session, 2023.

Disbursements shall go into a designated account and be used for expenditure only as specified in the Texas Attorney General’s guidelines. Some examples of approved expenditures include education and publicity campaigns to prevent overdose deaths, equipment and training for First Responders, and prevention measures such as “drug take-back” programs.

Staff Recommendation: The staff recommends that the City Council approve a resolution that ratifies the City’s participation in the “Purdue Sackler” and “Alvogen et al” Opioid Settlements.

Motion: I make the motion to approve a resolution that ratifies the City’s participation in the “Purdue Sackler” and “Alvogen et al” Opioid Settlements.

Attachments: Resolution and form submission attached hereto.

EXHIBIT K
Subdivision Participation and Release Form

Governmental Entity: City of Gatesville	State: Texas
Authorized Official: Bradford Hunt	
Address 1: 803 E Main Street	
Address 2:	
City, State, Zip: Gatesville, TX 76528	
Phone: 254-865-8951	
Email: bhunt@gatesvilletx.com	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to that certain Governmental Entity & Shareholder Direct Settlement Agreement accompanying this participation form (the “*Agreement*”)¹, and acting through the undersigned authorized official, hereby elects to participate in the Agreement, grant the releases set forth below, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Agreement, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Agreement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly after the Effective Date, and prior to the filing of the Consent Judgment, dismiss with prejudice any Shareholder Released Claims and Released Claims that it has filed. With respect to any Shareholder Released Claims and Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopiodsettlement.com>.
3. The Governmental Entity agrees to the terms of the Agreement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Agreement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning following the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Agreement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as and to the extent provided in, and for resolving disputes to the extent provided in, the

¹ Capitalized terms used in this Exhibit K but not otherwise defined in this Exhibit K have the meanings given to them in the Agreement or, if not defined in the Agreement, the Master Settlement Agreement.

Agreement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Agreement.

7. The Governmental Entity has the right to enforce the Agreement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Agreement, including without limitation all provisions of Article 10 (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Subdivision Releasor, to the maximum extent of its authority, for good and valuable consideration, the adequacy of which is hereby confirmed, the Shareholder Released Parties and Released Parties are, as of the Effective Date, hereby released and forever discharged by the Governmental Entity and its Subdivision Releasors from: any and all Causes of Action, including, without limitation, any Estate Cause of Action and any claims that the Governmental Entity or its Subdivision Releasors would have presently or in the future been legally entitled to assert in its own right (whether individually or collectively), notwithstanding section 1542 of the California Civil Code or any law of any jurisdiction that is similar, comparable or equivalent thereto (which shall conclusively be deemed waived), whether existing or hereinafter arising, in each case, (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor (each such release, as it pertains to the Shareholder Released Parties, the “Shareholder Released Claims”, and as it pertains to the Released Parties other than the Shareholder Released Parties, the “Released Claims”). For the avoidance of doubt and without limiting the foregoing: the Shareholder Released Claims and Released Claims include any Cause of Action that has been or may be asserted against any Shareholder Released Party or Released Party by the Governmental Entity or its Subdivision Releasors (whether or not such party has brought such action or proceeding) in any federal, state, or local action or proceeding (whether judicial, arbitral, or administrative) (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor.
9. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Shareholder Released Claims or Released Claims against any Shareholder Released Party or Released Party in any forum whatsoever, subject in all respects to Section 9.02 of the Master Settlement Agreement. The releases provided for herein (including the term “Shareholder Released

Claims” and “Released Claims”) are intended by the Governmental Entity and its Subdivision Releasors to be broad and shall be interpreted so as to give the Shareholder Released Parties and Released Parties the broadest possible release of any liability relating in any way to Shareholder Released Claims and Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Agreement shall be a complete bar to any Shareholder Released Claim and Released Claims.

10. To the maximum extent of the Governmental Entity’s power, the Shareholder Released Parties and the Released Parties are, as of the Effective Date, hereby released and discharged from any and all Shareholder Released Claims and Released Claims of the Subdivision Releasors.
11. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Agreement.
12. In connection with the releases provided for in the Agreement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Shareholder Released Claims or such other Claims released pursuant to this release, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Shareholder Released Claims or such other Claims released pursuant to this release that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities’ decision to participate in the Agreement.

13. Nothing herein is intended to modify in any way the terms of the Agreement, to which Governmental Entity hereby agrees. To the extent any portion of this Participation and Release Form not relating to the release of, or bar against, liability is interpreted differently from the Agreement in any respect, the Agreement controls.
14. Notwithstanding anything to the contrary herein or in the Agreement, (x) nothing herein shall (A) release any Excluded Claims or (B) be construed to impair in any way the rights and obligations of any Person under the Agreement; and (y) the Releases set forth herein shall be subject to being deemed void to the extent set forth in Section 9.02 of the Master Settlement Agreement.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature:	_____
Name:	<u>Bradford Hunt</u>
Title:	<u>City Manager</u>
Date:	<u>8/13/2025</u>

CITY OF GATESVILLE, TEXAS

RESOLUTION NO. 2025-070

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO THE OPIOID SETTLEMENTS WITH ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN AND ZYDUS AND AUTHORIZING THE SUBMISSION OF THE SUBDIVISION PARTICIPATION AND RELEASE FORM(S) REGARDING THE SETTLEMENT AND FULL RELEASE OF ALL CLAIMS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Gatesville has previously adopted and approved the Texas Term Sheet and Allocation Schedule regarding the Global Opioid Settlement through the Office of the Attorney General; and

WHEREAS, the City of Gatesville has received notice of a settlement through the Office of the Texas Attorney General relating to opioid claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (the "Opioid Settlements"); and

WHEREAS, the City of Gatesville can participate in the Opioid Settlements by adopting and submitting to the National Opioid Settlements Implementation Administrator on or before October 8, 2025, the Subdivision Participation and Release Form, attached hereto and incorporated herein by this reference as Exhibit "A" (the "Release Form");

WHEREAS, the City Council of the City of Gatesville, Texas, (i) finds there is a substantial need for repayment of opioid-related expenditures and payment to abate opioid-related harms in and about the City of Gatesville, (ii) supports the addition of the Opioid Settlements to those previously adopted; and (iii) supports the adoption and approval the Release Form and finds it to be in the public interest to approve such settlement;

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

SECTION 1. The City Manager is hereby authorized on behalf of the City to enter into the Opioid Settlements with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun and Zydus (the "Opioid Settlements") and to sign and submit or cause to be submitted said Subdivision Participation and Release Form (City's Rubris Reference Number: CL-1773895), attached hereto and incorporated herein by this reference as Exhibit "A" to the National Opioid Settlements Implementation Administrator by email at opioidsparticipation@rubris.com before October 8, 2025.

SECTION 2. The City Manager is authorized to act on behalf of the City to agree to such future opioid settlement agreements and release of claims negotiated and recommended by the Texas Attorney General that provide for distribution of settlement funds to the City.

SECTION 3. This Resolution shall become effective immediately upon passage.

PASSED AND APPROVED THIS ____ DAY OF _____, 2025.

APPROVED:

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney

Exhibit A

CITY OF GATESVILLE, TEXAS

RESOLUTION NO. 2025-071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO THE PURDUE SETTLEMENT AND AUTHORIZING THE SUBMISSION OF THE SUBDIVISION PARTICIPATION AND RELEASE FORM REGARDING THE PURDUE SETTLEMENT AND FULL RELEASE OF ALL CLAIMS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Gatesville has previously adopted and approved the Texas Term Sheet and Allocation Schedule regarding the Global Opioid Settlement through the Office of the Attorney General; and

WHEREAS, the City of Gatesville has received notice of a settlement through the Office of the Texas Attorney General relating to opioid claims against Purdue (the "Purdue Settlement"); and

WHEREAS, the City of Gatesville can participate in this settlement by adopting and submitting to the National Opioid Settlements Implementation Administrator on or before September 30, 2025, the Subdivision Participation and Release Form, attached hereto and incorporated herein by this reference as Exhibit "A" (the "Release Form");

WHEREAS, the City Council of the City of Gatesville, Texas, (i) finds there is a substantial need for repayment of opioid-related expenditures and payment to abate opioid-related harms in and about the City of Gatesville, (ii) supports the addition of the Purdue Settlement to those previously adopted; and (iii) supports the adoption and approval the Release Form and finds it to be in the public interest to approve such settlement;

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

SECTION 1. The City Manager is hereby authorized on behalf of the City to enter into the opioid settlement with Purdue (the "Purdue Settlement") and to sign and submit or cause to be submitted said Subdivision Participation and Release Form (City's Rubris Reference Number: CL-_____), attached hereto and incorporated herein by this reference as Exhibit "A" to the National Opioid Settlements Implementation Administrator by email at opioidsparticipation@rubris.com before September 30, 2025.

SECTION 2. The City Manager is authorized to act on behalf of the City to agree to such future opioid settlement agreements and release of claims negotiated and recommended by the Texas Attorney General that provide for distribution of settlement funds to the City.

SECTION 3. This Resolution shall become effective immediately upon passage.

PASSED AND APPROVED THIS ____ DAY OF AUGUST, 2025.

APPROVED:

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney

Exhibit A

4926-7448-0470, v. 1



Date 8/12/2025

Agenda Item 4c

Resolution 2025-072

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Holly Owens, City Secretary

Agenda Item: Consider a resolution calling and ordering a General Election to be held on November 4, 2025, for the purpose of electing Ward 2 Place 5, Ward 1 Place 3, and Ward 1 Place 1 Council Members, all for a two-year term.

Information: Under the provisions of the Charter of the City of Gatesville, the legislative and governing body of the city shall consist of a mayor and six (6) council members which shall be elected at large; Place 1, Place 3, and Place 5 shall be elected in odd numbered years.

The regular city elections shall be held annually on the first Tuesday after the first Monday of November, at which time officers will be elected to fill those offices. The following Council Members office terms will expire in November 2025:

- Ward 2, Place 5: Greg Casey
- Ward 1, Place 3: Meredith Rainer
- Ward 1, Place 1: Aaron Smith

Secretary of State Election Calendar	
July 19 th	First day for filing an application for a place on general election ballot.
August 18 th	Last day for filing an application for a place on general election ballot.
August 22 nd	Last day for a write-in candidate to declare candidacy in the general election.
August 28 th	Drawing for order of names on the ballot. 4 PM
October 6 th	Last day for submitting voter registration application in time to vote in November election.
October 6 th	Last day for filing 1 st report of campaign contributions and expenditures.
October 20 th	First day for early voting by personal appearance.
October 24 th	Last day to accept applications for a ballot to be voted by mail.
October 27 th	Last day for filing 2 nd report of campaign contributions and expenditures.
October 31 st	Last day of early voting by personal appearance.
November 4 th	ELECTION DAY

Financial Impact: Cost for the General Election Services is contracted through Coryell County Tax Assessor Collector, who is the elections administrator and is estimated to cost approximately \$4,097.50.

Staff Recommendation: Staff's recommendation is to approve the Order of Election for the November 4th General Election.

Motion: Motion to approve **Resolution 2025-072**, ordering the General Election for November 4, 2025, to elect Council Members to fill 1) Ward 1 - Place 5, 2) Ward 1 - Place 3, and 3) Ward 1 - Place 1 for a two-year term.

Attachments:

- Election Contract
 - Exhibit A – Early Voting Schedule
 - Exhibit B – Voting Locations
- Estimate for Services

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

ATTEST:

Gary Chumley, Mayor

Holly Owens, City Secretary

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

November 4, 2025
Joint General Election
Contract for Election Services
City of Gatesville

November 4, 2025
Joint General and Special Elections

Table of Contents

I.....Duties and Services of Contracting Officer
II..... Duties and Services of City
III.....General Provisions

THE STATE OF TEXAS
COUNTY OF CORYELL
City – Gatesville

CONTRACT FOR
§
ELECTION SERVICES

BY THE TERMS OF THIS CONTRACT made and entered into by and between the CITY OF GATESVILLE, hereinafter referred to as the "CITY," and Justin Carothers, Tax Assessor Collector of Coryell County, Texas, hereinafter referred to as "CONTRACTING OFFICER," pursuant to the authority in Subchapter D, Section 31.092, of Chapter 31, of the Texas Election Code, agree to the following particulars in regard to coordination, supervision and running of the City's November 4, 2025 Joint General and Special Elections.

THIS AGREEMENT is entered into in consideration of the mutual covenants and promises hereinafter set out. IT IS AGREED AS FOLLOWS:

I. DUTIES AND SERVICES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:

A. The Contracting Officer shall arrange for appointment, notification (including writ of election), training and compensation of all presiding judges, alternate judges, the judge of the Central Counting Station and judge of the Early Voting Balloting Board.

a. The Contracting Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge of his or her appointment. The Contracting Officer will determine the number of clerks to work in the Central Counting Station and the number of clerks to work on the balloting board.

b. Election judges will be trained by the contracting officer.

c. The Contracting Officer shall compensate each election judge and worker. Each judge shall receive \$10.00 per hour for services rendered. Each alternate judge and clerk shall receive \$10.00 per hour for services rendered.

B. The Contracting Officer shall procure, prepare, and distribute voting machines, election kits and election supplies.

a. The Contracting Officer shall secure election kits which include the legal documentation required to hold an election and all supplies including locks, pens, magic markers, etc.

b. The Contracting Officer shall secure all tables, chairs, and legal documentation required to run the central counting station.

c. The Contracting Officer shall provide all lists of registered voters required for use on Election Day and for the early voting period required by law. The Election Day list of registered voters shall be arranged in alphabetical order by polling place, in lieu of alphabetic by each precinct in each polling place.

d. The Contracting Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.

1. Equipment includes voting machines, ADA compliance headphones, transfer cases, voting signs and tote boxes.

2. Supplies include smart cards, sample ballots, early voting mail ballots, pens, tape, markers, etc.

C. The Contracting Officer, Justin Carothers, shall be appointed the Early Voting Clerk by the City.

a. The Contracting Officer shall supervise and conduct Early Voting by mail and in person and shall secure personnel to serve as Early Voting Deputies.

b. Early Voting by personal appearance for the City's November 4, 2025, Joint General and Special Elections shall be conducted during the time period and at the locations listed in Exhibit A. All voting by personal appearance on Election Day shall be held in the designated County precincts as shown in Exhibit B.

c. All applications for an Early Voting mail ballot shall be received and processed by the Coryell County Tax Office, P.O. Box 6, Gatesville, TX 76528.

1. Application for mail ballots erroneously mailed to the City shall immediately be faxed to the Contracting Officer for timely processing. The original application shall then be forwarded to the Contracting Officer for proper retention.

2. All Federal Post Card Applicants (FPCA) will be sent a mail ballot. No postage is required.

d. The Contracting Officer shall arrange for the use of all Election Day polling places.

E. The Contracting Officer shall be responsible for establishing and operating the Central Counting Station to receive and tabulate the voted ballots in accordance with Section 127.001 of the election Code and of this agreement. Counting Station Manager and Central Count Judge shall be Justin Carothers. The Tabulation Supervisor shall be Bill Wheelless.

a. The tabulation supervisor shall prepare, test and run the county's tabulation system in accordance with statutory requirements and county policies, under the auspices of the Contracting Officer.

b. The Public Logic and Accuracy Test of the electronic voting system shall be conducted.

c. Election night reports will be available to the City and School District at the Central Counting Station on election night. Provisional ballots will be tabulated after election night in accordance with law.

d. The Contracting Office shall prepare the unofficial canvass report after all precincts have been counted, and will provide a copy of the unofficial canvass to the City as soon as possible after all returns have been tallied.

e. The Contracting Officer shall be appointed the custodian of the voted ballots and shall retain all election material for a period of 22 months.

1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 months after the election.

2. The City can obtain the list of registered voters from the Elections Administration Office after this retention period. Pending

any litigation and if the City does not request the lists, the Contracting Officer shall destroy them.

f. The Contracting Officer shall conduct a manual count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the City and School District in a timely manner. The Secretary of State may waive this requirement. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned code.

II. DUTIES AND SERVICES OF THE CITY. The City shall assume the following responsibilities:

A. The City shall prepare the election orders, resolutions, notices, justice department submissions, official canvass and other pertinent documents for adoption by the appropriate office or body. The City assumes the responsibility of posting all notices and likewise promoting the schedules for Early Voting and Election Day.

B. The City shall procure and provide the Contracting Officer with the ballot layout and Spanish interpretation in an electronic format.

a. The City and School District shall deliver to the Contracting Officer as soon as possible, but no later than **August 19, 2025**, the official wording of the City's November 4, 2025, Joint General and Special Elections.

b. The City shall approve the ballot format and audio cards prior to the final printing.

C. The City shall post the notice of election by the proper methods with the proper media.

D. The City shall prepare and submit to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, any required submissions on voting changes.

E. The City shall compensate the Contracting Officer for any additional verified cost incurred in the process of running this election or for a manual count this election may require.

F. The City shall pay the Contracting Officer the cost of conducting the election, including the 10% administrative fee, pursuant to the Texas Election Code, Sec. 31.100 within 30 days of the final billing. The Contracting Officer shall place the funds in a “contract fund” as prescribed by Section 31.100 of the Texas Election Code. The Deposit should be delivered within the mandatory time frame to:

Coryell County Tax Assessor Collector
P.O. Box 6
Gatesville, TX 76528

III. GENERAL PROVISIONS.

A. Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the City’s November 4, 2025, General and Special Elections is to be filed or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.

B. Upon request, the Contracting Officer will provide copies of all invoices and other charges received in the process of running said elections for the City.

C. The Contracting Officer shall file copies of this contract with the County Judge and the County Auditor of Coryell County, Texas.

WITNESS BY MY HAND THIS THE ____DAY OF _____2025.

Justin Carothers
Tax Assessor Collector
Coryell County, Texas

WITNESS BY MY HAND THIS THE ____DAY OF _____ 2025.

City of Gatesville

Contracting Officer

**Contract for Election Services
City of Gatesville**

Exhibit A

Early voting by personal appearance will be conducted each weekday at:

**800 E. Main St. Suite B Gatesville TX 76528
809 S. Main St., Copperas Cove TX 76522**

Between the hours of:

October 20-24	8 am – 5 pm
October 27-29	8 am – 5 pm
October 30-31	7 am – 7 pm

Contract for Election Services City of Gatesville

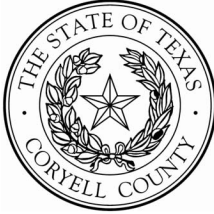
Exhibit B

This election will be held under the newly adopted County wide polling place program. A voter may vote at any of the following vote centers. You do not have to vote in the precinct that you live in.

(Esta elección se celebrará en el recientemente aprobado todo el Condado programa electoral. Cada elector podrá votar en cualquiera de los siguientes centros votación. Usted no tiene que votar en el recinto electoral en el cual usted vive.)

November 4, 2025 – 7 am – 7 pm

Copperas Cove Civic Center	1206 W Ave B, Copperas Cove
Holy Family Catholic Church	1001 Georgetown Rd, Copperas Cove
Eastside Baptist Church	1202 ML King Jr BLVD, Copperas Cove
Gatesville Civic Center	303 Veterans Memorial Loop, Gatesville
Evant City Hall	598 E Hwy 84, Evant
Flat Community Center	159 CR 334, Flat
Oglesby Community Center	118 Main St, Oglesby
Turnersville Community Center	8115 FM 182, Gatesville



Justin K. Carothers

**Tax Assessor/Collector
Voter Registrar**

P.O. Box 6 Gatesville, TX 76528 254-865-5911 ext 2263 254-865-2519 fax
tac@coryelltax.com

07-23-2025

City of Gatesville
Attn: Holly Owens
110 N 8th St
Gatesville TX 76528

Estimate

November 4, 2025 General Election

HART ballot production & programming	1,550.00
Labor - Election Day	400.00
Labor- Early Voting	825.00
Technical support/setup/programming	700.00
Ballots	250.00
10% Administrative fee	372.50
<hr/>	
Total	\$4,097.50

Thank you,

Justin K. Carothers
Coryell County Tax Assessor Collector



Date 8/12/2025

Agenda Item 4d

Resolution 2025-073

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion and Possible Action Regarding Authorization for City Manager to Sign a Letter of Intent with Coryell Hydro Power on Behalf of the City

Information:

At the April 22, 2025 Council Meeting, guest speaker Shannon Terry, CEO of Coryell Hydro Power, Inc., presented information on his company's planned development of a geothermal power system that can supply water and electricity to the City of Gatesville. At the conclusion, he requested that the City of Gatesville consider signing a Letter of Intent (LOI) regarding his company's proposed sale of water and electricity to the City.

On July 23, 2025, City Manager Hunt received the final draft of an LOI generated by Coryell Hydro Power, and edited/approved by City Attorney Thomas. The LOI is attached for Council review.

The LOI is, as noted within it, a non-binding document that is intended as a basis for further negotiation. The LOI will also serve Coryell Hydro Power interests in that it will allow that company to show potential investors that it has potential customers for its business model.

Financial Impact: none currently

Staff Recommendation: Staff recommends Council authorize City Manager Hunt to sign the LOI, as presented.

Motion: I move to approve **Resolution 2025-073**, authorizing City Manager Brad Hunt to sign a Letter of Intent with Coryell Hydro Power, as presented.

Attachments: Coryell Hydro Power Letter of Intent

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

Date 8/12/2025

Agenda Item 4d

Resolution 2025-073

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

This Letter of Intent (*LOI*) sets forth the principal terms and conditions under which Coryell HydroPower Inc. (*Seller*) proposes to sell, and the City of Gatesville, Texas (*Purchaser*) proposes to purchase, water, electricity generated by Seller's facilities, or both.

1. Parties

- Seller: Coryell HydroPower Inc., whose address is 150 County Road 265, Gatesville, TX 76528
- Purchaser: City of Gatesville, Texas, whose address is _____

2. Subject Matter

Seller intends to supply, and Purchaser intends to purchase, water, electricity produced by Seller's hydropower facilities, or both.

3. Quantity and Delivery

- The specific quantities of water and electricity to be supplied, delivery schedules, and delivery points will be mutually agreed upon in the definitive agreement.

4. Purchase Price

- The purchase price for water and electricity will be negotiated in good faith and set forth in the definitive agreement.
- Seller will offer Purchaser the first right of refusal to purchase all water, electricity, or both Seller produces.

5. Term

- The term of the definitive agreement will be twenty-five (25) years, subject to renewal upon mutual agreement.

6. Conditions Precedent

- Execution of a definitive agreement containing customary terms and conditions.
- Receipt of all necessary regulatory approvals and permits.

7. Non-Binding Effect

- **This LOI is non-binding and is intended solely as a basis for further discussion. No party shall be bound to proceed with execution of a definitive agreement or any other action described herein. This LOI is purely a statement of the present, non-binding intentions of the parties.****8. Governing Law**
- This LOI shall be governed by the laws of the State of Texas.

