



Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462

[www.cityofrhome.com](http://www.cityofrhome.com) | [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com)

**Mayor**  
Jo Ann Wilson

**City Council**

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

**Place 1**  
Josh McCabe

**Place 2**  
Michelle Tye

**Place 4**  
Sam Eason

**Place 5**  
Ashley Majors

**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

## NOTICE OF REGULAR MEETING OF THE RHOME CITY COUNCIL

**Meeting Date: Thursday, February 25, 2021**

**Location: VIA TELEPHONE CONFERENCE**

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

**(Total Estimated Meeting Time X Hours and X Minutes)**

**NOTICE IS HEREBY GIVEN** in accordance with order of the Office of the Governor issued March 16, 2020, and most recently extended on February 4, 2021, the City Council of the City of Rhome will conduct its Regular Meeting scheduled for **6:30pm** on Thursday, February 25, 2021 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

**This meeting will be closed to in person attendance by the public.**

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Telephonic and videoconferencing capabilities will be utilized to allow individuals to address the Council. Members of the public are entitled to participate remotely **via GoToMeeting Teleconferencing. Citizens may join the GoToMeeting:**

### **Regular City Council Meeting**

Thursday, February 25, 2021 6:30PM (CDT)

### **You can dial in using your phone.**

United States (Toll Free): 1-866-899-4679

United States: 1-571-317-3116

**Access Code:** 439-831-965

Members of the public who wish to submit written comments on a listed agenda item must submit their comments to [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com) no later than **4:00pm on day of meeting.**

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

This meeting will be recorded and the recording will be available to the public in accordance with the Open Meetings Act upon written request.

### **Call to Order and Establish a Quorum (Estimated 1 minute)**

### **Public Presentations and Input (Estimated Time Varies)**

*The Council is not permitted to take action on or discuss any presentations made to the Council at this time concerning an item not listed on the agenda. The Council will hear comments during this designated time. Request form, or email, must be submitted to the City Secretary, via email to [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com), prior to **4:00pm** to be recognized.*

## **Announcements from Mayor and Council Members (Estimated 2 minutes)**

### March 2021 Events:

- March 6, 2021 – City Council Visioning/Budget Workshop
- March 11, 2021 – Regular City Council Meeting
- March 25, 2021 – Regular City Council Meeting

## **Consent Agenda (Estimated 1 minute)**

*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 Regular Session dated February 11, 2021 **(City Secretary)**

## **Regular Session – Old Business**

- B. Update, discussion and any necessary action regarding the City's third-party building inspector's facilities assessment **(Estimated 15 minutes - City Administrator)**

## **Regular Session – New Business**

- C. Discussion any necessary action regarding designating a professional engineering firm for the 2021-2022 TxCDBG Community Development Fund application and project implementation, administered by the Texas Department of Agriculture **(Estimated 10 minutes - City Administrator)**
- D. Update and discussion regarding Water and Wastewater Rate Study **(Estimated 45 minutes - City Administrator)**
- E. Discussion of SnowPowerMegeddon and any necessary action regarding potentially approving a Local Disaster Declaration **(Estimated 20 min – City Administrator, FD, PW, PD)**
- F. Discussion and any necessary action regarding a Proclamation of Appreciation to Fire, Public Works, Police, City Hall Staff and County First Responders for their service to the City of Rhome during SnowPowerMegeddon 2021 **(Estimated 5 minutes - Council Member McCabe)**

## **Executive Session**

Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council may convene into executive session to discuss the following:

- G. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney
- H. Section 551.072 Deliberation regarding Real Property - purchase, exchange, lease, or value of real property if deliberation in an open meeting would have detrimental effect on position of the governmental body in negotiations with a third person
- I. Section 551.074 Personnel – discuss appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or hear complaint or charge against officer or employee in executive session unless officer or employee requests public
- J. Section 551.087 – Deliberations regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to locate, stay or expand in or near the City and with which the City is conducting economic development negotiations

**Future Agenda Items (Estimated 1 minute)**

**Adjourn (Estimated 1 minute)**

**A quorum of Planning & Zoning Commissioners may be present at this meeting and its members may participate in the discussions of the items on the agenda over which they have responsibilities or authority.**

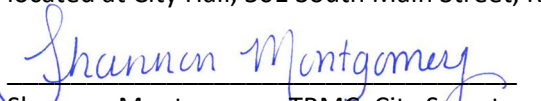
**A quorum of Parks & Recreation Board Members may be present at this meeting and its members may participate in the discussions of the items on the agenda over which they have responsibilities or authority.**

*\*Pursuant to the Open Meetings Act, Chapter 551, Section 551.071 of the Texas Government Code, the Council may convene into executive session at any time during the meeting if a need rises for the City Council to seek advice from the City Attorney concerning any item on this agenda, to discuss pending and contemplated litigation, or a settlement offer, or to discuss a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.*

*The Council may vote and / or act upon each of the items listed in this Agenda. Except for Public Presentation and Input and items in the Agenda designated as public hearing or otherwise designated for public input, there will be no public input during the course of this meeting without express authorization from the presiding officer.*

*This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact City Hall at 817-636-2462 for further information.*

**CERTIFICATION:** I do hereby certify that the above City Council Agenda was posted on the designated bulletin board located at City Hall, 501 South Main Street, Rhome, Texas by 6:00 p.m. on the 22nd day of February 2021.

  
Shannon Montgomery, TRMC, City Secretary

I certify that the attached notice and agenda of items to be considered by the Rhome City Council was removed by me from the designated bulletin board located at City Hall, 501 South Main Street, Rhome, Texas, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_, Title: \_\_\_\_\_



## Agenda Commentary

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**Meeting Date:** February 25, 2021

**Department:** Administration

**Contact:** Shannon Montgomery

**Agenda Item:** A. Minutes of City Council Regular Session dated February 11, 2021 (City Secretary)

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**Type of Item:** ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☐ Discussion & Direction ☒ Other

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**Summary-Background:** Minutes of February 11, 2021 Council Meeting

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**Funding Expected:** ☐ Revenue ☐ Expenditure ☒ N/A

**Budgeted Item:** ☐ Yes ☐ No ☒ N/A

**Funding Account:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Legal Review Required:** ☒ N/A ☐ Required **Date Completed:** \_\_\_\_\_

**Engineering Review** ☐ **FD Review** ☐ **PD Review** ☐ **PW Review** ☐

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**Supporting Documents attached:**

Draft Minutes of February 11, 2021 Council Meeting

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**Recommendation:**

Approve Draft Meeting Minutes

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**Fire Chief**  
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Sam Love

**Public Works  
Director**  
Sean Densmore

## **MINUTES OF REGULAR MEETING OF THE RHOME CITY COUNCIL**

**Meeting Date: Thursday, February 11, 2021**

**Location: VIA TELEPHONE CONFERENCE**

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

### **Call to Order and Establish a Quorum**

Mayor Wilson called the meeting to order at 6:33pm and announced a quorum of Council Members present.

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

Mayor Jo Ann Wilson

Mayor Pro Tem Elaine Priest

Council Member Josh McCabe

Council Member Michelle Tye

Council Member Sam Eason

Council Member Ashley Majors

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

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

Officer Geoffrey Pradia

Officer Timothy "Jett" Click

### **Announcements from Mayor and Council Members**

Council Member McCabe stated on behalf of Rhome residents and staff, our hearts and thoughts go out to those injured in today's accident.

Mayor Wilson announced the following events:

- February 12, 2021 – 5pm - Last day to submit application for Place on Ballot for May 1, 2021 General Election
- February 15, 2021 – City Offices will be closed in Observance of President's Day
- February 25, 2021 – Regular City Council Meeting

### **Public Presentations and Input**

*The Council is not permitted to take action on or discuss any presentations made to the Council at this time concerning an item not listed on the agenda. The Council will hear comments during this designated time. Request form, or email, must be submitted to the City Secretary, via email to [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com), prior to 4:00pm to be recognized.*

The following individuals made public presentations:

- Deborah BeCraft – 360 West Second Street, Rhome, Texas
- Cathy Coffee – 1102 Mount Lane, Rhome, Texas
- Michelle Pittman Di Credico – 202 Cheyenne Trail North, Rhome, Texas

### **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.*

**B. Minutes of City Council Regular Session dated January 14, 2021 (City Secretary)**

**C. Minutes of City Council Special Session dated January 20, 2021 (City Secretary)**

**D. Minutes of City Council Regular Session dated January 28, 2021 (City Secretary)**

**E. Resolution authorizing continued participation with the Atmos Cities Steering Committee (City Secretary)**

Motion made by Council Member Eason, seconded by Council Member McCabe to approve the consent agenda items as present.

Mayor Wilson asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Did not vote

Motion carried 4-0-0.

### **CITY OF RHOME, TEXAS RESOLUTION NO. 2021-03**

**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION**

### **Monthly Staff Reports and Board Minutes**

*All items under this section are for informational purposes only; no action will be taken by Council.*

**F. Departments: Administration, Building & Development, Fire Rescue, Municipal Court, Police, and Public Works (Department Heads)**

Fire Chief Fitch congratulated Paul Szymanski and Ryan Yale for completing their probationary period with the department. Police Chief Love introduced Officer Timothy "Jett" Click as the newly hired part-time Officer.

**G. Minutes of Parks & Recreation Regular Session dated January 7, 2021 (City Secretary)**

Discussion only, no action taken.

### **Regular Session – Old Business**

**H. Update, discussion and any necessary action regarding latest developments for COVID-19 and mitigation efforts and actions within the City (City Administrator)**

City Administrator Northrop stated that Wise County Leaders are trying to get vaccines to our area, Governor Abbott has extended his Disaster Declaration, including the Open Meetings Act suspension, for another thirty days, stating that all City meetings will be virtual through February 2021.

Northrop also stated that Council Member Majors would like to extend the City Hall Hours of Operation to 4pm. City Administrator Northrop reminded Council that the reduced lobby hours allowed for staff to meet with residents, view requests for information and recently allowed for residents to meet with the City Secretary to file for a place on the ballot.

