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**Mayor**  
Michelle Pittman  
Di Credico

**City Council**

**Mayor Pro-Tem,**  
**Place 3**  
Elaine Priest

**Place 1**  
Josh McCabe

**Place 2**  
Kenny Crenshaw

**Place 4**  
Sam Eason

**Place 5**  
Leeanne  
Mackowski

**City**  
**Administrator**  
Cynthia Northrop

**City Attorney**  
Carvan Adkins

**City Secretary**  
Shannon  
Montgomery

**Fire Chief**  
Darrell Fitch

**Police Chief**  
Sam Love

**Public Works**  
**Director**  
Sean Densmore

## MINUTES OF REGULAR SESSION OF THE RHOME CITY COUNCIL

**Meeting Date: Thursday, May 14, 2020**

**Location: VIA TELEPHONE CONFERENCE**

**MEETING START TIME: 6:30 PM**

### Call to Order and Establish a Quorum

Mayor Pittman Di Credico called the meeting to order at 6:30pm and announced a quorum of Council Members present.

#### ***Council Members Present:***

Mayor Michelle Pittman Di Credico  
Mayor Pro Tem Elaine Priest  
Council Member Josh McCabe

Council Member Kenny Crenshaw  
Council Member Sam Eason  
Council Member Leeanne Mackowski

#### ***City Staff Present:***

City Attorney Carvan Adkins  
City Administrator Cynthia Northrop  
City Secretary Shannon Montgomery

Municipal Court Clerk Kristi Adams  
Police Chief Sam Love  
Public Works Director Sean Densmore

### Public Presentations and Input

No public presentations were made.

### Announcements from Mayor and Council Members

#### **Proclamation designating May 10-16, 2020 as Police Week**

Mayor Pittman Di Credico presented the Police Week Proclamation to Police Chief Love and his Officers. Di Credico read the proclamation and thanked the Rhome Police Department for their service.

#### **Presentation of SHINE Award – Kristi Adams, Municipal Court Clerk**

City Administrator Northrop explained the new staff recognition program, SHINE:

- **Sincerity** – speaks to the commitment to public service
- **Honesty** – being honest helps to build trust
- **Integrity** – conducting ourselves in a manner that recognizes the public holds us to a higher standard
- **Neighborly** – speaks to being helpful, friendly and kind
- **Excellence** – striving for high quality in service and attitude

Northrop went on to announce that Municipal Court Clerk Kristi Adams was the first recipient as she volunteered to come in on her days off to make sure that Court Sessions were cancelled because of the advent of COVID-19 and notified all of the defendants.

Mayor Pittman Di Credico thanked Ms. Adams for her hard work and thanked Ms. Northrop for implementing the program, recognizing our employees, who are doing an exemplary job – many days a thankless job.

### **Consent Agenda**

*All items under this section are recommended for approval for the Consent Agenda. These items are of a routine nature and require only brief deliberation by Council. Council reserves the right to remove any item on the Consent Agenda for further deliberation.*

#### **A. Minutes of City Council Special Session Minutes dated April 1, 2020**

#### **B. Agreement for Permit and Code Compliance Management Software**

#### **C. Interlocal Agreement with City of Fort Worth to Access Fort Worth Radio System for Fire Operations**

Mayor Pittman Di Credico stated that item B was included in the approved budget for Fiscal Year 2020 and the overage is being accounted for in the budget amendment agenda item later in the agenda. Di Credico also stated that there is no cost associated with the Interlocal Agreement with the City of Fort Worth for access to their fire operations radio system.

Motion made by Council Member Eason, seconded by Council Member Mackowski, to approve the Consent Agenda as presented.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

### **Monthly Staff Reports**

#### **D. Departments: March and April 2020 Administration, Building & Development, Fire Rescue, Municipal Court, Police, and Public Works**

#### **E. Boards: March 2020 Planning & Zoning Commission Meeting**

Council had no questions for either the department reports or the board minutes.

### **Regular Agenda – Old Business**

#### **F. Discussion and update on COVID-19 and the effect for the City of Rhome including but not limited to preliminary property tax values for 2020 and sales tax revenue**

In an effort to update Council, Mayor Pittman Di Credico stated that there have been some different orders from Texas Governor Abbott's Office. The governor is beginning to let Texas re-open in phases and the City will stay in line with those orders.

