

**CITY COUNCIL MEETING
NOVEMBER 18, 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 **18TH** DAY OF NOVEMBER 2025.
- 2. QUORUM CHECK/COUNCIL PRESENT:** Mayor Gary Chumley, Mayor Pro-Tem Greg Casey, Councilmembers Kalinda Westbrook, Jon Salter, Aaron Smith, Joe Patterson, and Meredith Rainer.

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

OTHERS: Vicki Casey, Jenny Casey, Tina Zimmerman, Scott Ayres, Roger Miller, Bob Brown, Wendy Cole, Leo Corona, John Rook, Bodie James, Joel Robledo, Andrew Collar, Travis VanBibber, Ashley VanBibber, Scarlett VanBibber, Braxten Bell, Kaira Diaz, Christopher Barr, Luke Jackson, Smith, Sonia Blanchard, and Gatesville Messenger.

- 3. INVOCATION:** Greg Casey and **PLEDGE OF ALLEGIANCE:** Led by Mayor Gary Chumley.

EXECUTIVE SESSION

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

City Council entered Executive Session at 5:32 PM.

The City Council of the City of Gatesville will convene into a closed Executive Session pursuant to Texas Government Code section 551.071 (Consultation with Attorney).

5. End Executive Session and Reconvene the Open Meeting.

City Council reconvened the Regular Meeting at 6:41 PM.

6. Discussion and possible action to provide directions to the City Manager regarding matters discussed in Executive Session.

No action was taken.

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 ALLOTED 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.

Leo Corona came forward to request Council remove Item 7b from Consent to discuss openly.

CONSENT:

7. 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 2025-119:** Discussion and possible action regarding approval of minutes from Regular City Council Meeting held on **October 28, 2025**.
 - b. **Resolution 2025-128:** Consider Resolution approving naming portions of the Gatesville Library after a donating patron. (Mike Halsema)
 - c. **Resolution 2025-125:** Discussion and possible action regarding September 2025 Financial Report. (Mike Halsema)

Councilwoman Rainer requested Item 7b be removed from Consent and discussed separately.

CONSENT AGENDA: Motion by Meredith Rainer, seconded by Joe Patterson to **APPROVE** the **CONSENT AGENDA** Items 7a and 7c. All six voting “Aye”, motion passed, 6-0-0.

Shea Harp came forward to discuss how donations are acknowledged in the library with a donation tree.

RESOLUTION 2025-125: Motion by Aaron Smith, seconded by Jon Salter to **APPROVE** **RESOLUTION 2025-125** naming the library study rooms “Charles D. and Mary Alice Wise Study Rooms” and the adult area of the library to “Charles D. and Mary Alice Wise Gathering Place”. All six voting “Aye”, motion passed, 6-0-0.

ELECTIONS:

8. November 4, 2025 Election:

- a. Administer Oath to newly elected and re-elected Council Members.
 - Greg Casey, Ward 2, Place 5
 - Aaron Smith, Ward 1, Place 1
 - Travis VanBibber, Ward 1, Place 3

Holly Owens administered the oath of office.

- b. Issue Certificates of Election
- c. Recognize outgoing Council Member Meredith Rainer.

Mayor Chumley recognized Meredith Rainer for her service as a Council Member and presented Mrs. Rainer with a memento for the time that was served. The Regular Meeting was recessed at 6:58 PM.

Recess Regular Meeting for 15 Minutes to celebrate Meredith Rainer.

Reconvene Regular Meeting

Mayor Chumley reconvened the Regular Meeting at 7:19 PM.

9. Discussion and possible action to appoint a Mayor Pro-Tem.

Motion by Aaron Smith, seconded by Travis VanBibber to nominate **Greg Casey as Mayor Pro-Tem**. There were no other nominations. The motion **PASSED** unanimously, 6-0-0.

OTHER BUSINESS:

10. Discussion and possible action regarding purchase of one (1) marked 2026 Dodge Durango Police vehicle.

RESOLUTION 2025-126: Motion by Jon Salter, seconded by Kalinda Westbrook to **APPROVE** the purchase of one (1) 2026 Dodge Durango police vehicle through the vendor Donaldson CDJR. All six voting “Aye”, motion passed, 6-0-0.

11. Discussion and possible action regarding a Resolution amending Water Supply Contracts.

RESOLUTION 2025-124: Motion by Kalinda Westbrook, seconded by Aaron Smith to **APPROVE** 2025 Amendments to each of the five water supply contracts between the City of Gatesville and, respectively, (1) Coryell City Water Supply District, (2) Flat Water Supply Corporation, (3) Fort Gates Water Supply Corporation, (4) Mountain Water Supply Corporation, and (5) Grove Water Supply Corporation; Authorizing Mayor to execute the 2025 amendments and the City Manager to execute any further necessary and related documents; Providing a repealing clause; Providing a severability clause; and Providing an effective date. All six voting “Aye”, motion passed, 6-0-0.

12. Discussion and possible action regarding awarding a contract for roofing repairs for the Fitness Center.

RESOLUTION 2025-122: Motion by Greg Casey, seconded by Joe Patterson, to authorize the City Manager to authorize engaging Cotton Commercial USA d/b/a Target Solutions, and to negotiate and execute a contract therefor in an amount not to exceed \$61,500. All six voting “Aye”, motion passed, 6-0-0.

13. Discussion and possible action regarding disbursement of HOT Funds.

Tina Zimmerman, Chamber liaison handed out a budget for Shivaree to Council.

RESOLUTION 2025-120: Motion by Aaron Smith, seconded by Jon Salter, to **APPROVE RESOLUTION 2025-120**, disbursing \$60,000 in Hotel Occupancy Tax Funds to the Gatesville Chamber of Commerce, for Shivaree 2026. All six voting “Aye”, motion passed, 6-0-0.

14. Discussion and possible action regarding amending the FY 2025-26 Budget.

ORDINANCE 2025-22: Motion by Kalinda Westbrook, seconded by Joe Patterson, to **PASS ORDINANCE 2025-22** amending the FY 2025-2026 Budget, to a future Council meeting, **first reading**. All six voting “Aye”, motion passed, 6-0-0.

15. Discussion and possible action to cast a vote for a candidate to the Board of Directors of the Coryell Central Appraisal District.

Leo Corona came forward and requested that resumes should be part of the ballot. Mayor Chumley stated it is up to the County Appraisal District to provide those resumes.

RESOLUTION 2025-121: Motion by Joe Patterson, seconded by Aaron Smith to cast **52 votes for Inez Faison** and **52 votes for Kevin George**. All six voting “Aye”, motion passed, 6-0-0.

16. TxDOT Resolution for placement of Flock Safety ALPR cameras on TxDOT Right-of-way.

Mayor Chumley asked how the system is tied to the patrol car. Chief Clark stated it is a software which is cloud based. The license plate must be manually entered into the system to be able to track it.

Councilwoman Westbrook asked if the patrol car is alerted about the license plate. Chief Clark stated the patrol car is receiving an alert if the specific license plate drives past a flock camera. At that point, the software would let the patrol car know in what direction the vehicle is traveling.