Council Member Majors stated that she would like to increase the hours to allow residents more time to perform City Hall business.

Council took no action; City Hall lobby hours will remain 8am until 2pm.

**I. Discussion and any necessary action regarding possible extension of current City Hall Lease (Council Member McCabe)**

Council Member McCabe stated with Council's priority shifting to the Police and Fire Department Buildings, Council will need to extend the lease for City Hall. McCabe asked to continue the discussion in Executive Session. Mayor Wilson asked if this item could be postponed until the end of the meeting; McCabe agreed.

**Regular Session – New Business**

*Mayor Pro Tem Priest recused herself from Agenda Item J.*

**J. Discussion and any necessary action regarding a proposed Final Plat for Rolling V Ranch East, Phase 1, being described as 102.912 acres, Lots 1-71, 1X, 2X & 3X, Block 1; Lots 1-40, Block 2; Lots 1-23 & 1X, Block 3; Lots 1-13, 1X, 2X & 3X Block 4; Lots 1-21 & 1X, Block 5; Lots 1-41 & 1X, Block 6; Lots 1-21, Block 7; Lots 1-21, 55-78, 1X, 2X & 3X, Block 8; Lots 1-33, Block 9; Lots 1-18, Block 10; & Lots 1-10, Block 12 (336 Residential Lots and 12 Open Space Lots) situated in the Smith County School Land Survey, Abstract No. 743, and the James B. Farnsworth Survey, Abstract No. 991, City of Rhome, Wise County, Texas as requested by PMB RVR Dev CO 1, LLC (City Administrator)**

Council Member Eason asked why the preliminary and final plats do not match.

Both City Administrator Northrop and City Attorney Adkins stated that the plat still meets the developer's agreement and it is a common practice for the preliminary and final plats to not match.

Motion made by Council Member Eason, seconded by Council Member Tye, to accept the proposed Final Plat for Rolling V Ranch East, Phase 1, being described as 102.912 acres, Lots 1-71, 1X, 2X & 3X, Block 1; Lots 1-40, Block 2; Lots 1-23 & 1X, Block 3; Lots 1-13, 1X, 2X & 3X Block 4; Lots 1-21 & 1X, Block 5; Lots 1-41 & 1X, Block 6; Lots 1-21, Block 7; Lots 1-21, 55-78, 1X, 2X & 3X, Block 8; Lots 1-33, Block 9; Lots 1-18, Block 10; & Lots 1-10, Block 12 (336 Residential Lots and 12 Open Space Lots) situated in the Smith County School Land Survey, Abstract No. 743, and the James B. Farnsworth Survey, Abstract No. 991, City of Rhome, Wise County, Texas as requested by PMB RVR Dev CO 1, LLC as is.

Mayor Wilson asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	RECUSED
Council Member Eason:	Aye
Council Member Majors:	Aye

Motion carried 4-0-1.

*Mayor Pro Tem Priest rejoined the Meeting.*

**K. Discussion and any necessary action regarding the adoption of a City of Rhome Citizen Participation Plan for the Texas Community Development Block Grant Application (City Administrator)**



City Administrator introduced Lenore Hellman, GrantWorks, Inc., who stated that the adoption of a Citizen Participate Plan is a HUD/Urban Housing requirement for the CDBG submission and is another opportunity for residents to comment on the City's grant submission. City Administrator noted a grant page would be created on City website.

City Secretary Montgomery asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Aye

Motion carried unanimously.

**L. Discussion and any necessary action regarding the Parks & Recreation Board recommendation of the Parks Master Plan (Public Works Director)**

Public Works Director Densmore stated that the Parks and Recreation Board met on January 7, 2021 to discuss the Parks Master Plan. The Board's recommendation to Council includes recommending approval of proposed Master Plan as presented by UTA and have potential park #6 in ByWell Estates be the first park developed.

Densmore answered Council's questions regarding next steps and estimated costs. Next steps include research and planning and estimated cost for complete buildout would be \$460,000; park can be completed in phases. City Administrator noted that the Parks Master Plan included several potential priority projects listings and stated that all plans could be adjusted based on current conditions and funding availability.

Motion made by Council Member Eason, seconded by Council Member Tye, to adopt the Parks Master Plan and recommendation of potential park #6 be the first park developed under the plan.

City Secretary Montgomery asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Nay

Motion carried 4-1-0 with Council Members McCabe, Tye, Priest and Eason voting for and Council Member Majors voting against.

**M. Discussion and any necessary action regarding amending Section 1.02.011, "Recording of Meetings of City Council, Commissions and Committees" of the City's Code of Ordinances (Council Member Eason/City Secretary)**

Motion made by Council Member Eason, seconded by Council Member McCabe to approve amending Section 1.02.011, "Recording of Meetings of City Council, Commissions and Committees" of the City's Code of Ordinances and make the video retention 90 days past acceptance of written minutes, as recommended by the Texas State Library.

City Secretary Montgomery asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Aye



Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2021-03**

**AN ORDINANCE OF THE CITY OF RHOME AMENDING SECTION 1.02.011, "RECORDING OF MEETINGS OF CITY COUNCIL, COMMISSIONS AND COMMITTEES" OF ARTICLE 1.02, "ADMINISTRATION" OF CHAPTER 1, "GENERAL PROVISIONS" OF THE CITY OF RHOME CODE OF ORDINANCES TO AMEND REFERENCES TO RECORDING OF MEETINGS; 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.**

**N. Discussion and any necessary action regarding an Ordinance calling the May 1, 2021 General Election for two-year terms for Council Member – Place 1, Council Member – Place 2, and Council Member – Place 3, authorizing the City Administrator to sign Joint Contract with Wise County for Election Services, and setting meeting date to Canvass the Election (City Secretary)**

Motion made by Council Member Eason, seconded by Mayor Pro Tem Priest, to approve an Ordinance calling the May 1, 2021 General Election for two-year terms for Council Member – Place 1, Council Member – Place 2, and Council Member – Place 3, authorizing the City Administrator to sign Joint Contract with Wise County for Election Services.

City Secretary Montgomery asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Aye

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2021-04**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RHOME, TEXAS, CALLING A GENERAL ELECTION FOR THE OFFICES OF CITY COUNCIL MEMBER - PLACE 1, COUNCIL MEMBER - PLACE 2, AND COUNCIL MEMBER - PLACE 3, TO BE HELD MAY 1, 2021; AUTHORIZING EXECUTION OF A JOINT ELECTION AGREEMENT WITH THE WISE COUNTY ELECTIONS ADMINISTRATOR TO CONDUCT THE ELECTION; AND PROVIDING PROCEDURES TO CONDUCT THE ELECTION**

Motion made by Council Member Eason, seconded by Council Member McCabe, to move the regularly scheduled Council Meeting of Thursday, May 13, 2021 to Wednesday, May 12, 2021 to allow for the canvassing of the May 1, 2021 Election.

City Secretary Montgomery asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Aye

Motion carried unanimously.

**O. Discussion and any necessary action regarding clarification of Section 38, "Sign Regulations", subsection E.8.b, "Political Signs" (Mayor Wilson)**

Motion made by Mayor Pro Tem Priest, seconded by Council Member Eason, to add the word “day” to existing ordinance to remove any confusion between Election Day and Early Voting.

Mayor Wilson asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Nay

Motion carried 4-1-0 with Council Members McCabe, Tye, Priest and Eason voting for and Council Member Majors voting against.

**P. Discussion and any necessary action regarding including Mayor Pro Tem in all city negotiations (Council Member Eason)**

Motion made by Council Member Eason, seconded by Council Member McCabe, to include the Mayor Pro Tem in all city negotiations.

Mayor Wilson stated this agenda item is not appropriate as it is in conflict with 1.03.002, “Powers and Duties of Mayor” and if the Mayor could not attend, the Mayor Pro Tem would be appropriate.

Council Member Majors stated the City Administrator has been diligent and the City has a strong Mayor and both have been working together and doing a great job, she is not in favor of this item.

Both Council Member Eason and McCabe are in favor of this agenda item as there is a pandemic and Council needs to have backup moving forward.

Mayor Pro Tem Priest stated she wants to help the Mayor and business strengths include cross training and team building.

City Attorney Adkins stated this would not create a conflict with the City’s current ordinances, it would just add responsibilities to the Mayor Pro Tem.

Mayor Wilson asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Nay

Motion carried 4-1-0 with Council Members McCabe, Tye, Priest and Eason voting for and Council Member Majors voting against.

**Q. Discussion and any necessary action regarding moving back to in-person meetings (Council Member Majors)**

Council Member Majors stated she would like to have in-person meetings at the community center with social distancing.

Council Member Tye stated Council needs to defer to those who are high risk.

Motion made by Council Member Eason, seconded by Council Member McCabe, to continue with virtual meetings as long as Governor Abbott continues his Disaster Declaration and Open Meeting Act waivers.

Mayor Wilson asked for a roll-call vote:

Council Member McCabe:	Aye
Council Member Tye:	Aye
Mayor Pro-Tem Priest:	Aye
Council Member Eason:	Aye
Council Member Majors:	Nay

Motion carried 4-1-0 with Council Members McCabe, Tye, Priest and Eason voting for and Council Member Majors voting against.

### **Executive Session**

Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council may convene into executive session to discuss the following:

- R. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney
- S. Section 551.072 Deliberation regarding Real Property - purchase, exchange, lease, or value of real property if deliberation in an open meeting would have detrimental effect on position of the governmental body in negotiations with a third person
- T. Section 551.074 Personnel – discuss appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or hear complaint or charge against officer or employee in executive session unless officer or employee requests public
- U. Section 551.087 – Deliberations regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to locate, stay or expand in or near the City and with which the City is conducting economic development negotiations

Mayor Wilson convened into Executive Session, Section 551.072, Deliberation regarding Real Property, at 8:14pm.

Mayor Pro Tem Priest reconvened into Regular Session at 8:54pm.

### **Regular Session – Old Business**

- I. Discussion and any necessary action regarding possible extension of current City Hall Lease (Council Member McCabe)

Not action as result of executive session.

### **Future Agenda Items**

No future agenda items were requested.