The City has now returned to full in-person hours of all Staff, businesses have begun to re-open and in Wise County, the threshold to open is 50 percent for certain businesses. There are certain businesses that still have not opened yet, but will be re-opening in the coming weeks as the Governor allows Texans to re-open. The City is sharing information with City businesses to make sure that they receive accurate information.

Staff is working on evaluating when the City will re-open to the public and when in person meetings will be held for Council, Planning & Zoning, Parks & Recreation and also Municipal Court. Staff continues to attend biweekly virtual meetings with the Wise county judge, mayors and city administrators. Staff is also on virtual calls with the Governor's Office.

Staff is working on the re-opening plan; they had a meeting with the Municipal Court Judge to determine the requirements for Municipal Court to re-open.

With the Governor's extension of his emergency disaster order, allows the City to continue holding virtual meetings for another thirty days. This time will allow Staff to get all the plans in place for meetings, making sure all social distancing requirements are observed, purchasing disinfecting supplies, and training for newly written procedures are completed. Staff has already begun to receive training on handwashing, disinfecting and social distancing.

Mayor Pittman Di Credico also updated Council on information pertaining to property taxes and sales tax revenue. The City has received preliminary information for 2020 taxable values in the amount of \$159,315,440, which is down from the 2019 values of a little over \$167,000,000, a difference of approximately \$9,000,000. This estimate is before the protesting of values, the County anticipates many property owners to protest as these values are from January 1st. Staff is taking this information into account while working on next year's budget.

As for sales tax revenue, what the City receives in a month, is actually for two months prior sales activities. What the City received in May is actually March's activity. The City is watching for June's revenue, which is April's activity to start seeing the effects of COVID-19. The City is still ahead of last year, the City has received about 76.6% of our total projected budget for sales tax revenue, with only four months remaining, the City is already ahead about 14.9 % of the budget. The City is thankful that we have not seen huge effects just yet, people are still spending money and there is still traffic coming through town to get to the essential businesses.

Council Member Eason wanted to reiterate that when the budget was discussed last September that it was stated that the Mayor is conservative with revenue and not with expenses and this situation just demonstrated why that reasoning works.

Mayor Pittman Di Credico moved to the next update, stating that the City has received more definitive numbers as far as relief funds that are available for the state, counties and cities. The Wise County relief allotment is \$470,899 and of that, the City's portion, based on population is \$21,263 that is available. This is not free monies, it is to go towards any expenditures that are for specific, related items, the City can get reimbursed up to that amount. This is good news that there is some money available to the city for reimbursement.

#### **G. Discussion and update on Revised Schedule for the Fiscal Year 2020-2021 Budget**

Mayor Pittman Di Credico updated the Council on the revised schedule for the fiscal year 2020-2021 budget process. Di Credico stated that the departments have already submitted a preliminary budget, which she and City Administrator Northrop are meeting with the department heads next week.

The Mayor asked that any directives that Council would like to see this budget year, but sent to City Administrator Northrop, so Staff can take those into account while they work to complete the budget.

Di Credico listed the following meetings:

- May 28 - Council will review City contracts and employee compensation
- June 11 - Budget will be presented to Council
- June 25 - present the proposed tax rate and proposed budget for public input
- July 9 – Required Public Hearing on final proposed budget
- July 16 – Required Public Hearing on final proposed budget, if needed
- July 23 – Adopt Final Budget and Ratify Final Tax Rate

#### **H. Discussion and update on Parks Master Plan in conjunction with the University of Texas at Arlington**

City Administrator Northrop stated that the citizen survey is open through May 31, 2020, currently 144 surveys have been completed. Dependent upon re-opening, the Parks Master Plan Steering Committee will either hold a public engagement meeting event or virtual focus group meetings in July.

## **Public Hearing**

Mayor Pittman Di Credico opened the Public Hearing at 7:00pm.