Councilwoman Westbrook asked how many other municipalities are using this software. Chief Clark stated that Gatesville is on the tail end of using this software. It is widely used through the United States.

Councilman Patterson asked Council if they had googled “flock safety”. The cameras are not just cameras, but they are fully enabled with AI within a network of cameras. Any organization can look at our cameras driving through town with the information stored in a private database in a for profit

company. Councilman Patterson stated there is no way he would vote for this despite the legitimate reasons to have them. It goes against the fourth amendment that protects people from unreasonable government searches and seizures. It is reasonable to say that the data and/or recordings are subject to open records request.

Chief Clark stated the cameras were approved in the budget and this is to place the cameras on TxDOT right-of-way. Councilman Patterson stated that when cameras were mentioned, it was about placing them in the cemetery to keep the site secure.

Councilman VanBibber asked if the cameras are indiscriminately taking photos of everyone's license plates. Chief Clark stated it will take a picture of the license plate and if the plate number is in the system, it will trigger an alert. The data on the City's end is deleted after 30 days. There are safety measures in place to deter malicious activity.

RESOLUTION 2025-127: Motion by Travis VanBibber, seconded by Jon Salter to **APPROVE** the resolution to place the cameras on TxDOT right-of-way. Four voting "Aye" and two voting "Nay", motion passed, 4-2-0 (Casey and Patterson against).

17. Discussion and possible action regarding authorization for City Manager to sign a Municipal Maintenance Agreement with TxDOT on behalf of the City of Gatesville.

Leo Corona came forward and asked who was responsible for moving the utility lines in the middle of the sidewalks along Main Street. These sidewalks are unsafe and are in some instances unusable. Mayor Chumley stated there is no good answer to that.

RESOLUTION 2025-091: Motion by Greg Casey, seconded by Kalinda Westbrook, authorizing City Manager, Brad Hunt to sign the TxDOT Municipal Maintenance Agreement, as presented. All six voting "Aye", motion passed, 6-0-0.

18. Review and Discuss Proposed Changes to Chapters 2 and 3 of the 2020 Comprehensive Plan.

Brad Hunt presented Chapters 2 and 3 of the Comprehensive Plan to Council. Council did not make any changes to the draft of Chapters 2 and 3 of the Comprehensive Plan.

Leo Corona came forward to discuss the retail coach report.

19. Discussion and possible action to consider an ordinance annexing approximately 3.46 acres located in the Summer Addn.; Block 1, Lot 4A.

Councilman VanBibber asked about the zoning. Ms. Owens stated the applicant does plan to bring the zoning forward to the Planning Commission and Council to make the zoning Residential Single-Family.

ORDINANCE 2025-21: Motion by Jon Salter, seconded by Travis VanBibber to **APPROVE ORDINANCE 2025-21**, annexing the property described as Summer Addn.; Block 1, Lot 4A, Coryell County, addressed as 209 River Run Road, on 3.46 acres, **final reading**.

20. Discussion and possible action regarding a variance request located on Barnes Street.

Councilman Patterson asked if this would match the other homes on the same side of the street. Mayor Chumley stated it looks like there are only two houses on the street. Chad Newman confirmed there are only a few houses in the immediate area.

RESOLUTION 2025-123: Motion by Joe Patterson, seconded by Aaron Smith to **APPROVE** the requested variance to all for two 7,000 square foot lots and a reduced front setback of 20 feet for the property located on Barnes Street in the Hartwell & Chambers Addn; Block 1, Lot 5.

21. Discussion regarding additions and amendments to City Ordinance, Chapter 40, Parks and Recreation.

Councilman Casey asked about toy motorized jeep. Mr. Hunt agreed to add the definition into the ordinance.

ORDINANCE 2025-23: Motion by Greg Casey, seconded by Jon Salter to **PASS ORDINANCE 2025-23** to amend the City Ordinances, chapter 40, of the City of Gatesville Code of Ordinances with the proposed definition changes to the next meeting.

22. City Manager Report

Brad Hunt presented the city manager's report. No action was taken.

23. City Council adjourned at 8:55 p.m.

Mayor, Gary Chumley

ATTEST:

City Secretary, Holly Owens



Date 12/9/2025
Agenda Item 5

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Presentation and Information from Steve Manning, of NRS Solutions

Information:

Guest speaker Steve Manning, of NRS Solutions, will present information on his company's planned development in downtown Gatesville.

Financial Impact:

none currently

Staff Recommendation:

none currently

Motion:

This is a non-action item.

Attachments:

n/a



Date 12/9/2025
Agenda Item 6
Resolution 2025-130

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action regarding award of a contract for Fitness Center HVAC replacement services.

Information:

The FY26 CIP included three projects related to the Fitness Center. The roof, HVAC, and insulation above the pool. The three projects' budgets & bids are in the table below:

	Budget	Bids	Over /under
FITNESS CENTER DEHUMIDIFIER REPLACEMENT	\$ 175,000	\$ 206,458	\$ 31,458
FITNESS CENTER ROOF REPLACEMENT	\$ 88,000	\$ 61,500	\$ (26,500)
FITNESS CENTER INSULATION REPLACEMENT (General Fund)	\$ 11,644	\$ 20,600	\$ 8,956
Total \$ 274,644			\$ 13,914

Council has awarded the roof replacement bid. The insulation bid is slightly higher than anticipated, but it includes the removal of existing insulation, which wasn't considered during budget development. The insulation replacement costs were budgeted for in the General Fund and have been approved by the City Manager. The other two components were budgeted in the General Capital Projects fund. RFPs were advertised for HVAC replacement services and closed November 24, 2025, 3:00PM. One firm submitted a response: Muegge Heating & Air for \$206,458 Staff (Miguel Gamez and Seth Phillips) evaluated the RFP's and both recommended Muegge for HVAC replacement services.

Financial Impact:

\$206,458

Staff Recommendation:

Staff recommends that the City Council award the contract for the RFP for Fitness Center HVAC services to Muegge Air Conditioning and Heating for HVAC services in an amount not to exceed \$206,458 and further that the Council authorize the City Manager or his designee to negotiate and execute said contract.

Motion:

I move to approve the award of a contract for the RFP for Fitness Center HVAC services to Muegge Air Conditioning and Heating for a price not to exceed \$206,458 and to authorize the City Manager or his designee to negotiate and execute the contract on behalf of the City.

Date 12/9/2025

Agenda Item 6

Resolution 2025-130

Attachments:

- Submitted Bid

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

That the above stated recommendation is hereby approved and authorized.