9. Miscellaneous

- The Seller will be undertaking efforts to access and apply for grants and to locate and obtain acceptable property for necessary facilities; the Purchaser agrees to provide reasonable support for those efforts to the extent not inconsistent with Purchaser's best interests.

If the foregoing terms are acceptable, please indicate your agreement by signing below. We look forward to working with you to finalize this transaction.

Coryell Hydropower Inc.

City of Gatesville

By: Shannon Terry
As its: President

By: -----
As its: -----



Date 8/12/2025

Agenda Item 5

Resolution 2025-074

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding a substandard case located at 108 N 14th Street.

Information:

Miguel Gamez, Building Inspector and Brooklyn Meza, Code Enforcement determined 108 N 14th Street meets the definition of a substandard building according to *Sec. 10-163. – Substandard buildings defined.*

Sec. 10-166. – Pre-hearing notices; identification of owner, lienholder, and mortgagee requires the following steps:

- appropriate notification to all owners of record,
- notice placed on front door of structure
- file a notice with the Coryell County Clerk

The Building Standards Commission (BSC) held a public hearing on August 4th to determine if the structure met the definition of a substandard structure and if the ability to repair the structure existed. The BSC determined that it was in the best interest of the property owner and the City of Gatesville to unanimously recommend to City Council (CC) the demolition and removal of junk from 108 N 14th Street.

This memorandum serves as a report from the BSC to CC per *Sec. 10-169 (d)* and if CC chooses to follow the BSC recommendation, the City Secretary is required to send a copy of the order to all property owners certified mail as described in *Sec. 10-170*. There is a 30-day waiting period before any action can be taken to allow for an appeal and judicial review.

Financial Impact:

\$11,220.00

- remove contents of house
- demolish house
- remove all debris and clear land

Staff Recommendation:

Staff's recommendation is to approve the resolution to demolish the structure located at 108 N 14th Street.

Date 8/12/2025

Agenda Item 5

Resolution 2025-074

Motion:

Motion to approve **Resolution 2025-074**, requesting Staff to make appropriate arrangements to demolish the structure and file a lien on the property located at 108 N 8th Street.

Attachments:

- Letter to owner
- Public Notice filed with Coryell County Clerk
- Pictures
- Draft minutes from BSC dated August 4, 2025

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

Code Enforcement Warning

City of Gatesville

803 E Main Street

Gatesville, TX 76528

254-865-8951 ext. 112

www.gatesvilletx.com



Date: 07/09/2025

Owner: MCCOY MARTHA

Owner Address: 106 N 14th

Owner City, State, Zip: GATESVILLE, TX 76528

Address: 108 14TH

The City of Gatesville is seeking your help in improving the quality of life in Gatesville by asking that you correct the following issues:

Substandard Building

In any case where a "substandard building" is fifty percent (50%) damaged or decayed, or deteriorated from its original value or structure, it shall be demolished.

Notes/Instructions:

THE OWNER, LIENHOLDER, OR MORTGAGEE AS APPLICABLE, WILL BE REQUIRED TO SUBMIT AT THE HEARING PROOF OF THE SCOPE OF ANY WORK THAT MAY BE REQUIRED TO COMPLY WITH THE CITY'S MINIMUM BUILDING STANDARDS AND THE AMOUNT OF TIME IT WILL TAKE TO REASONABLY PERFORM SUCH WORK. HEARING DATE: 8/4/2025 TIME: 5:30PM LOCATION: 110 N 8TH ST, GATESVILLE, TX 76528

We hope that you will join us in our efforts to improve the aesthetics of our city and create a safe environment. Failure to address the above ordinance violation(s) within 10 days, will result in further action being taken. If you have any questions concerning this matter, please call Code Enforcement at City Hall at 254-865-8951 ext. 112.

Sincerely,

A handwritten signature in black ink, appearing to read 'BMeza', is written over a horizontal line.

Brooklyn Meza
Code Enforcement

AT 1:30 FILED
O'CLOCK P M

JUL 10 2025



Jennifer Newton
COUNTY CLERK, CORYELL CO., TEXAS

CITY OF GATESVILLE, TEXAS
PUBLIC NOTICE OF SUBSTANDARD STRUCTURE HEARING
DATE OF NOTICE: July 10, 2025

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City of Gatesville acting through its Code Enforcement Department, has determined that the structure located at:

PROPERTY ADDRESS: 108 N 14th Street, Gatesville, Tx 76528

LEGAL DESCRIPTION: Original Town Gatesville, Block 80, Lot 9-11 PT

is **substandard** in accordance with the criteria set forth in Chapter 10, Ordinance 2025-09 of the City of Gatesville, Tx Code of Ordinances and Texas Local Government Code § 214.001.

NATURE OF VIOLATIONS:

The structure is considered substandard due to one or more of the following conditions (check all that apply or specify applicable):

- Dilapidation or deterioration to the extent that the structure is unfit for human habitation or use
- Structural instability
- Fire hazard or other safety hazard
- Inadequate sanitation or utilities

HEARING INFORMATION:

A public hearing will be held to determine whether the structure should be **repaired, vacated, secured, or demolished**.

DATE OF HEARING: August 4, 2025

TIME: 5:30 PM

LOCATION: 110 N 8th Street, Gatesville, Tx 76528

All interested persons, including the property owner, lienholders, and mortgagees, are invited to attend the hearing and will be given an opportunity to speak or present evidence.

Failure to appear may result in a decision being made in your absence, and the City may proceed

with any necessary abatement, including demolition.

PROPERTY OWNER OF RECORD:

McCoy Martha

CITY CONTACT:

If you have questions or wish to discuss this matter, please contact:

Holly Owens

City Secretary

City of Gatesville, Tx

Phone: 254-865-8951

Email: howens@gatesvilletx.com

Issued this 10th of July, 2025.







WARNING

Gatesville Building Inspector has determined that this building is in violation of the minimum building standards and is structurally unstable and dangerous structure. This building is to remain in place until it has been addressed by the City of Gatesville. If the building has been repaired, removed, or demolished, the Building Inspector's commission at a public hearing notice of which has been given to all persons having an interest in the building or property. Unauthorized removal of this notice is punishable by a fine of up to \$2,000.00.

Michael L. ...
Building Inspector City of Gatesville

7/10/25



Bluebonnet Junk Removal LLC

2345 Aylesbury Drive | Copperas Cove, Texas 76522
254-394-2981 | ron@bluebonnetjunkremoval.com

RECIPIENT:

City Of Gatesville

108 North 14th Street
Gatesville, Texas 76528

Quote #41

Sent on

Jul 31, 2025

Total

\$11,220.00

Product/Service	Description	Qty.	Unit Price	Total
Demolition Services	Comprehensive demolition services including disposal of materials, suitable for interior and exterior projects.	1	\$11,220.00	\$11,220.00

Total

\$11,220.00

This quote is valid for the next 30 days, after which values may be subject to change.

BUILDING STANDARDS COMMISSION MEETING

AUGUST 4, 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 the Regular Building Standards Commission Meeting at 5:30 P.M. this 4th day of August 2025.

2) Quorum Check:

Commission Present: Chairman Teresa Johnson, Vice Chairman John Westbrook and Commissioners: Wyllis Ament, Charles Ament, Niki Foster, and Yvonne Williams.

City Staff Present: City Manager Brad Hunt, City Secretary Holly Owens, Building Official Miguel Gamez, and Code Enforcement Brooklyn Meza.

Others: Warren Ginther and Martha McCoy

3) Invocation: Board Member Westbrook and Pledge of Allegiance; Led by Board Member Yvonne Williams.

CITIZENS/PUBLIC COMMENTS FORUM: INDIVIDUALS WISHING TO ADDRESS THE GATESVILLE PLANNING & ZONING COMMISSION 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 PLANNING & ZONING COMMISSION CANNOT DELIBERATE OR ACT ON ITEMS NOT LISTED ON THE MEETING AGENDA.

There were no public/citizen comments.

4) Discussion and possible action regarding a substandard case located at 102 E Main Street.

Ms. Owens stated this case was closed and will need to be re-filed. The owner of the property became deceased a day before the hearing. The law requires the case to be closed and re-opened once the property moves through probate and an heir is named as the new owner. No action was taken.

5) Discussion and possible action regarding a substandard case located at 105 N 5th Street.

Warren Ginther, the property owner, came forward to request additional time. A permit was obtained in early June and is working to secure some help.

Board Member Foster stated Mr. Ginther obtained a permit for demolition and the Commission should honor that and give Mr. Ginther an extension.

The Commission agreed to give Mr. Ginther 30 days to make some progress. However, the Commission stated Mr. Ginther will need to come back on September 8th to the next meeting scheduled to prove progress has been made.

Charles Ament made a motion to extend Mr. Ginther 30 days and move the case located at 105 N 5th Street to September 8, 2025, meeting, seconded by John Westbrook. The motion passed unanimously, 6-0-0 (*Jones absent*).

6) Discussion and possible action regarding a substandard case located at 108 N 14th Street.

Martha McCoy, the property owner, came forward requesting additional time to be able to remove items from the house and to get bids for demolishing the house. Ms. McCoy agreed the house needed to be demolished but cannot afford it at this time.

Board Member Williams expressed concern that Ms. McCoy is physically unable to remove any items from the house because the house is unstable. Ms. McCoy agreed but again requested more time to get the help she needed.

Board Member Westbrook asked Ms. McCoy when the last time she entered the house located on 14th Street. Ms. McCoy stated it had been at least a year. Westbrook stated it was time to remove the items and demolish the house.

Brooklyn Meza came forward to explain to the Commission that the house is falling apart and could crumble at any time, it is also filled with stray animals and is a fire hazard. The quote received to demolish the structure also included removing the items from the house. The contractor agreed with Staff to work with Ms. McCoy to go through the items in the house so that they would not be fully discarded.

Yvonne Williams motioned to recommend approval to City Council the demolition of the substandard structure located at 108 N 14th Street and instruct Staff to seek the Council's approval, seconded by Niki Foster. The motion passed unanimously, 6-0-0 (*Jones absent*).

7) Discussion and possible action regarding a substandard case located at 606 Bridge Street.

Ms. Owens stated the owner of the property obtained a demolition permit and demolished the structure over the weekend. This case is closed. No action was taken.

8) Adjourn Meeting.

The meeting was adjourned at 6:20 p.m.



Date 8/12/2025

Agenda Item 6

Ordinance 2025-13

CITY COUNCIL MEMORANDUM FOR ORDINANCE

To: Mayor & Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding Ordinance 2025-13, amending the Comprehensive Zoning Ordinance, Zoning Map, and Comprehensive Plan of the City of Gatesville.

Information:

Trafalgar Homes of Texas, LLC went before the Planning and Zoning Commission on June 2, 2025, to request a preliminary plat for an 8-acre portion of 911 Old Pidcoke Road and rezone that same portion from Ag Suburban to Residential Multi-Family for a proposed 24-unit apartment complex with amenities. The PZC recommended approval of the preliminary plat and recommended the rezoning to move forward to City Council with a 5-0-0 unanimous vote.

Floor Plans:

- 606 sq. ft. – 626 sq. ft.
- 903 sq. ft. – 905 sq. ft.
- 1,051 sq. ft. – 1,134 sq. ft.

The first reading was held on June 26th, Council requested additional information regarding the road and traffic along Old Pidcoke Road. During the second reading on July 8th, Council did not request additional information but were concerned about the location of the project. Both readings were passed to the next meeting to consider the zoning change for the property. Trafalgar Homes of Texas, LLC requested to have their third and final reading held during the August 12th meeting to ensure all seven council members were present.

The majority of Old Pidcoke Road lies within the City of Gatesville. When the Morelands annexed their property at 911 Old Pidcoke Road in November 2023, the annexation included the portion of the county road adjoining their property, along with the right-of-way on both sides of the road, in accordance with Texas Local Government Code Section 43.106 ([see Figure 1](#)).

Figure 1

Trafalgar – townhomes
on Old Pidcocke
N. of FM 116

**Jurisdiction of
Old Pidcocke Rd.**

- 1.0 miles Gatesville
- 0.6 miles Coryell Co.
- 1.6 miles total



Public Works Director Chad Newman measured Old Pidcocke Road at 18 feet wide. A roadway overlay could expand it to a standard residential street width of 22 feet, requiring only minimal shoulder work.

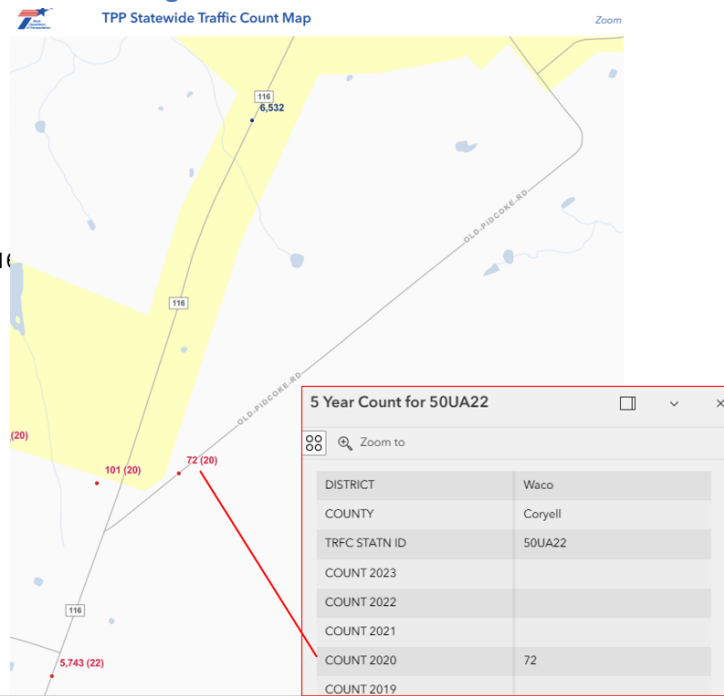
According to TxDOT traffic data, Old Pidcocke Road has a low traffic volume, averaging 72 vehicles per day. In comparison, FM 116 sees between 5,735 and 6,532 vehicles per day ([see Figure 2](#)).

Figure 2

Trafalgar – townhomes
on Old Pidcocke
N. of FM 116

TXDOT Traffic Count
(Average vehicles per day)

- 72 per day on Old Pidcocke
- 5,734 – 6,532 per day on FM 116



There have been no reported crashes on Old Pidcocke Road over the past 10 years, and only five reported incidents on FM 116 in the same timeframe.

City Manager Brad Hunt has suggested that Trafalgar could propose funding for road improvements and/or enhancements to their main driveway, such as turn-in and acceleration lanes (see Figure 3).

Figure 3



The property's proximity to the Gatesville Airport and Industrial Park supports its potential as a strong development opportunity for the area. Water and sewer utilities are available at the site.

Staff Recommendation:

Staff recommends approval of the zoning change located on 911 Old Pidcock Road.

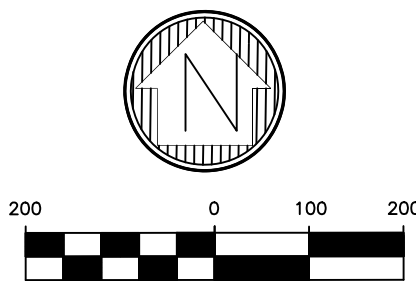
Motion:

Motion to approve **Ordinance 2025-13**, changing the zoning of a portion of 911 Old Pidcock Road located in the William Suggett Survey, Abstract 912 from AG Suburban to Residential Multi-Family, **third and final reading**.

Attachments:

- Site Plan
- Exhibit A Survey
- Zoning Map
- CAD Map
- Draft Ordinance
- Signed 2023 Ordinance annexing the property

LAND TITLE SURVEY OF 8.00 ACRES OF LAND
SITUATED IN THE WILLIAM SUGGETT SURVEY
ABST. NO. 912
CORYELL COUNTY, TEXAS



SURVEYOR'S NOTES

RECORD ENCUMBRANCES –Except as specifically stated or shown on the map of survey, this survey does not purport to reflect any of the following which may be applicable to the subject property: building setback lines, restrictive covenants, subdivision restrictions, zoning or other land–use regulations, septic tank restrictions and any other facts which a current title search may disclose.

BOUNDARY DIMENSIONS –Bearings, distances and coordinates shown on this map of survey are grid, GPS derived and are based on The Texas Coordinate System, Central Zone, NAD

RECORD DOCUMENTS –Only the record documents noted hereon were provided to or discovered b the undersigned surveyor.

BOUNDARY RESEARCH –The undersigned surveyor conducted research of public real property records focused on the boundary of the subject property. No research was conducted for: easements, restrictions, dedications or other record encumbrances.

PURPOSE OF SURVEY –This survey represents the results of a Land Title Survey.

ADJOINING PROPERTIES –The adjoining properties were not surveyed and are shown hereon for informational purposes only.

UTILITIES –All statements within the certification and other references located elsewhere heron that are related to utilities, easements, servitudes and encroachments are based on visible, aboveground evidence unless otherwise noted. Lacking excavation, the location of underground utilities cannot be accurately known. For definitive answers to questions regarding utilities shown hereon, contact the respective utility companies. Visible utility structures that were observed while conducting this survey may indicate an easement.

SUBSURFACE CONDITIONS –No statement is made concerning subsurface conditions or the existence or nonexistence of underground containers of facilities which may affect the use of development of the tract of land. Environmental and subsurface conditions were not examined as a part of this survey.

ROADWAYS AND DRIVEWAYS –Roadways or driveways (access ways) shown hereon are as found. The undersigned surveyor does not represent that said roadways or driveways are publicly maintained, nor that an easement or right of way for the use of these access ways benefits the subject property.

FENCES –Fences along a boundary line and long standing, should not be moved or removed without consultation with the adjoining property owner. Ownership of the property located between the boundary line and the fence may have been transferred

COPY OF SURVEY: Subject to client approval, a copy of this map of survey can be obtained by contacting Rick Shelley at 254 253 0946 or by email at rickshelley@gmail.com"rickshelley@gmail.com.

METES AND BOUNDS

FIELD NOTE DESCRIPTION for 8.00 acres of land situated in the William Suggett Survey, Abst. 912, in Coryell County, Texas. Said 8.00 acres of land being out of and a part of the remaining portion of that certain tract of land called to contain 133 acres of land in a deed recorded June 14, 2021 to Krista Ann Moreland of record in Doc. No. 339484, Official Public Records of Coryell County, Texas (OPR). Said 8.00 acre tract of land was surveyed by TEXAS LAND SURVEYORS on April 29, 2025 and is more particularly described by metes and bounds as follows:

BEGINNING at an iron rod found with a surveyor's cap at the most southerly corner of Lot 4, Block 1 of the Berry Estates, a subdivision of record in Doc. No. 369086, OPR, same being in the common line between said Moreland tract of land and Old Pidcoke Road and being the most easterly corner of this 8.00 acre tract of land;

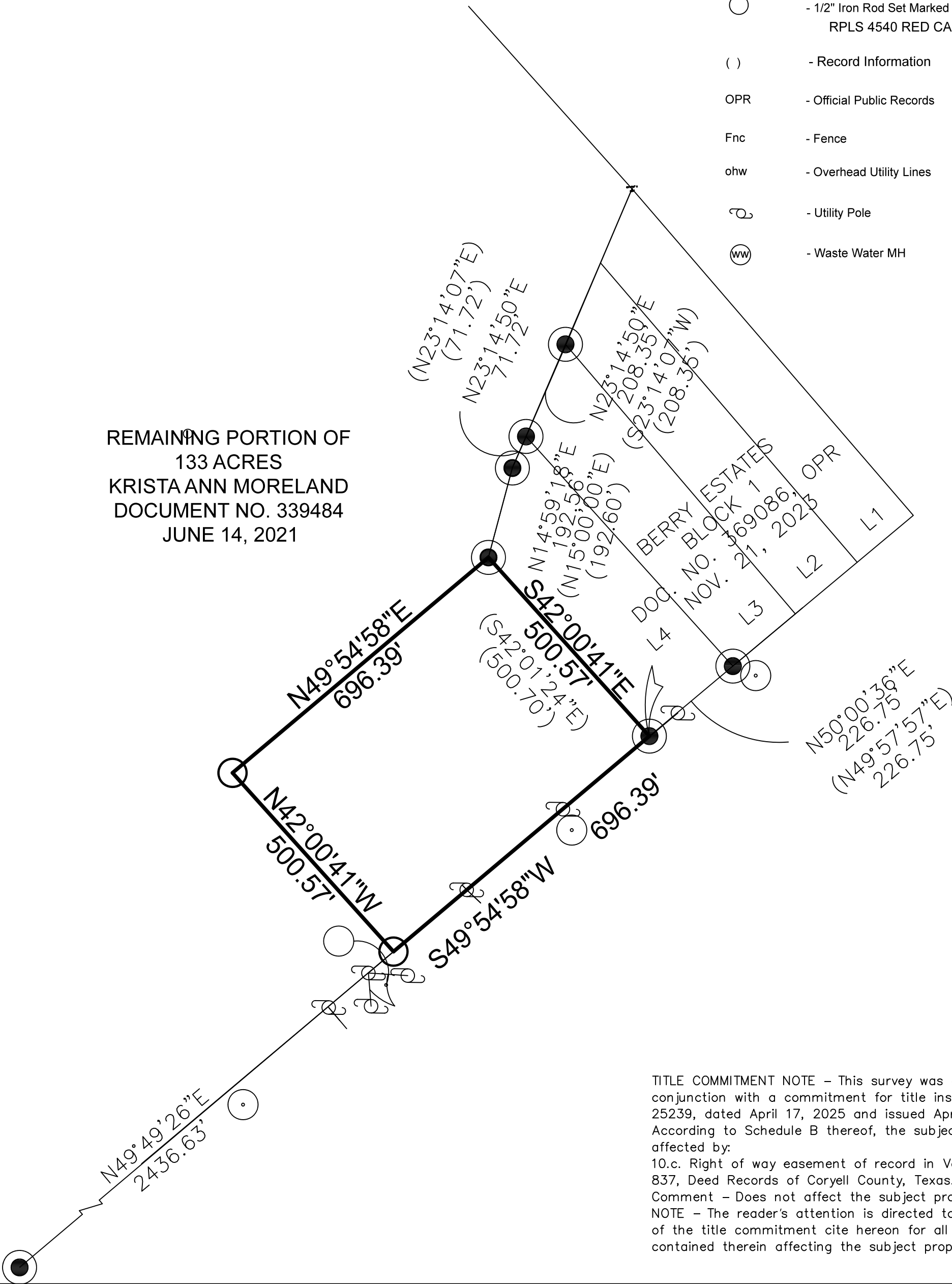
THENCE with the common line between said Moreland tract of land and Old Pidcoke Road, same being the southeasterly line of this 8.00 acre tract of land, S 49°54'58" W a distance of 696.39 feet to a ½ inch iron rod with a red plastic cap marked RPLS 4540 set for the most southerly corner of this 8.00 acre tract of land;

THENCE crossing said Moreland tract of land for the following three courses:

1. with the southwesterly line of this 8.00 acre tract of land, N 42°00'41" W a distance of 500.57 feet to a ½inch iron rod with a red plastic cap marked RPLS 4540 set at the most westerly corner of this 8.00 acre tract of land;
2. with the northwesterly line of this 8.00 acre tract of land, N 49°54'58" E a distance of 696.39 feet to an iron rod found with a surveyor's cap found at the most westerly corner of said Lot 4, same being the most northerly corner of this 8.00 acre tract of land;
3. with the common line between said Lot 4 and this 8.00 acre tract of land, S 42°00'41" E a distance of 500.57 feet to the POINT OF BEGINNING.