### **Adjourn**

Motion made by Council Member McCabe, seconded by Council Member Eason to adjourn. Meeting adjourned at 8:55pm.

**Minutes approved the 25th day of February 2021.**

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Jo Ann Wilson,  
Mayor

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Shannon Montgomery, TRMC  
City Secretary



## Agenda Commentary

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**Meeting Date:** February 25, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** B. Update, discussion and any necessary action regarding the City's third-party building inspector's facilities assessment

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**Type of Item:** ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☐ Discussion & Direction ☐ Other

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**Summary-Background:**

Council continues to gather information to evaluate the facilities/space needs for the City of Rhome. Staff has provided a Facilities Assessment/Conditions report, incorporating current/projected space needs. Council directed staff to get further information on identifying specific code deficiencies. Staff contacted our third-party inspector, who performed the inspection of FD, PW, Community Center, PD and Senior Building.

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**Funding Expected:** ☐ Revenue ☐ Expenditure ☐ N/A **Budgeted Item:** ☐ Yes ☐ No  
☐ N/A

**Funding Account:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Legal Review Required:** ☒ N/A ☐ Required **Date Completed:** \_\_\_\_\_

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**Supporting Documents attached:** Yes – Inspection Reports

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**Recommendation:** Accept reports and consider during the upcoming vision/budgeting workshop

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Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 20:23 2021  
Inspection Type: Commercial Compliance - Community Center  
Address: 261 School Rd, Rhome, TX 76078

1. Ice maker condensation drain not connected to discharge piping on exterior of building. Draining down brick veneer cause excessive growth of vegetation. Structural damage may be a result if not corrected.
2. Open faced toilet seats required International Plumbing Code.
3. ADA restroom not present. Does not comply with minimum standards set forth by ADA. ICC A117.1-2009 Accessible and Usable Buildings and Facilities.
4. Open ceiling tiles through out space.
5. Panel box in located in restroom above water closet.
6. Label panel box in restroom.
7. Screw located in 60Amp breaker. Replace breaker. Potential electrocution hazard.
8. Open ground plugs in kitchen area. Receptacles located in commercial kitchen shall be GFCI protected per National Electrical Code.
9. Open gas pipe at water heater. Properly abandon or cap line to prevent accidental gas leak.
10. Non mechanical gas shut off for customer side shut off. Use and need for tools to shut off gas appliances in case of emergency is not approved.
11. Missing sediment trap on gas water heater.
12. Flexible gas line sizing needs to be verified that it meets the minimum size and flow capacity needed to keep up with demand of connected appliance.
13. Loop in gas line. Corrugated Stainless Steel Tubing shall be installed per the manufacture and meet International Fuel Gas Code.
14. Missing cold water bond at water heater piping. Electrical grounding lug present but missing grounding wire.
15. Backflow protection needed at ice maker. Verification needed. International Plumbing Code.
16. Three compartment sink directly connected to sewer P-Trap. Each compartment shall discharge independently to a waste receptor. Per IPC.
17. Unknown piping open in ceiling. Identify and abandon or cap as needed.
18. Missing CO Detector.
19. Secondary missing at up flow unit in closet.
20. Return air is being pulled from closet space. Prohibited to draw air from mechanical closets.
21. Exit lighting in-operable.
22. Open water line at water fountain location. Properly cap or abandon use.



Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 20:05 2021  
Inspection Type: Commercial Compliance - Fire Station  
Address: 261 School Rd, Rhome TX 76078

1. Weather protection on hose bibs missing.
2. All hose bibs missing vacuum breakers.
3. Open electrical at landing light under awning in back.
4. Service receptacle needed within 25 foot of Mechanical units. International Mechanical Code.
5. A/C locking test caps missing.
6. UV protection missing at line sets per International Mechanical Code
7. Secure disconnect cover. At Condenser unit by mechanical closet. Electrical shock hazard.
8. Seal penetration through building.
9. Proper combustion air missing at mechanical room. Combustion air shall comply with International Mechanical code and International Fuel Gas Code.
10. Water heater missing sediment trap.
11. Proper clearance of water heater flue pipe not present.
12. Secondary condensation missing at up flow.
13. Extension cords ran through ceiling. All bay areas observed that extension cords have been altered or cut to supply permanent power to lighting, heating units, overhead door motors and workout room to supply power for miscellaneous equipment.
14. Exposed wood in laundry area shall be finished with approved wall coverings.
15. Addition for laundry does not meet reasonable standards of 2018 I codes.  
Washer does not discharge through approved washer box per International Plumbing Code. Minimum requirements shall be met to protect the human health, life and safety. To protect structure from damage.
16. Exposed electrical at laundry. Romex wiring prohibited to be exposed in wall without wall coverings or approved means of wire protection.
17. Panel boxes behind laundry appliances. Shall be accessible without the need to move obstructions in case of emergencies.
18. Plumbing and restroom unsanitary and unsuitable for use on south end of building. All Plumbing systems shall be maintained in proper operating condition in accordance with the original design in a safe and sanitary condition.
19. Label sub panel in training room. As required by National Electrical Code.
20. CO detector missing in bay areas and dorms.
21. Electrical in restroom not GFCI protected. All Receptacles within 6 foot of water shall be Ground Fault Circuit Interruption protected.
22. Ceiling tiles missing in dorm.



Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 20:41 2021  
Inspection Type: Commercial Compliance - Senior Citizen Center  
Address: 261 School Rd, Rhome, TX 76078

1. Hose bib vacuum breaker required per International Plumbing Code.
2. Panel box and breaker recessed. Exceed maximum allowed recess into wall per National Electrical Code.
3. Seal penetrations at exterior.
4. Screens required at under floor ventilation. To prevent the entrance of rodent and other animals into the building.
5. Open electrical on south wall at LB connection under floor.
6. Open piping on north wall of center. Repair or abandon as needed.
7. Weather seal/ strip missing at entry door. Minimizes conditioned air for escaping and prevents insects from entering.
8. Reverse fall on piping. Gravity flow of piping shall be maintained so to structural damage.
9. Service receptacle needed within 25 foot of Mechanical units. International Mechanical Code.
10. Exposed gas piping on exterior of building. Corrosion protection needed.
11. A/C locking test ports per International Mechanical Code required.
12. Proper UV protection at line sets per International Mechanical Code required.
13. Accordion piping under sinks not approved. Accumulates debris and growth for bacteria.
14. Open electrical under sink. All electrical shall be properly installed to prevent any hazards.
15. Missing CO Detector.
16. Commercial appliances required in commercial kitchen use.
17. Commercial Ventilation shall be installed per International Mechanical Code.
18. Stove missing gas shut within 6 foot of appliance. Does not meet International Fuel and Gas Code standards. Gas shut off shall be accessible and installed per the Code requirements.
19. Open electrical behind stove. Junction box missing cover. Potential electrocution hazard. Panel box exceeds maximum height. Per National Electrical Code.
20. Open faced toilet seats required. International Plumbing Code.
21. Gas shut off in restroom unknown location. Shut off shall be located within 6 foot of appliance it serves.
22. Water shut off under toilet will not be accessible to shut off. Valve handle cannot be turned off.
23. Minimum height of doorway do not minimum height requirements per the International Building Code.
24. Receptacles throughout the center are not properly wired. Receptacles test properly until the ground fault is shown with a hot/neutral reverse. Electrical should be corrected to prevent electrical shock.
25. Not available to inspect mechanical closet at time of inspection. Door locked.





Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 21:37 2021  
Inspection Type: Commercial Compliance - Police Department  
Address: 400 B.C. Rhome Ave, Rhome TX 76078

1. Parking lot not ADA compliant. Parking spaces, striping and surface does not meet.
2. Ramp into building not ADA compliant. Does not comply with minimum standards set forth by ADA. ICC A117.1-2009 Accessible and Usable Buildings and Facilities.
3. Landing lighting at door not illuminated. National Electrical Code.
4. Seal exterior penetrations of building.
5. Electrical plugs outdoors not GFCI protected.
6. Weatherproof box needed at outdoor receptacle.
7. Secure gas piping at building. If not in used properly abandon or remove.
8. Discharge piping exceeds maximum height allowed. International Plumbing Code.
9. Weather head does not meet minimum requirements. Requirements set forth by the National Electrical Code for overhead service and service conductor installation.
10. Service receptacle needed within 25 foot of Mechanical units. International Mechanical Code.
11. A/C locking test port caps. International Mechanical Code.
12. Hose bib vacuum breaker missing. All
13. Missing exit lighting with backup power.
14. Ceiling deflection in main lobby. Repair needed.
15. Bubbles in ceiling paint. Typical indication of roof leak or excessive condensation.
16. Multiple power bricks connected in office. Does not comply with National Electrical Code. Additional Receptacles may need to be added to accommodate needs.
17. Hole through wall in interrogation room through to office.
18. Open Romex to projector screen. National electrical Code.
19. Dishwasher loop shall be to highest point or through approved air gap per International Plumbing Code.
20. Commercial stove requires in commercial building.
21. Open electrical in kitchen.
22. Missing smoke detector.
23. Restroom does not meet ADA.
24. Secondary drain at A/C missing.
25. Rodents may be present due to A/C line insulation damage.
26. Electrical disconnect means missing at up flow unit. National Electrical Code.



Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 21:37 2021  
Inspection Type: Commercial Compliance - Police Department  
Address: 400 B.C. Rhome Ave, Rhome TX 76078

- 
27. Panel boxes behind wood cabinets in evidence entry room not accessible. National Electrical Code.
  28. Missing breakers in panel boxes. Blanks or other approved methods required to prevent electrical shock hazards.
  29. Label panel box.
  30. Open plumbing behind wall. Plumbing shall be abandoned or plumbed in accordance with International Plumbing Code. Dead end plumbing may be present in confined space.
  31. Exposed Romex in confined space. Meet requirements of National Electrical Code.
  32. Exposed wood at entry room. Wall coverings required by International Building Code.
  33. Exposed wood walls in shop need 5/8" type X gypsum wall covering.
  34. Egress out of storage shop not present. Means of egress needed.



Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 21:12 2021  
Inspection Type: Commercial Compliance - Public Works  
Address: 261 School Road,  
Rhome, TX 76078

1. Hose bibs missing vacuum breakers.
2. Weather protection needed at all water piping in unconditioned space per International Plumbing Code.
3. Service receptacle needed within 25 foot of Mechanical units. International Mechanical Code.
4. A/C locking test port caps required International Mechanical Code.
5. Exhaust fan does not terminate to exterior. International Mechanical Code.
6. Open electrical through out shop area. All electrical needs to corrected or abandoned as needed.
7. Open sewer in shop area. Properly cap or plumb cast iron in shop. International Plumbing Code.
8. Open water line in shop. Properly cap or abandon.
9. Open junction boxes in shop. close all boxes by approved means to prevent potential electrical shock.
10. Electrical panel box missing breakers. Blanks may be installed to prevent human hazard and electrical shock.
11. Maintain minimum clearances in front of all electrical panels. National Electrical Code.
12. Exposed wood in shop. proper wall covering are required to minimize potential fire hazards.
13. 5/8" type x gypsum required wall covering at exposed wood to offices.
14. Properly support concrete wall cut out by approved means. Wall has been altered from original structural design. Structural damaged may be result if not corrected.
15. Label main breaker in break room. Identify all circuits.
16. Ensure panel box is not overloaded. Load calculation shall be in accordance with the National Electrical code.
17. Toilets missing open faced toilet seats as required by International Plumbing Code.
18. Hand washing sinks not located in restroom areas. All restroom facilities shall be equipped with hand washing sinks prior to exiting restroom. Sanitation is minimized with out meeting this requirement. International Plumbing Code.
19. ADA restrooms not present. Does not comply with minimum standards set forth by ADA. ICC A117.1-2009 Accessible and Usable Buildings and Facilities.
20. Open electrical at water heater. Electrical wiring shall be in accordance with National Electrical Code.
21. Verify wire size at water heater complies with the minimum size requirements of the allowed current rating. National Electrical Code.
22. Electrical disconnect means not present at water heater.
23. Plug in to water heater not accessible.
24. Plug not GFCI protected. Within 6 foot of water.



Contact: Jimmy Ross  
Company: Ross Inspection Services  
Phone: 817-713-8619

Created: Mon 08 Feb 21:12 2021  
Inspection Type: Commercial Compliance - Public Works  
Address: 261 School Road,  
Rhome, TX 76078

- 
25. Temperature and pressure relief valve improperly installed. Discharge piping not present. Structural and human hazards present. International Plumbing Code.
  26. S trap plumbing under sink. Prohibited installation of plumbing per International Plumbing Code.
  27. Accordion drain pipe under sink not approved.
  28. Bottom fed water heater requires vacuum relief valve to be installed. International Plumbing Code.
  29. PVC Hot water piping prohibited. International Plumbing Code.
  30. Reverse fall on sink drain.
  31. Illuminated exit signs required. International Building Code.
  32. Exits signs needed in building. International Building Code.
  33. Back up lighting not present. International Building Code.
  34. ADA egress not present. All exits from off do not meet the requirements to a public way.
  35. Parking spaces, striping and surface does not meet ADA requirements.
  36. Exits do not meet egress requirements.



## Agenda Commentary

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**Meeting Date:** February 25, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** C. Discussion any necessary action regarding designating a professional engineering firm for the 2021-2022 TxCDBG Community Development Fund application and project implementation, administered by the Texas Department of Agriculture

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**Type of Item:** ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☐ Discussion & Direction ☐ Other

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**Summary-Background:** The City hired GrantWorks, Inc. to assist with a TX CDBG application submission (due date May3). The City issued a Request for Proposals for engineering firms to assist in the submission and received three responses; one each from Kimley-Horn, SPI, and Shield Engineering. The scoring committee each completed the scoring independently for each response and recommends the Council make the final selection.

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**Funding Expected:** ☐ Revenue ☐ Expenditure ☐ N/A **Budgeted Item:**  
☐ Yes ☐ No ☐ N/A

**Funding Account:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Legal Review Required:** ☐ N/A ☒ X Required **Date Completed:** \_\_\_\_\_

**Engineering Review** ☐ **FD Review** ☐ **PD Review** ☐ **PW Review** ☐

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**Supporting Documents attached:** provided previously to the Council

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**Recommendation:** Select an Engineering firm for the TX CDBG.

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CDBG Engineering RFP Scoring Summary

	Max Points	SHIELD ENGINEERING GROUP						SPI - SCHAUMBURG & POLK, INC						KIMLEY-HORN					
		JW	EP	CN	SD	SM	Avg Score	JW	EP	CN	SD	SM	Avg Score	JW	EP	CN	SD	SM	Avg Score
Experience																			
Has previously designed CDBG type of projects	20	20	15	17	20	15	17.4	20	20	20	20	20	20	20	20	18	20	20	19.6
Has worked on federally funded construction projects	15	15	14	15	15	15	14.8	15	15	15	15	15	15	15	15	15	15	15	15
Has worked on projects that were located in this general region	10	10	10	8	8	10	9.2	10	8	8	5	8	7.8	10	10	10	10	10	10
Extent of experience in project construction management	15	15	15	14	15	15	14.8	15	15	15	15	15	15	15	15	15	15	15	15
Subtotal, Experience	60	60	54	54	58	55	56.2	60	58	58	55	58	57.8	60	60	58	60	60	59.6
Work Performance																			
Past projects completed on schedule	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Manages projects within budgetary constraints	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Work product is of high quality	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Subtotal, Work Performance	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
Capacity to Perfrom																			
Staff Level / Experience of Staff	5	5	5	4	4	3	4.2	5	5	5	4	5	4.8	5	5	5	5	5	5
Adequacy of Resources	5	5	5	5	4	3	4.4	5	5	5	4	3	4.4	5	5	5	5	5	5
Professional liability insurance is in force	5	5	5	5	5	3	4.6	5	5	5	5	5	5	5	5	5	5	5	5
Subtotal, Capacity to Perform	15	15	15	14	13	9	13.2	15	15	15	13	13	14.2	15	15	15	15	15	15
Total Score																			
Experience	60	60	54	54	58	55	56.2	60	58	58	55	58	57.8	60	60	58	60	60	59.6
Work Performance	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
Capacity to Perform	15	15	15	14	13	9	13.2	15	15	15	13	13	14.2	15	15	15	15	15	15
Total Score	100	100	94	93	96	89	94.4	100	98	98	93	96	97	100	100	98	100	100	99.6

<b>AVERAGE SCORE RANKINGS:</b>	
Kimley-Horn	99.6
SPI - Schaumburg & Polk, Inc	97
Shield Engineering Group	94.4

**CITY OF RHOME, TEXAS  
RESOLUTION NO. 2021-04**

**A RESOLUTION OF THE CITY OF RHOME, TEXAS, AUTHORIZING THE AWARD OF  
PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 2021-2022 TEXAS  
COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY DEVELOPMENT  
FUND.**

**WHEREAS**, the 2021-2022 TxCDBG Community Development Fund contract requires implementation by professionals experienced in federally-funded community development projects;

**WHEREAS**, in order to identify qualified and responsive providers for these services a Request for Qualifications (RFQ) process for engineering services has been completed in accordance with Texas CDBG requirements;

**WHEREAS**, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
RHOME, TEXAS:**

- Section 1. That \_\_\_\_\_ be awarded a contract to provide Texas CDBG application and project-related professional engineering services for the 2021-2022 Texas Community Development Block Grant Community Development Fund project.
- Section 2. That any and all contracts or commitments made with the above-named services Providers are dependent on the successful negotiation of a contract with the Service provider.

**PASSED AND APPROVED** this the 25th day of February 2021.

\_\_\_\_\_  
Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon Montgomery, TRMC  
City Secretary

\_\_\_\_\_  
Carvan E. Adkins,  
City Attorney





## Agenda Commentary

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**Meeting Date:** February 25, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** D. Update and discussion regarding Water and Wastewater Rate Study

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**Type of Item:** ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☒ Discussion & Direction ☐ Other

---

**Summary-Background:** The City Council authorized staff to engage Kimley-Horn for a water source and water and wastewater rate study. Kimley-Horn completed the water source study report and is now presenting a rate study update. They hired NewGen to complete the water and wastewater rate study. The results of this study and recommended rates are being presented for Council review and direction.

---

**Funding Expected:** ☐ Revenue ☐ Expenditure ☐ N/A **Budgeted Item:**  
☐ Yes ☐ No ☐ N/A

**Funding Account:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Legal Review Required:** ☐ N/A ☒ Required **Date Completed:** \_\_\_\_\_

**Engineering Review** \_\_\_\_\_ **FD Review** \_\_\_\_\_ **PD Review** \_\_\_\_\_ **PW Review** \_\_\_\_\_

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**Supporting Documents attached:** no

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**Recommendation:** Provide feedback and hear recommendations on the rate study to incorporate in a final report and ultimately adopt new water and wastewater rates at a subsequent council meeting.