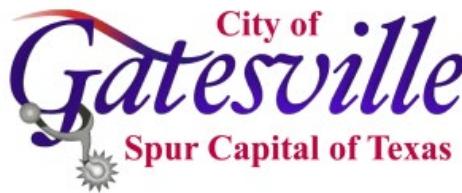
PASSED AND APPROVED at a regular meeting of the City Council of the City of Gatesville, Texas, this the ____ day of _____, _____, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A, Government Code, § 551.001 *et seq.*

APPROVED

Gary Chumley, Mayor

ATTEST:

Holly Owens, City Secretary



Date 12/9/2025
Agenda Item 7
Resolution 2025-131

CITY COUNCIL MEMORANDUM FOR RESOLUTION

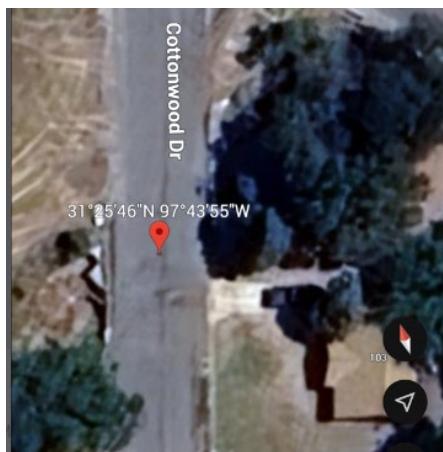
To: Mayor & Council

From: Brad Hunt, City Manager

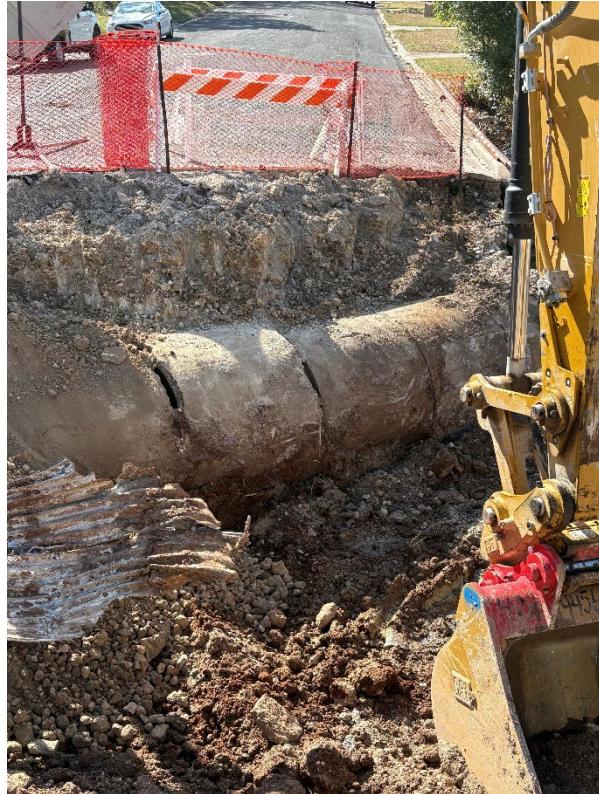
Agenda Item: Discussion and possible action to approve and ratify a Change Order in the amount of \$7,500.00 to the contract for replacement of a drainage culvert under Cottonwood Drive with Gribble Construction, LLC.

Information:

At the October 28, 2025 regular council meeting, Council authorized City Manager Hunt to enter into a contract to repair a drainage culvert under Cottonwood Drive, at a cost not to exceed \$49,547.



Upon commencing the repair work, Gribble Construction along with Public Works Director Newman discovered additional damage to the adjacent concrete culvert, which was not visible from the pre-inspection. Gribble provided a quote of \$7,500 for an additional replacement culvert. PW Director Newman advised that closing up the worksite and reopening it to repair the second damaged culvert would be cost prohibitive, and CM Hunt decided that leaving Cottonwood closed until after the Dec. 9 council meeting was not a viable option. So, Mr. Hunt authorized the change order for the additional \$7,500, and the full repair was completed.



Financial Impact:

This change order was less than 25% of the total value of the contract and therefore did not alter it to the point of voiding it and requiring a rebid process. The value of the change order is \$7,500.

Staff Recommendation:

Staff recommends approving and ratifying the Change Order in the amount of \$7,500 for the City's contract with Gribble Construction, for additional culvert replacement.

Motion:

I move to approve and ratify the Change Order for an expenditure of the additional \$7,500 paid to Gribble Construction, for a change order which provided an additional culvert replacement.

Attachments:

Quote

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

That the above stated recommendation is hereby approved and authorized.

Date 12/9/2025
Agenda Item 7
Resolution 2025-131

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



Agenda Item # 8

CITY COUNCIL MEMORANDUM

Date: December 9, 2025

To: Mayor & City Council

From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action declaring a piece of utility department equipment as surplus property, purchasing one piece of equipment through Holt CAT utilizing the surplus property as a trade-in, and leasing two additional pieces of equipment from Holt CAT.

Information:

As part of the FY26 budget, utility equipment was included as part of the first draft of water and sewer rates to cash fund the purchase of three pieces of utility equipment. The ultimate rates adopted are insufficient to allow cash purchases of two of the pieces of equipment. Staff is proposing leasing a CAT308 (mid sized excavator),



a CAT906 (Wheel Loader),



and trading in (disposing) a CAT M314F Wheeled Excavator towards a CAT302.7 (Mini Excavator).



The CAT M314F proposed for trade in (disposal) was part of 8 leases for heavy equipment in FY19. Six of the eight were 7 year leases with balloon payments. The other two were 5 year leases with balloon payments and were completed in FY24. The final payment for the M314F is in FY27, and the current year (FY26) payment was made in October 2025. The remaining balance (pay off) on the M314F is \$43,201.19. The trade in value of the M314F is \$115,000, leaving \$71,798.81 after pay off. Staff is proposing to use the remaining proceeds to purchase the 302.7 (at \$51,788.57), and utilize the remaining balance towards the other proposed leases first payments due at delivery.

Financial Impact:

Staff proposes:

1. Declaring the City's CAT M314F wheeled excavator surplus property
2. Utilizing the surplus CAT M314F as a trade-in for a purchase of a CAT 307.7-SA from Holt CAT,
3. Leasing a CAT 308CR SBX and a CAT 906 from Holt CAT, with the excess value of the trade-in of the surplus CAT M314F being applied to leases.

Staff Recommendation:

The staff recommends that the City Council approve Resolution No. _____ which would declare the City's CAT M314F wheeled excavator surplus property, direct the utilization of the surplus CAT M314F as a trade in for the purchase of a CAT 307.7-SA from Holt CAT, authorize the leasing of a CAT 308CR SBX and a CAT 906 from Holt CAT, with the excess value of the trade-in of the surplus CAT M314F being applied to these leases.

Motion: I move to approve Resolution No. 2025-132.

Attachments:

Resolution No. _____ with Exhibits A through E:

Exhibit A -	Quote for 307.7-SA purchase
Exhibit B -	Description of CAT 308CR SBX
Exhibit C -	Lease Agreement for CAT 308CR SBX
Exhibit D -	Description of CAT 906
Exhibit E -	Lease Agreement for CAT 906

Staff Contacts:

Mike Halsema, Deputy City Manager mhalsema@gatesvilletx.com
4932-0837-2606, v. 1



Date 12/9/2025
Agenda Item 9
Ordinance 2025-24

CITY COUNCIL MEMORANDUM FOR ORDINANCE

To: Mayor & Council

From: Mike Halsema, Deputy City Manager

Agenda Item: Discussion and possible action regarding adjusting solid waste fees.