- I. Rhome City Council to conduct a Public Hearing to hear citizen input regarding a Re-Plat/Final Plat request of currently described as Original Town of Rhome, Lots 7 – 12, Block 4 (intersection of Front St. and Morris St.), with proposed legal description of Original Town of Rhome, Lots 7R (7525 sq. ft.) and 10R (7551 sq. ft.), Block 4 (intersection of E. Front Street and Morris Street)**

City Secretary Montgomery read the one response received into the record:

*"Hello Ms. Montgomery, I am the owner of Lots 17 and 18 in Blk:4 of the Original Town of Rhome. I received the memo regarding the public hearings regarding the request for replat and just wanted to say that from what I can see, it seems like a good idea. In my phone conversation to day with your office, I was informed of the massive growth that is about to take place in Rhome and it sounds a little scary, but also exciting."*

Mayor Pittman asked if anyone on the call had any comments, being none, Di Credico closed the Public Hearing at 7:03pm.

## **Regular Agenda – New Business**

- J. Discussion and any necessary action regarding a Re-Plat/Final Plat request of currently described as Original Town of Rhome, Lots 7 – 12, Block 4 (intersection of Front St. and Morris St.), with proposed legal description of Original Town of Rhome, Lots 7R (7525 sq. ft.) and 10R (7551 sq. ft.), Block 4 (intersection of E. Front Street and Morris Street)**

City Administrator Northrop stated that both Staff and that the applicant had submitted all required documents to answer Council Member Eason's question.

Motion made by Council Member Eason, seconded by Council Member McCabe, to accept Planning and Zoning Commission's recommendation to approve the re-plat/final plat request.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

- K. Discussion and any necessary action regarding an Ordinance amending requirement to hold public hearing at Council Meeting, changing the Public Hearing to be held at Planning and Zoning Commission instead and moving requirements for Re-Platting from Section 8.5.13 to Section 4.04 within Chapter 10, "Subdivision Regulation" and renumbering the remaining sections accordingly**

City Administrator Northrop provided the rational requesting that the Planning and Zoning Commission hold the public hearings for replats and moving the section to where the preliminary and final plat requirements are explained within Chapter 10, "Subdivision Regulation."

Motion made by Council Member McCabe, seconded by Council Member Crenshaw, to approve Ordinance amending requirement to hold public hearing at Council Meeting, changing the Public Hearing to be held at Planning and Zoning Commission instead and moving requirements for Re-Platting from Section 8.5.13 to Section 4.04 within Chapter 10, "Subdivision Regulation" and renumbering the remaining sections accordingly.



Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-07**

**AN ORDINANCE OF THE CITY OF RHOME REPEALING SECTION 8.5.13, "REPLATTING" OF SECTION 8.5, "LOTS", OF SECTION 8, "GENERAL REQUIREMENTS AND DESIGN STANDARDS, OF EXHIBIT A, "SUBDIVISION ORDINANCE" OF CHAPTER 10, "SUBDIVISION REGULATION"; AMENDING SECTION 4.04 OF CHAPTER 10. "SUBDIVISION REGULATION" TO BE ENTITLED, "REPLATTING" TO PROVIDE FOR PROCEDURES AND REQUIREMENTS FOR REPLATS AND RENUMBERING REMAINING SECTIONS ACCORDINGLY; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**L. Discussion and any necessary action regarding agreement with Walnut Creek Special Utility District and authorization to engage special legal counsel regarding the same**

Mayor Pittman Di Credico stated the City received a TCEQ violation on April 8, 2020; Walnut Creek also issued a notice that they were required to issue on March 11, 2020. The City issued our notice of violation to our residents on April 22, 2020 as required by TCEQ; the City is revisiting the issue of trihalomethanes. Di Credico reminded Council that the city does not have a water treatment facility, the City purchases its majority of water from Walnut Creek Special Utility District and the City expects water quality, to have received water be within requirements.

The Mayor continued by stating while the City is limited on what it can do regarding water quality, because the City does not have a water treatment facility, the City is proactively working on a list of items to help increase water quality, including having an open dialogue with Walnut Creek, making sure they understand our expectations within our agreement and having those expectation fulfilled.

Di Credico requested Council's authorization to engage special counsel, if needed, to discuss the contract as TOASE is not able to represent the City in that capacity due to a conflict. The Mayor would like to engage the firm previously used, it is her hope that this matter does not get that far, but having Council's authorization, if it is needed between now and the next meeting, if it is something Staff needs to utilize. The City does want to work with Walnut Creek to make sure the water that is coming to us is within the levels that are in the agreement.

Mayor then discussed the other items that Public Works Director Densmore is doing to help increase water quality: tank inspections and cleaning, and disinfecting and reducing the aging water by flushing the lines. One of the higher priorities is completing a water source water study. The City takes our water quality very seriously and expects the requirements within the contract to be met.

