



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**  
Kenny Crenshaw

**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, January 14, 2021**

**Location: VIA TELEPHONE CONFERENCE**

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

**NOTICE IS HEREBY GIVEN** in accordance with order of the Office of the Governor issued March 16, 2020, and most recently extended on January 5, 2021, the City Council of the City of Rhome will conduct its Regular Meeting scheduled for **6:30pm** on Thursday, January 14, 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, January 14, 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:** 858-151-493

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**

### **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.*

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

### **A. January 2021 Events:**

- January 13, 2021 thru February 12, 2021 – Filing Period to submit application for Place on Ballot for May 1, 2021 General Election
- January 18, 2021 – City Offices will be closed in Observance of Martin Luther King, Jr Day
- January 28, 2021 – Regular City Council Meeting

## **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. 2021 Calendar of City Events (City Secretary)**
- C. Resolution naming the official newspaper of the City for the 2021 calendar year (City Secretary)**
- D. December 2020 Monthly Staff Reports (Department Heads)**

## **Board and Commission Minutes**

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

- E. Minutes of Planning & Zoning Commission Regular Session dated December 7, 2020 (City Secretary)**

## **Regular Session – New Business**

- F. Discussion and any necessary action regarding council meeting minutes content and subsequent approval of Minutes of City Council Regular Session dated November 12, 2020 and Minutes of City Council Regular Session dated December 10, 2020 (City Secretary)**
- G. Discussion and any necessary action regarding the resignation of Council Member Crenshaw (Council Member Crenshaw)**
- H. Discussion and any necessary action regarding Proclamation of Appreciation for Council Member Crenshaw for Service to the City (Mayor Wilson)**
- I. Discussion and any necessary action regarding Council vacancy and Statement/Oath of Office, if applicable (Council Member Eason)**

## **Audit**

- J. Discussion and any necessary action regarding Annual City Audit for Fiscal Year 2019-2020 (City Secretary)**

## **Regular Session – Old Business**

- K. Update, discussion and any necessary action regarding latest developments for COVID-19 and mitigation efforts and actions within the City (City Administrator)**
- L. Discussion and any necessary action regarding amending Article 13.03, “Solid Waste” of the City’s Code of Ordinances (City Administrator)**
- M. Discussion and any necessary action regarding facilities assessment/conditions report (City Administrator)**
- N. Discussion and any necessary action regarding Old City Hall renovation and estimated cost (Mayor Wilson)**

- O. Discussion and any necessary action authorizing the City Administrator to execute a professional service agreement with a CPA to review the City's FY2021-2022 annual budget **(City Administrator)**

### **Regular Session – New Business**

- P. Discussion and any necessary action regarding the ratification of the Mayor's authorization to enter into a Request for Proposals for grant administration services **(Mayor Wilson)**
- Q. Discussion and any necessary action regarding updating ordinances for code compliance (nuisance) and substandard buildings **(Council Member Majors)**
- R. Discussion and any necessary action regarding PD future planning and community policing expectations **(Council Member Eason)**

### **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:

- S. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney
- T. 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
- 261 North School Road Property Ownership
  - City-owned property real estate value
- U. 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
- V. 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

### **Reconvene into Regular Session**

- W. Discussion and any necessary action as a result of Executive Session

### **Future Agenda Items**

### **Adjourn**

**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.**

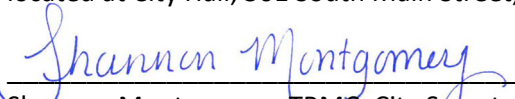
**A quorum of Parks & Recreation Board Members may be present at this meeting and its members may participate in the discussions of the items on the agenda over which they have responsibilities or authority.**

*\*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 11th day of January 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: January 14, 2021

Department: Administration

Contact: Shannon Montgomery, City Secretary

Agenda Item: Consent Agenda

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

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**Summary-Background:**

- 2021 Calendar of City Events
  - City Events for 2021
- Resolution naming the City's Official Newspaper for 2021
  - Annual Resolution naming Wise County Messenger as the City's Official Newspaper
- December 2020 Monthly Staff Reports
  - Department reports updating Council