Information:

The solid waste agreement with Waste Management executed in December of 2022 provides for an annual CPI and fuel adjustment in Section 8. The City was notified by Waste Management of the adjustment which will be effective February 2026. Per the calculations specified in the agreement, the rates charged to the City by Waste Management are increasing 2.3%. Residential cart service will increase from \$21.56 to \$22.05, and the At Your Door service increases to \$1.50 per month. Combined, the new total residential service will increase by \$0.53 to \$23.55 per month. Commercial dumpsters will increase by 2.3% as well. The proposed ordinance simply adjusts the rates the City charges customers by the amount of the increase in the rates that Waste Management will charge the City.

Financial Impact:

Residential

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

Staff Recommendation:

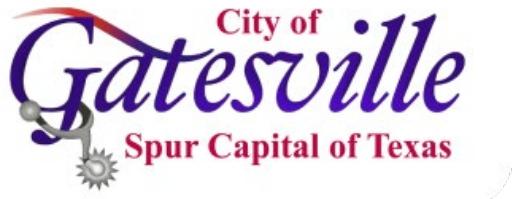
The staff recommends that the city council approve the Ordinance adjusting the solid waste collection fees effective February 1, 2026.

Motion:

I move to pass Ordinance 2025-24, adjusting the solid waste fees in Chapter 18 to the next meeting, first reading.

Attachments:

- Draft Ordinance 2025-24



Date 12/9/2025
Agenda Item 10

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Review and Discuss Proposed Changes to Chapters 5 and 7 of the 2020 Comprehensive Plan

Information:

One major goal for City staff in 2025 was to complete an update of the 2020 Comprehensive Plan, and we have gotten on track to complete that task within the calendar year. We have developed working drafts for each chapter, and tonight we wish to receive Council input on the proposed changes to Chapters 5 and 7 (attached).

With Council's input, we will formalize each draft for the final copy of the 2025 Update to the 2020 Comprehensive Plan.

Financial Impact:

n/a

Staff Recommendation:

n/a

Motion:

n/a – this is not an action item

Attachments:

- Chapter 5 draft ; Chapter 7 draft



Date 12/9/2025
Agenda Item 11
Ordinance 2025-23

CITY COUNCIL MEMORANDUM FOR RESOLUTION

To: Mayor & Council

From: Bradford Hunt, City Manager

Agenda Item: Discussion regarding additions and amendments to City Ordinance, Chapter 40, Parks and Recreation, 2nd Reading

Information:

The existing city ordinance regarding Parks and Recreation, Chapter 40, does not address the use of motorized, off-highway, or self-propelled vehicles within city parks. City Manager Hunt and staff seek to establish rules to prohibit certain vehicles within parks, since their operation, especially in crowded areas, can create significant risks to pedestrians, cyclists, children, wildlife, and park staff.

Financial Impact:

none currently

Staff Recommendation:

The staff recommends passing Ordinance 2025-23 to the amended City Ordinance, Chapter 40, of the City of Gatesville Code of Ordinances to the next meeting.

Motion:

I move to pass **Ordinance 2025-23**, to amended City Ordinance, Chapter 40, of the City of Gatesville Code of Ordinances to the next meeting, second reading.

Attachments:

- Ordinance

City Manager Report to City Council

December 9, 2025

WELCOME

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

Please call me at 254.220.4628, or email me at bhunt@gatesvilletx.com, if you have any questions about any of the information provided herein. Thank you,

Bradford Hunt
City Manager

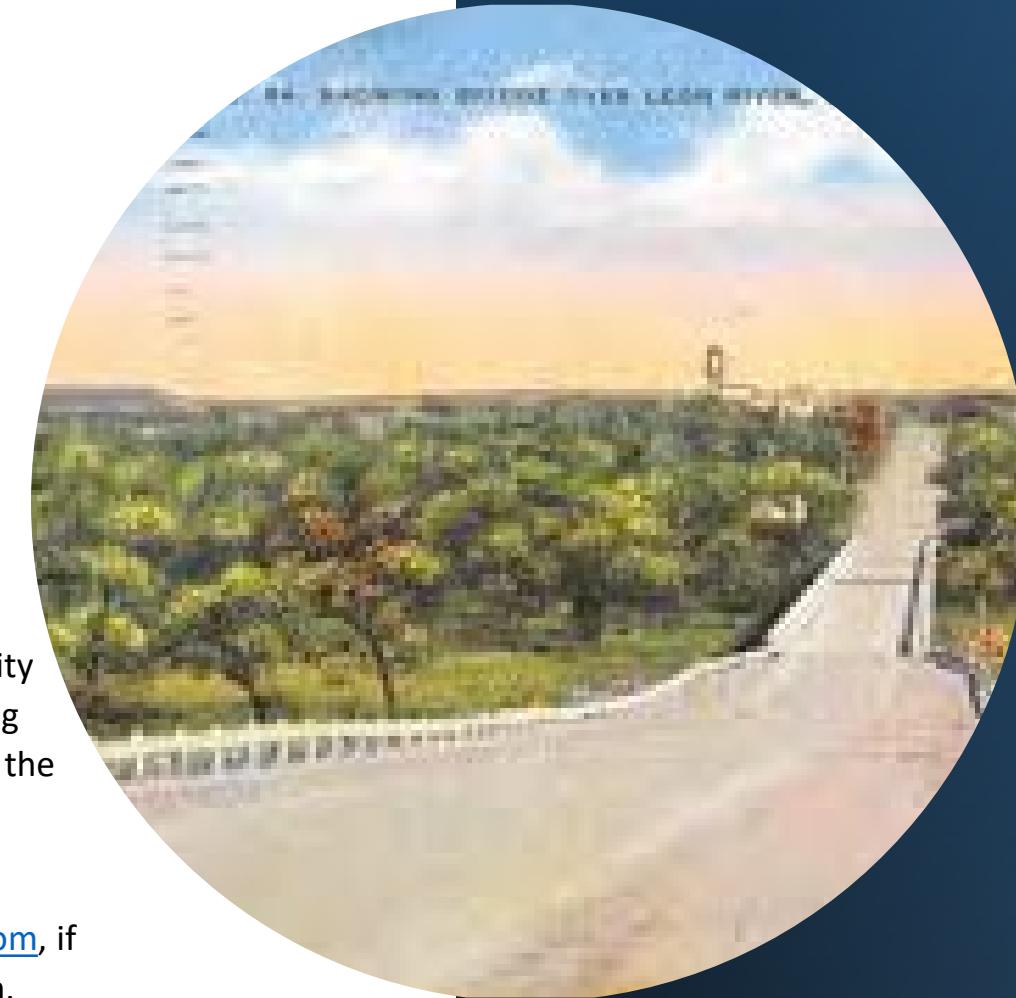


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 - Administration
 - City Secretary, Permits & Code Compliance
- C.I.P. Updates
- Upcoming Community Events



City Manager Update:

City-Wide Staffing Report

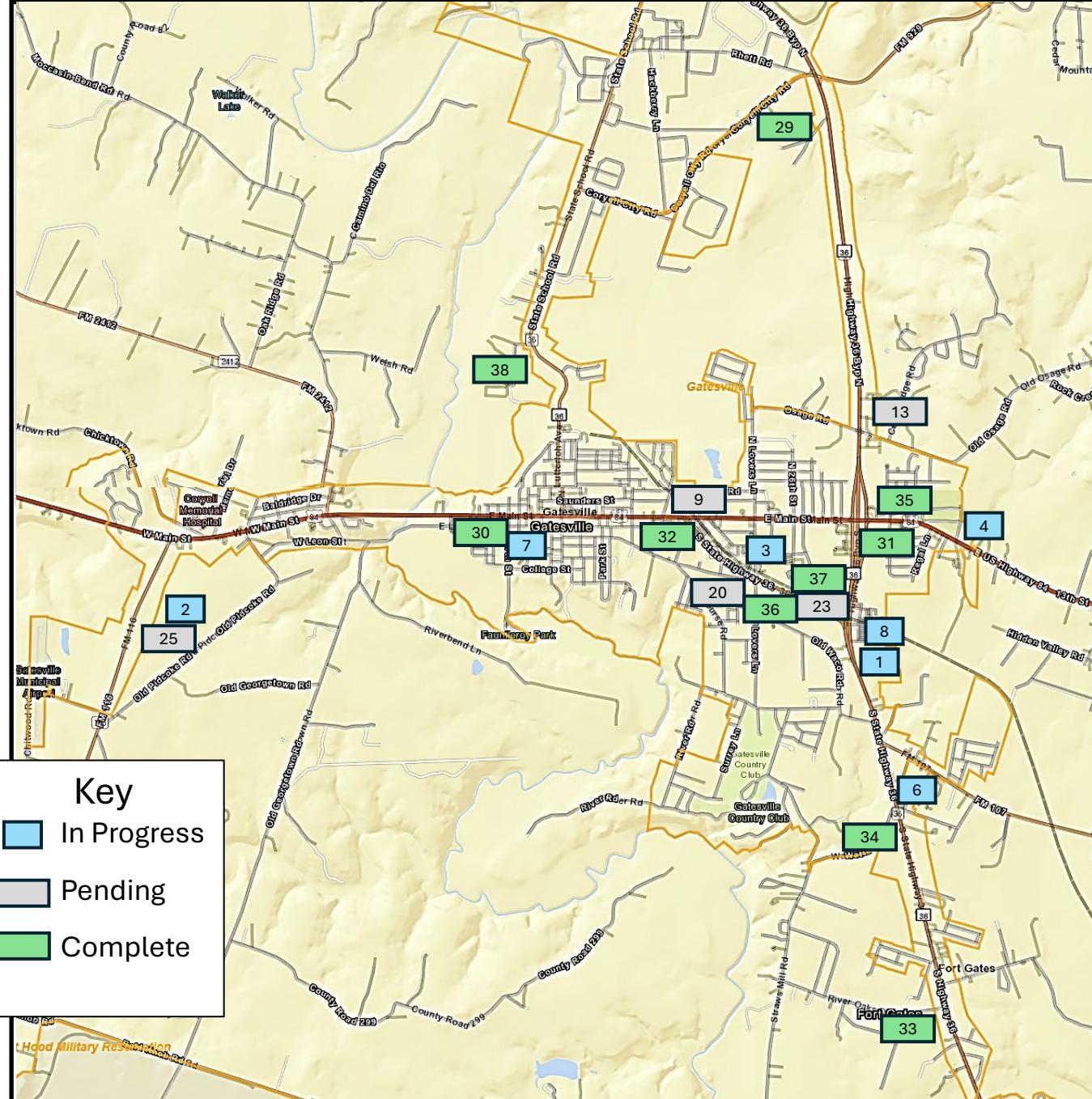
Open Positions, total: 4 FTE, 2 PT

- PD
 - 4 Officer (FTE)
- Parks
 - 1 Fitness Center Front Desk (PT)
 - 1 North Ft. Hood Rec Center (PT)

City Manager Update: Current Projects

- Comprehensive Plan update – final drafts will be released by end of December
- FEMA final online entries & project planning
- Water Rate – fee waiver period in effect, CM reviewing all potential disconnects
- Development inquiries / meetings
- Food for Families Polar Plunge Challenge
- Classification Study
- Auditorium assessment – project in progress, report expected early Jan. 2026
- July 4, 2026 (America's 250th) planning
- Employee Handbook – complete re-write in progress

Development Update December 2025



NOT MAPPED

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1. Gatesville Crossing
2. Townhomes Old Pidcock
3. Urgent Care
4. Parkview Apartments/Duplexes - US 84
5. Nat'l Chain Hotel North SH 36
6. TVL storage LLC warehouse South SH 36
7. Public Service Office Downtown
8. Quick Service Food - Inside Walmart
9. Commercial development near Main St. / Bus. 36
10. Duplexes - E. Main Street
11. Nat'l Chain Hotel South SH 36
12. SF Homes FM 107
13. SF Homes north of Osage, east of SH 36 Bypass
14. SF Homes SH 36
15. SF Homes - FM 116
16. Equipment Lease Company area TBD
17. Chain restaurant near HEB
18. Multi-Family near Woods Drive
19. Single-Family near Jackson Drive
20. Single-Family near Gofl Course Rd.
21. Drive-Thru Café E. Main St.
22. Manufacturing/Warehouse FM 116 or TBD
23. Chain restaurant - old BK Building
24. SF Homes north of US 84
25. SF Homes subdivision developmt, FM 116/Old Pidcock
26. Industrial supply distribution center TBD
27. Family-style restaurant US 84
28. Mexican restaurant US 84
29. Summer's RV Park
30. Downtown Boutiques
31. Starbucks
32. 7 Brew Coffee
33. River Oaks Office Suites
34. Watts Lane - Motel Remodel
35. Oso Clean Carwash
36. Dominoes Pizza
37. Wild Flour Café
38. Washburn Duplexes

Development in Progress

	<u>Description</u>	<u>Inquiry</u>	<u>Follow-up</u>	<u>Annexation</u>	<u>Platting</u>	<u>Zoning</u>	<u>Permits</u>	<u>C/O</u>	<u>Completed</u>
1	Gatesville Crossing			N/A	February-25	March-25	October-25		
2	Townhomes Old Pidcoke		April-25		November-23	August-25	August-25	November-25	
3	Urgent Care		April-25		N/A	N/A	July-25	late Dec 2025	
4	Parkview Apartments/Duplexes - US 84			N/A	January-25	February-25	November-25		
5	Nat'l Chain Hotel North SH 36	July-25		August-25	N/A		N/A		
6	TVL storage LLCwarehouse South SH 36	July-25		November-23	n/a	N/A	December-25		
7	Public Service Office Downtown	May-25	July-25	N/A	N/A	N/A	November-25		
8	Quick Service Food - Inside Walmart	July-25		N/A	N/A	N/A	August-25	January-26	