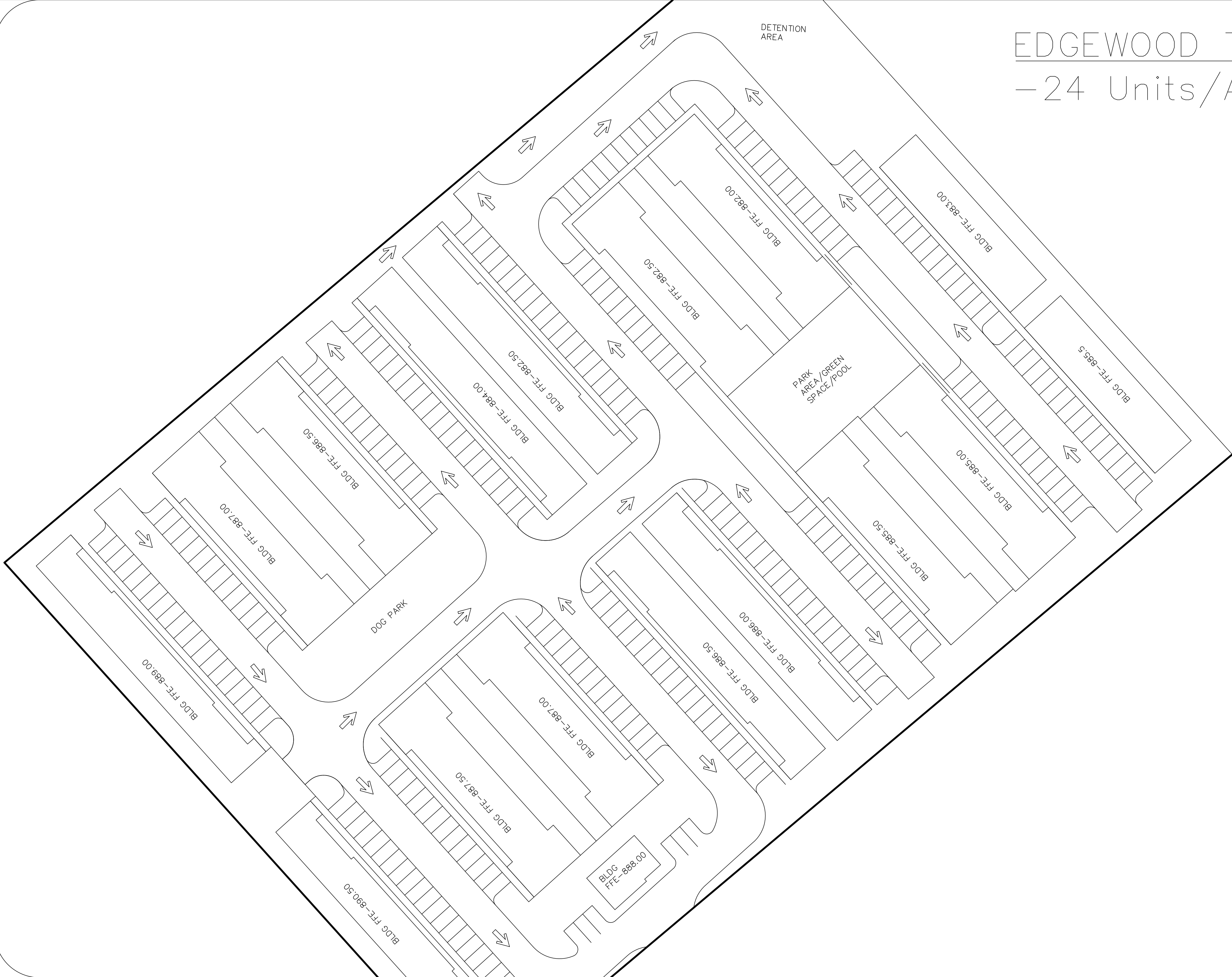
TEXAS LAND SURVEYORS
475 CR 4175
Cranfills Gap, Texas 76637
rickshelley@gmail.com
(254) 253 0946
Firm No. 10194621

REMAINING PORTION OF
133 ACRES
KRISTA ANN MORELAND
DOCUMENT NO. 339484
JUNE 14, 2021



TITLE COMMITMENT NOTE – This survey was conducted in conjunction with a commitment for title insurance, 25239, dated April 17, 2025 and issued April 30, 2026. According to Schedule B thereof, the subject property is affected by:
10.c. Right of way easement of record in Vol. 479, Pg. 837, Deed Records of Coryell County, Texas. Surveyor's Comment – Does not affect the subject property.
NOTE – The reader's attention is directed to a full copy of the title commitment cite hereon for all matters contained therein affecting the subject property.

EDGEWOOD TOWNHOMES
- 24 Units/Acre



TRAFALGAR HOMES
OF TEXAS

Drawn By	CODY FARR	5/19/2025
Designed By	WES BISHOP	5/19/2025
No.		5/19/2025

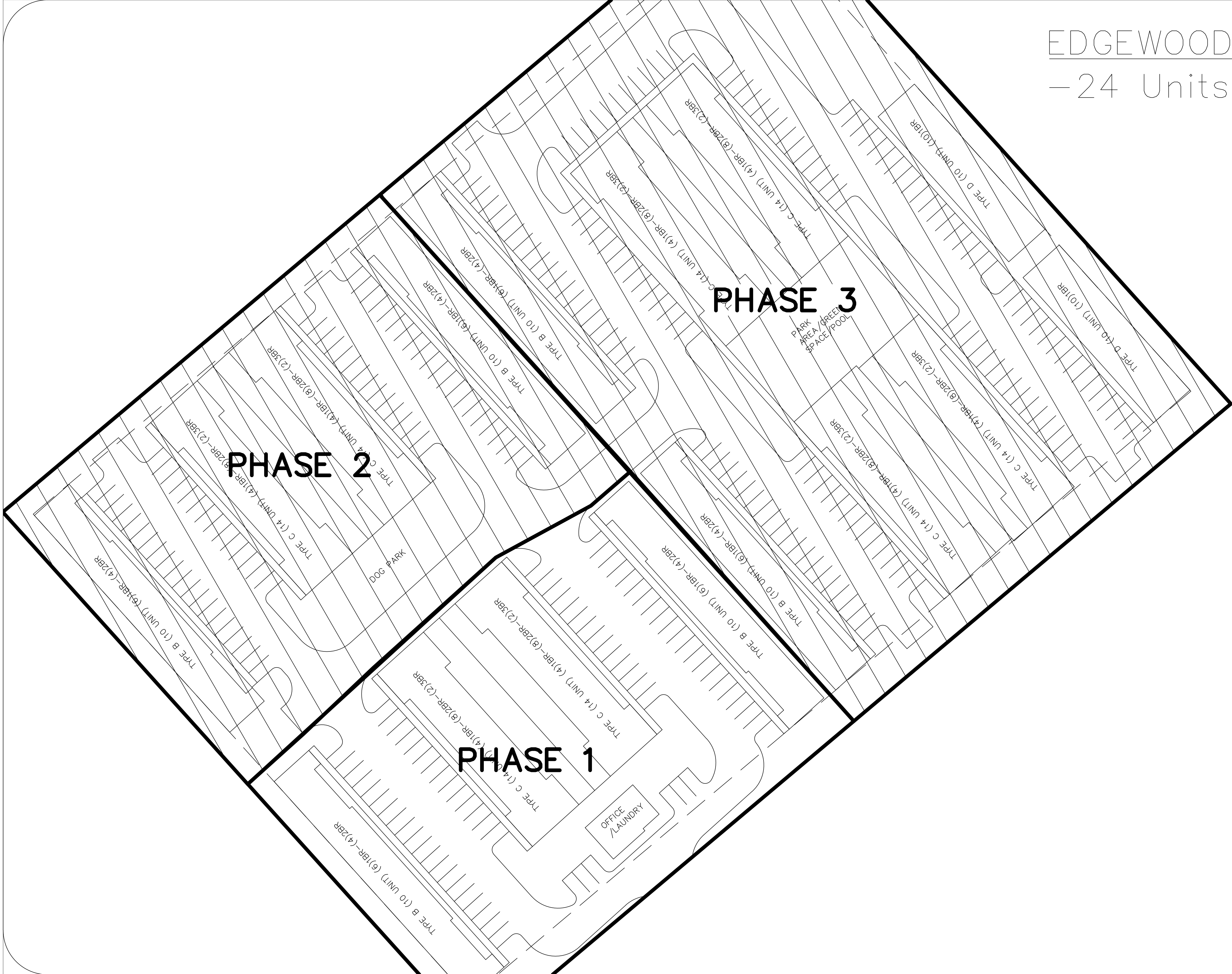
Company Name and Address
TRAFALGAR HOMES OF TEXAS, LLC
P.O. BOX 65
STEPHENVILLE, TEXAS 76401
(254) 968-1005

Project Name and Address
GATESVILLE
Gatesville, Tx

Project
GRADING PLAN
Date
5/19/2025
Scale
NOT TO SCALE

Sheet

EDGEWOOD TOWNHOMES
—24 Units/Acre



TRAFALGAR HOMES
OF TEXAS

DRAWN BY	CODY FARR	5/19/2025
DESIGNED BY	WES BISHOP	5/19/2025
No.		5/19/2025

Company Name and Address
TRAFALGAR HOMES OF TEXAS, LLC
P.O. BOX 65
STEPHENVILLE, TEXAS 76401
(254) 968-1005

Project Name and Address
GATESVILLE
Gatesville, Tx

Project	SITE PLAN
Date	5/19/2025
Scale	NOT TO SCALE

Sheet

CITY OF GATESVILLE, TEXAS

ORDINANCE NO. 2023-08

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF GATESVILLE, TEXAS, 135.03± ACRES SITUATED IN THE WILLIAM SUGGETT SURVEY, ABSTRACT NO. 912, CORYELL COUNTY, TEXAS, DESCRIBED IN EXHIBIT “A” HERETO AS WELL AS, BY OPERATION OF STATE LAW, THE PORTION OF THE ABUTTING COUNTY ROAD, OLD PIDCOKE ROAD, (INCLUDING THE RIGHT-OF-WAY ON EITHER SIDE THEREOF); EXTENDING THE BOUNDARY LIMITS OF THE CITY SO TO INCLUDE WITHIN THE CITY’S LIMITS SAID ANNEXED PROPERTY AND ABUTTING COUNTY ROAD; GRANTING ALL INHABITANTS AND OWNERS OF THE ANNEXED PROPERTY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS; BINDING THE INHABITANTS OF THE ANNEXED PROPERTY BY ALL THE ACTS, ORDINANCES AND REGULATIONS OF THE CITY; ADOPTING A SERVICE PLAN FOR THE ANNEXED PROPERTY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, this ordinance pertains to the hereinafter described territory being a 135.03± acres situated in the William Suggett Survey, Abstract No. 912, Coryell County, Texas, more fully described by metes and bounds and depicted in Exhibit “A” attached hereto and incorporated herein by reference (the “Annexed Property”); and

WHEREAS, the City Council of the City of Gatesville (“City Council”) has been presented with a petition by the record owners of the Annexed Property requesting Annexation of the Annexed Property into the corporate limits of the City of Gatesville, Texas (“the City”); and

WHEREAS, the City Council has given the requisite notices and conducted the public hearing required by Chapter 43 of the Texas Local Government Code; and

WHEREAS, the City Council desires to adopt a service plan as required by Section 43.056 of the Texas Local Government Code for the Annexed Property, which is attached hereto as Exhibit “B” (the “Service Plan”) and incorporated herein for all purposes; and

WHEREAS, the City Council finds that the Annexed Property lies within the City’s exclusive extraterritorial jurisdiction and is contiguous to the City’s existing corporate boundaries; and

WHEREAS, the requirements for Annexation of the Annexed Property are as stated in Chapter 43 of the Texas Local Government Code; and

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

WHEREAS, pursuant to Texas Local Government Code section 43.106, that portion of County Road, Old Pidcoke Rd., abutting the Annexed Property, including the right-of-way on either side of said County Road, is included in this annexation by operation of law.

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

SECTION 1. The recitals set forth above and found to be true and correct and are incorporated herein by this reference.

SECTION 2. The Annexed Property, is hereby annexed and added to the City's corporate limits, and the City's boundary limits shall be and are hereby extended to include the Annexed Property. The Annexed Property shall be and is hereafter subject to all the acts, ordinances, resolutions and regulations of the City. The inhabitants of the Annexed Property shall hereafter be entitled to all rights and privileges of other citizens of the City, and shall be bound by the acts, ordinances, resolutions, and regulations of the City.

SECTION 3. The Service Plan is approved and adopted by the City Council.

SECTION 4. Pursuant to Texas Local Government Code section 43.106, that portion of County Road, Old Pidcke Road, abutting the Annexed Property, including the right-of-way on either side of said County Road, is hereby added to the City's corporate limits and the City's boundary limits shall be and are hereby extended to include the same.

SECTION 5. All provisions of the ordinances of the City 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. 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. 2023-08 was read the first time and passed to the second reading this 14th day of November, 2023.

The foregoing Ordinance No. 2023-08 was read the second time and passed to the third reading this 27th day of November, 2023.

The foregoing Ordinance No. 2023-08 was read the third time and was passed and adopted as an Ordinance to the City of Gatesville, Texas, this 30th day of November, 2023.




APPROVED: THE CITY OF GATESVILLE, TEXAS


Gary Chumley, Mayor

ATTEST:


Wendy Cole, City Secretary

APPROVED AS TO FORM:


Victoria W. Thomas, Special Counsel
4868-3553-1919, v. 2

ORDINANCE 2025-13

AN ORDINANCE OF THE CITY OF GATESVILLE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, ZONING MAP AND COMPREHENSIVE PLAN OF THE CITY OF GATESVILLE, TEXAS, AS HERETOFORE AMENDED, BY ESTABLISHING AN INITIAL ZONING DESIGNATION OF RESIDENTIAL MULTI-FAMILY DISTRICT (“RES. MULTI-FAMILY”) FOR AN APPROXIMATELY 8.00 ACRE TRACT SITUATED IN THE WILLIAM SUGGETT SURVEY, ABSTRACT NO. 912, IN THE CITY OF GATESVILLE, CORYELL COUNTY, TEXAS; PROVIDING A CONFLICTS CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on November 30, 2023, with regard to an approximately 135.03 acre tract situated in the William Suggett Survey, Abstract No. 912 and being a part of a 156.2 acre tract of land described in a deed from Rebecca Berry Krista Ann Moreland and recorded as Doc. No. 339484, Deed Records of Coryell County, Texas, in the City of Gatesville, Coryell County Texas (the “Property”), the City Council of the City of Gatesville, Texas granted the voluntary petition of the owners of the Property for annexation of the Property into the corporate limits of the City of Gatesville; and

WHEREAS, the City Planning and Zoning Commission of the City of Gatesville, Texas, and the governing body of the City of Gatesville in compliance with the laws of the State of Texas and the Ordinances of the City of Gatesville, have given requisite notice of publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and in the exercise of its legislative discretion, the City Council has concluded that the Comprehensive Zoning Ordinance, Zoning Map, and Comprehensive Plan should be amended with regard to the Property as set forth hereinbelow.

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

SECTION 1. The recitals set forth above are found and determined to be true and correct and are incorporated herein by this reference, including the designated shorthand terms established therein.

SECTION 2. The Comprehensive Zoning Ordinance, Zoning Map, and Comprehensive Plan of the City of Gatesville, Texas, as heretofore amended (collectively, the “Zoning Ordinance”), shall be and it is hereby amended by establishing an initial zoning district classification for the Property, which Property is more particularly described

and depicted in Exhibit "A" attached hereto and incorporated herein by this reference, of Residential Multi-Family District ("Res. Multi-Family").

SECTION 3. 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 4. All provisions of the Ordinances of the City of Gatesville, Texas, in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the Ordinances of the City of Gatesville, Texas, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6. An offense committed before the effective date of this Ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 7. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Gatesville, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

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

The foregoing **Ordinance No. 2025-13** was read the first time and passed to the second reading this **24th day of June, 2025.**

The foregoing **Ordinance No. 2025-13** was read the second time and passed to the third reading this **8th day of July, 2025.**

The foregoing Ordinance No. 2025-13 was read the third time and duly approved, passed and adopted this the 12th day of August, 2025.

APPROVED:

By: _____
Gary Chumley, Mayor

ATTESTED:

Holly Owens, T.R.M.C., City Secretary

EXHIBIT A
Property Legal Description and Survey
[to be attached]



Date 8/12/2025
Agenda Item 7
Final Plat Crescent Townhomes Addition

CITY COUNCIL MEMORANDUM FOR ORDINANCE

To: Mayor & Council

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding a final plat located on 8.00 acres in the William Suggett Survey, Abstract No. 912, Coryell County, Texas.

Information:

This is the final plat for 8.00 acres situated in the William Suggett Survey, Abstract 912 along Old Pidcoke Road. The remaining portion situated in the William Suggett Survey is 133 acres and recorded under Document No. 339484. The Planning and Zoning Commission approved the preliminary plat on June 2, 2025. The final plat could not move forward until the proposed zoning change was completed.

The original zoning was AG_Suburban and was rezoned to Multi-Family to accommodate a 24-unit apartment complex with amenities (phase 1).

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:

Motion to approve the final plat for Crescent Townhomes Addition.



Date 8/12/2025

Agenda Item 8

Resolution 2025-075

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion and possible action regarding a procedure for disbursement of Hotel Occupancy Tax (HOT) Funds to local non-profit organizations

Information:

The City of Gatesville currently disburses HOT funds to local non-profit organizations on a discretionary, as-requested basis. Funds are disbursed throughout the year, at the sole discretion of the City Manager. There is not a current method by which organizations must account for their expenditure of the funds.

Staff seeks a more organized, legally conforming, and procedural means by which HOT funds are disbursed, tracked, and accounted for. This will ensure that each non-profit organization seeking HOT funds receives an equal opportunity to do so, as well as ensuring that proper accountability is in place for the use of those funds.

Accordingly, City Manager Hunt and City Attorney Thomas have developed the attached Procedure, Application, and User Agreement for council consideration. The resolution herein will establish these guidelines, which will be implemented immediately.

Note:

While we have intentionally limited participation to nonprofits, that is not required by law. A for-profit business entity that meets the requirements for eligible use *could* be considered *if* the City Council wishes to include those in the procedure as well.

Financial Impact:

HOT funds will be disbursed by committee decision, semiannually, and will require post-event reporting and refunding of unused funds by those organizations who receive them.

Staff Recommendation:

Staff recommends a motion to approve **Resolution 2025-075**, establishing a formal procedure by which Hotel Occupancy Tax funds are disbursed, tracked, and accounted for.

Motion:

I make approve **Resolution 2025-075**, establishing a formal procedure by which Hotel Occupancy Tax funds are disbursed, tracked, and accounted for.

Date 8/12/2025

Agenda Item 8

Resolution 2025-075

Attachments: HOT Funding Procedure, User Agreement, and Grant Application

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

City of Gatesville, Texas

Hotel Occupancy Tax (HOT) Funds Disbursement Procedure

For Nonprofit Organizations – Semi-Annual Requests

I. Purpose

This procedure establishes the process by which nonprofit organizations may apply for and receive Hotel Occupancy Tax (HOT) funds from the City of Gatesville, in accordance with Chapter 351 of the Texas Tax Code, to support activities that promote tourism and the convention/hotel industry.

II. Eligibility

1. Applicant Requirements

- Must be a nonprofit organization operating within or providing services to Gatesville.
- Activities must align with state law and promote tourism and the hotel/convention industry.

2. Eligible Uses of HOT Funds

- Funds may only be used for purposes authorized by Texas Tax Code § 351.101, including:
 - (1) convention and visitor centers;
 - (2) convention registration;
 - (3) advertising the city;
 - (4) promotion of the arts;
 - (5) historical restoration and preservation;
 - (6) sporting events in a county under one million in population;
 - (7) tourist transportation systems; and
 - (8) signage directing the public to sights and attractions that are visited frequently by hotel guests in the city.

III. Application Periods

- Fall Cycle: Applications open August 15; due September 15; disbursed after October 1
- Spring Cycle: Applications open February 15; due March 15; disbursed after March 31.

Late or incomplete applications will not be considered.

IV. Application Procedure

1. Submission

- Applications must be submitted online or in hard copy to the Finance Department by the stated deadline.
- The official application form and checklist will be available on the City's website and at City Hall.

2. Required Documents

- Completed application form
- Proof of nonprofit status (e.g., IRS 501(c)(3) determination letter)
- Detailed event/program description and budget
- Previous year's HOT fund use report (if applicable)
- Marketing and promotion plan targeting out-of-town visitors

V. Review and Approval Process

1. Initial Review

- The City Manager shall select and chair a HOT Funds Review Committee, selected biannually in September and consisting of:
 - City Manager
 - City Finance Director
 - City Secretary
 - One City Council Member
 - One local business owner who is not a member of the Gatesville Chamber of Commerce
 - Two citizens of Gatesville

- The HOT Funds Review Committee will meet semi-annually, within seven days of each application period's closure, to review applications for completeness and eligibility.

2. Scoring Criteria

<u>Criteria</u>	<u>Max. Points</u>
Projected number of out-of-town visitors	30
Alignment with allowable HOT fund uses	30
Fiscal responsibility and financial need	30
Quality of marketing efforts and partnerships	10
Total	100

3. Recommendation

- The Committee will submit funding recommendations to the City Council within 30 days of the application deadline.

4. Final Approval

- City Council will vote on recommendations during a regular council meeting.
- Applicants will be notified of the outcome within 10 business days of Council action.

VI. Post-Event Requirements

1. Use of Funds

- Recipients must use funds strictly in accordance with the approved application.

2. Reporting

- Within 30 days after the funded event/program, recipients must submit:
 - A post-event report, including attendance estimates
 - Financial report detailing expenditures
 - Evidence of marketing and promotion
 - Summary of impact on tourism/hotel stays

3. Future Funding Contingent on Compliance

- Failure to submit the above-listed reports may disqualify the organization from future funding.
- The organization shall return unspent funds to the City of Gatesville. This determination shall be made by the City Finance Office, and the City Manager shall have final approval on any contended funds.
- Failure to return overage funds granted to an organization by the end of the fiscal year (September 30) for which they were granted will result in elimination of consideration for future funds.