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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:**

- 2021 Calendar of Events
  - RES 2021-01 Naming Wise County Messenger as Official Newspaper of the City
  - Department December 2020 Council Reports
- 

**Recommendation:** Approve as presented

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## 2021 Calendar of Events\*

TBD	Bi-Annual Boot Drive benefiting Fire Department
April 19-27	Early Voting
May 1	Election Day
May 9 – 15	National Police Week
May 22	Dumpster Days (available 8 AM until Noon/Full)
May 29	Dumpster Days (available 8 AM until Noon/Full)
June 13	Annual Splash Days at Rhome Fire Station benefiting Fire Department
October 6	National Night Out at Civic Pavilion
October 8	Fire Prevention at Prairie View Elementary School
October 16	Fire Department Open House
October 23	Dumpster Days (available 8 AM until Noon/Full)
October 30	Dumpster Days (available 8 AM until Noon/Full)
TBD	Bi-Annual Boot Drive benefiting Fire Department
October 31	Annual Trunk or Treat
December 6	Santa Sightings
December 13	Santa Sightings

\* All events are subject to change/cancellation, please check our Online Event Calendar for up-to-date information.

**CITY OF RHOME  
RESOLUTION NO. 2021-01**

**A RESOLUTION OF THE CITY OF RHOME, TEXAS DESIGNATING THE WISE  
COUNTY MESSENGER AS THE OFFICIAL NEWSPAPER OF THE CITY; AND  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rhome is required by State Law to name an official newspaper as soon as practical after the beginning of each calendar year; and

**WHEREAS**, the City of Rhome has compared costs between newspapers of general circulation and has determined that it is in the best interest of the city to name the Wise County Messenger as the official newspaper.

**WHEREAS**, the Council finds that the Wise County Messenger satisfies all of the requirements of State Law to serve as the official newspaper of the City and finds it in the best interests of the City to designate Wise County Messenger to serve as the City's official newspaper in accordance with Section 52.004 of the Texas Local Government Code.

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

The Wise County Messenger is named as the official newspaper of the City and shall be the newspaper in which all publications shall be made.

**PASSED AND APPROVED** this the 14th day of January 2021.

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Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

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Shannon Montgomery, TRMC  
City Secretary

APPROVED TO AS FORM:

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Carvan E. Adkins,  
City Attorney