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February 25, 2021

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# RHOME, TEXAS WATER & WASTEWATER RATE STUDY

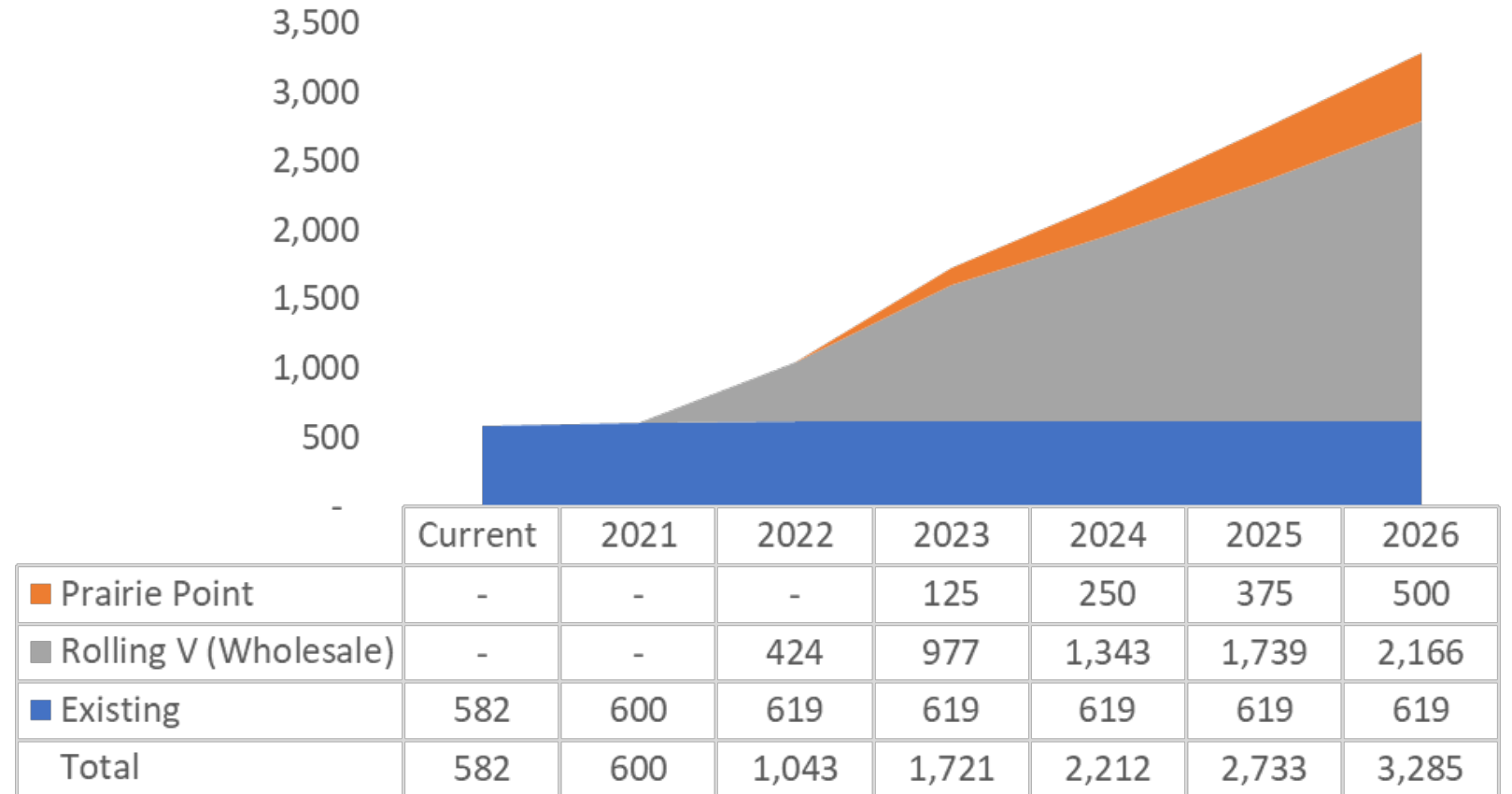


# KEY ASSUMPTIONS & RATE DRIVERS

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# KEY ASSUMPTIONS

## Growth



# KEY ASSUMPTIONS

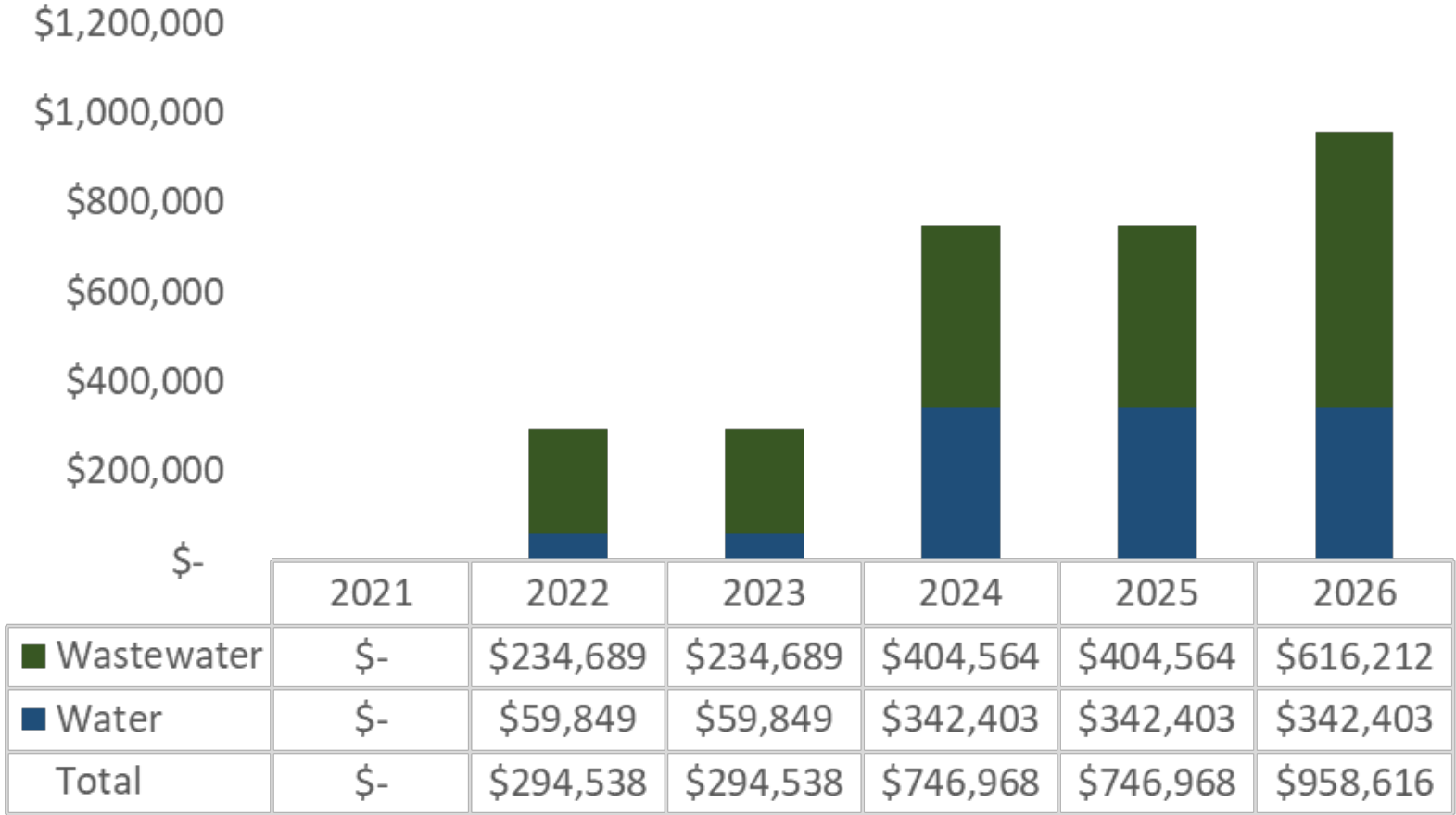
## Capital

Water	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Debt	\$ 0.93	\$ 0.00	\$ 4.21	\$ 0.00	\$ 0.00	\$ 7.66
Impact Fee	0.00	0.00	0.48	0.00	0.69	0.00
<b>Total</b>	<b>\$ 0.93</b>	<b>\$ 0.00</b>	<b>\$ 4.69</b>	<b>\$ 0.00</b>	<b>\$ 0.69</b>	<b>\$ 0.00</b>

Wastewater	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Debt	\$ 3.66	\$ 0.00	\$ 2.53	\$ 0.00	\$ 3.01	\$ 0.00
Impact Fee	0.07	0.00	1.16	0.00	2.01	0.00
<b>Total</b>	<b>\$ 3.73</b>	<b>\$ 0.00</b>	<b>\$ 3.69</b>	<b>\$ 0.00</b>	<b>\$ 5.02</b>	<b>\$ 0.00</b>

Combined	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Debt	\$ 4.59	\$ 0.00	\$ 6.73	\$ 0.00	\$ 3.01	\$ 7.66
Impact Fee	0.07	0.00	1.64	0.00	2.70	0.00
<b>Total</b>	<b>\$ 4.66</b>	<b>\$ 0.00</b>	<b>\$ 8.37</b>	<b>\$ 0.00</b>	<b>\$ 5.71</b>	<b>\$ 0.00</b>

# PROJECTED DEBT PAYMENTS



# KEY ASSUMPTIONS

## New Program O&M

- Includes Inflation
- Includes Both One-Time and Continuous Expenses

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Equipment	\$ 0	\$ 306,320	\$ 131,196	\$ 80,645	\$ 0	\$ 0
Personnel	0	62,950	67,198	71,767	76,687	81,985
Other	0	3,073	29,388	30,107	3,305	3,386
<b>Total</b>	<b>\$ 0</b>	<b>\$ 372,344</b>	<b>\$ 227,781</b>	<b>\$ 182,519</b>	<b>\$ 79,992</b>	<b>\$ 85,371</b>



# KEY ASSUMPTIONS

## Water Supply

- Walnut Creek SUD
- \$275,000 (27% of Expenses)
- \$6.10/1,000 gallons per May 2020 Letter
- \$21.47 Million of Infrastructure Improvements
- Current Cost: \$2.50/1,000 gallons
- Estimated Timing is Next 4-6 Years

# SCENARIO #1

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**Assumes No Capital and No New Program O&M**

# ANTICIPATED FINANCIAL PERFORMANCE UNDER CURRENT RATES

Scenario #1 – No  
Capital or New  
Program O&M

No Rate Increase  
Needed

Water Subsidizing  
Wastewater

	FY 2021	FY 2022
Water		
Revenue Requirement	\$ 624,761	\$ 659,384
Revenues	687,411	832,225
Over/(Under) Recovery	\$ 62,650	\$ 172,842
Wastewater		
Revenue Requirement	\$ 337,242	\$ 354,855
Revenues	182,975	186,489
Over/(Under) Recovery	(\$ 154,267)	(\$ 168,366)
Combined		
Revenue Requirement	\$ 962,004	\$ 1,014,239
Revenues	870,387	1,018,714
Over/(Under) Recovery	(\$ 91,617)	\$ 4,476
Days Cash on Hand (60 Day Target)	59	58
Debt Service Coverage (1.00 Target)	0.47	1.03