Development Pending

	<u>Description</u>	<u>Inquiry</u>	<u>Follow-up</u>	<u>Annexation</u>	<u>Platting</u>	<u>Zoning</u>	<u>Permits</u>	<u>C/O</u>	<u>Completed</u>
9	Commercial development near Main St. / Bus. 36	January-25	April-25	n/a					
10	Duplexes - E. Main Street	May-25	July-25	N/A		N/A			
11	Nat'l Chain Hotel South SH 36	January-25		N/A	N/A	N/A			
12	SF Homes FM 107			n/a					
13	SF Homes north of Osage, east of SH 36 Bypass		Dec-25						
14	SF Homes SH 36		August-25						
15	SF Homes - FM 116	May-25							
16	Equipment Lease Company area TBD	May-25							
17	Chain restaurant near HEB	January-25	April-25						
18	Multi-Family near Woods Drive		August-25						
19	Single-Family near Jackson Drive		August-25						
20	Single-Family near Gofl Course Rd.		August-25						
21	Drive-Thru Café E. Main St.		August-25						
22	Manufacturing/Warehouse FM 116 or TBD		September-25						
23	Chain restaurant - old BK Building	January-25	September-25	n/a	n/a	n/a			
24	SF Homes north of US 84	June-25	August-25						
25	SF Homes subdivision developmt, FM 116/Old Pidcoke	Oct-25	Nov-25	n/a					
26	Industrial supply distribution center TBD	Nov-25							
27	Family-style restaurant US 84	Oct-25	Nov-25						
28	Mexican restaurant US 84	Oct-25							

Development Completed Past 6 Months

	<u>Description</u>	<u>Inquiry</u>	<u>Follow-up</u>	<u>Annexation</u>	<u>Platting</u>	<u>Zoning</u>	<u>Permits</u>	<u>C/O</u>	<u>Completed</u>
29	Summer's RV Park			January-25	February-25	March-25	April-25		June-25
30	Downtown Boutiques			N/A	N/A	N/A	May-25	June-25	June-25
31	Starbucks				December-24	N/A	January-25	July-25	August-25
32	7 Brew Coffee	December-24		N/A	N/A	N/A	May-25	August-25	August-25
33	River Oaks Office Suites						November-24	August-25	August-25
34	Watts Lane - Motel Remodel						January-25	August-25	September-25
35	Oso Clean Carwash						September-24	October-25	October-25
36	Dominoes Pizza	March-25		N/A	N/A	N/A	May-25	October-25	October-25
37	Wild Flour Café			N/A	N/A	N/A	May-25	October-25	October-25
38	Washburn Duplexes			January-25	February-25	March-25	April-25		November-25

Department Update: Public Works Overview

PW Director: Chad Newman

Water Dist.: Taylor Donaldson

Streets: Gary Proctor

Water Production: Zeb Veazey

Wastewater: Bobby Buster

Fleet: Derek Lawrence

- Projects
 - Stillhouse WWTP Expansion
 - Hughes Unit Elevated Storage Sandblast and Recoat
 - HWY 36 Sewer main Rehab 10" to 12"
 - FNI mini-CIP planning
 - FEMA Projects
- Current Activity:
 - Stillhouse Expansion
 - FEMA Projects
 - Storm Water Drainage
 - Cottonwood Culvert
- 3-Month Look-Ahead:
 - Water Service Replacements
 - Hughes Unit Sandblast and Recoat
 - Drainage Cleaning
- Long-Term:
 - 5-year CIP for public works + Master Plans
 - Water & Wastewater Master Plans

Department Update: Public Works

PW Director: Chad Newman

Water Dist.: Taylor Donaldson

Streets: Gary Proctor

Water Production: Zeb Veazey

Wastewater: Bobby Buster

Fleet: Derek Lawrence

- Streets
 - Cottonwood Culvert
 - Drainage issues, ditch maintenance, brush removal, street sweeping
 - Assisting with setup at Christmas at the Ballpark
- Water Distribution / Sewer Collections:
 - 8 water service leaks
 - 2 Water main leaks
 - W Main & S Levita – Repaired 8" main hit by Bright speed
 - Cottonwood – Repaired water line that runs through cottonwood culvert
 - 1 sewer tap
- Water Production:
 - Raw water pumped and treated : 118.516 MG
 - The new coagulant blend that we engineered together with TMB recently has been in use for almost a month and has lowered turbidities, increased TOC removal, and lowered operating costs.
 - Nov. 20 lightning strikes knocked out some SCADA functions, insurance claim is pending
- Wastewater Treatment:
 - Stillhouse Expansion on track for Phase 1 completion February 2026

Department Update: Police Department

Chief: Jeffrey Clark

Captain: Keith Mueller

Patrol LT: Sid Post

Dispatch Superv.: Jessica Stiles

Administrative Bureau

Personnel Summary	Budgeted	*Actual	Lmt/FMLA		
Sworn Law Enforcement	20	16	0		
Non-Sworn	12	12	0		
Total	32	28	0		
Property & Evidence	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Items Disposed	0		250		
Items Received	36		257		
Total # of Items	2041		2041		
Records Unit	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Open Records Requests	135		1188		
False Alarm Program		November 2025	November 2026		
Total number of alarms		13			
Total number of FALSE alarms		8			
Community Events Sponsored	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Community Events	0		11		

Department Update: Police Department

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Dispatch Superv.: Jessica Stiles

Patrol Bureau

Use of Force Report	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Total # of Use of Force Incidents	0		4		

Computer Aided Dispatch	November 2025	November 2026	2025 YTD	2026 YTD	YTD % Changed
Calls for Service	476		5482		
Self-Initiated Activity	958		17,225		
Total Events	1434		22,707		

Activities	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Total Arrests (# of Offenders)	24		297		
Misdemeanor	15		239		
Felony	10		145		
Class C	2		41		
Federal	0		0		
Total Offense Charges	27		421		

Department Traffic Enforcement	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Citation (Tickets)	87		943		
Citation Charges	120		1320		
Citation Warnings	244		2954		
Traffic Stops (CAD data)	283		3501		
DWI Arrests	3		29		
Accidents Reported by Officers (CRIS)	15		129		
Accident Exchange Information	6		121		
Fatality Accident	0		0		

Department Update: Police Department

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Dispatch Superv.: Jessica Stiles

Animal Services					
Administrative Activities	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Calls for Service	122		1266		
Warnings	0		7		
Citations	3		17		
Criminal Investigations	2		6		
Dogs	November 2025	November 2026	2025 YTD	2026 YTD	% Changed
Field Intake	14		134		
Total Dogs Received	14		134		
Reclaimed	4		60		
Adopted	2		68		
Transferred Out	1		38		
Total Live Outcomes	7		145		
Euthanized	0		4		
Died in Shelter	0		0		
Total Dogs Euthanized	0		4		
Cats	November 2025	October 2026	2025 YTD	2026 YTD	% Changed
Field Intake	10		191		
Total Cats Received	10		198		
Reclaimed	0		2		
Adopted	7		65		
TNR	7		116		
Transferred Out	0		7		
Total Live Outcomes	14		203		
Euthanized	0		2		
Died in Shelter	0		6		
Other (Wildlife/Livestock)	Nov. 2025	Nov. 2026	2025 YTD	2026 YTD	% Changed
Intake	0		1		
Released to Owner (Livestock)	1		2		
Released (Wildlife)	0		11		
Euthanized	0		2		