Motion made by Council Member McCabe, seconded by Mayor Pro Tem Priest, to authorize the engagement of special legal counsel.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**M. Discussion and any necessary action regarding Resolution opposing Oncor's application for increased rates**

Motion made by Council Member Eason, seconded by Council Member Mackowski, to approve the Resolution opposing Oncor's application for increased rates.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
RESOLUTION NO. 2020-06**

**A RESOLUTION OF THE CITY OF RHOME, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH ONCOR CITIES STEERING COMMITTEE; AUTHORIZING THE HIRING OF LEGAL COUNSEL AND CONSULTING SERVICES; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL**

**N. Discussion and any necessary action regarding an Ordinance adopting a Comprehensive Fee Schedule**

City Administrator Northrop stated that this Ordinance will move all fees to one chapter, streamline the process of fee collection and allow the City to be more transparent for those to be able to find the fees the City charges. This change will also allow for Staff to be more productive when requesting new fees or changes to the current fees.

Motion made by Council Member Mackowski, seconded by Mayor Pro Tem Priest, to approve an Ordinance adopting a Comprehensive Fee Schedule.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-08**

**AN ORDINANCE OF THE CITY OF RHOME, TEXAS ADOPTING A NEW CHAPTER 15, ENTITLED, "SCHEDULE OF FEES" OF THE CITY OF RHOME'S CODE OF ORDINANCES TO ENCOMPASS AND AMEND ALL FEES, INCLUDING PERMITS, ZONING, WATER & SEWER RATES AND IMPACT FEES AND CODE ENFORCEMENT FEES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE**

**O. Discussion and any necessary action regarding updating Ordinance 1.20.001 Persons Authorized to Sign Checks**

Mayor Pittman Di Credico stated that it became apparent while working through the COVID-19 staggering of employees that the City Secretary needed a backup for check signing. The Mayor has the Mayor Pro Tem as a backup, the City Secretary needs one as well. This ordinance would allow the City Administrator to sign in the absence of the City Secretary. Di Credico clarified that all checks will continue to need one elected official signature and one staff member signature.

Motion made by Council Member Eason, seconded by Council Member Mackowski, to approve an ordinance updating Section 1.20.001 Persons Authorized to Sign Checks of the City of Rhome's Code of Ordinances.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-09**

**AN ORDINANCE OF THE CITY OF RHOME AMENDING SECTION 1.10.001, "OFFICIAL DEPOSITORY; PERSONS AUTHORIZED TO SIGN CHECKS" OF ARTICLE 1.10, "FINANCES" OF CHAPTER 1, "GENERAL PROVISIONS" OF THE CITY OF RHOME CODE OF ORDINANCES TO AMEND PERSONS AUTHORIZED TO SIGN CHECKS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**P. Discussion and any necessary action regarding Ordinance for quarterly budget amendments for fiscal year 2019-2020**

Mayor Pittman Di Credico presented the proposed budget amendments to council and confirmed that the proposed amendments did not change the bottom line of the approved fiscal year 2019-2020 budget.

Motion made by Council Member Crenshaw, seconded by Mayor Pro Tem Priest, to approve an ordinance for quarterly budget amendments.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Motion carried unanimously.

**CITY OF RHOME  
ORDINANCE NO. 2020-10**

**AN ORDINANCE OF THE CITY OF RHOME, TEXAS, AMENDING THE CITY'S DULY ADOPTED FISCAL YEAR 2019-2020 BUDGET, AS AMENDED; REALLOCATING DESIGNATED FUNDS WITHIN VARIOUS DEPARTMENTS TO VARIOUS FUNDS WITHIN THOSE DEPARTMENTS; AND PROVIDING AN EFFECTIVE DATE**

**Adjourn**

Motion made by Council Member McCabe, seconded by Council Member Crenshaw, to adjourn.

Mayor Pittman Di Credico called for a roll-call vote:

Council Member McCabe:	Aye
Council Member Crenshaw:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason	Aye
Council Member Mackowski:	Aye

Meeting adjourned at 7:29pm.

Minutes approved the 28th day of May 2020.

 Michelle Pittman Di Credico, Mayor		 Shannon Montgomery, TRMC City Secretary
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