VII. Contact Information

For questions or to submit application:

**City of Gatesville, Texas
Deputy City Manager / CFO Mike Halsema
803 E Main Street
Gatesville, TX 76528
mhalsema@gatesvilletx.com
254-865-8951
www.gatesvilletx.com**

Application Process

The City of Gatesville accepts applications from organizations wishing to receive financial support through the Local Hotel Occupancy Tax (HOT) revenue collected.

- 1) Applications for funding will be considered semiannually, during two application periods. To be considered for funding, applicants must complete an application, including the required attachments, and deliver them to the City of Gatesville within the application period, in order to be considered.

The application periods are as follows:

- Fall Cycle: Applications open August 15; due September 15; disbursed after October 1
- Spring Cycle: Applications open February 15; due March 15; disbursed after March 31.

Late or incomplete applications will not be considered.

Applicants will have the opportunity to present the application to the HOT Advisory Committee before any funding decisions are made.

- 2) The HOT Funds Review Committee will meet semi-annually, within seven days of each application period's closure, to review applications for completeness and eligibility. Applicants will be notified in advance of the HOT Funds Review Committee meeting.
- 3) The City of Gatesville will review the application for completeness. The contact name on the application or a representative from the organization will be expected to present the request before the HOT Funds Review Committee, and if approved, follow through with the approved expenditure and HOT funding process.
- 4) Applicants will be notified of the outcome within 10 business days of Council action, at which time the approved funding may be requested from the organizer.
- 5) **A post-event report is required within 30 days after the event.** When the event is complete and receipts that reflect actual and appropriate monies for approved expenditures are submitted, the organization shall return unspent funds to the City of Gatesville. This determination shall be made by the City Finance Office, and the City Manager shall have final approval on any contended funds. You may be asked to provide additional details or documentation prior to receiving your final funding payment. Failure to return overage funds granted to your event/organization by the end of the fiscal year (September 30) for which they were granted will result in elimination of consideration for future funds.

Rules Governing Your Application

The applicant must present reasonable evidence that the event will **increase overnight stays** in the City of Gatesville that are consistent with the level of HOT revenues requested.

Example: the event is multi-day, 400 of the participants will travel more than 100 miles and 125 participants will stay in Gatesville lodging.

- 1) Funding requests of hotel occupancy tax revenues may statutorily be used **only** for the **promotion of tourism**. Expenditure of funds for unauthorized purposes may result in recapture and/or enter into

funding decisions in future funding cycles.

- 2) The applicant must ensure that Gatesville lodging sources and websites are listed on any information you provide to registrant and/or vendor/event attendees, including event websites. Also all Gatesville' hoteliers **must** be made aware of the event, have access to mailing lists, and have sufficient time to participate in the bidding process for both primary bookings and overflow.
- 3) After the application project is complete, the recipient will be expected to provide a post event report for committee review prior to any further requests for funding.

HOT Reimbursement Grant Application

Please print clearly and complete the following application.

Organization

Today's Date: _____

Name of Organization: _____

Mailing Address: _____

City, State, Zip: _____

Contact Name: _____

Contact Phone Number: _____

Contact E-mail: _____

Is your organization: Non-profit Private/For-Profit Tax ID# _____

Purpose of your organization:

Proposal Information

Does your Event/Expenditure pass **Part One** of the statutory test, defined specifically as directly enhancing and promoting tourism in Gatesville **AND** directly promoting the overnight accommodation industry in Gatesville by increasing overnight stays? Yes No

Does your Event/Expenditure pass **Part Two** of the statutory test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or more of the following categories? (1) Funding the establishment, improvement, or maintenance of a convention center or visitor information center; (2) Paying the administrative costs for facilitating convention registration; (3) Paying for advertising, solicitations, and promotion that attract tourists and convention delegates to the city or its vicinity; (4) Expenditures that promote the arts; (5) Funding historical restoration or preservation programs; (6) Certain sporting event related expenses; (7) Certain tourist shuttles; (9) signage directing tourists to attractions frequently visited by hotel guests. Yes No

If the answer to one of the above two questions is no, you are NOT eligible for Hotel Occupancy Tax (HOT) funds and need not continue.

Event or Expenditure Description

- 1) **Name of your event/expenditure:** _____
- 2) Website address of your event/expenditure: _____
- 3) **Date (s) of event/expenditure:** _____
- 4) Will there be an admission charge for this event/expenditure? Yes No
- 5) Please list any additional charges for this event/expenditure (i.e. parking, entry fees for contests, etc...)
Activity _____ Cost _____
Activity _____ Cost _____
Activity _____ Cost _____
- 6) **Primary location of event/expenditure:** _____
- 7) What is specifically being marketed or promoted (i.e. facility, event, etc...)

- 8) Purpose and goal of your organization and who benefits from your success:

Visitor Impact

- 1) Previous year's number of persons expected attending this event/expenditure:
Local: _____ Out of Town: _____
- 2) Number of total persons expected to attend this event/expenditure:
Local: _____ Out of Town: _____
- 3) Approximately number of people attending/visiting event or expenditure will stay overnight in Gatesville' hotels, motels or bed and breakfasts? _____
- 4) Do you reserve a room block for this event/expenditure? Yes No
- 5) Which hotels have you negotiated a special rate if this reimbursement request is being used for an event? Please list hotels (do not list rates).

Funding Request

Amount Requested: \$ _____

Does the proposed event plan to become self-supporting in the future? Yes No

Total advertising/promotion budget: \$ _____

a) What is your organization's direct contribution to the above? \$ _____

b) What other sources of funding are being applied for or have been received for the advertising/promotion of your organization?

c) How will the funds be used?

d) Please indicate all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Paid Advertising \$ _____ Radio \$ _____ Newspaper \$ _____

Press Releases to Media \$ _____ Television \$ _____

Direct Mailing \$ _____ Distribution of Brochures \$ _____

Other (describe) \$ _____

Required Attachments

Along with the application, please submit the following attachments:

1. Itemized, detailed list of expenditures relevant for HOT revenue use
2. Advertising/ Marketing Plan, including targeted audience, detailed list of media to be used
3. List of Board of Directors/ Event Committee with contact phone numbers
4. Event planning timeline
5. Schedule of activities relating to your event/ expenditure

Local HOT Use Request for Funding Agreement Form

Please return completed application with necessary attachments and signature to the City of Gatesville, 803 East Main Street, Gatesville, TX 76528, by the grant application deadline. If you have any application questions, please contact Mike Halsema, City of Gatesville CFO, at 254.865.8951, or mhalsema@gatesvilletx.com.

I fully understand the Local Hotel Occupancy Tax (HOT) Special Events Grant Application, Application Process, Reimbursement Process, and Rules Governing the Application established by the City of Gatesville. I intend to use this funding for the aforementioned event to forward the efforts of the City of Gatesville in **directly** enhancing and promoting tourism **and** the convention and hotel industry by attracting visitors from **outside** Gatesville into the city or its vicinity.

I have read the Local Hotel Occupancy Tax (HOT) Special Events Grant Application guidelines including the Rules Governing the Application and the Reimbursement Process.

I understand that if I am awarded my request for Hotel Occupancy Tax (HOT) funding by the City of Gatesville, any deviation from the approved event or from the Rules Governing the Application may result in the partial or total withdrawal of the Local Hotel Occupancy Tax (HOT) Special Events Grant Application.

Organization Name

Applicant's Signature

Date

Post Event Form Hotel Occupancy Tax Funding

Thank you for your interest in promoting tourism and the hotel industry in Gatesville through the utilization of the City of Gatesville Hotel Occupancy Tax (HOT) funds. The Texas Tax Code provides a set of rules that state how the revenue from the Hotel Occupancy Tax may be used **only** to **directly** enhance and promote tourism and the hotel and convention industry. The use of Hotel Occupancy Tax (HOT) funds is limited to:

1. Funding the establishment, improvement, or maintenance of a convention center or visitor information center
2. Paying the administrative costs for facilitating convention registration
3. Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the county or its vicinity
4. Expenditures that promote the arts.
Please note that it is not enough that a facility or event promotes the arts; state law requires that the expenditure also must be likely to directly promote tourism and the hotel and convention industry.
5. Funding historical restoration or preservation programs
6. Certain sporting event related expenses
7. Signage directing tourists to attractions frequently visited by hotel guests.

The City of Gatesville accepts applications from organizations meeting the criteria and wishing to receive Hotel Occupancy Tax (HOT) funds in assistance with their event/project.

All entities that are approved for such funds must submit a Post Event Form for each funded event. The report must be accurately completed which will then be reviewed by the City of Gatesville to determine how well the entity met its goals and be used in consideration of future hotel occupancy tax funding requests.

A copy of all invoices **must** be attached.

Questions may be directed to the City of Gatesville, Mike Halsema, CFO, at 254.865.8951.

PLEASE NOTE: FAILURE TO SUBMIT THIS FORM WILL RESULT IN INELIGIBILITY FOR FUTURE FUNDING FROM CITY OF GATESVILLE HOTEL OCCUPANCY TAX

Post Event Report Form

Organization Information

Today's Date: _____

Name of Organization: _____

Mailing Address: _____

City, State, Zip: _____

Contact Name: _____

Contact Phone Number: _____ Contact E-mail: _____

Event/ Expenditure

Name of Event/Expenditure: _____

Date of Event/ Expenditure: _____

Primary Location of Event/Expenditure: _____

Primary Purpose of Funded Event/Expenditure: _____

Amount Received from Hotel Occupancy Tax Funds: \$ _____

Amount Used from Hotel Occupancy Tax Funds: \$ _____

- 1) What would you estimate was the actual attendance at the event/expenditure? _____
- 2) How many room nights were generated in Gatesville hotels, motels, or bed and breakfasts by attendees of this event/expenditure? _____
- 3) Was a room block established for this event/expenditure at an area hotel (hotels), and if so, did the room block fill? _____
If the room block did not fill, how many rooms were picked up? _____
- 4) Please check all efforts your organization actually used to promote this event/expenditure and how much was actually spent in each category:

Newspaper \$ _____

Press Releases \$ _____

Radio \$ _____

Direct Mail \$ _____

Television \$ _____

Other \$ _____

- 5) Did you receive City services for your event? YES NO
If so, have the services been paid for? YES NO

Please attach samples of documents showing how various venues in Gatesville were recognized in your advertising or promotional campaign. **Please attach at least one sample of all forms of advertising/promotion used in your campaign. If the sample itself does not indicate the medium (radio, television, print, or mail) used or where the advertising took place (i.e. city's newspaper, or a radio spot that does not indicate the city where the spot was played), please include other information that would show location of the advertising and medium utilized.**

Please Submit To:
City of Gatesville • 803 East Main Street • Gatesville, TX 76528

Local HOT Use Request for Funding Agreement Form

Please return completed application with necessary attachments and signature to the City of Gatesville, 803 East Main Street, Gatesville, TX 76528 by the grant application deadline. If you have any application questions, please contact Mike Halsema, City of Gatesville CFO, at 254.865.8951.

I fully understand the Local Hotel Occupancy Tax (HOT) Special Events Grant Application, Application Process, Reimbursement Process, and Rules Governing the Application established by the City of Gatesville. I intend to use this funding for the aforementioned event to forward the efforts of the City of Gatesville in **directly** enhancing and promoting tourism **and** the convention and hotel industry by attracting visitors from **outside** Gatesville into the city or its vicinity.

I have read the Local Hotel Occupancy Tax (HOT) Special Events Grant Application guidelines including the Rules Governing the Application and the Reimbursement Process.

I understand that if I am awarded my request for Hotel Occupancy Tax (HOT) funding by the City of Gatesville, any deviation from the approved event or from the Rules Governing the Application may result in the partial or total withdrawal of the Local Hotel Occupancy Tax (HOT) Special Events Grant Application.

Business/Organization Name

Applicant's Signature

Date

CITY COUNCIL MEMORANDUM FOR RESOLUTION

August 12, 2025

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion and Possible Action Regarding Necessary Repairs to City Hall

Information:

Beginning June 11-12, 2025, and during several events thereafter, unusually heavy rains caused water intrusion into several areas of City Hall, 803 East Main Street. Upon removing some areas of wet carpet and wallpaper, we discovered that many of the windowsills were rotted, as can be seen in the small sample of pictures below. We are currently using increased HVAC flow and “Damp-Rid”-style moisture catchers to control potential mold issues, and this solution will not be sustainable.



Date 8/12/2025

Agenda Item 9

Resolution 2025-076

We received quotes from William Dan Construction and G2 General Contractors. Attached is a quote from G2 General Contractors for repairs of the windowsills, drywall, and paint in the affected areas. While the quote is over \$50,000, the RFP process is not required due to the company being on the TIPS Buy Board. Also, G2 is the same company that completed the library rehabilitation project to our satisfaction.

Financial Impact: As part of a current proposed budget adjustment, this will incur a \$63,954.69 total project cost.

Staff Recommendation: Staff recommends adopting a resolution authorizing expenditures in the amount of \$63,954.69 to conduct repairs to the City Hall Building.

Motion: I move to approve **Resolution 2025-076**, authorizing the city manager to negotiate and execute a contract with William Dean Construction to conduct necessary repairs to the City Hall building, in an amount not to exceed \$63,954.69 and any additional payment or performance bond requirement; authorizing additional agreements and change orders as may be necessary relating to the repair; and providing an effective date.

Attachments: Bid from G2 General Contractors

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary



G2 General Contractors

1600 Redbud Blvd Ste 200
McKinney, TX 75069
972-569-7013

Client: Gatesville 803 E Main St. Glass & Flooring
Replacement Alt.
Property: 803 E Main St.
Gatesville, TX 76528

Home: (254) 220-4546

Operator: AUSTINM

Estimator: Joey Ayoub
Position: APM
Company: G2 General Contractors

Type of Estimate:

Date Entered: 8/7/2025

Date Assigned:

Price List: TXDF8X_AUG25

Labor Efficiency: Restoration/Service/Remodel

Estimate: GATESVILLEGLASS-ALT

TIPS#241001



G2 General Contractors

1600 Redbud Blvd Ste 200
McKinney, TX 75069
972-569-7013

GATESVILLEGLASS-ALT

GATESVILLEGLASS-ALT

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
1. Commercial Supervision / Project Management - per hour 2 week commercial supervision	80.00 HR	0.00	81.19	0.00	1,299.04	7,794.24
2. Taxes, insurance, permits & fees (Bid Item) Insurance Requirements	1.00 EA	0.00	1,307.97	0.00	261.60	1,569.57
3. Taxes, insurance, permits & fees (Bid Item) Payment bond fees	1.00 EA	0.00	1,708.00	0.00	341.60	2,049.60
4. Floor Covering - Carpet (Bid Item) Remove and replace carpet Furnish and install cove base Includes transition strips	1.00 EA	0.00	7,717.60	0.00	1,543.52	9,261.12
5. General Laborer - per hour 2 laborers for 1 week to rebuild base plates on windows	50.00 HR	0.00	58.85	0.00	588.50	3,531.00
6. Mobilization expense (Bid Item) Travel Expenses Hotel Gas Per Diem	1.00 EA	0.00	3,113.00	0.00	622.60	3,735.60
7. Glass, Glazing, & Storefronts (Bid Item) Demo	1.00 EA	0.00	30,011.30	0.00	6,002.26	36,013.56

- Demo 14 storefront glass and frames.

- Opening repairs are by others.

Furnish and install the following:

- New 1-3/4" x 4-1/2" bronze anodized storefront frames for twelve openings storefront.

- Includes 8 approximately 56 x 94, and 6 approximately 56 x 108
- Reinstall customer's existing glass
- Caulk and seal as needed.

Client acknowledges that any existing glass, windows, or related fixtures on the premises may be subject to prior stress, age-related wear, or hidden damage. G2 General Contractors LLC shall not be held liable for any cracks, breakage, or other damage to existing glass or related components that may occur during or as a result of the work performed, except in cases of gross negligence or willful misconduct by G2 General Contractors LLC.

Total: GATESVILLEGLASS-ALT	0.00	10,659.12	63,954.69
Line Item Totals: GATESVILLEGLASS-ALT	0.00	10,659.12	63,954.69



G2 General Contractors

1600 Redbud Blvd Ste 200
McKinney, TX 75069
972-569-7013

Summary

Line Item Total	53,295.57
Overhead	5,329.56
Profit	5,329.56
	<hr/>
Replacement Cost Value	\$63,954.69
Net Claim	\$63,954.69
	<hr/> <hr/>

Joey Ayoub
APM



Date 8/12/2025

Agenda Item 10

Resolution 2025-077

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action to approve proposed Fiscal Year 26 Property Tax Rate and set date/time/place for a tax rate hearing.

Information:

Chapter 26 of the Texas Tax Code requires that the City Council must hold a record vote approving a proposed tax rate. Although there is not a statutory deadline for this action, the proposed tax rate is required to be inserted in the notice of the hearing on adoption of the tax rate. The Tax Code further stipulates that the City Council must adopt the tax rate no later than September 30th. If the proposed rate exceeds the No-New-Revenue rate, a public hearing on the tax rate must be conducted. The Proposed tax rate for consideration this evening is \$0.5600 per \$100 of valuation, the same rate as last year.

Staff Recommendation:

The staff recommends that the City Council adopt a proposed tax rate of 0.5600 per \$100 of valuation and that the Council call a Public Hearing for adoption of the City's ad valorem tax rate to be held on September 9, 2025, at 5:30 pm at City Hall, 110 North 8th Street, Gatesville, Tx

Motion:

I move to approve the rate of \$0.5600 per \$100 valuation as the City's proposed property tax rate for Fiscal Year 2026; and scheduling a public hearing for September 9, 2025, at 5:30 p.m. to consider adoption of the fiscal year 2026 property tax rate.

Attachments:

- Resolution
- Tax rate information

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

Taxing Unit Name

Phone (area code and number)

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ _____
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ _____
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ _____
4.	Prior year total adopted tax rate.	\$ _____ / \$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ _____ B. Prior year values resulting from final court decisions: - \$ _____ C. Prior year value loss. Subtract B from A. ³	\$ _____
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ _____ B. Prior year disputed value: - \$ _____ C. Prior year undisputed value. Subtract B from A. ⁴	\$ _____
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ _____

¹ Tex. Tax Code §26.012(14)² Tex. Tax Code §26.012(14)³ Tex. Tax Code §26.012(13)⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ _____
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ _____
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. <p>A. Absolute exemptions. Use prior year market value: _____ \$ _____</p> <p>B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: _____ + \$ _____</p> <p>C. Value loss. Add A and B.⁶</p>	\$ _____
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. <p>A. Prior year market value: _____ \$ _____</p> <p>B. Current year productivity or special appraised value: _____ - \$ _____</p> <p>C. Value loss. Subtract B from A.⁷</p>	\$ _____
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ _____
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ _____
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ _____
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ _____
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ _____
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ _____
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ <p>A. Certified values: _____ \$ _____</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office: _____ + \$ _____</p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: _____ - \$ _____</p> <p>D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹² _____ - \$ _____</p> <p>E. Total current year value. Add A and B, then subtract C and D.</p>	\$ _____

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³ A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ _____ B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ _____ C. Total value under protest or not certified. Add A and B.	\$ _____
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ _____
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ _____
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ _____
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ _____
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ _____
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ _____
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ _____ / \$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ _____ / \$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ _____ / \$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §26.012(6)

¹⁸ Tex. Tax Code §26.012(17)

¹⁹ Tex. Tax Code §26.012(17)

²⁰ Tex. Tax Code §26.04(c)

²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ _____
31.	Adjusted prior year levy for calculating NNR M&O rate. A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year..... + \$ _____ B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ _____ C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ _____ D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. \$ _____ E. Add Line 30 to 31D.	\$ _____
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ _____/\$100
34.	Rate adjustment for state criminal justice mandate. ²³ A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ _____ B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ _____ C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____/\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ _____/\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴ A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. \$ _____ B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose..... - \$ _____ C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ _____/\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ _____/\$100

²² [Reserved for expansion]²³ Tex. Tax Code §26.044²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. ²⁵ A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. \$ _____ B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose. \$ _____ C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ _____/\$100 D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100. \$ _____/\$100 E. Enter the lesser of C and D. If not applicable, enter 0.	\$ _____/\$100
37.	Rate adjustment for county hospital expenditures. ²⁶ A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. \$ _____ B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. \$ _____ C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ _____/\$100 D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100. \$ _____/\$100 E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ _____/\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year \$ _____ B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. \$ _____ C. Subtract B from A and divide by Line 32 and multiply by \$100 \$ _____/\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ _____/\$100
39.	Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ _____/\$100
40.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. \$ _____ B. Divide Line 40A by Line 32 and multiply by \$100 \$ _____/\$100 C. Add Line 40B to Line 39.	\$ _____/\$100
41.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ _____/\$100

²⁵ Tex. Tax Code §26.0442²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	\$ _____ / \$100
42.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸ Enter debt amount \$ _____ B. Subtract unencumbered fund amount used to reduce total debt. - \$ _____ C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ _____ D. Subtract amount paid from other resources - \$ _____ E. Adjusted debt. Subtract B, C and D from A.	\$ _____
43.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	\$ _____
44.	Adjusted current year debt. Subtract Line 43 from Line 42E.	\$ _____
45.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³⁰ % B. Enter the prior year actual collection rate % C. Enter the 2023 actual collection rate % D. Enter the 2022 actual collection rate % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹	_____ %
46.	Current year debt adjusted for collections. Divide Line 44 by Line 45E.	\$ _____
47.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
48.	Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ _____ / \$100
49.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.	\$ _____ / \$100
D49.	Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$ _____ / \$100

²⁷ Tex. Tax Code §26.042(a)²⁸ Tex. Tax Code §26.012(7)²⁹ Tex. Tax Code §26.012(10) and 26.04(b)³⁰ Tex. Tax Code §26.04(b)³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ _____ /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ _____
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ _____
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ _____ /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ _____ /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____ /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ _____ /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ _____
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ _____ /\$100

³² Tex. Tax Code §26.041(d)

³³ Tex. Tax Code §26.041(i)

³⁴ Tex. Tax Code §26.041(d)

³⁵ Tex. Tax Code §26.04(c)

³⁶ Tex. Tax Code §26.04(c)

³⁷ Tex. Tax Code §26.045(d)

³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ _____ /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. ³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. ⁴⁰ I

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; ⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); ⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. ⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. ⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2024 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
64.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2023 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
65.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2022 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ /\$100 \$ _____ \$ _____
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ _____
67.	2025 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ _____ /\$100
68.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ _____ /\$100

³⁹ Tex. Tax Code §26.013(b)

⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴¹ Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

⁴² Tex. Tax Code §§26.0501(a) and (c)

⁴³ Tex. Local Gov't Code §120.007(d)

⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. ⁴⁴

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. ⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ _____ / \$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____ / \$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ _____ / \$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year. ⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. ⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ / \$100
75.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ _____ / \$100
76.	Increase in 2024 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ _____ / \$100
77.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ _____
79.	Adjusted 2024 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ _____ / \$100

⁴⁵ Tex. Tax Code §26.04(c)(2)(B)

⁴⁶ Tex. Tax Code §26.012(8-a)

⁴⁷ Tex. Tax Code §26.063(a)(1)

⁴⁸ Tex. Tax Code §26.042(b)

⁴⁹ Tex. Tax Code §26.042(f)

⁵⁰ Tex. Tax Code §26.42(c)

⁵¹ Tex. Tax Code §26.42(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ _____ / \$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ _____ / \$100

As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).