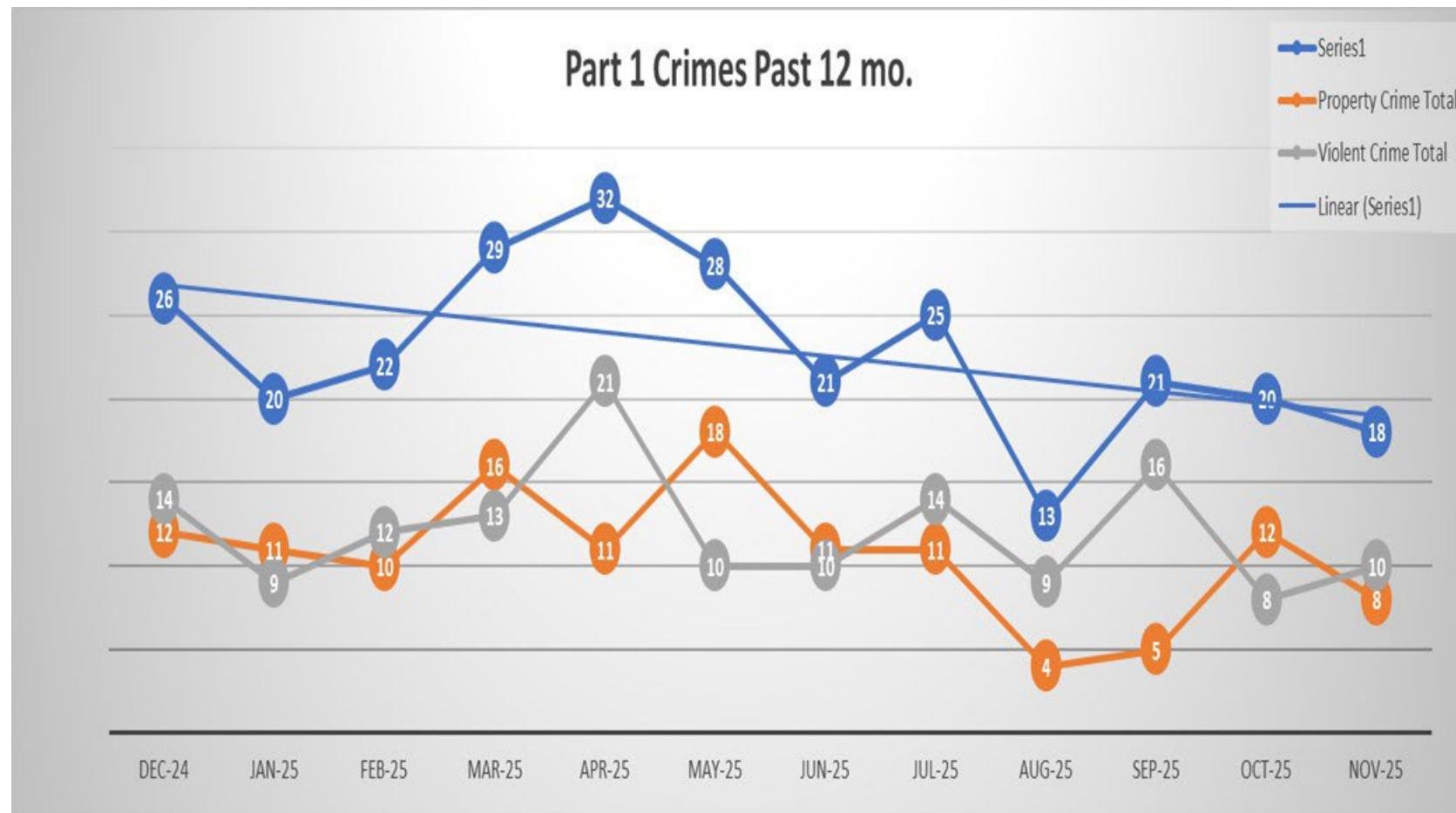
Department Update: Police Department

Chief: Jeffrey Clark

Captain: Keith Mueller

Patrol LT: Sid Post

Dispatch Superv.: Jessica Stiles



Department Update: Fire Department

Chief: Billy Vaden

- Chief Vaden retiring at end of 2025.
- VFD voted on officers and new Chief December 2.

Department Update: Parks & Recreation

Director: Seth Phillips

Superintendent (NFHRC/Aquatics):
Marte Bailey

Fitness Center Director: Patrice
Gilbert

Maintenance Supervisor: Levi Cole

Ongoing Projects:

- FEMA Damaged Park Sites (Faunt Le Roy, Raby, Brown)
- Fitness Center Repairs
- Parks Master Plan
- TPWD Grant (submitted July 25)
- NFH Recreation Center (Grand Opening Ceremony postponed)

Athletics:

- Youth Flag Football Season ended on November 10
- Youth Volleyball Season ended on November 1
- Select Tournaments- November 2, 8, 9, 16 (60 teams/3,430 attendees)
- Upcoming Fall Select Tournaments (December 6-7, December 14)
- Spring 2026 Tournaments (February 7-8, February 21-22, March 7-8, March 14-15, March 21-22, March 28-29, April 11-12, April 18-19, April 25-26, May 9-10, May 16-17, June 6-7)
- Applications have been submitted for the Texas Teen-Age District and State Tournaments

Department Update: Parks & Recreation

Director: Seth Phillips

Superintendent (NFHRC/Aquatics):
Marte Bailey

Fitness Center Director: Patrice
Gilbert

Maintenance Supervisor: Levi Cole

Fitness Center:

- Membership:
 - 940 Memberships
 - 3,467 Member visits
 - 141 Day Passes Sold
- Group Exercise:
 - 79 Group Exercise Classes
 - 567 Class Participants
- Sales:
 - Total: \$13,905.75
 - Memberships, Passes, Etc.- \$11,699.00
 - Retail- \$1,138.25
 - Insurance Reimbursement- \$1,068.50

North Ft. Hood Recreation Center:

- Grand Opening Ceremony- Postponed
- Total Visits- November 1-30 (5,882)
- November Events
 - 11/19- Almost Golf Tournament
 - 11/11- Veterans Day Outdoor Sports Drop-In Play/Nacho Night
 - 11/27- Pumpkin Pie Eating Contest, Esports Tournament, Pool Tournament
 - 11/28- Karaoke Night, NFL Watch Party, Cornhole & Darts
 - 11/29- Ping Pong Tournament, 3v3 Basketball Tournament

Department Update: Parks & Recreation

Director: Seth Phillips

Superintendent (NFHRC/Aquatics):
Marte Bailey

Fitness Center Director: Patrice
Gilbert

Maintenance Supervisor: Levi Cole

Maintenance:

- Mowing of City parks and facilities
- Faunt Le Roy Park – awaiting FEMA fund approval to repair culvert, reopen lower portion to allow vehicle access to parking lot