# MONTHLY RESIDENTIAL 5/8" CUSTOMER BILL PROJECTION

Scenario #1 – No  
Capital or New  
Program O&M

5,000 Gallons

	CURRENT BILL	SCENARIO 1 – No Capital or New Program O&M
Water	\$ 58.40	\$ 58.40
Wastewater	18.89	18.89
<b>Total</b>	<b>\$ 77.29</b>	<b>\$ 77.29</b>
<i>Variance From Current</i>		<i>\$ 0.00</i>

# SCENARIO #2

---

**Assumes Capital and No New Program O&M**

# ANTICIPATED FINANCIAL PERFORMANCE UNDER CURRENT RATES

## Scenario #2 – Capital Only

	FY 2021	FY 2022
Water		
Revenue Requirement	\$ 624,761	\$ 719,233
Revenues	687,411	832,225
Over/(Under) Recovery	\$ 62,650	\$ 112,992
Wastewater		
Revenue Requirement	\$ 337,242	\$ 589,544
Revenues	182,975	186,489
Over/(Under) Recovery	(\$ 154,267)	(\$ 403,055)
Combined		
Revenue Requirement	\$ 962,004	\$ 1,308,777
Revenues	870,387	1,018,714
Over/(Under) Recovery	(\$ 91,617)	(\$ 290,063)
Days Cash on Hand (60 Day Target)	59	(60)
Debt Service Coverage (1.00 Target)	0.47	0.38

# INITIAL WASTEWATER RATE DESIGN

## Scenario #2 – Capital Only

	CURRENT	OCTOBER 2021
Residential:		
Base Charge	\$ 11.00	\$ 28.08
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 0.00	\$ 0.00
2,001-10,000	2.63	6.72
10,001-15,869 (MAX)	3.06	7.82
Max Bill	\$ 50.00	\$ 127.77
Commercial:		
Base Charge		
¾" or less	\$ 30.00	\$ 76.65
1"	75.00	191.63
1 ½"	100.00	255.50
2" or greater	150.00	383.25
Volumetric Charge (per 1,000 gallons)		
All Volumes	\$ 7.00	\$ 17.89



# MONTHLY RESIDENTIAL 5/8" CUSTOMER BILL PROJECTION

Scenario #2 – Capital  
Only

5,000 Gallons

	CURRENT BILL	SCENARIO 2 – Only Capital
Water	\$ 58.40	\$ 58.40
Wastewater	18.89	48.24
<b>Total</b>	<b>\$ 77.29</b>	<b>\$ 106.64</b>
<i>Variance From Current</i>		\$ 29.35

# SCENARIO #3

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**Assumes New Program O&M and No Capital**

# ANTICIPATED FINANCIAL PERFORMANCE UNDER CURRENT RATES

## Scenario #3 – New Program O&M Only

	FY 2021	FY 2022
Water		
Revenue Requirement	\$ 624,761	\$ 855,288
Revenues	687,411	832,225
Over/(Under) Recovery	\$ 62,650	(\$ 23,063)
Wastewater		
Revenue Requirement	\$ 337,242	\$ 531,294
Revenues	182,975	186,489
Over/(Under) Recovery	(\$ 154,267)	(\$ 344,805)
Combined		
Revenue Requirement	\$ 962,004	\$ 1,386,582
Revenues	870,387	1,018,714
Over/(Under) Recovery	(\$ 91,617)	(\$ 367,858)
Days Cash on Hand (60 Day Target)	59	(65)
Debt Service Coverage (1.00 Target)	0.47	(1.08)

# INITIAL WATER RATE DESIGN

## Scenario #3 – New Program O&M Only

	CURRENT	OCTOBER 2021
Residential:		
Base Charge	\$ 34.31	\$ 35.49
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 0.00	\$ 0.00
2,001-10,000	8.03	8.31
10,001-20,000	9.18	9.50
20,001+	10.28	10.63
Commercial:		
Base Charge	\$ 40.56	\$ 41.96
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 8.03	\$ 8.31
2,001-10,000	9.03	9.34
10,001-20,000	10.03	10.38
20,001+	11.03	11.41

# INITIAL WASTEWATER RATE DESIGN

## Scenario #3 – New Program O&M Only

	CURRENT	OCTOBER 2021
Residential:		
Base Charge	\$ 11.00	\$ 31.34
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 0.00	\$ 0.00
2,001-10,000	2.63	7.49
10,001-15,869 (MAX)	3.06	8.71
Max Bill	\$ 50.00	\$ 142.38
Commercial:		
Base Charge		
¾" or less	\$ 30.00	\$ 85.48
1"	75.00	213.70
1 ½"	100.00	284.93
2" or greater	150.00	427.40
Volumetric Charge (per 1,000 gallons)		
All Volumes	\$ 7.00	\$ 19.95

# MONTHLY RESIDENTIAL 5/8" CUSTOMER BILL PROJECTION

Scenario #3 – New  
Program O&M Only

5,000 Gallons

	CURRENT BILL	SCENARIO 3 – Only New Program O&M
Water	\$ 58.40	\$ 60.42
Wastewater	18.89	53.81
<b>Total</b>	<b>\$ 77.29</b>	<b>\$ 114.23</b>
<i>Variance From Current</i>		<i>\$ 36.94</i>

# SCENARIO #4

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**Assumes Capital and No New Program O&M**

# ANTICIPATED FINANCIAL PERFORMANCE UNDER CURRENT RATES

## Scenario #4 – Capital and New Program O&M

	FY 2021	FY 2022
Water		
Revenue Requirement	\$ 624,761	\$ 915,137
Revenues	687,411	832,225
Over/(Under) Recovery	\$ 62,650	(\$ 82,912)
Wastewater		
Revenue Requirement	\$ 337,242	\$ 765,983
Revenues	182,975	186,489
Over/(Under) Recovery	(\$ 154,267)	(\$ 579,494)
Combined		
Revenue Requirement	\$ 962,004	\$ 1,681,121
Revenues	870,387	1,018,714
Over/(Under) Recovery	(\$ 91,617)	(\$ 662,406)
Days Cash on Hand (60 Day Target)	59	(148)
Debt Service Coverage (1.00 Target)	0.47	(0.41)



# INITIAL WATER RATE DESIGN

## Scenario #4 – Capital and New Program O&M

	CURRENT	OCTOBER 2021
Residential:		
Base Charge	\$ 34.31	\$ 38.63
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 0.00	\$ 0.00
2,001-10,000	8.03	9.04
10,001-20,000	9.18	10.34
20,001+	10.28	11.58
Commercial:		
Base Charge	\$ 40.56	\$ 45.67
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 8.03	\$ 9.04
2,001-10,000	9.03	10.17
10,001-20,000	10.03	11.29
20,001+	11.03	12.42

# INITIAL WASTEWATER RATE DESIGN

## Scenario #4 – Capital and New Program O&M

	CURRENT	OCTOBER 2021
Residential:		
Base Charge	\$ 11.00	\$ 45.18
Volumetric Charge (per 1,000 gallons)		
0-2,000	\$ 0.00	\$ 0.00
2,001-10,000	2.63	10.80
10,001-15,869 (MAX)	3.06	12.57
Max Bill	\$ 50.00	\$ 205.35
Commercial:		
Base Charge		
¾" or less	\$ 30.00	\$ 123.22
1"	75.00	308.05
1 ½"	100.00	410.73
2" or greater	150.00	616.10
Volumetric Charge (per 1,000 gallons)		
All Volumes	\$ 7.00	\$ 28.75

# MONTHLY RESIDENTIAL 5/8" CUSTOMER BILL PROJECTION

Scenario #4 – Capital  
and New Program  
O&M

5,000 Gallons

	CURRENT BILL	SCENARIO 4 – Capital & New Program O&M
Water	\$ 58.40	\$ 65.75
Wastewater	18.89	77.58
<b>Total</b>	<b>\$ 77.29</b>	<b>\$ 143.33</b>
<i>Variance From Current</i>		\$ 66.04