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

## Administration by the Numbers – December 2020

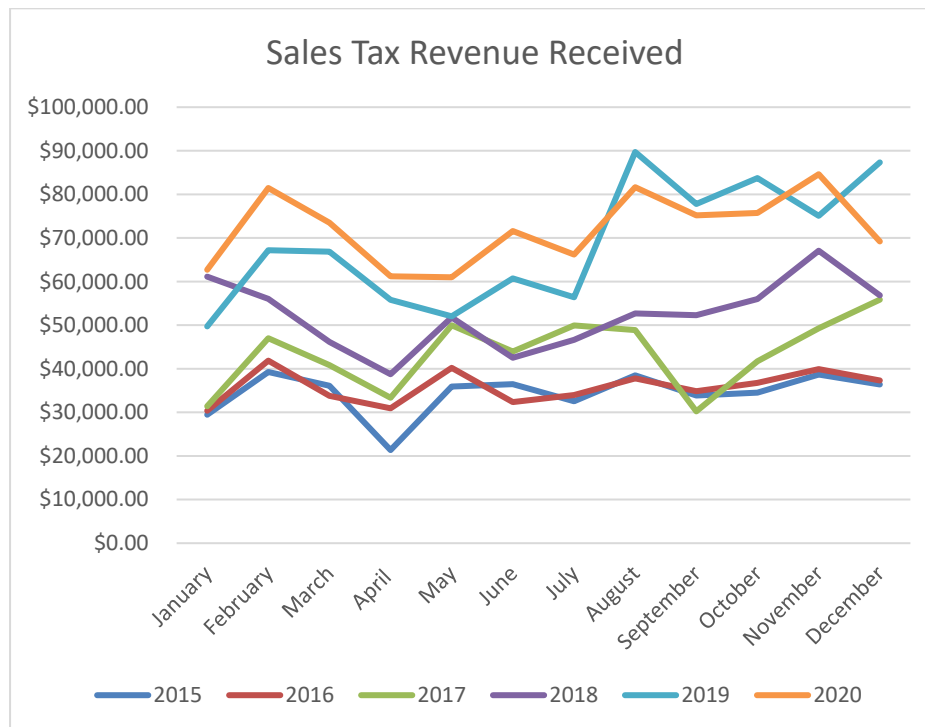
### Bank Statement Balances

Account Name	Balances as of December 31, 2019	Balances as of December 31, 2020
2017 Tax Note, Series 2017	\$234,994.34	\$19,722.70
2019 Bond Checking	\$9,835.79	\$642.79
Fire Dept Checking	\$105,909.79	\$65,443.79
Fire Dept Savings – Quarterly Statement	\$39,601.07	\$40,591.35
General Fund Checking	\$388,605.15	\$161,173.61
General Fund Savings	\$192,007.77	\$270,834.11
Hotel Motel Tax	\$54,439.99	\$74,653.40
Interest & Sinking	\$20,244.79	\$385,309.59
LOGIC	\$1,201,191.72	\$1,149,129.93
Meter Deposits	\$89,660.46	\$92,978.76
Muni Court Security	\$28,570.68	\$32,147.38
Muni Court Tech Fund	\$16,285.12	\$18,887.05
Muni Court Title 7	\$4,532.89	\$4,533.56
Parks & Recreation Checking	\$18,510.64	\$20,961.69
Payroll ZBA Account	\$0.00	\$0.00
Police Grant Account	\$2,065.65	\$2,835.86
Police Seizure Funds	\$4,343.90	\$100.42
Rhame Beautification Fund	\$100.00	\$119.00
Rolling V	\$22,904.86	\$27,578.54
TEXSTAR	\$1,199,855.45	\$1,144,631.62
W/S I&S Fund	\$3,428.77	\$3,428.77
Water & Sewer Checking	\$316,200.16	\$228,220.64
<b>TOTAL</b>	<b>\$3,953,288.99</b>	<b>\$3,743,924.56</b>



## Sales Tax Revenue Received – December: \$69,183.69

Month Received	2015	2016	2017	2018	2019	2020
January	\$29,441.65	\$30,387.32	\$31,401.41	\$61,139.42	\$49,719.73	\$62,703.14
February	\$39,262.62	\$41,866.33	\$47,000.93	\$56,030.60	\$67,180.35	\$81,459.72
March	\$36,118.36	\$33,776.77	\$40,837.42	\$46,156.35	\$66,853.76	\$73,488.63
April	\$21,352.29	\$30,915.49	\$33,361.07	\$38,766.96	\$55,814.51	\$61,205.25
May	\$35,929.48	\$40,225.24	\$49,987.00	\$51,754.08	\$52,022.35	\$61,014.98
June	\$36,473.96	\$32,353.93	\$43,940.94	\$42,538.20	\$60,712.41	\$71,595.88
July	\$32,549.55	\$33,975.41	\$49,928.81	\$46,649.99	\$56,382.32	\$66,189.23
August	\$38,499.24	\$37,782.39	\$48,878.03	\$52,698.74	\$89,739.58	\$81,658.50
September	\$33,854.56	\$34,844.61	\$30,263.17	\$52,300.18	\$77,788.90	\$75,181.40
October	\$34,539.68	\$36,761.46	\$41,715.19	\$55,994.48	\$83,748.34	\$75,745.64
November	\$38,667.86	\$39,909.64	\$49,257.27	\$67,076.39	\$75,077.06	\$84,636.19
December	\$36,385.65	\$37,325.73	\$55,857.75	\$56,827.29	\$87,313.44	\$69,183.69
Total	\$413,074.90	\$430,124.32	\$522,428.99	\$627,932.68	\$822,352.75	\$864,062.25