Indicate the line number used: _____

Voter-approval tax rate. \$ _____ / \$100

As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).

Indicate the line number used: _____

De minimis rate. \$ _____ / \$100

If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

**print
here** ➡

Printed Name of Taxing Unit Representative

**sign
here** ➡

Taxing Unit Representative

Date

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)

**A RESOLUTION OF THE CITY COUNCIL OF GATESVILLE, TEXAS
RESOLUTION NO. 2025-077**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS, APPROVING A PROPOSED PROPERTY TAX RATE OF \$0.5600 FOR FISCAL YEAR 2026; PROVIDING FOR PUBLICATION AS REQUIRED BY THE TEXAS PROPERTY TAX CODE; CALLING FOR AND SCHEDULING A PUBLIC HEARING FOR SEPTEMBER 9, 2025, AT 5:30 P.M. TO CONSIDER ADOPTION OF THE FISCAL YEAR 2026 PROPERTY TAX RATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has received the calculated no-new-revenue tax rate, the voter approval tax rate, and the de minimis tax rate as presented by the Coryell County Tax Assessor/Collector's Office; and

WHEREAS, the Texas Property Tax Code, Chapter 26, as amended, provides specific procedures by which to consider the proposed tax rate; and

WHEREAS, the City Council further deems it advisable to give notice of its intent to hold a public hearing on the adoption of the fiscal year 2026 property tax rate for the City of Gatesville, Texas as hereinafter provided; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public and public notice of the meeting was given, all as required by Chapter 551, Texas Government Code.

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

SECTION 1: The City Council of the City of Gatesville, Texas does hereby approve the rate of \$0.5600 per \$100 valuation as the City's **proposed** property tax rate for Fiscal Year 2026.

SECTION 2: The City Council of the City of Gatesville, Texas met in a public meeting on the date set forth hereinbelow and accepted this resolution with a majority vote as follows:

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

SECTION 3: The content and vote taken on this resolution shall be published in the official newspaper of the City and on the City's television and internet, as may be applicable, as provided by the Texas Property Code.

SECTION 4: The City Council of the City of Gatesville, Texas, does hereby order that a public hearing be scheduled to consider adoption of a tax rate for Fiscal Year 2026, for September 9, 2025, at 5:30 PM, and that notice of thereof and of the no-new-revenue tax rate, a voter-approval tax rate, and approved proposed tax rate for the City for Fiscal Year 2026 is hereby authorized to be published as required by law.

SECTION 5: The City Secretary shall cause said notice to be published in a newspaper of general circulation in the area of said City, as required by Section 26.06, Texas Tax Code, with the hearing to be held no earlier than the fifth day after the date the notice of the public hearing is given.

SECTION 6: This resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE, TEXAS ON THIS THE _____ DAY OF AUGUST, 2025.

APPROVED:

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney
4915-6193-8777, v. 1



Date 8/12/2025

Agenda Item 11

Ordinance 2025-06

CITY COUNCIL MEMORANDUM FOR ORDINANCE

To: Mayor & Council

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

Agenda Item: Discussion and possible action regarding amending the FY 2024-2025 Budget.

Information: On January 28th, staff proposed amending the CIP and HOT fund budgets. Council passing the proposed amendments to a future meeting. The amendments were to the Capital Improvement fund total \$696,464, and HOT fund for \$10k. The CIP funds amendment was for Library, Parks and City Hall roof repairs. The HOT fund was additional funding to Chamber. For the second reading this evening, staff is proposing to amend the General Fund, the Airport Fund, and the Cemetery fund in addition to earlier amendments. The proposed amendments are outlined in the chart below.

	Expenses
General Fund	
PD drone	\$ 4,000
PD iPad	\$ 2,400
Parks Dump Trailer	\$ 11,400
Parks Power Rake	\$ 10,100
Fire Hot Power Washer	\$ 8,000
Fire Jaws of Life	\$ 38,000
Fleet Foam building	\$ 10,000
City Hall window rehabilitation	\$ 63,955
	\$ 147,855
Airport	
Fuel tank replacement	\$ 100,000
Cemetery	
software and operating expense	\$ 5,000

Financial Impact: The General Capital Improvement Fund budget amendment will increase expense authority by \$696,464, the HOT Fund by \$10,000, the General Fund by 147,855, the Airport Fund by \$100,000, and the Cemetery fund by \$5,000.

Staff Recommendation: The staff recommends that the City Council approve the 2nd reading of the Ordinance amending the FY25 budget.

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

Attachments:

- Draft Ordinance 2025-06

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), THE GENERAL FUND ONE HUNDRED FORTY SEVEN THOUSAND EIGHT HUNDRED AND FIFTY FIVE DOLLARS (\$147,855), THE AIRPORT FUND ONE HUNDRED THOUSAND (\$100,000), THE CEMETERY FUND FIVE THOUSAND (\$5,000); 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, Hotel Occupancy Tax Fund General Fund, Airport Fund, and Cemetery 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, the Hotel Occupancy Tax Fund \$10,000 the General Fund \$147,855, The Airport Fund \$100,000, and the Cemetery Fund \$5,000, 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 **28th day of January, 2025.**

The foregoing **Ordinance No. 2025-06** was read the second time and passed to the third and final reading this **12th day of August, 2025.**

BY: _____

GARY CHUMLEY, MAYOR

ATTESTED:

APPROVED AS TO FORM AND SUBSTANCE:

HOLLY OWENS

CITY SECRETARY

VICTORIA THOMAS

SPECIAL COUNSEL



Date: August 12, 2025
To: Mayor & City Council
From: Bradford Hunt, City Manager
Subject: Fiscal Year 2025-2026 Budget

Mayor Gary Chumley and Members of City Council,

We are honored to present the proposed budget for Fiscal Year 2026, beginning October 1, 2025, and ending September 30, 2026. Our goals for this budget were first presented to council during the Budget Retreat on May 30, 2025, and are as follows:

1. Maintain accountability and improve service levels as funding allows within a balanced budget; adopt an ad valorem tax rate sufficient to fund service-level requirements set forth by Council.
2. Ensure each department has the number of employees with correct job task classifications
 - a. Ensure adequate staffing and resources for all departments, as related to the city's potential growth opportunities, both short- and long-term.
 - b. Add personnel where the direst needs exist, and where feasible within the balanced General Fund and Enterprise Fund budgets.
3. Ensure employees are adequately compensated via COLA adjustments, in addition to approximately seven (7) market-adjusted positions, to ensure retention and recruitment goals are met.
4. Execute the council-approved Capital Improvement Plan (CIP).
5. Continue to improve security, safety, and visitor experiences at all City of Gatesville facilities.
6. Maximize grant funding to improve city infrastructure and community resources
 - a. Parks (TPWD)
 - b. Police Station (USDA)
 - c. Water and Wastewater improvement projects (CDBG, TWDB, others)
 - d. Street Maintenance
7. Continue to evaluate and organize mission goals based on the '25 update of the '20 Comprehensive Plan.

Additionally, this budget is submitted based on the following general assumptions:

1. Personnel additions will be considered in the areas of the police department, code enforcement, wastewater, parks, administration, and the fire department.
2. 5% COLA adjustments will occur for all positions, while wage adjustments will occur for only about seven (7) positions in FY 25-26 to reach better alignment with market.
3. Costs of materials, fuel, and services will likely continue to increase in FY 25-26, and a general assumption of 10%+ on most items is assumed (related to tariffs and inflation).
4. Fiber internet, along with lower general real estate costs as compared to Bell and McLennan counties, have proven to spur unprecedented growth opportunities in FY 24-25; this is expected to continue for at least the next several fiscal years.

5. Infrastructure improvement challenges will require creative solutions in long-term planning, assessment of fees, and diverse grant funding opportunities.
6. Expectations:
 - a. Maintain the current property tax rate at 0.56000.
 - b. Continue progress on retail and development opportunities.
 - c. Develop an approach to recover costs of delivering treated water to regional customers.
 - d. Initiate/implement multiple capital improvement projects.
 - e. Explore options for a new police department facility.
 - f. Continue Parks Master Plan development and consideration of projects, funding, POSSIBLE BOND ELECTION IN 2026.

Overview

The total budgeted revenue for the City is \$33,140,359, up from \$28,585, 277 in FY 25.

The total budget expenses for the City is \$32,411,492, up from \$28,574,449 in FY 25.

Budget Development Process

We worked through the budget plan diligently and with a high level of input from all Department Heads. After the submission of the initial operating requests and new capital spending requests, we worked with the departments to develop a proposed budget that fits within the revenue expectations and key department goals. As a team, your City of Gatesville leadership staff considers the budget to be not only an accounting tool for the year ahead, but also a guide for leadership and planning for the coming several years.

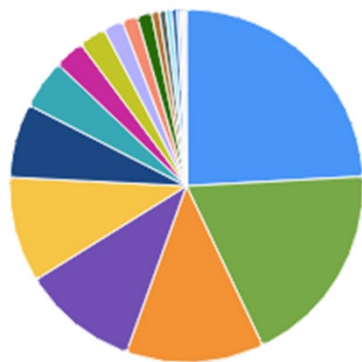
As required by the City's Charter and Local Government Code Section 102, the City Manager submits the proposed budget to the City Council at least 30 days before the governing body adopts an ad valorem tax rate. The budget is filed with the City Secretary in accordance with State Law and copies of the proposed budget will be made available at the City's public library and on the City's website. The City Council considers the proposed budget during a budget workshop, which also provides an opportunity for public input as required by state law. The budget is formally adopted by the City Council no later than September 30th at a regularly-scheduled Council Meeting. Once adopted, the budget goes into effect on October 1.

We are proposing to maintain the Total Tax Rate at .056000. While we presented a reduced proposed tax rate of 0.557544 to Council in July 2025, a revised report from the Coryell County Assessment Office now indicates that slight reduction will not be necessary. Taxing entities that adopt a tax rate that exceeds the Voter Approval rate must do so not later than the 71st day before the November 2021 uniform election date, but we are proposing a rate that will not require an accelerated budget and tax rate adoption calendar. Note: **specific details regarding tax rates may be referenced on Form 50-212 "Notice About 2025 Tax Rates" and Form 50-856 "2025 Tax Rate Calculation Worksheet," as attached.**

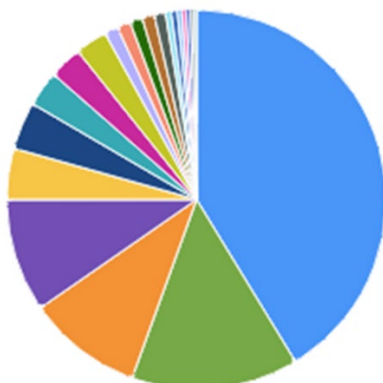
Fiscal Year	Total Tax Rate	M&O Rate	Debt Rate	No-New- Revenue Rate	Voter Approval Tax	De Minimis
					Rate	Rate
2025-26	0.560000	0.508295	0.051705	0.544942	0.567529	0.631017
2024-25	0.560000	0.506954	0.053046	0.539678	0.563779	0.634188
2023-24	0.560000	0.510405	0.049595	0.674138	0.535976	0.611162
2022-23	0.560000	0.525613	0.034387	0.468395	0.495961	0.575004
2021-22	0.543300	0.504300	0.039000	0.539700	0.543300	0.540500
2020-21	0.560000	0.320100	0.239900	0.550900	0.658800	0.760200

Revenue & Expense Comparison:

The following graphs present a general overview of the proposed revenues and expenditures for the FY 2026 budget.

FY26 Revenues by Revenue Source

Bond Proceeds	\$8,000,000	24.14%
Sewer Fees	\$6,220,653	18.77%
Water Sales	\$4,176,488	12.60%
Property Taxes	\$3,518,030	10.62%
Sales Tax	\$3,200,000	9.66%
Wholesale Water Sales	\$2,245,543	6.78%
Grant Revenues	\$1,500,240	4.53%
Solid Waste Fees	\$905,868	2.73%
Franchise Fees	\$817,000	2.47%
Transfers	\$599,526	1.81%
Parks & Rec Revenue	\$460,000	1.39%
Miscellaneous	\$443,411	1.34%
Interest Income	\$233,950	0.71%
Hotel Occupancy Taxes	\$200,000	0.60%
Licenses and Permits	\$178,000	0.54%
Fines and Fees	\$160,500	0.48%
Delinquent Penalties	\$89,000	0.27%
Rental Income	\$52,000	0.16%
Service Charges	\$40,600	0.12%
Hangar Rental Fees	\$28,500	0.09%
Fuel Sales	\$23,000	0.07%
Other Taxes	\$20,000	0.06%
Cemetery Fees	\$15,000	0.05%
Municipal Court Revenues	\$13,050	0.04%

FY26 Expenditures by Department

Sewer	\$13,380,590	41.28%
Water Production	\$4,616,949	14.24%
Water Distribution	\$3,181,875	9.82%
Police, Animal Control & Code Enforcement	\$3,127,346	9.65%
Administration	\$1,412,956	4.36%
Street	\$1,317,045	4.06%
Transfer Expenses	\$982,363	3.03%
Parks & Recreation	\$910,118	2.81%
Sanitation	\$884,000	2.73%
Planning	\$379,899	1.17%
Fire	\$370,678	1.14%
Library	\$342,872	1.06%
Fitness Center	\$341,583	1.05%
Debt Service	\$310,575	0.96%
Court	\$165,292	0.51%
Fleet Services	\$158,589	0.49%
Motel Occupancy Exp	\$124,500	0.38%
Swimming Pool	\$123,848	0.38%
Civic Center	\$114,352	0.35%
Non Departmental	\$102,003	0.31%
Airport Operations	\$55,695	0.17%
Court Security & Technology	\$8,365	0.03%

General Fund:

Category	FY2025 Adopted	FY 2026 Budgeted	(\$ Change)
Revenues			
Fines and Fees	\$161,500	\$160,500	(\$1,000)
Sales Tax	\$2,950,000	\$3,200,000	\$250,000
Franchise Fees	\$797,000	\$817,000	\$20,000
Other Taxes	\$20,000	\$20,000	-
Licenses and Permits	\$61,000	\$178,000	\$117,000
Rental Income	\$64,000	\$52,000	(\$12,000)
Parks & Rec Revenue	\$420,000	\$460,000	\$40,000
Bond Proceeds	-	-	-
Intergovernmental	\$371,459	-	(\$371,459)
Transfers	\$687,503	\$599,526	(\$87,977)
Miscellaneous	\$71,600	\$85,100	\$3,500
Property Taxes	\$2,952,906	\$3,207,455	\$254,549
Interest Income	\$72,000	\$72,000	-
Total Revenues	\$8,628,968	\$8,851,581	\$212,613
Expenditures			
Salaries	\$4,163,057	\$4,481,537	\$318,480
Benefits	\$1,246,073	\$1,313,870	\$67,797
Professional Services & Training	\$796,626	\$649,736	(\$139,890)
Utilities	\$282,945	\$288,620	\$5,675
Materials & Supplies	\$291,876	\$301,504	\$9,628
Maintenance & Operations	\$1,420,756	\$1,450,659	\$2,904
Lease & Rental	\$280,259	\$165,996	(\$114,263)
Miscellaneous	-	-	-
Grant Expenses	-	-	-
Debt Service	\$65,154	\$46,055	(\$19,099)
Transfers	-	\$102,003	\$102,003
Capital Outlay	\$82,221	\$51,601	(\$20,621)
Total Expenditures	\$8,628,968	\$8,851,581	\$212,612
Total Revenues Less Expenditures	-	-	

Water & Sewer Fund:

Category	FY 2023 Actual	FY 2024 Actual	FY2025 Adopted	FY 2026 Budgeted
Revenues				
Bond Proceeds	-	\$195,000	\$8,000,000	\$8,000,000
Intergovernmental	\$15,900	-	-	-
Transfers	\$408,067	-	-	-
Water Sales	\$2,469,456	\$1,284,668	\$2,802,674	\$4,176,488
Sewer Fees	\$3,894,487	\$2,083,681	\$3,506,844	\$6,220,653
Solid Waste Fees	\$692,576	\$428,126	\$889,920	\$905,868
Wholesale Water Sales	\$1,724,669	\$806,285	\$1,745,116	\$2,245,543
Service Charges	\$33,036	\$11,502	\$40,600	\$40,600
Delinquent Penalties	\$102,864	\$62,218	\$89,000	\$89,000
Miscellaneous	\$470,925	\$9,422	\$357,937	\$358,311
Grant Revenues	\$209,105	\$879,790	\$1,830,245	\$1,495,240
Interest Income	\$443,348	\$310,712	\$153,600	\$153,600
Total Revenues	\$10,464,434	\$6,071,405	\$19,415,936	\$23,685,303
Expenditures				
Salaries	\$1,325,637	\$607,517	\$1,387,383	\$1,575,626
Benefits	\$447,530	\$186,010	\$397,289	\$473,662
Professional Services & Training	\$59,550	\$21,251	\$146,351	\$139,740
Utilities	\$796,921	\$436,894	\$766,200	\$766,200
Materials & Supplies	\$700,716	\$364,733	\$706,311	\$836,254
Maintenance & Operations	\$811,409	\$501,885	\$961,365	\$1,142,269
Lease & Rental	\$87,285	\$38,865	\$75,019	\$80,848
Miscellaneous	\$754	\$222	\$800	\$800
Grant Expenses	\$710,653	\$346,250	\$1,922,200	\$1,903,100
Water Purchase	\$791,320	\$21,664	\$445,000	\$535,785
Solid Waste Collection	\$774,827	\$352,360	\$864,000	\$877,300
Debt Service	\$2,035,971	\$371,036	\$2,098,378	\$2,249,713
Transfers	\$683,187	\$323,169	\$657,894	\$571,526
Capital Outlay	\$1,050,833	\$1,503,710	\$8,576,909	\$11,482,117
Promotion of the Arts	\$5,042	\$24	-	-
Franchise Fees	\$430,564	\$222,116	\$410,837	\$410,837
Total Expenditures	\$10,712,198	\$5,297,707	\$19,415,936	\$23,045,776
Total Revenues Less Expenditures	-\$247,763	\$773,698	-	\$639,527

Airport:

Category	FY 2023 Actual	FY 2024 Actual	FY2025 Adopted	FY 2026 Budgeted
Revenues				
Hangar Rental Fees	\$41,700	\$20,520	\$28,500	\$28,500
Fuel Sales	\$19,474	\$8,025	\$23,000	\$23,000
Grant Revenues	\$81,643	\$4,010	\$3,000	\$5,000
Interest Income	\$91	\$109	-	-
Total Revenues	\$142,907	\$32,665	\$54,500	\$56,500
Expenditures				
Benefits	\$924	-	-	-
Professional Services & Training	\$1,143	\$400	\$7,200	\$7,200
Utilities	\$6,956	\$3,127	\$6,000	\$6,000
Materials & Supplies	\$8,813	\$12,974	\$21,600	\$21,600
Maintenance & Operations	\$11,974	\$5,492	\$19,700	\$20,895
Grant Expenses	\$103,500	-	-	-
Capital Outlay	\$13,500	-	-	-
Total Expenditures	\$146,810	\$21,992	\$54,500	\$55,695
Total Revenues Less Expenditures	-\$3,903	\$10,672	-	\$805

Cemetery:

Category	FY 2023 Actual	FY 2024 Actual	FY2025 Adopted	FY 2026 Budgeted
Revenues				
Cemetery Fees	\$19,500	\$14,000	\$15,000	\$15,000
Total Revenues	\$19,500	\$14,000	\$15,000	\$15,000
Expenditures				
Materials & Supplies	\$2,000	\$620	\$15,000	\$5,000
Maintenance & Operations	-	-	-	\$10,000
Total Expenditures	\$2,000	\$620	\$15,000	\$15,000
Total Revenues Less Expenditures	\$17,500	\$13,380	-	-

Court Security & Technology:

Category	FY 2023 Actual	FY 2024 Actual	FY2025 Adopted	FY 2026 Budgeted
Revenues				
Municipal Court Revenues	\$20,058	\$10,480	\$13,050	\$13,050
Interest Income	\$112	\$71	\$350	\$350
Total Revenues	\$20,171	\$10,552	\$13,400	\$13,400
Expenditures				
Maintenance & Operations	-	-	\$200	\$200
Court Security Expenses	\$1,376	\$300	\$4,515	\$7,715
Court Technology Expenses	-	\$707	\$725	\$450
Total Expenditures	\$1,376	\$1,007	\$5,440	\$8,365
Total Revenues Less Expenditures	\$18,794	\$9,545	\$7,960	\$5,035

Hotel Occupancy Tax:

Category	FY 2023 Actual	FY 2024 Actual	FY2025 Adopted	FY 2026 Budgeted
Revenues				
Hotel Occupancy Taxes	\$319,368	\$137,972	\$150,000	\$200,000
Interest Income	\$709	\$4,281	\$8,000	\$8,000
Total Revenues	\$320,076	\$142,253	\$158,000	\$208,000
Expenditures				
Maintenance & Operations	\$9,850	-	-	\$96,000
Debt Service	\$55,036	-	-	-
Transfers	-	-	\$29,610	-
HOT fund Expenses	\$21,710	\$8,546	\$125,523	\$28,500
Total Expenditures	\$86,597	\$8,546	\$155,133	\$124,500
Total Revenues Less Expenditures	\$233,480	\$133,707	\$2,867	\$83,500

Debt Service:

Debt Service (I&S) Fund	FY2025 Adopted	FY 2026 Budgeted	Change
Revenues			
Property Taxes	\$277,467	\$310,575	\$33,108
Prior Year Resources	\$22,006	0	(\$22,006)
Total Revenues	\$299,473	\$310,575	
Expenditures			
Debt Service	\$299,473	\$310,575	\$11,102
Total Expenditures	\$299,473	\$310,575	
Total Revenues Less Expenditures	-	-	

Capital Improvement Projects Expected in FY 2026:

Project Description	FY26	Funding Source
Faunt Leroy Park Flooding DR4781 FEMA grant	177,335	MATCH AMOUNT SHOWN TOTAL IS 709,339
POLICE INTERCEPTOR ADDITION	87,000	General Capital Improvement Fund
FIRE ENGINE REPLACEMENT *	550,000	PLACE HOLDER WON'T LIKELY BE SPENT IN FY 26
SCBA WASHER	28,000	Grant 75% & General Capital Improvement Fund 25%
FLEET SERVICES MECHANIC VEHICLE REPLACEMENT	80,000	
CODE ENFORCEMENT VEHICLE ADDITION	25,000	
FITNESS CENTER DEHUMIDIFIER REPLACEMENT	175,000	
FITNESS CENTER ROOF REPLACEMENT	88,000	
FITNESS CENTER WEIGHT EQUIPMENT REPLACEMENT YEAR 4	25,588	General Capital Improvement Fund
Total General Capital Fund Projects	1,235,923	
STREET DEPARTMENT TRAILER	7,500	General Fund Operating Cash
PARKS ZERO TURN MOWER	11,000	General Fund Operating Cash
FITNESS CENTER INSULATION	11,644	General Fund Operating Cash
FIRE STATION DRIVEWAY REPLACEMENT (multi year)	18,000	General Fund Operating Cash
Total General Fund Operating	48,144	
STILLHOUSE WASTEWATER TREATMENT PLANT REHAB	8,000,000	existing TWDB bond funds
WATER PRODUCTION ELECTRIC SYSTEM REHAB - TWDB GRANT	66,323,800	funding request submitted to TWDB - pending
WATER PRODUCTION FILTER MEDIA REPLACEMENT	1,018,660	
HUGHES ELEVATED STORAGE TANK	778,000	80/20 Grant funding
EASTERN 10" WATER TRUNKLINE PHASE 2	850,703	Current utility funding
HWY36 GRAVITY MAIN REPLACEMENT - EPA GRANT	582,500	Potential FEMA DR4781 75/25
PICKUP TRUCK REPLACEMENT	45,000	TBD WSC and Bond funding
VAC TRUCK STORAGE BUILDING	80,000	5 year financing in operating budget
LEON WEST TRUNK REPLACEMENT PHASE 1	2,616,243	Current utility revenues
LEON PLANT SLUDGE THINNER	80,000	
LEON PLANT BAR SCREEN REPLACEMENT	25,000	
BROWN PARK SEWER LINE RELOCATE	544,800	FEMA 75/25
LEON SEWER LINE REPLACEMENT	559,200	GRANT CAPPED AT \$466K
MANHOLE REHABILITATION	100,000	Current Utility Revenues
Total Water and Sewer Projects	81,603,906	
Total Citywide Projects	\$ 82,887,973	
Total Citywide Projects LESS WATER PRODUCTION LARGE-SCALE PROJECT	\$ 16,564,173	

Economic Outlook for FY 2026

The continued city-wide installation of fiber internet, along many other factors including comparatively low real estate costs in Coryell County, have proven to spur somewhat historic growth opportunities in the past year. We

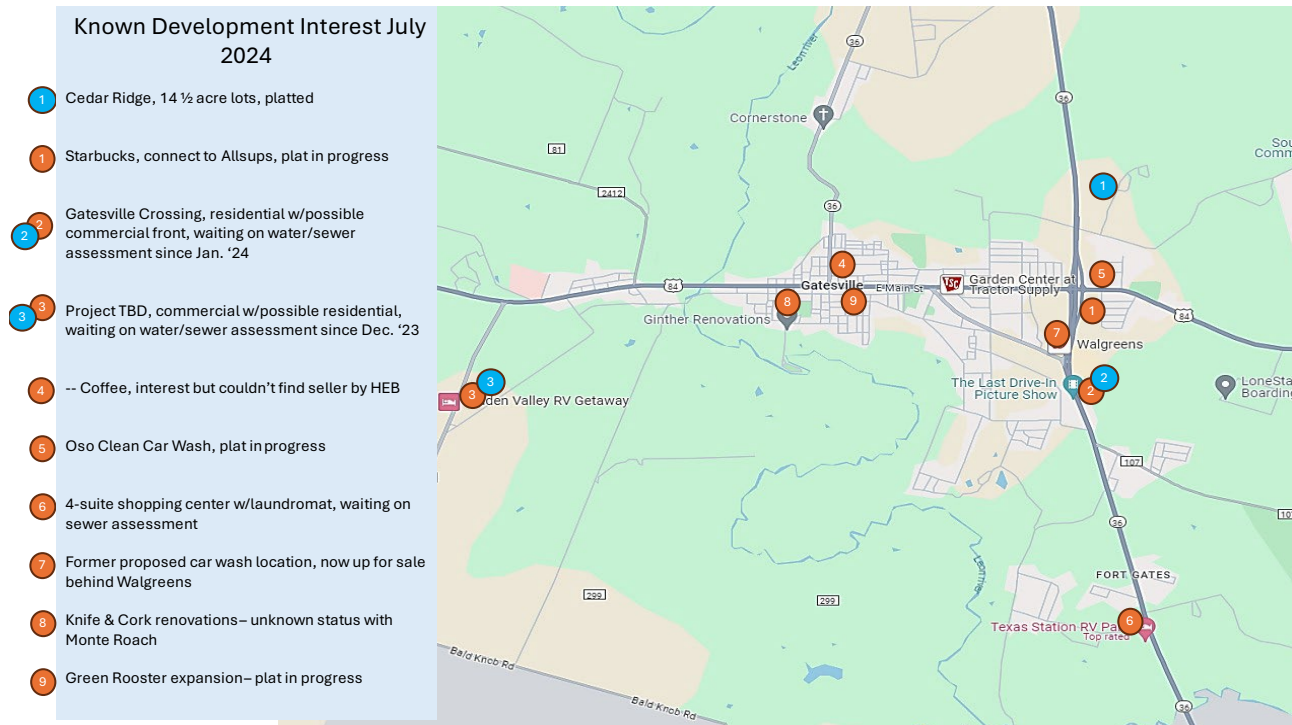
have seen notable retail and residential development inquiries, and we expect these to continue. We are focusing on sustaining existing business while attracting new business-commercial development to Gatesville.

While potential growth is considered beneficial to the overall quantity and quality of services that we can provide, we must continue to focus on infrastructure maintenance and upgrades that are, in some cases, long overdue. Infrastructure improvement challenges will require creative solutions in long-term planning, assessment of fees, and diverse grant funding opportunities.

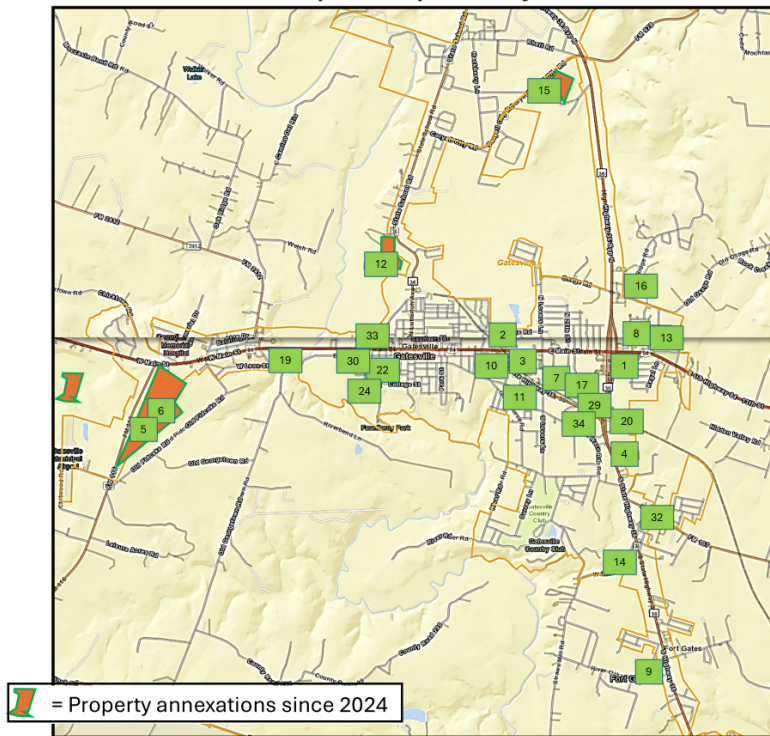
Crucially, staffing of key positions must maintain a level ahead of current and sustained growth. To that end, this year's budget focuses on position assessments and additions, while keeping a secondary focus on pay scales, certification compensation, and overall wages.

Development Interest, Past 12 Months

- We were tracking 12 potential or active development projects in July 2024:



- We are now tracking 35 in July 2025:

Development Update July 2025

1. Starbucks
2. Main/Business 36 commercial dev.
3. Laundromat by Beall's
4. Gatesville Crossing
5. Project TBD, commercial/residential
6. Subdivision of #5, 8 acres for townhomes
7. TBD Urgent Care Clinic
8. Oso Clean Car Wash
9. 5-suite offices/retail
10. 7-Brew Coffee
11. Domino's Pizza
12. Washburn duplexes
13. Parkview duplexes
14. _____ Motel remodel - by Watts Lane
15. Summers' RV Park
16. Trinity - 26 apts. for age 60+
17. Wild Flour Cafe
18. TBD national chain hotel North SH 36
19. SF Homes x8 W. Main St.
20. TBD food service - inside Walmart
21. TBD national chain hotel South SH 36
22. Downtown boutiques x 2
23. TBD housing addition near FM 107
24. Public service office downtown
25. TBD Self storage
26. ¼ acre lots, 100 homes – interest , area TBD
27. SF Homes SE of airport,
28. TBD equipment lease company
29. Former proposed car wash location, now up for sale
30. Knife & Cork renovations
31. TBD chain restaurant – inquiry, near HEB
32. Small warehouse near Fincher's
33. _____ Graves florist building – open
34. TBD chain restaurant inquiry – old BK building
35. SF Homes , subdivision

NOT MAPPED

18

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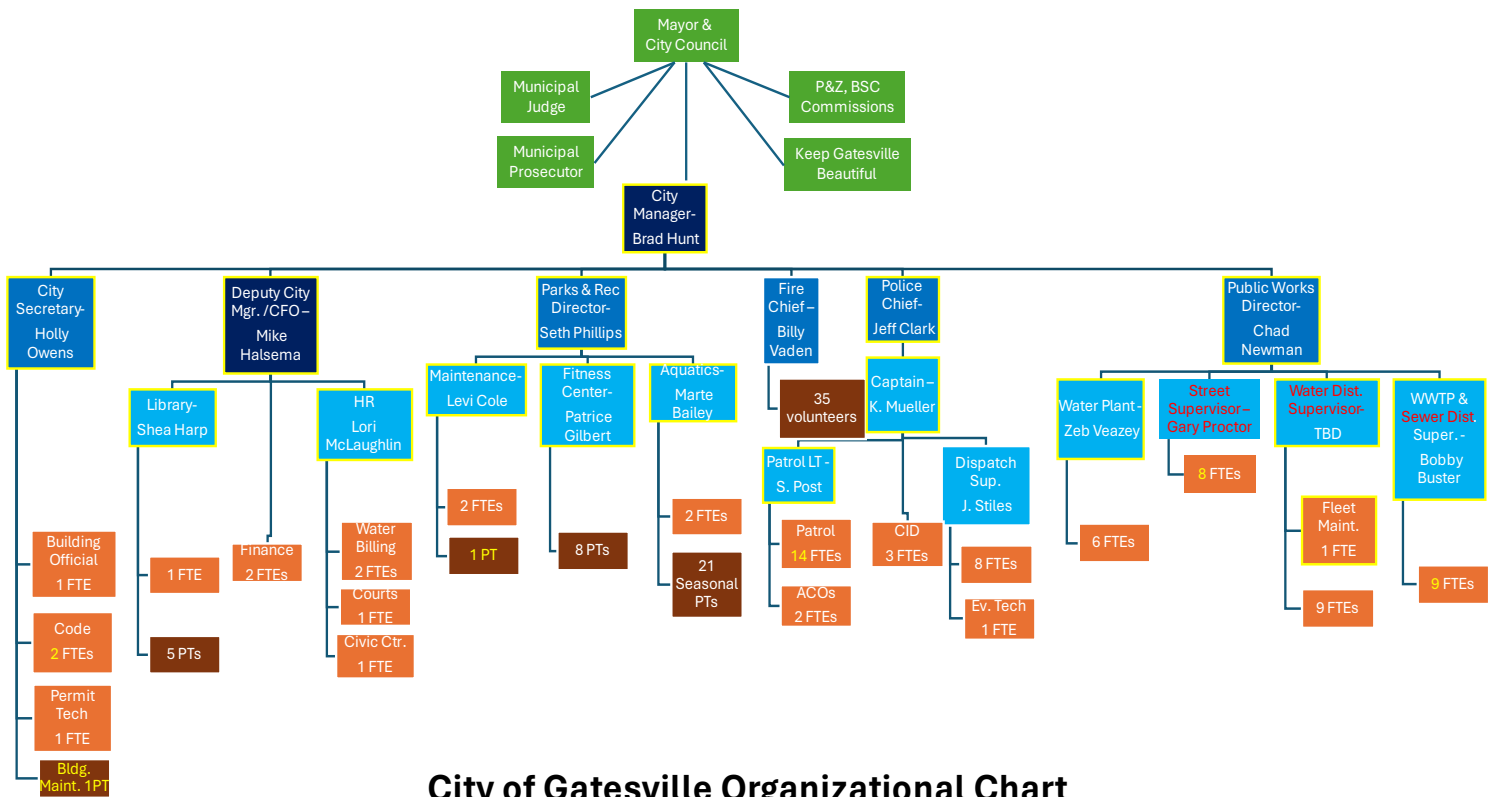
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City of Gatesville Organizational Update

Over the past year, our measures to align organizational structure and reduce span of control have resulted in improved teamwork within all departments and communication between departments. The updated organizational chart below outlines the supervisory chain that would take effect October 1, 2025, with the proposed new positions and some restructuring noted. Department Heads, as the Subject Matter Experts in their fields, are empowered to make decisions appropriate to their level.



**City of Gatesville Organizational Chart
October 2025 (tentative)**

Conclusion

Your City Staff and I intend to once again present a budget that is priority-driven, transparent, and exhibits a successful path to meeting our goals. I am pleased to propose that we levy no new taxes and maintain the current property tax rate at 0.56000. We have worked as a team to begin addressing the many challenges before us, and we are excited to continue our progress. We will continue to maintain the level of service our citizens expect and deserve, while conducting sound fiscal management practices to guide our planning for the future.

It is my honor to collaborate with the staff, Mayor, and Council on this process, and I thank each one of them for their valuable input, time, and effort in developing and adopting the FY 2026 Budget.

Sincerely,
Bradford Hunt
City Manager

Date 8/12/2025

Agenda Item 12

Attachment 1: Form 50-212 “Notice About 2025 Tax Rates”

Notice About 2025 Tax Rates

(current year)

Form 50-212

Property Tax Rates in City of Gatesville
(taxing unit's name)

This notice concerns the 2025 property tax rates for City of Gatesville
(current year) (taxing unit's name)

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

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

This year's no-new-revenue tax rate \$ 0.544942 /\$100

This year's voter-approval tax rate \$ 0.567529 /\$100

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

Unencumbered Fund Balances

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

Type of Fund	Balance
GENERAL FUND	\$ 2,435,490
DEBT SERVICE FUND	\$42,889

Current Year Debt Service

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

Description of Debt	Principal or Contract Payment to be Paid From Property Taxes	Interest to be Paid From Property Taxes	Other Amounts to be Paid	Total Payment
2023 TAN	\$ 295,000	\$ 15,575	\$	\$ 310,575

(expand as needed)

Total required for <u>2025</u> debt service.....	\$ <u>310,575</u>
<i>(current year)</i>	
– Amount <i>(if any)</i> paid from funds listed in unencumbered funds	\$
– Amount <i>(if any)</i> paid from other resources	\$
– Excess collections last year	\$
= Total to be paid from taxes in <u>2025</u>	<u>310,575</u>
<i>(current year)</i>	
+ Amount added in anticipation that the taxing unit will collect	
only <u>99.65</u> % of its taxes in <u>2025</u>	\$ <u>1090.83</u>
<i>(collection rate)</i> <i>(current year)</i>	
= Total Debt Levy	\$ <u>311,665.83</u>

This notice contains a summary of the no-new-revenue
and voter-approval calculations as certified by
Justin K. Carothers, Tax Assessor-Collector 07/25/2025

Date 8/12/2025

Agenda Item 12

Attachment 2: Form 50-856 "2025 Tax Rate Calculation Worksheet"

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

CITY OF GATESVILLE

(254) 865-8951

Taxing Unit Name

Phone (area code and number)

110 N 8TH ST, GATESVILLE, TX, 76528

<https://www.ci.gatesville.tx.us/>

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 691,300,415.00
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 124,761,079.00
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 566,539,336.00
4.	Prior year total adopted tax rate.	\$ 0.560000 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ 0.00 B. Prior year values resulting from final court decisions: - \$ 0.00 C. Prior year value loss. Subtract B from A. ³	\$ 0.00
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ 0.00 B. Prior year disputed value: - \$ 0.00 C. Prior year undisputed value. Subtract B from A. ⁴	\$ 0.00
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 0.00

¹ Tex. Tax Code §26.012(14)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(13)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 566,539,336.00
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ 0.00
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freepport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 69,980.00 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 528,971.00 C. Value loss. Add A and B. ⁶	\$ 598,951.00
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 0.00 B. Current year productivity or special appraised value: - \$ 0.00 C. Value loss. Subtract B from A. ⁷	\$ 0.00
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 598,951.00
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0.00
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 565,940,385.00
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 3,169,266.15
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 8,708.00
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 3,177,974.15
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ A. Certified values: \$ 716,550,203.00 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ 0.00 C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0.00 D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. ¹² - \$ 0.00 E. Total current year value. Add A and B, then subtract C and D.	\$ 716,550,203.00

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³	
	A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴	\$ 9,146,864.00
	B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵	+ \$ 0.00
	C. Total value under protest or not certified. Add A and B.	\$ 9,146,864.00
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ 133,388,378.00
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ 592,308,689.00
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ 0.00
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ 9,132,183.00
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ 9,132,183.00
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ 583,176,506.00
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ 0.544942 /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ 0.000000 /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.506954 /\$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 566,539,336.00

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §26.012(6)

¹⁸ Tex. Tax Code §26.012(17)

¹⁹ Tex. Tax Code §26.012(17)

²⁰ Tex. Tax Code §26.04(c)

²¹ Tex. Tax Code §26.04(d)

Line	Voter Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ 2,872,093.82
31.	Adjusted prior year levy for calculating NNR M&O rate.	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year..... + \$ 8,708.00	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 0.00	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0.00	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. \$ 8,708.00	
	E. Add Line 30 to 31D.	\$ 2,880,801.82
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 583,176,506.00
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.493984 /\$100
34.	Rate adjustment for state criminal justice mandate. ²³	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0.00	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. - \$ 0.00	
	C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. \$ 0.00	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose..... - \$ 0.00	
	C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²² [Reserved for expansion]²³ Tex. Tax Code §26.044²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. ²⁵	
	A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose.	\$ 0.00
	B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose.	\$ 0.00
	C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	Rate adjustment for county hospital expenditures. ²⁶	
	A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year.	\$ 0.00
	B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023.	\$ 0.00
	C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year.	\$ 0.00
	B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year.	\$ 0.00
	C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.493984 /\$100
40.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$ 0.00
	B. Divide Line 40A by Line 32 and multiply by \$100.	\$ 0.000000 /\$100
	C. Add Line 40B to Line 39.	\$ 0.493984 /\$100
41.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.511273 /\$100

²⁵ Tex. Tax Code §26.0442²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41. Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).		\$ _____ /\$100
42. Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸ Enter debt amount \$ 310,575.00 B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0.00 C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0.00 D. Subtract amount paid from other resources - \$ 0.00 E. Adjusted debt. Subtract B, C and D from A.		\$ 310,575.00
43. Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹		\$ 0.00
44. Adjusted current year debt. Subtract Line 43 from Line 42E.		\$ 310,575.00
45. Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³⁰ 99.65 % B. Enter the prior year actual collection rate 100.40 % C. Enter the 2023 actual collection rate 98.98 % D. Enter the 2022 actual collection rate 99.54 % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹		99.65 %
46. Current year debt adjusted for collections. Divide Line 44 by Line 45E.		\$ 311,665.83
47. Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .		\$ 592,308,689.00
48. Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.		\$ 0.052618 /\$100
49. Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.		\$ 0.563891 /\$100
D49. Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.		\$ _____ /\$100

²⁷ Tex. Tax Code §26.042(a)²⁸ Tex. Tax Code §26.012(7)²⁹ Tex. Tax Code §26.012(10) and 26.04(b)³⁰ Tex. Tax Code §26.04(b)³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ _____
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ _____
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ _____ /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ _____ /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____ /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ _____ /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ _____
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ _____ /\$100

³² Tex. Tax Code §26.041(d)

³³ Tex. Tax Code §26.041(i)

³⁴ Tex. Tax Code §26.041(d)

³⁵ Tex. Tax Code §26.04(c)

³⁶ Tex. Tax Code §26.04(c)

³⁷ Tex. Tax Code §26.045(d)

³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ _____ /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴⁰

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.563779 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.563779 /\$100
	D. Adopted Tax Rate	\$ 0.560000 /\$100
	E. Subtract D from C	\$ 0.003779 /\$100
	F. 2024 Total Taxable Value (Line 60)	\$ 570,250,068.00
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 21,549.75
64.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.535976 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.535976 /\$100
	D. Adopted Tax Rate	\$ 0.560000 /\$100
	E. Subtract D from C	\$ -0.024024 /\$100
	F. 2023 Total Taxable Value (Line 60)	\$ 651,869,609.00
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 0.00
65.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.495961 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.495961 /\$100
	D. Adopted Tax Rate	\$ 0.560000 /\$100
	E. Subtract D from C	\$ -0.064039 /\$100
	F. 2022 Total Taxable Value (Line 60)	\$ 576,979,204.00
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 0.00
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ 21,549.750000
67.	2025 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.003638 /\$100
68.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.567529 /\$100

³⁹ Tex. Tax Code §26.013(b)

⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴¹ Tex. Tax Code §26.04(c)(2)(A) and 26.042(a)

⁴² Tex. Tax Code §26.0501(a) and (c)

⁴³ Tex. Local Gov't Code §120.007(d)

⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	0.493984
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 592,308,689.00
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.084415 /\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.052618 /\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ 0.631017 /\$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
75.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ _____ /\$100
76.	Increase in 2024 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ _____ /\$100
77.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ _____
79.	Adjusted 2024 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ _____ /\$100

⁴⁵ Tex. Tax Code §26.04(c)(2)(B)

⁴⁶ Tex. Tax Code §26.012(8-a)

⁴⁷ Tex. Tax Code §26.063(a)(1)

⁴⁸ Tex. Tax Code §26.042(b)

⁴⁹ Tex. Tax Code §26.042(f)

⁵⁰ Tex. Tax Code §26.42(c)

⁵¹ Tex. Tax Code §26.42(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ _____ /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.544942 /\$100
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
 Indicate the line number used: 26

Voter-approval tax rate. \$ 0.567529 /\$100
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
 Indicate the line number used: 68

De minimis rate. \$ 0.631017 /\$100
 If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

**print
here** ➤

Justin K. Carothers

Printed Name of Taxing Unit Representative

**sign
here** ➤

Justin K. Carothers

Taxing Unit Representative

07-24-2025

Date

⁵² Tex. Tax Code §526.04(c-2) and (d-2)



Date 8/12/2025

Agenda Item 13

Resolution 2025-078

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion and Possible Action Regarding Intergovernmental Support Agreement between the City of Gatesville and North Fort Hood re: Management of North Fort Hood Recreation Center

Information:

City staff members Brad Hunt, Mike Halsema, Seth Phillips, and Patrice Gilbert have been in recent discussions with Robert Reister at North Fort Hood, regarding City of Gatesville personnel managing the North Fort Hood Recreation Center and the attending IGSA to support the program.