# RATE COMPARISONS

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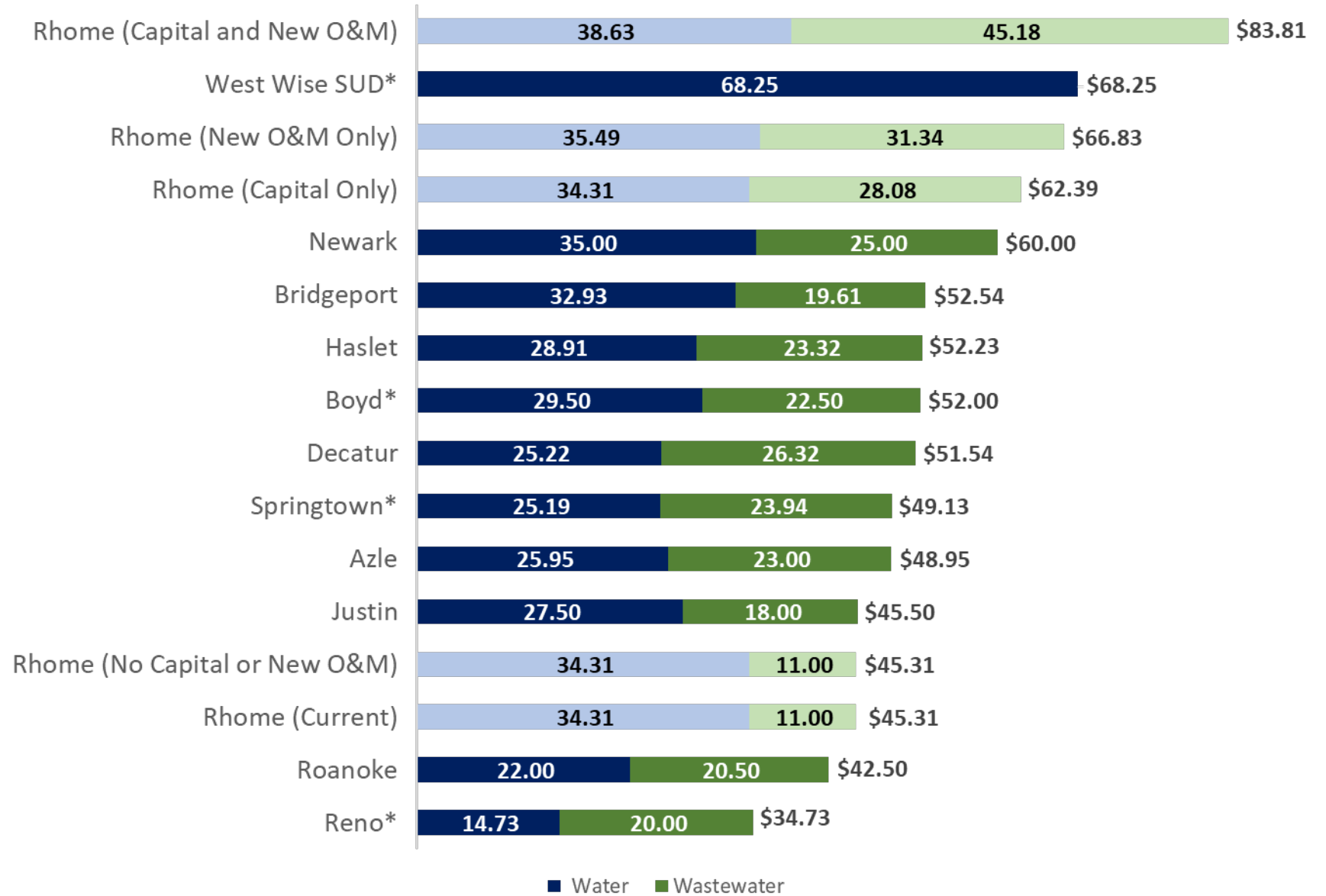
# MONTHLY RESIDENTIAL 5/8" CUSTOMER BILL PROJECTION

5,000 Gallons

	CURRENT BILL	SCENARIO 1 – No Capital or New Program O&M	SCENARIO 2 – Only Capital	SCENARIO 3 – Only New Program O&M	SCENARIO 4 – Capital & New Program O&M
Water	\$ 58.40	\$ 58.40	\$ 58.40	\$ 60.42	\$ 65.75
Wastewater	18.89	18.89	48.24	53.81	77.58
<b>Total</b>	<b>\$ 77.29</b>	<b>\$ 77.29</b>	<b>\$ 106.64</b>	<b>\$ 114.23</b>	<b>\$ 143.33</b>
<i>Variance From Current</i>		<i>\$ 0.00</i>	<i>\$ 29.35</i>	<i>\$ 36.94</i>	<i>\$ 66.04</i>

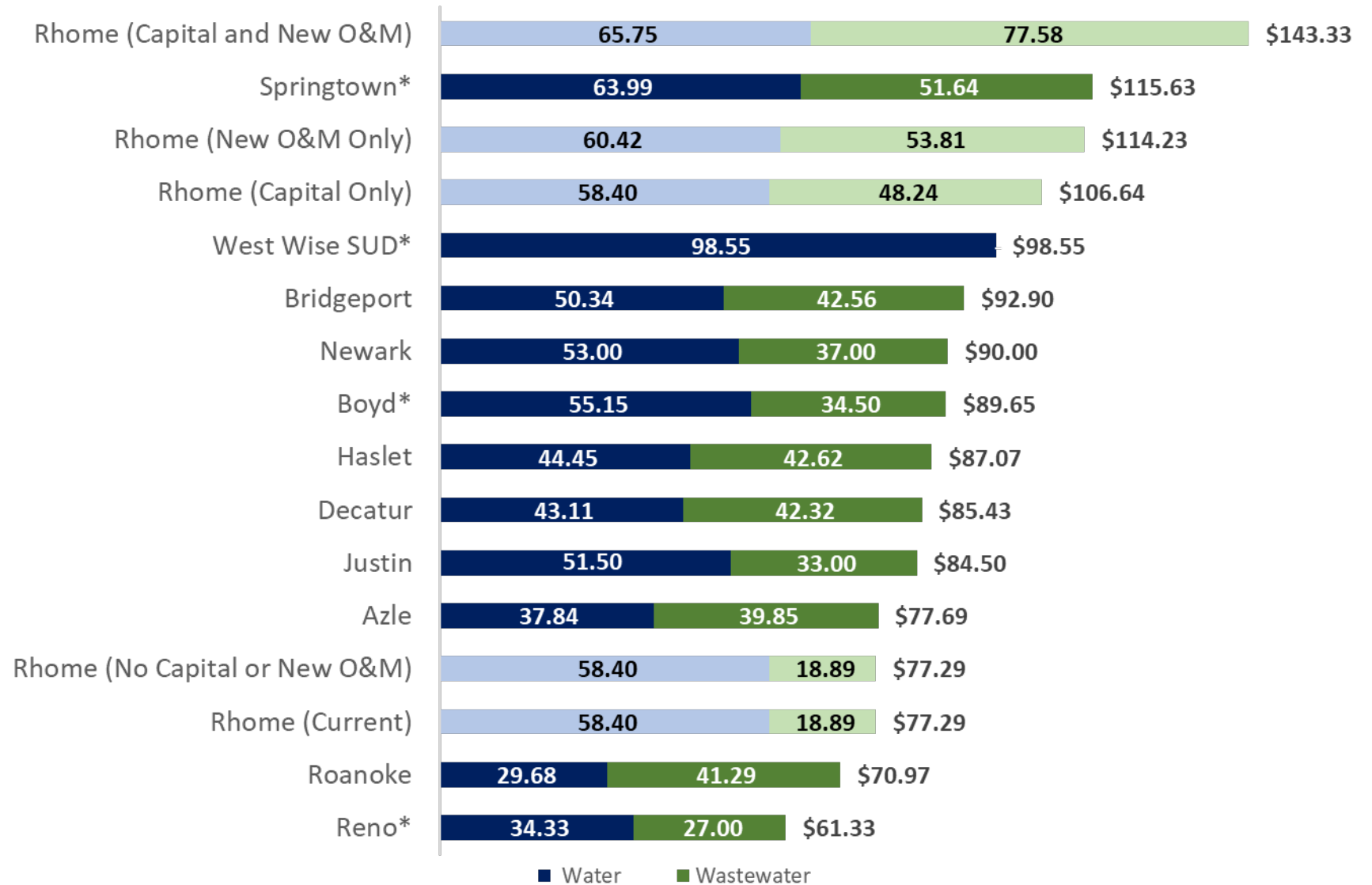
# REGIONAL COMPARISON

## 5/8" Residential Minimum Bill



# REGIONAL COMPARISON

## 5/8" Residential Customer Bill (5,000 gallons)



## POTENTIAL RATE DESIGN CHANGES



- Water
  - Apply Meter Equivalencies to Base Charge
  - Reduce Volumes Included in the Base Charge
- Wastewater
  - Reduce Volumes Included in the Base Charge



## CURRENT COUNTS BY METER SIZE

Meter Size	Residential	Commercial	Total	AWWA Equivalency Factors
5/8"	395	4	399	1.00
3/4"	14	29	43	1.50
1"	120	14	134	2.50
1 1/2"	0	1	1	5.00
2"	0	5	5	8.00
3"	0	0	0	15.00
4"	0	0	0	25.00
6"	0	0	0	50.00
8"	0	0	0	80.00
Total	529	53	582	

## PATH FORWARD



- Rate Action
  - Immediate Adjustment to Wastewater is Warranted
  - At Minimum, Rates Must be Adjusted October 2021
  - Council Direction Needed on Capital Plan, O&M Plan, and Rate Design
- Review Rates Again as Part of FY 2023 Budget Process (Summer 2022)
  - Changes to
    - Growth Projections
    - Capital Needs





# QUESTIONS AND DISCUSSION

**NEWGEN STRATEGIES AND SOLUTIONS**  
**275 W. CAMPBELL ROAD, SUITE 440**  
**RICHARDSON, TEXAS 75080**

February 25, 2021 Council Agenda Packet

**CHRIS EKRUT, CFO AND DIRECTOR**  
**(972) 232-2234**  
**[CEKRUT@NEWGENSTRATEGIES.NET](mailto:CEKRUT@NEWGENSTRATEGIES.NET)**

Page 55 of 63



## Agenda Commentary

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**Meeting Date:** February 25, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** E. Discussion of SnowPowerMegeddon and any necessary action regarding potentially approving a Local Disaster Declaration

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**Type of Item:** ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☐ Discussion & Direction ☐ Other

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**Summary-Background:** The record-breaking winter weather event (SnowPowerMegeddon) that hit, not only the DFW area, but all of Texas set off a series of challenges including power outages, freezing and bursting water lines and pipes and associated emergency calls for assistance. FD, PW, PD and City Hall coordinated and responded in concert with Wise County Emergency Management teams.

Governor Abbott has declared a disaster as has the federal government. While not required for the City of Rhome to submit expenses for any potential reimbursement that may be available, to ensure individuals the ability to apply for any potential disaster relief available, City Attorney and Staff is recommending City Council declare a local disaster.

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**Funding Expected:** ☐ Revenue ☐ Expenditure ☐ N/A

**Budgeted Item:** ☐ Yes ☐ No ☐ N/A

**Funding Account:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Legal Review Required:** ☐ N/A ☒ X Required **Date Completed:** \_\_\_\_\_

**Engineering Review** \_\_\_\_\_ **FD Review** \_\_\_\_\_ **PD Review** \_\_\_\_\_ **PW Review** \_\_\_\_\_

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**Supporting Documents attached:** Departmental summaries

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**Recommendation:** Recommending City Council declare a local disaster

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## Governor Abbott Issues Disaster Declaration In Response To Severe Winter Weather In Texas

February 12, 2021 | Austin, Texas | [Proclamation](#)

TO ALL TO WHOM THESE PRESENTS SHALL COME:

I, GREG ABBOTT, Governor of the State of Texas, do hereby certify that severe winter weather poses an imminent threat of widespread and severe property damage, injury, and loss of life due to prolonged freezing temperatures, heavy snow, and freezing rain statewide.