Upcoming Events:

- Christmas At The Ballpark (December 1-30)
- December 13 (Breakfast with Santa- 5:30pm) (Live Music- Anna Grace 6pm-8pm)
- December 20 (Storytime With Santa- 5:30pm) (Live Music- Brennan Mata 6pm-8pm)
- Toy Drive Tournaments (December 6-7 & December 14)

Department Update: Administration

Deputy City Manager / CFO:
Mike Halsema

HR Director: Lori McLaughlin

Library Director: Shea Harp

Finance

- FY 26 budget preparations
- City Hall water damage –work completed early November
- New Credit Cards, gaining compliance with Texas Comptroller's new guidance
- Improved internet services for most City buildings

Airport

- RAMP grant – new grant submission in progress

Court, Water, Cemeteries

- Processing utility billing payments with waived fees

Human Resources

- Comp & classification study – in progress
- Working on handbook amendments / new edition of book
- Auditorium assessment – project in progress, report due in January

Library

- Tocker grant purchases
- Assisting with Christmas in the Ballpark
- Homebound program – 10+ participants

Development Services & CSO Planning, Building, Code Enforcement

City Secretary
Holly Owens
Building Official
Miguel Gamez
Permit Technician
Nicole Clark
Code Enforcement

November 2025

Permits & Inspections: Permits - \$ 1,010,979.25 (value)

Permits ([Review](#)/[Issued](#)) (26 permits issued) (\$4,147.55 collected)

Parkview Civil (FNI) completed and Structural (BV) completed

1 New SF Homes

Commercial Remodels

4 Residential Remodels

Miscellaneous

Inspections (111 inspections performed)

New SF Homes

Residential Remodels

Commercial Remodels

- Vision Concepts
- Dunkin Donuts

New Commercial

- Emergency Mgmt. Communication Center
- Gatesville Crossing
- TVL Storage LLC
- Integrity Urgent Care

Miscellaneous

Certificate of Occupancies

Henry Sun Apartments

Development Services & CSO Planning, Building, Code Enforcement

City Secretary
Holly Owens
Building Official
Miguel Gamez
Permit Technician
Nicole Clark
Code Enforcement

November 2025

Planning/Building Standards Commission

Zoning/Development Ordinance(s):

Plat(s) Processed:

Annexation Application(s):

BSC: Next meeting will be January 2026

PZC: Barnes Street Variance /Next meeting will be January 2026

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

Code Enforcement

47 Case(s) opened with 50% voluntary compliance

➤ 28 cases remain open

1 Lien(s) paid

1 Abatement lien(s) filed

Citation(s) issued

Licenses \$3,331.00

Open Records Requests

2 Livestock

4 Pet Tags

Solicitor

Amusement Facility

3 TABC

1 Special Event

Kennel

7 Microchips

22 Alarm

Coin-Operated Machines

Food Truck

Special Event Vendor

2 Zoning Verification Letters

15 Other

C.I.P. Updates

CAPITAL PROJECTS FY 25-26

Project Description	FY26	Funding Source	Dec-25 UPDATE
Faunt Leroy Park Flooding DR4781 FEMA grant	177,335	MATCH AMOUNT SHOWN TOTAL IS 709,339	In Progress
POLICE INTERCEPTOR ADDITION	87,000	General Capital Improvement Fund	Pending Order
FIRE ENGINE REPLACEMENT *	550,000	PLACE HOLDER WON'T LIKELY BE SPENT IN FY 26	Placeholder
SCBA WASHER	28,000	Grant 75% & General Capital Improvement Fund 25%	TBD
FLEET SERVICES MECHANIC VEHICLE REPLACEMENT	80,000		Complete
CODE ENFORCEMENT VEHICLE ADDITION	25,000		Pending delivery in December
FITNESS CENTER DEHUMIDIFIER REPLACEMENT	175,000		RFP awarded & work pending
FITNESS CENTER ROOF REPLACEMENT	88,000		Contractor selected, work pending
FITNESS CENTER WEIGHT EQUIPMENT REPLACEMENT YEAR 4	25,588	General Capital Improvement Fund	Pending delivery in January
Total General Capital Fund Projects	1,235,923		
STREET DEPARTMENT TRAILER Arrowboard	7,500	General Fund Operating Cash	Complete
PARKS Power Rake	11,000	General Fund Operating Cash	Ordered, arriving Jan. 2026
FITNESS CENTER INSULATION	11,644	General Fund Operating Cash	Quotes pending
FIRE STATION DRIVEWAY REPLACEMENT (multi year)	18,000	General Fund Operating Cash	No Update
Total General Fund Operating	48,144		
STILLHOUSE WASTEWATER TREATMENT PLANT REHAB	8,000,000	existing TWDB bond funds	Est. completion Feb. '26
WATER PRODUCTION ELECTRIC SYSTEM REHAB - TWDB GRANT	-	\$66.3M funding denied by TWDB - investigating new options	Beginning RFP process
WATER PRODUCTION FILTER MEDIA REPLACEMENT	1,018,660		No Update
HUGHES ELEVATED STORAGE TANK	204,000	80/20 Grant funding (grant was \$778K, but now using current funding to gain TCEQ compliance)	Scheduled Dec. '25
EASTERN 10" WATER TRUNKLINE PHASE 2	850,703	Current utility funding	Moved to 2028
HWY36 GRAVITY MAIN REPLACEMENT - EPA GRANT	582,500	Potential FEMA DR4781 75/25	RFP approved, scheduling work
PICKUP TRUCK REPLACEMENT	20,000	TBD WSC and Bond funding (was \$45K but now rehabbing old truck)	Complete
VAC TRUCK STORAGE BUILDING	80,000	5 year financing in operating budget	Pending quotes
LEON WEST TRUNK REPLACEMENT PHASE 1	2,616,243	Current utility revenues	Moved to 2030+
LEON PLANT SLUDGE THINNER	871,500	was \$80k but now combined with others in 5-year CIP	Pending RFP process
LEON PLANT BAR SCREEN REPLACEMENT	30,000	Was \$25K but Changed to Lakewood Electrical for \$30K	Pending RFP process
BROWN PARK SEWER LINE RELOCATE	544,800	FEMA 75/25	In progress
LEON SEWER LINE REPLACEMENT	559,200	GRANT CAPPED AT \$466K	Planning process
MANHOLE REHABILITATION	100,000	Current Utility Revenues	Planning process
Total Water and Sewer Projects	15,477,606		

Upcoming Events

Date	Time	Event	Location
Dec. 13	10:00 AM	Christmas Parade	Main Street
Dec. 13	5:00 PM	Christmas @ Ballpark Ana Grace & coco w/Santa	Sports Complex
Dec. 20	5:30 PM	Christmas @ Ballpark Brennan Mata & story time/Santa	Sports Complex
Jan. 12-17		Coryell County Youth Fair	Civic Center / Barn



WATCH OUR FACEBOOK PAGE FOR UPCOMING EVENTS, DEPARTMENT NEWS, AND MORE!