As a reminder, this is an Intergovernmental Support Agreement (IGSA) between the City and North Fort Hood, whereby the city will be funded in advance to take over management of the North Fort Hood military recreation center. It was first presented to Council on June 25, 2024 and subsequently remained in limbo with the US Government until about two weeks ago. City Attorney Thomas is reviewing the newly-formatted agreement.

Financial Impact: As seen in the FY 25-26 Budget Presentation, we have accounted for the costs associated with the program and are prepared to sign the IGSA and begin operations there. City Manager Hunt and Parks Director Phillips will manage the logistics, hiring and other aspects of starting the program, in coordination with Bob Reister at North Fort Hood.

Staff Recommendation: Staff is requesting a second look at the IGSA and procedures by council since the interim timeframe has been over a year. Staff recommends adopting this resolution authorizing City Manager Hunt to execute the IGSA.

Motion: I move to approve **Resolution 2025-078**, authorizing City Manager Hunt to execute the IGSA on behalf of the City of Gatesville, with North Fort Hood (The United States, Colonel Mark R. McClellan, Garrison Commander).

Attachments: INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA) BETWEEN THE UNITED STATES AND THE CITY OF GATESVILLE, TEXAS (IGSA-A60RF-24-MWR-007).

Date 8/12/2025

Agenda Item 13

Resolution 2025-078

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GATESVILLE:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary

INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA)

BETWEEN

THE UNITED STATES

AND

THE CITY OF GATESVILLE, TEXAS

(IGSA-A60RF-24-MWR-007)

This Intergovernmental Support Agreement (hereafter referred to as the "IGSA" or "Agreement") between the United States Government (hereafter referred to as USG) and City of Gatesville, Texas (hereafter referred to as the "CoG") is entered into pursuant to federal law codified at 10 USC 2679. The USG and CoG may be referred to herein as the "Parties." The statute authorizes the Secretary of the Army to enter into an IGSA on a sole-source basis with a state or local government to receive installation support and services. The Secretary of the Army delegated authority to the Garrison Commander (hereafter referred to as GC) to execute agreements on behalf of the USG.

The purpose of this Agreement is to outline the roles and responsibilities of the Parties, identify the services to be furnished by the CoG, the prices to be paid by the USG, and the appropriate reimbursement and quality control procedures. The Parties undertake this Agreement to provide services, supplies or construction to the USG, to achieve cost savings for the Department of the Army, and to provide additional revenues to local governments and their work forces.

TERMS OF AGREEMENT: The term of this Agreement shall be for one year from the execution of the Agreement, and renewable for successive one-year periods for up to nine (9) additional years. **This Agreement is effective 15 August 2025 (or the later of the last date of signature by the GC or CoG Official).** The USG shall only be obligated for one year of performance under the Agreement, as it has no authority to obligate additional periods of performance without appropriation of adequate funds

by Congress. The USG shall only be obligated for an additional year of performance upon receipt of such funds, and only upon written notice by the IGSA Manager (IGSA-M) of an intent to award the option for an additional year of performance. The IGSA-M shall provide notice of the renewal of the Agreement at least 90 days prior to the expiration of the current Agreement term. The IGSA-M may condition the renewal upon availability of funds and may suspend performance of the renewed period at no additional cost to the USG, until adequate funds have been received. If funds are not received, the Parties agree that the Agreement can be unilaterally terminated by the IGSA-M or the CoG without further liability to the USG or the CoG unilaterally terminates this Agreement due to inadequate funding, the USG shall pay for any and all fees and cost incurred to the CoG through the effective date of termination.

APPLICABLE LAW: The Agreement is subject to USG laws and regulations. If any federal statute expressly prescribes policies or requirements that differ from the terms and conditions of this Agreement, the provisions of the statute shall govern.

RESPONSIBILITIES OF THE PARTIES: The CoG shall perform installation support services as stated in this Agreement (and Exhibits) as adopted and incorporated into this Agreement. Installation support services only include services, supplies, resources, and support typically provided by a local government for its own needs and without regard to whether such services, supplies, resources, and support are provided to its residents generally, except that installation support services do not include security guard or firefighting services.

This is a non-personal services Agreement. Each party is responsible for all costs of its personnel including pay, benefits, support, and travel. Each party is responsible for supervision or management of its personnel. The tasks, duties and responsibilities set forth in this Agreement may not be interpreted or implemented in any manner that results in CoG personnel creating or modifying federal policy, obligating appropriated funds of the USG, or overseeing the work of federal employees. Under no circumstances shall the CoG employees or contractors

be deemed federal employees. If the CoG provides services through a contract, the contract must be awarded through competitive procedures. Employees of the USG may not perform services for or on behalf of the CoG without the approval of the GC.

Only two positions are authorized to act on the behalf of the GC in execution of this Agreement, the IGSA-M and the IGSA-Technical Representative (IGSA-TR).

SUMMARY OF SERVICES AND PRICE: In consideration for the services to be provided by the CoG, the USG agrees to pay the CoG in accordance with the following amounts. These amounts are specified in the amount billed by the CoG to the Fort Hood Resource Management Office (RMO).

Year 1		Year 2	
Service	Amount	Service	Amount
Labor	\$337,322.32	Labor Costs	\$350,815.21
Workers Comp Insurance	\$13,941.16	Workers Comp Insurance	\$14,525.52
Administration Costs	\$18,485.74	Administration Costs	\$19,103.00
Vehicle Payment	\$18,600.00	Vehicle Payment	\$18,600.00
Vehicle Maintenance	\$2,400.00	Vehicle Maintenance	\$2,496.00
Fuel	\$5,000.00	Fuel	\$5,200.00
Office Equipment	\$2,250.00	Office Equipment	\$260.00
Uniforms	\$2,000.00	Uniforms	\$2,080.00
Cell Phones	\$2,880.00	Cell Phones	\$2,995.20
Miscellaneous	\$1,000.00	Miscellaneous	\$1,000.00
	\$403,879.22		\$416,074.93

Year 3		Year 4	
Service	Amount	Service	Amount
Labor	\$364,847.82	Labor Costs	\$379,441.73
Workers Comp Insurance	\$15,109.88	Workers Comp Insurance	\$15,694.24
Administration Costs	\$19,827.68	Administration Costs	\$20,581.59
Vehicle Payment	\$18,600.00	Vehicle Payment	\$18,600.00
Vehicle Maintenance	\$2,595.84	Vehicle Maintenance	\$2,699.67
Fuel	\$5,408.00	Fuel	\$5,624.32
Office Equipment	\$270.40	Office Equipment	\$281.22
Uniforms	\$2,163.20	Uniforms	\$2,249.73
Cell Phones	\$3,115.01	Cell Phones	\$3,239.61
Miscellaneous	\$1,000.00	Miscellaneous	\$1,000.00
	\$432,937.83		\$448,412.11

Year 5	
Service	Amount
Labor	\$394,619.40
Workers Comp Insurance	\$16,362.08
Administration Costs	\$21,365.65
Vehicle Payment	\$18,600.00
Vehicle Maintenance	\$2,807.66
Fuel	\$5,849.30
Office Equipment	\$292.47
Uniforms	\$2,339.72
Cell Phones	\$3,369.17
Miscellaneous	\$1,000.00
	\$466,605.45

Year 6	
Service	Amount
Labor Costs	\$410,404.18
Workers Comp Insurance	\$17,029.92
Administration Costs	\$22,367.08
Vehicle Payment	\$22,320.00
Vehicle Maintenance	\$2,919.97
Fuel	\$6,083.27
Office Equipment	\$304.17
Uniforms	\$2,433.31
Cell Phones	\$3,503.94
Miscellaneous	\$1,000.00
	\$487,365.84

Year 7	
Service	Amount
Labor	\$426,820.35
Workers Comp Insurance	\$17,697.76
Administration Costs	\$23,215.12
Vehicle Payment	\$22,320.00
Vehicle Maintenance	\$3,036.77
Fuel	\$6,326.60
Office Equipment	\$316.34
Uniforms	\$2,530.64
Cell Phones	\$3,644.10
Miscellaneous	\$1,000.00
	\$506,907.68

Year 8	
Service	Amount
Labor Costs	\$443,893.16
Workers Comp Insurance	\$18,365.60
Administration Costs	\$24,097.08
Vehicle Payment	\$22,320.00
Vehicle Maintenance	\$3,158.24
Fuel	\$6,579.66
Office Equipment	\$329.00
Uniforms	\$2,631.87
Cell Phones	\$3,789.86
Miscellaneous	\$1,000.00
	\$525,164.47

Year 9	
Service	Amount
Labor	\$461,648.89
Workers Comp Insurance	\$19,116.92
Administration Costs	\$25,014.33
Vehicle Payment	\$22,320.00
Vehicle Maintenance	\$3,284.57
Fuel	\$6,842.85
Office Equipment	\$342.16
Uniforms	\$2,737.14
Cell Phones	\$3,941.45
Miscellaneous	\$1,000.00
	\$546,248.31

Year 10	
Service	Amount
Labor Costs	\$480,114.85
Workers Comp Insurance	\$19,868.24
Administration Costs	\$25,968.26
Vehicle Payment	\$22,320.00
Vehicle Maintenance	\$3,415.95
Fuel	\$7,116.56
Office Equipment	\$355.85
Uniforms	\$2,846.63
Cell Phones	\$4,099.11
Miscellaneous	\$1,000.00
	\$566,105.45

The costs in the payment schedule are based on current estimates and can be modified as needed throughout the Agreement, with coordination between both Parties. The schedule above reflects costs in constant year dollars. However, the approved IGSA concept packet included provisions for inflation over the 10-year period. Such inflation may be negotiated between the USG and the CoG. Modification to prices in the Agreement must be in writing and incorporated into this Agreement by the IGSA-M.

PAYMENT TERMS: The USG shall make an initial payment of \$53,335.33 upon signing of this Agreement with the first-year balance to be paid evenly over the remaining 11-months. If option years are agreed upon, the monthly installments shall be paid evenly over a 12-month period based on the estimate provided in the previous section.

The USG shall pay the CoG for services monthly based on services provided as set forth in this Agreement. The CoG shall not include State or local taxes in the prices it charges the USG unless approved by the IGSA-M in advance. The CoG shall submit invoices electronically to the IGSA-TR and IGSA Functional Expert (IGSA-FE). The IGSA-TR will not authorize payment unless all billed services have been satisfactorily completed and may reduce the amount(s) billed for unsatisfactory or partial performance, or for other reasons specified in this Agreement. Coordination with the CoG shall be conducted prior to reducing payment for any reason and at any time.

The USG will make payment in accordance with the Prompt Payment Act (31USC 3903) and implementing regulations. Interest shall be paid for late payments as required by the Act and shall be paid at the rate established by the Secretary of the Treasury for disputes under the Contract Disputes Act of 1978. Payment will be made by the USG through the General Fund Enterprise Business System (GFEBS).

INCREMENTAL FUNDING: The USG expects funding for the Agreement to be provided incrementally. The USG will notify the CoG of the amount available for obligation and payment under this Agreement and shall only be liable for payment of services up to this amount and subsequent amounts allotted to the Agreement by the IGSA-TR. The USG

anticipates that it will receive additional funds incrementally to the full estimated cost of the services for each performance period. The CoG agrees to perform services up to, but not under any circumstances exceeding, the total amount of funds available under this Agreement or each subsequent allotment. The CoG shall notify the IGSA-TR one month before it shall exceed the amount of available funding.

Upon receipt of such notification, the IGSA-TR shall notify the CoG that additional funds (specify the amount) have been allotted to this Agreement, or if funds are not available, notify the CoG to suspend performance until funds are available.

DUTY TO PROTECT USG PROPERTY ON INSTALLATION: The CoG shall conduct a visit of the installation with the IGSA-FE prior to performance to satisfy itself of the general and local conditions existing on the installation to include sites where services will be performed. The CoG shall prepare an accident-avoidance plan to protect USG property on the installation (Exhibit E - Safety Plan Template). The plan should identify the measures the CoG will take to ensure personnel operating motor vehicles obey the rules of the road and employ techniques to avoid accidents or collisions while traversing on USG property. The plan shall also identify measures the CoG will take to avoid unnecessary wear and tear on the USG-owned facility. Should the CoG damage such property, the CoG may replace the item or restore it to its prior condition at its own cost or reimburse the USG for such costs. If the CoG does not take measures to replace or restore, the USG reserves the right to deduct replacement or restoration costs from amounts billed by the CoG each month. The IGSA-M shall provide written notice of the USG's intent to offset costs against billings to allow the Parties to resolve the matter amicably. Such a resolution can include a schedule for payments to cover the loss or restoration of USG property over the term of the current period of performance.

HOLD HARMLESS: Except as otherwise provided in this Agreement, the CoG shall indemnify and hold the USG harmless against any and all judgments, expenses, liabilities, claims and charges of whatever kind or nature that may arise as a result of the activities of the CoG or its employees in performance of this Agreement.

WAGES AND LABOR LAW PROVISIONS: These provisions apply to the CoG and any contractor performing services under this Agreement on behalf of the CoG. The CoG shall be exempt from federal labor statutes, provided it pays its employees at wage grades or rates normally paid by the CoG and complies with all applicable CoG labor laws and standards. In no event, however, shall any employee be paid at wage rate below the minimum wage established in the Fair Labor Standards Act. The CoG shall comply with all applicable federal, state, and local occupational safety and health requirements and standards. If the CoG has knowledge that any actual or potential labor dispute by its employees may delay or threaten to delay performance of the Agreement, the CoG shall immediately notify the IGSA-M and IGSA-TR. The CoG shall provide timely updates until the dispute is resolved.

NON-DISCRIMINATION AND SEXUAL ASSAULT/HARASSMENT: The CoG , and any of its contractors, agrees to not discriminate against any employee based upon race, color, age, religion, sex, national origin, or sexual orientation, or to allow any employee to engage in discriminatory practices or conduct while performing work under this Agreement. The CoG shall not permit employees which engage in sexual assault, sexual harassment, or trafficking to perform services under this Agreement. The CoG shall comply to the Americans with Disabilities Act (ADA) in hiring and accommodation of employees performing Agreement services.

EMPLOYEE REQUIREMENTS: All CoG and contractor employees shall comply with all installation security, health, and safety conditions. Employees who interface with USG personnel shall be able to speak and understand English. All employees shall wear identification badges or distinctive clothing which clearly identifies that they are CoG employees. At the conclusion of the Agreement or whenever an employee no longer performs services towards this Agreement, the CoG will provide the IGSA-TR all identification or other credentials furnished by the USG.

DRUG FREE WORKPLACE ON MILITARY INSTALLATIONS AND FACILITIES: All property under the control of the U.S. Army are drug free areas. Notwithstanding any contrary State or local law, the CoG shall notify all individuals performing services on the installation that controlled substances as specified in the Controlled Substances Act and 21 CFR shall not be sold, distributed, used, or consumed on the installation. The IGSA-TR may direct the CoG to bar individuals who violate these laws and policies. Additionally, these individuals may be barred from installation access by the GC.

INSTALLATION SECURITY AND ACCESS REQUIREMENTS: The CoG shall ensure all employees performing services under this Agreement meet security and access requirements. Only United States citizens or lawful immigrants are permitted to perform services under this Agreement. Employees with felonies, sex crimes, drug offenses, or violent crime convictions are not authorized to work on this Agreement without explicit approval of the IGSA-TR along with any employee the GSA-TR identifies as a potential threat to the health, safety, security, well-being, or operational mission of the USG. The IGSA-TR reserves the right to deny access to any employee who poses a risk to national security and may revoke access to any employee at any time.

ACCESS CONTROL AND GENERAL PROTECTION/SECURITY POLICY AND PROCEDURES: CoG, and associated sub-contracted employees, shall comply with applicable installation, facility access, and local security policies/procedures (provided by the IGSA-TR). The CoG shall provide all information required for background checks to meet installation access requirements through the Installation Provost Marshal Office, Director of Emergency Services, or Security Office. The CoG workforce must comply with all personal identity verification requirements as directed by DoD, US Army, and/or local policies. In addition to the changes authorized by the changes clause of this Agreement, should the Force Protection Condition (FPCON) on the installation change, the USG may require changes in contractor security matters or processes.

ANTI-TERRORISM (AT)/OPERATIONS SECURITY (OPSEC): All CoG employees, including subcontractor employees, requiring regular access to Army installations, facilities, and controlled access areas shall complete AT Level I awareness training within 30 calendar days after the Agreement start date. The CoG shall submit certificates of completion for each CoG employee and subcontractor employee performing services on the installation to the IGSA-TR. Training is available at: <https://jkodirect.jten.mil/pdf/at11/launch.html>. AT level I training is an annual requirement if option years are exercised.

OPEN COMMUNICATIONS AND QUALITY CONTROL: The Parties shall identify and present any issues and concerns that could potentially impede successful performance of this Agreement in a timely and professional manner. The CoG shall maintain a quality control plan to ensure all work is completed within the specified timelines and quality standards specified in this Agreement. After the Agreement is signed, an initial joint meeting of the Parties will be conducted to discuss the quality control plan and discuss orientation of the CoG and its employees to work areas on the installation as well a phase-in plan to permit the orderly transition of responsibilities for performance of the services by the CoG.

INSPECTION OF SERVICES: The CoG will only tender services and goods in conformance with this Agreement. The IGSA-M shall appoint an IGSA-TR who will be responsible for inspecting all services performed. The CoG will be notified of the identity of the IGSA-TR and of any changes and if services are performed outside the installation, the IGSA-TR shall be granted access to these areas. The IGSA-TR shall have the right to inspect and test all services; inspections and tests to be conducted in a manner that will not unduly delay the performance of work.

If the IGSA-TR determines that services do not conform to the requirements in this Agreement, the IGSA-TR can require the CoG to perform the services again, in whole or in part, at no additional cost to the USG. Alternately, the IGSA-TR can reduce the price to be paid for services to reflect the reduced value of the services to be

performed. If the services cannot be corrected by re-performance, the IGSA-TR may alternately waive price reductions or re-performance of the services. Such waivers shall not constitute a waiver of requirements in the Agreement unless approved in writing by the GC. If the CoG is unable to perform any of the services due to an occurrence beyond the reasonable control of the Parties, such as acts of God, unusually severe weather, or USG activities on the installation which impede the CoG's performance, the CoG shall promptly notify the IGSA-TR.

If the CoG fails to re-perform services or abandons performance, the USG may perform or contract for performance of the services and charge those costs to the CoG. Except in an emergency, the USG will not exercise this authority without providing at least a 30 (thirty-day) prior written notice to the CoG to allow for amicable resolution of issues between the Parties. If services are deemed to be deficient and cannot be corrected to the satisfaction of the IGSA-TR, the IGSA-M may terminate the IGSA immediately. Such termination shall not become effective without prior notice and consultation with the POCs identified in this Agreement.

CLAIMS AND DISPUTES: The Parties shall use their best efforts to resolve any disagreement or dispute regarding this Agreement. To minimize disputes, the Parties will meet monthly to discuss performance and any other issues that either Party may have. The IGSA-TR shall represent the USG in such meetings. The Assistant City Manager, or his or her designee, shall represent the CoG in those meetings.

CONTINUITY OF SERVICES: The CoG recognizes services under this Agreement are vital to the USG and must be continued without interruption and performed even in the event of a dispute between the Parties (not including lack of available funding).

SUSPENSION OF AGREEMENT: The USG reserves the right to suspend performance of the Agreement or access to the installation in event of emergencies, mobilizations, national security reasons, or other reasons outside control of the USG.

REVIEWS AND AMENDMENTS: The Parties will conduct an annual review of this Agreement to discuss the Agreement's effectiveness and potential amendments. Either Party can propose amendments at any time, but all changes must be mutually agreed upon in writing and formally incorporated into the Agreement through a signed amendment. Or updated Agreement. The IGSA-M is responsible for coordinating this process and is the sole authorized individual to make changes to this Agreement, which will only be effective once formally amended.

TERMINATION: This Agreement may be terminated in one of the following ways:

- Mutual Termination: The Agreement may be terminated at any time with a written agreement signed by both parties.
- Unilateral Termination: Either party may terminate this Agreement by providing a 60-day written notice to the POCs except as otherwise specified in this Agreement.
- Termination for Convenience: The USG reserves the right to terminate this Agreement at any time for convenience. Upon notification of termination by the IGSA-M, the CoG must immediately cease all work.

In the event of termination, the USG will pay the CoG a proportionate amount of the agreed-upon price, reflecting the percentage of work completed prior to the notice of termination. However, the CoG will not be reimbursed for any work performed or costs incurred that could have been reasonably avoided.

TRANSFERABILITY: This Agreement is not transferable.

POINTS OF CONTACT (POCs): POCs for issues pertaining to this Agreement are:

- For the USG, the IGSA-M is Mr. Carydaniel Cegledi, 254-287-3519, or at carydaniel.cegledi.civ@army.mil.
- For the USG, the IGSA-TR is Mr. Greg White, 254-553-6994, or at gregory.a.white24.civ@army.mil.
- For the USG, the IGSA-FE is Mr. Donald Newton, 254-288-2256, or at donald.f.newton.civ@army.mil.

- For the CoG, the primary POC is Mr. Bradford Hunt, 254-865-8951, or at bhunt@gatesvilletx.com.
- For the CoG, the alternate POC is Mr. Mike Halsema, 254-865-8951, or at mhalsema@gatesvilletx.com.
- For the CoG, the functional representative is Mr. Seth Phillips, 254-535-4794, or at sphillips@gatesvilletx.com.

ACTIONS OF DESIGNEES: Unless otherwise specified, any action required by this Agreement to be taken by a specific individual or official may be performed by their designated representative. However, this provision does not apply to the IGSA-M, who must personally perform any actions assigned to them under this Agreement. Signatures and dates of signatures of the parties:

For the USG:

For the CoG:

Mark R. McClellan
Colonel, U.S. Army
Garrison Commander

Bradford Hunt
City Manager, City of Gatesville
Gatesville, Texas

Date

Date

Exhibits:

- A - Performance of Work
- B - General Provisions
- C - Recreation Center Property Hand Receipt From Mobilization Branch
- D - Joint Inventory and Hand Receipt Procedure
- E - Safety Plan Template
- F - Badging and Common Access Card (CAC) requisitioning procedures

Exhibit A: Performance Of Work

Scope: Gatesville Parks and Recreation Department will provide services, including operating the NFH Recreation Center Facility (here after referred to as NFH-RC) on the NFH cantonment area. They will provide recreation services to support the combat readiness of Service Members at the Mobilization Force Generation Installation which will enhance the health, safety, and harmonious coexistence of personnel, their family members, and their animals on this installation.