THEREFORE, in accordance with the authority vested in me by Section 418.014 of the Texas Government Code, I do hereby declare a state of disaster in all 254 counties based on the existence of such threat.

Pursuant to Section 418.017 of the code, I authorize the use of all available resources of state government and of political subdivisions that are reasonably necessary to cope with this disaster.

Pursuant to Section 418.016 of the code, any regulatory statute prescribing the procedures for conduct of state business or any order or rule of a state agency that would in any way prevent, hinder, or delay necessary action in coping with this disaster shall be suspended upon written approval of the Office of the Governor. However, to the extent that the enforcement of any state statute or administrative rule regarding contracting or procurement would impede any state agency's emergency response that is necessary to protect life or property threatened by this declared disaster, I hereby authorize the suspension of such statutes and rules for the duration of this declared disaster.

In accordance with the statutory requirements, copies of this proclamation shall be filed with the applicable authorities.

IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 12th day of February, 2021.

GREG ABBOTT  
Governor



# FEMA Responds to Severe Winter Weather

**Release Date**

February 23, 2021

**Release Number**

HQ-21-043

WASHINGTON -- Since President Joseph R. Biden, Jr.'s Feb. 19 major disaster declaration in Texas, more than \$600,000 has now been awarded in grants for survivors. The declaration provides assistance for disaster survivors in 77 counties. This assistance can include grants for temporary housing and home repairs, low-cost loans to cover uninsured property losses and other programs to help individuals and business owners recover from the effects of this storm.

If you received damages from the Texas winter storms and have insurance - file a claim. When you apply for FEMA disaster assistance, you will also need to provide your claim information. The Texas Department of Insurance can provide contact information for insurance companies and answer questions about how to file a claim. Call 800-252-3439 from 8 a.m. to 5 p.m. CST, Monday through Friday. Survivors can also view insurance company contact information online.

Survivors who have underinsured or uninsured losses in the 77 counties approved for assistance may apply online at [www.DisasterAssistance.gov](http://www.DisasterAssistance.gov) or by calling 1-800-621-3362 (TTY: 800-462-7585).

The quickest way to apply for disaster assistance is online at [DisasterAssistance.gov](http://DisasterAssistance.gov). Supplemental Nutrition Assistance Program recipients in Texas may apply for replacement benefits for food lost or destroyed by dialing 2-1-1. Local resources and volunteers may be able to assist with needs not covered by insurance. Visit Texas 211 for a list of resources searchable by zip code or call 2-1-1. Cash donations to the non-profit of your choice is the best way to help. To find a list of trusted organizations that can put your generous contributions to the best possible use, visit [National Voluntary Organizations Active in Disaster](#).

## **SnowPowerMegeddon FEB 2021 – Summary**

### **Public Works**

- ✓ Maintained positive water pressure and storage to prevent a boil water notice. Many cities and water systems across the state and within our area were not so lucky.
- ✓ The biggest challenge for our water system were customers over dripping their facets and leaks that customers were not aware of. The Water system experienced summer like demands during a time the City was asking for conservation.
- ✓ PW was proactive in contacting customers that were not aware they had a leak and helped to inform customers on the proper way to conservative water at the same time prevent their pipes from freezing.
- ✓ Contingency planning/coordination
- ✓ TAKEAWAY – We were able to identify areas within our infrastructure that will need to be addressed.

Final note. It is encouraging to see everyone rally together to achieve one goal in protecting the most limited natural resource that people take for granted: Water.

### **Fire**

- ✓ Coordinating Emergency Management with City Staff (Admin, PW, PD) and County.
- ✓ Winter weather preparations began February 8, 2020, including vehicles, fuel, identifying staff.
- ✓ Identified and temporarily mitigated several issues that occurred as a result of winter weather.
- ✓ LOGISTICS: Coordinated stationing Wise Co. EMS personnel for short period at FD to enable better response times to Rhome and surrounding areas
- ✓ Responded to various calls: Total man hours = 959 Total calls =28
- ✓ Developed contingency plans as appropriate (i.e., Bottled Water Distribution if needed)

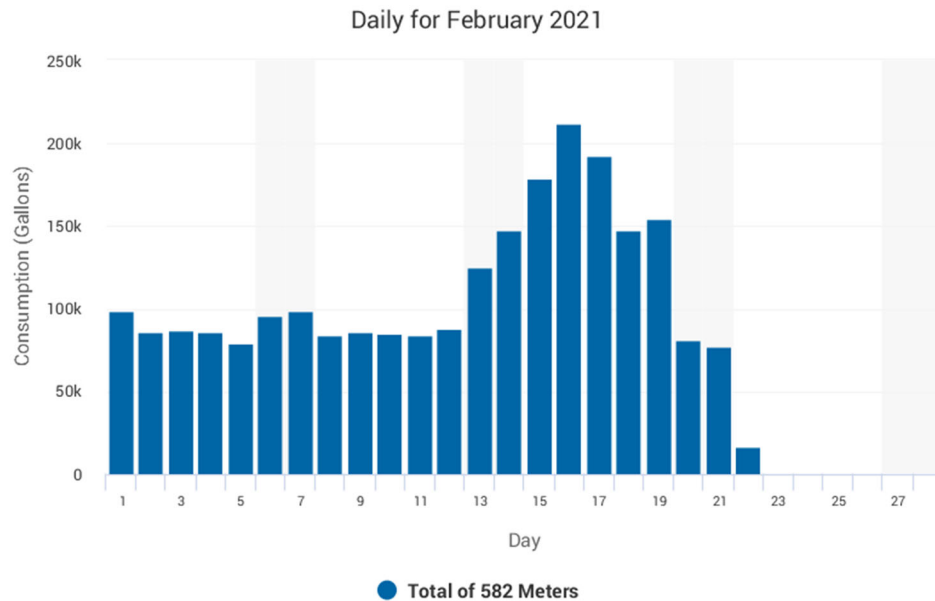
### **Police**

- ✓ Communications with City Administrator and DH
- ✓ Officers on-duty responding to various hazardous, weather related incidents including;
  - Stranded vehicles
  - Animal control/freezing animals
  - Identifying and reporting water leaks and responding to calls.

### **Admin**

- ✓ Crisis Communications and coordination with DH and staff
- ✓ Communications with Mayor/Council; gathering information, providing updates and coordinating responses
- ✓ Contingency planning/coordination
- ✓ Communications with Media
- ✓ Communications with NISD
- ✓ Keeping up-to-date with status of departmental issues: monitoring, gathering, coordinating and drafting updates to website/FB throughout event

- ✓ After event review with DH/staff
- ✓ Gained 88 new user sign-ups for Eye-on-Water program
- ✓ Primary goal/message was for Rhome water customers to conserve water to avoid;
  - running out of water due to power outages and not receiving water from Walnut Creek for several days
  - issuing a boiled water notice







Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462

[www.cityofrhome.com](http://www.cityofrhome.com) | [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com)

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**WHEREAS, THE CITY OF RHOME, TEXAS BETWEEN THE 14TH OF FEBRUARY 2021 THROUGH THE 20TH OF FEBRUARY 2021** has suffered widespread or severe damage, injury, or loss of life or property (or there is imminent threat of same) resulting from the FEBRUARY WINTER WEATHER 2021, and;

**WHEREAS, THE MAYOR of THE CITY OF RHOME** has determined that extraordinary measures must be taken to alleviate the suffering of people and to protect or rehabilitate property.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF RHOME, TEXAS:**

That a local state of disaster is here by declared for **The CITY OF RHOME, TEXAS** pursuant to §418.108(a) of the Texas Government Code.

Pursuant of §418.108(b) of the Texas Government Code, the state of disaster shall continue for a period of not more than seven (7) days from the date of this declaration unless continued or renewed by the **CITY COUNCIL of THE CITY OF RHOME, TEXAS:**

Pursuant of §418.108(c) of the Texas Government Code, this declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with CITY SECRETARY of THE CITY OF RHOME, TEXAS.

Pursuant of §418.108(d) of the Texas Government Code, this declaration of a local state of disaster activates the CITY emergency management plan.

That this proclamation shall take effect immediately from and after its issuance.

**Passed and approved by the City Council of the City of Rhome, Texas, this 25th day of February 2021.**

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Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

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Shannon Montgomery, TRMC  
City Secretary

## **AGENDA ITEM - F**

CITY OF RHOME, TEXAS

# *Proclamation of Appreciation*

**A PROCLAMATION OF THE CITY COUNCIL  
OF THE CITY OF RHOME, TEXAS,  
TO FIRE, PUBLIC WORKS, POLICE, CITY HALL STAFF, AND  
COUNTY FIRST RESPONDERS  
FOR THEIR SERVICE TO THE CITY OF RHOME DURING  
SNOWPOWERMEGEDDON 2021**

**WHEREAS**, the City Council of the City of Rhome, Texas wish to express their sincere appreciation to Fire, Public Works, Police, City Hall Staff and County First Responders; and

**WHEREAS**, SnowPowerMegeddon February 2021 was a multiple-day, historical event with record-breaking low temps, snow and ice; and

**WHEREAS**, Fire, Public Works, Police, City Hall staff and First Responders responded in concert; monitoring, assessing, coordinating and reporting on a critical and fluid situation; and

**WHEREAS**, Fire, Police, Public Works, City Hall Staff and First Responder's dedication and loyalty to Rhome and its citizens has been instrumental in mitigating impacts and therefore contributing to the safety and welfare of citizens and city infrastructure of Rhome.

**NOW THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Rhome, Texas hereby express their heartfelt appreciation to Fire, Public Works, Police, City Staff and City and County First Responder's unselfish contributions and dedicated service, going above and beyond in difficult circumstances, to the City of Rhome and its citizens.

Passed and approved by the City Council of the City of Rhome, Texas, this 25th day of February 2021.

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Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

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Shannon Montgomery, TRMC  
City Secretary