1. Basic Services.

1.1 The CoG shall provide recreation services at NFH. The CoG shall operate a Recreation Center providing Service Members with a welcoming, aesthetically pleasing facility and a wide range of recreation services which deliver morale building capabilities and recreation support.

1.2 The CoG shall be a participating entity in the Garrison's Interactive Customer Evaluation (ICE) program; a customer feedback system requiring a response timeline. The resolution of complaint or satisfied customer feedback request inside a 72-hour response suspense, from CoG management of the NFH-RC to the USG controlled and provided website is required. This area is evaluated daily by the IGSA-TR. The CoG shall be available to operate the NFH-RC 12 hours per day, 7 days a week to include weekends and holidays.

2. Task One Operate a Recreation Center on NFH

2.1 Maintain the NFH-RC equipped with games, entertainment equipment and limited self-serve food service provided through the AAFES Kiosk.

2.2 CoG employees will perform incidental cleaning, enforce user clean actions, and monitor the serviceability of the AAFES Kiosk.

2.3 Coordinate events hosted by DFMWR and CoG-sponsored events.

2.4 Maintain a hand receipt (loan) system to allow transient units to borrow sports equipment for unit-level physical fitness events.

2.5 Keep a supply of expendable durable games, Play Stations, pool tables, and sports equipment in stock.

2.6 Create and maintain a calendar supporting on and off-post events.

2.7 Distribute expendable supplies/donated items to Service Members as they become available.

2.8 Provide recreation services to a transient population of activated reserve component Service Members. This includes organizing sports tournaments, races, concerts, movies, and Pop-up events sponsored by friends of the Army.

2.9 Host events in the recreation center on a first-come, first-served basis, managing the setup to ensure an aesthetically pleasing, hygienic, and welcoming facility. Provide recommendations for upgrading or renovating the available space and its furnishings.

2.10 Maintain USG furnished IT systems and the capability to use the Stand-Alone Network Enterprise Command (SANEC) communication systems to support this task. This involves employees obtaining SANEC vouched Common User Card (CAC), from the Mob Branch.

2.11 Be prepared to adjust work schedules to support special events on NFH.

2.12 Occasionally, or once a month, travel to Main Post DFMWR Headquarters for professional development, planning, or working groups to support this task.

2.13 The CoG shall receive telephonic calls from the DPTMS Mobilization Branch, to execute recreation services which are in direct support of Service Members.

2.14 The CoG shall participate in regularly scheduled staff meetings with the NFH Mobilization Branch of DPTMS which will occur generally once a week.

3 Logistics and Security Tasks associated with an Army facility (NFH-RC)

3.1 The CoG shall participate in regularly scheduled staff meetings with the NFH Mobilization Branch of DPTMS; generally, once a week.

3.2 Establish a Property Book Sub Hand Receipt, generally described as a Governmental Furnished Property hand receipt, to maintain, receive new items, and dispose of all equipment, including unserviceable or unsafe items.

3.3 Maintain a key control system in compliance with Army physical security regulations, ensuring the building's security during low-use or when closed.

3.4 Maintain a repair and utility capability, commonly known as Work Orders, in coordination with the Directorate of Public Works (DPW). Coordinate any repairs or emergency maintenance with the NFH Mob Branch Vendors Site Support Section to track usage and the availability of the Rec Center Building.

3.5 If necessary, relocate with Mob Branch support to alternate facilities in the event of an emergency, renovation, or any other USG-directed action.

3.6 Be prepared to participate in scheduled emergency action drills to safeguard your employees and inform the public of events occurring at NFH.

3.7 Perform incidental cleaning of the facilities restrooms and monitor the DPW Nugate vendor cleaning of the building's restroom.

Exhibit B: General Provisions: 11377

CoG FURNISHED PROPERTY: As outlined in the SUMMARY OF SERVICES AND PRICE charts, the USG agrees to pay the CoG in accordance with the following amounts so that the CoG can accomplish the performance work statement.

The CoG shall furnish vehicles, equipment, tools, fuels, materials, and supplies necessary to maintain their employees and accomplish all services required by this Agreement unless otherwise specified in this Agreement.

The CoG shall provide and maintain its own cell phones to enable the safe accomplishment of the NFH-RC tasks and services.

USG FURNISHED REAL PROPERTY (FACILITIES): The USG will provide access to the NFH-RC, located at Building 56480 first floor. The USG will maintain the structure. The USG will also allow the CoG to make facility improvements to improve the Soldiers quality of life while they are using the Recreation Center. Such improvements will be at no cost to CoG. These are generally DPW-managed Demand Maintenance Orders (DMO) and Work Orders (WO). The USG bears all costs associated with improvements. Improvements will include but not limited to the following:

- Shade canopy over grassy area(s) in the vicinity of the Recreation Center
- Basketball courts, Soccer and Softball fields
- Building repairs such as doors, gates, latches, fencing, paint, windows, flooring, lighting, Information technology (IT), furnishings, built in cabinetry.
- HVAC repairs and replacement
- Building and parking lot signage
- Kitchen, bathrooms, and meeting rooms

The USG will provide utilities and a back-up emergency generator to the CoG. The CoG shall immediately notify the IGSA-FE in the event of an outage and/or utilities that become defective or otherwise inoperable.

The USG will not provide equipment to the CoG other than what is physically located within the NFH Rec Center and would be considered relevant to this Agreement.

The USG will provide key(s) to Building 56480 to the CoG.

REPAIRS TO USG-PROVIDED FACILITIES: If a Demand Work order (DMO) is required for Building 56480, the submitter needs to go to the following address: <https://home.army.mil/hood/units-tenants/Garrison/DPW/WMB> and click on "EMAIL DMO REQUEST." Once they click on that link, an email window will populate which will request the following information: Name, Email, Duty Phone, Unit, Facility Number Requiring Service, Location Within That Facility. The email will go to USARMY Ft Hood ID-READINESS Mailbox DPW Demand Maintenance Order Desk usarmy.Hood.id-readiness.mbx.dpw-demand-maint-order-desk@army.mil.

ACRONYMS AND DEFINITIONS:

CITY - Gatesville

DFMWR - Directorate of Family and Morale, Welfare, and Recreation

REC – Recreation

DMO - Demand Maintenance Order WO (Work Orders)

FEDERAL HOLIDAYS: The CoG will be required to perform services on all recognized federal holidays and identified special events. The recognized federal holidays are:

New Year's Day

Martin Luther King Jr.'s Birthday President's Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veteran's Day
Thanksgiving Day
Christmas Day

(Notify the CoG of any special events no later than 30 days prior). Special events are generally scheduled events of interest to our fellow citizens. They include but are not limited to: The Super Bowl, Professional Sports Championships, NCAA National Championships, and NASCAR championship.

DUTY TO COOPERATE IN ACCIDENTS AND DAMAGE: The CoG employees and any CoG-contracted employees (if applicable) shall comply with all installation security and health conditions. CoG employees who interact with USG personnel shall be able to speak and understand English. All employees shall wear identification badges or distinctive clothing which clearly identifies that they are CoG employees. At the conclusion of the Agreement, or whenever an employee no longer performs services, the CoG will provide the IGSA-FE all identification or other credentials furnished by the USG. Generally, the Common Access Card (CAC) which enables the Rec Center manager to interact on the SANEC provided by IT- read email connection with DFMWR, DPW, and DPTMS.

EXHIBIT C: Recreation Center Hand Receipt From Mobilization Branch

The CoG shall permit employees to inventory and take control of USG furnished materials, equipment, and expendable supplies. The table below from Mob Branch lists the initial Property list provided by the USG to the CoG employees at NFH recreation center.

The table below lists the Real Property building list provided by the USG to the CoG employees at NFH recreation center. (Keys, HVAC etc.)

CoG employees must conduct a joint inventory before departure:

In-process/out-process Site Support

Desk Phone Number: 254-288-5416

Cell Phone Number: 254-368-5855

Location: Bldg. # 56555, 921 Enfield Street (North Fort Hood)

Mailing Address: 338, 112th Street, Bldg. # 56480, Fort Hood, TX 76544

Item #	ITEM	QTY
1	Pool Cue Sticks,2/PC,58"PK4	8
2	Billiard Pool Cue,57",6-set	2
3	Chalk Cubes, Billiard Pool, Pk12	3
4	Cue Tips, Billiard,9/10/12/13mm	2
5	Repair Kit, Pool Cue, SS/CL, Pk17	2
6	Franklin Sports Bristle Dartboard with Medal Ring Scoring	1
7	Spalding Elevation 27.5" Basketball	1
8	Spalding Elevation 29.5" Basketball	2
9	Beyond Outdoors 103mm Resin Bocce Ball Set	1
10	Spikeball Round net Combo Meal Set with 3 balls and Backpack	1
11	Franklin Sports Quikset Pickleball Set	1
12	Beyond Outdoors Wooden Bean Bag Toss	2
13	Baden Matchpoint Volleyball	2
14	Franklin Sports All Weather Size 5 Soccer Ball	3
15	Franklin Sports Journey Wood Paddle X-40 Set	2
16	Franklin Sports 40mm Table Tennis Balls - 12ct	4
17	Franklin Sports Professional Pickle Balls 3pk	2

18	Franklin Sports Family Volleyball Set	1
19	Franklin Sports Optic Paddles	2
20	Manual Pump Spalding Light Silver	1
21	Pressman Rummikub Bonus Edition Game	2
22	Game Gallery Chess & Checkers Wood Set	2
23	Bounce-Off Pop-Out Party Game	2
24	Monopoly Board Game	2
25	400pc Poker Game Set	1
26	Pictionary Board Game	2
27	Connect 4 Board Game	2
28	What Do You Meme? Family Edition Game	2
29	Classic Sorry! Board Game	2
30	Scrabble Classic Board Game	2
31	UNO Card Game	4
32	Phase 10 Card Game	3
33	Skip-Bo Card Game	3
34	Cardinal Game Gallery Double 12 Color Dot Dominoes	3
35	Game Gallery Double 6 Color Dot Dominoes	3
36	Bicycle Standard Playing Cards 1PK	1
37	Bicycle Standard Playing Cards	11
38	Buffalo, 1000 Piece Puzzle, Glitter Edition	2
39	Thomas Kindle Puzzle, 1000 Piece	1
40	Signature Collection Puzzle, 1000 Piece	1
41	Star Wars Puzzle, 500 Piece	1
42	Kodak Puzzle, 1500 Piece	1
43	Television, Hitachi, SER# V7G049662	1
44	Television, Hitachi, SER# V7G049661	1
45	Television, Hitachi, SER# V7G048396	1
46	Television, NEC, SER# 6X000967S	1
47	Recreation Center Building Sign	1
48	HD Digital Antenna, RCA	4
49	55 Gallon Trash Can	2
50	2 Seat Sofa	6
51	3 Seat Sofa	4
52	Lounge Chair	16
53	Activity Table	2
54	3-1 Table w/Chairs	1
55	Printer	1
56	Foosball Table	1
57	Tennis Table	1
58	Coffee Table	4

59	End Table	8
60	Barstool	8
61	Cafe Height Table	4
62	Refrigerator	2
63	Guest Chairs	8
64	Pool Table	2
65	Television, Sony	1
66	Television, Sony	1
67	Laptop Dell	4
68	Microwave	1

Exhibit D – Joint Inventory and Hand Receipt Procedure

All assigned property must be 100% accounted for as prescribed in Army Regulation 735-5 (Relief of Responsibility and Accountability dated 10 March 2024). The accounting will be continuous from the time of acquisition until the ultimate consumption or disposal of the property occurs.

A joint physical inventory of the property will be conducted by a Mobilization Branch representative and the incoming agency. The incoming agency will identify a Primary Hand Receipt Holder (PHRH) who will sign a DA Form 2062 to maintain accountability of assigned items and equipment.

A quarterly inventory of all property will be conducted to maintain accuracy and reduce the risk of lost or misplaced items. In the event of a PHRH change, a 100% property inventory will be conducted and the new PHRH will sign a DA Form 2062 (Hand Receipt/Shortage Listing) to maintain accountability.

The PHRH is responsible for the care, custody, and safekeeping of all assigned property. An internal accountability system will be used by the agency to track the issue and return of property associated with the recreation center. Damaged or missing property must be reported immediately to the Mobilization Branch representative for disposition.

Exhibit E – Safety Plan Template

SAFETY INSPECTION CHECKLIST AND REPORT

AREA:

INSPECTOR:

DATE:

DEPARTMENT/SERVICE:

ACCOMPANIED BY:

TIME IN: TIME OUT:

SAFETY PROGRAM ADMINISTRATION: YES / NO / N/A

OBSERVATIONS:

1. Is a Unit Safety Officer (USO) assigned and appointed on orders?
2. Is a Safety Binder, (hard copy / SharePoint) maintained with current regulations, policies, and procedures; and is binder accessible to staff?
3. Are employees briefed and familiarized with local hazards and policies?
4. Is FC Commander's Safety Policy posted on Safety Bulletin Board?
5. Is current DOD Occupational Safety and Health Protection Poster posted in area?
6. Is Dept/Service Safety SOP current? (Only needed for unique safety issues) Has SOP been reviewed by Safety staff in the past year?
7. Are work areas being inspected quarterly by USO and are copies of reports and corrective actions maintained in Safety Binder?
8. Are emergency telephone numbers posted on telephones and in a prominent location?

GENERAL SAFETY

9. Are all areas inspected regularly and adequately illuminated?
10. Are ceiling tiles in place and free from holes, clean (stain free) and dry? Are ventilation grates clean and unblocked?
11. Are walls free from holes or cracks, clean and dry?

12. Are floors free of loose material, water, holes, or any obstructions, clean and dry?
13. Are mats and carpets in good repair and kept tight?
14. Are floors in wet locations kept dry or have appropriate slip resistant materials/tiles been installed?
15. Are corridors, aisles and stairways kept free and unobstructed?
16. Are handrails provided for stairs and are they in good condition?
17. Are step treads in good condition with nonskid nosings?
18. Are storage areas organized and uncluttered with aisle space maintained?
19. Are materials stacked in a manner to prevent it from tipping, falling, or collapsing?
20. Are heavy items and liquids stored on lower shelves?
21. Do staff use a step stool or ladder to reach high places?
22. Are work areas free of accumulation of debris and materials that create tripping, fire, and explosion hazards and pest harborage?
23. Are fans properly guarded? Are they all wall mounted? If on floor, are fans kept out of line of traffic?

HAZARDOUS MATERIALS

24. Are signs concerning biohazards, and exposures to X-ray, microwave, or other harmful radiation or substances posted?
25. Are caution signs posted to warn about the hazards of hot surfaces, head or eye hazards, slippery floors, and similar conditions.
26. Are there any hazardous chemicals used or stored in this work area?
27. Is hazardous chemical inventory current and is there a safety data sheet (SDS) for each hazardous chemical?
28. Is the SDS book complete and accessible and readily available for all staff?
29. Are all containers labeled as to their contents and with appropriate hazard warnings? Is HAZCOM labeling system poster posted?

30. Are emergency eye wash stations (and safety showers) provided near where corrosive chemicals are handled?
31. Are emergency eye wash stations and safety showers tested weekly and are the results documented?
32. Are needles and sharps disposed of in closeable, puncture resistant containers? Are containers replaced when they become $\frac{3}{4}$ full?
33. Do staff know procedures for reporting and responding to hazardous material spills/leaks?
34. Are hazardous wastes properly stored, labeled, and transported to bunker?
35. Are approved containers used for storage of flammable/ combustible liquids? Are flammables segregated from combustibles?
36. Are flammable storage cabinets used when more than 25 gallons (1 gal per 100 ft²) of flammable and combustible liquids are stored?
37. Are storage cabinets placed in well-ventilated areas? Are they marked with NFPA 704 Symbol and 3" letters for hazard warning?
38. Are inside storage rooms of 1-hr fire-resistive construction, with self-closing 45-min fire-rated doors at all openings?
39. Are flammable liquids returned to flammable storage cabinet at end of each workday? Are quantities of flammables limited to 60 gals?
40. Are separate metal containers with self-closing lids maintained for disposal of flammable solvents?
41. Are compressed gas cylinders legibly marked clearly identifying the gas contained?
42. Are full and empty gas cylinders kept segregated?
43. Do you use local exhaust ventilation systems to control dusts, vapors, gases, fumes, or mists generated in the workplace?
44. Are local exhaust ventilation systems designed and operating properly (e.g., airflow appropriate, ducts unplugged, belts, etc.)?
45. Have all fume hoods been inspected annually by Industrial Hygiene (IH)?

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- 46. Is personal protection equipment (e.g., gloves, eye protection, respirators, etc.) provided and used when handling chemicals?
- 47. Is appropriate foot protection worn when there is a risk of foot injuries from hot, corrosive; falling objects; rolling, or penetrating actions?
- 48. Is hearing protection provided when sound levels exceed those of OSHA noise standard (85 decibels)?
- 49. Are adequate work procedures, PPE provided and used when cleaning up spilled toxic or hazardous materials?
- 50. Have personnel been trained in the use and maintenance of necessary personal protective equipment?

ELECTRICAL

- 51. Are there enough electrical receptacles located nearby equipment so flexible extension cords are not needed?
- 52. Do receptacles and fixed equipment within wet locations have ground-fault circuit-interrupter (GFCI) protection?
- 53. Do electrical receptacles/face plates need repair (i.e., missing, loose, broken, or cracked)?
- 54. Have personally owned coffee pots been inspected by Fire Dept? Are toasters, toaster ovens, hot plates prohibited?
- 55. Are electrical appliances such as refrigerators, microwave ovens, etc., grounded and plugged directly into wall outlet?
- 56. Are electrical cords frayed, deteriorated or wires/insulation exposed? Are electrical cords or plugs smashed behind furniture/equipment?
- 57. Are flexible electrical cords concealed, run through holes in walls, ceilings, or floors, or run through doorways or similar openings?

- 58. Are electrical cords for lights, TVs, radios, and patient monitoring equipment placed to prevent tripping hazards?
- 59. Are extension cords being used? (Surge protector-type cords of 16-gauge wire with ground are allowed for automation/office equipment)
- 60. Are adapters being used? Adapters are prohibited.
- 61. Are circuit breaker panels unlocked and are breakers covered and labeled? Is 36" of clearance maintained in front of panels?

FIRE PREVENTION

- 62. Are fire doors, corridors, exits kept clear and well lighted? Are exit doors operable from direction of exit travel without the use of a key?
- 63. Do all exit doors swing outward and have panic hardware?
- 64. Are doors propped open by an approved means (wedges or doorstops are prohibited)?
- 65. Are all doors that could be mistaken for an exit marked with NOT AN EXIT sign?
- 66. Are all exits marked with an illuminated exit sign? Are exits or exit signs free of decorations, draperies, or furnishings?
- 67. Is there at least 18 inches of vertical clearance between sprinklers and storage? Is there at least 12 inches of clearance below lights?
- 68. Are battery-powered emergency lights tested monthly for 30 seconds?
- 69. Are portable space heaters approved in writing by Fire Dept? (Prohibited in patient care areas)
- 70. Are extinguishers mounted, fully charged, and inspected monthly? Are seals, pins, and tags on fire extinguishers?
- 71. Are all extinguishers readily accessible, adequately conspicuous, and of the correct type/class for anticipated fires?

72. Are drapes, blinds, and curtains of fire-resistant materials? If not labeled, need to replace, or obtain documentation from manufacturer.

73. Are drapes, blinds, and curtains of fire-resistant materials? If not labeled, need to replace, or obtain documentation from manufacturer.

74. Is trash emptied frequently?

75. Are papers and other combustibles stored away from light bulbs, space heaters, and other hot or sparking surfaces?

ERGONOMICS

76. Do staff follow proper lifting and handling techniques?

77. Are carts or mechanical devices available to move heavy or awkward materials?

SANITATION

78. Is there an adequate number of drinking fountains available? Are plumbed drinking fountains operational and clean?

79. Are restrooms, showers, and locker rooms clean? Are floors slip-resistant?

Remarks/Corrective Action: Observations

Exhibit F: Badging and Common Access Card (CAC) Requisitioning Procedures

Common Access Cards (CAC). All CoG employees requiring computer access to the Fort Hood Local Area Network (LAN) shall be required to obtain a CAC through Mission Partner Identity, Credential and Access Management (MP ICAM). All CoG employees requiring a CAC shall have at least a National Agency Check trustworthy investigation submitted through the Office of Personnel Management. Industrial/Company background investigations are unacceptable to receive a CAC or to have access to the LAN. The CoG employee shall submit a Standard Form (SF) 85P (Questionnaire for Public Trust Positions) and an FC Form 7033 (Investigation Questionnaire Permission Request) to the Garrison Security Office. The USG will be responsible for all costs for this process after receipt of the SF 85P and FC Form 7033. The CoG, when notified of an unfavorable determination by the USG, shall withdraw the employee from consideration for working under this Agreement.

Fort Hood Access / Installation Pass. DOD Civilians, active military, military dependents, retired, retiree dependents, and CoG employees with DOD ID cards shall enter the installation by displaying their DOD issued ID card to the guard personal at the Access Control Points. If you do not have your government ID card in your possession you must go to the Marvin Leath Visitor Welcome center to get an installation access pass/badge. For further information visit: <https://home.army.mil/hood/my-fort/visitor-information>.

Vehicle Operation. CoG employees operating motor vehicles on the installation shall have a valid state operator's license for the category of vehicle being operated and shall comply with FC Reg. 190-5, Fort Hood Traffic Code.

Key Control. The CoG shall establish and implement methods of making sure all keys/key cards issued to the CoG employee by the USG are not lost or misplaced and are not used by unauthorized people. **NOTE:** All references to keys include key cards. No keys issued to the CoG employee by the USG shall be duplicated. The CoG shall develop procedures covering key control that shall be included in the Quality Control Plan and Site Support SOP. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The CoG employee shall immediately report any occurrences of lost

or duplicate keys/key cards to the Functional Representative who will report the loss of keys / key to the IGSA-FE.

In the event keys, other than master keys, are lost or duplicated, the CoG employee shall, upon direction of the IGSA-TR, re-key or replace the affected lock or locks; however, the USG, at its option, shall replace the affected lock or locks or perform re-keying. When the replacement of locks or re-keying is performed by the USG, the total cost of re-keying or replacement of the lock(s) shall be deducted from the monthly payment due the CoG.

The CoG employee shall prohibit the use of USG issued keys/key cards by any persons other than the CoG employees. The CoG employee shall prohibit the opening of locked areas by CoG employees to permit entrance of persons other than CoG employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the Functional Representative and IGSA-FE.

Lock Combinations. The CoG shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized people. The CoG shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations. These procedures shall be included in the CoG's Quality Control Plan and Physical Security Plan.