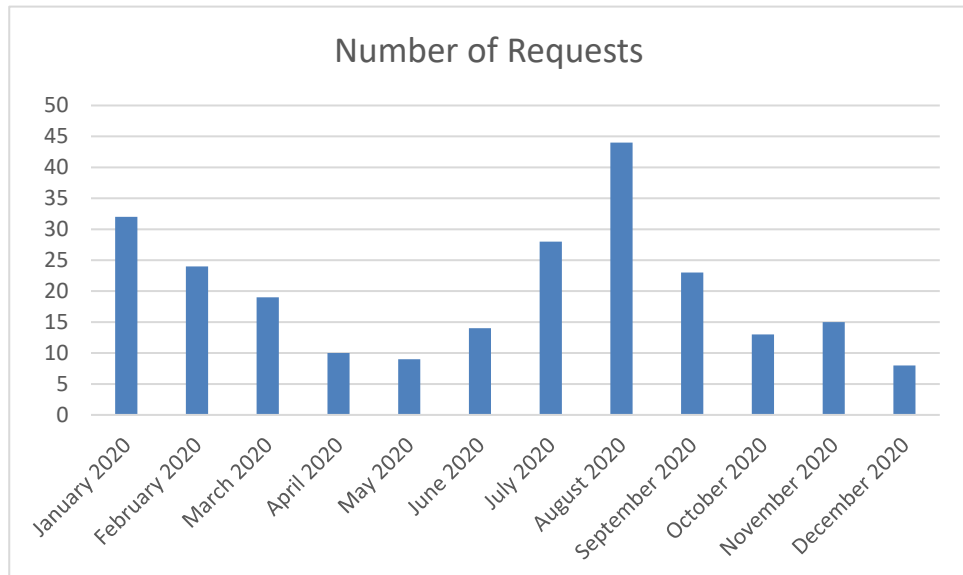
## Ordinances Passed – December

2020-21	AN ORDINANCE AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RHOME BY GRANTING A SPECIAL USE PERMIT FOR A CARPORT FOR CERTAIN PROPERTY LOCATED AT 620 STIRLING ROAD; PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.
2020-22	AN ORDINANCE AMENDING SECTIONS 12, 22, 23, 26, AND 34 USE CHART CHAPTER 14 “ZONING” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO REVISE THE SECTIONS TO REFLECT THE CURRENT ZONING DISTRICTS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
2020-23	AN ORDINANCE AMENDING APPENDIX A-3 – DEFINITIONS, EXHIBIT A OF CHAPTER 14 “ZONING” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO DEFINE MOBILE FOOD UNIT; AMENDING SECTION 34.5 RETAIL & RELATED USES TO, EXHIBIT A OF CHAPTER 14 “ZONING” ADDING MOBILE FOOD UNIT TO BE ALLOWED IN THE “R” RETAIL, “C” COMMERCIAL, “I” INDUSTRIAL, AND “LI” LIGHT INDUSTRIAL ZONING DISTRICTS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
2020-24	AN ORDINANCE AMENDING SECTIONS 4, 7, AND 10 OF EXHIBIT A “SUBDIVISION ORDINANCE” OF CHAPTER 10 “SUBDIVISION REGULATION” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO REQUIRE TWO-YEAR MAINTENANCE BONDS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
2020-25	AN ORDINANCE AMENDING CHAPTER 6 “HEALTH AND SANITATION” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS BY ADDING ARTICLE 6.07 LIQUID WASTE REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
2020-26	AN ORDINANCE AMENDING CHAPTER 6 “HEALTH AND SANITATION” ARTICLE 6.06 “FOOD ESTABLISHMENT RULES” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO ADD REGULATIONS FOR FOOD TRUCKS AND FOOD TRUCK OPERATION SITES; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.
2020-27	AN ORDINANCE AMENDING CHAPTER 13 “UTILITIES” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS BY ADDING ARTICLE 13.08 RIGHTS-OF-WAY MANAGEMENT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

## Resolutions Passed – None

## Year to Date Requests for Information (January 2020 – December 2020)

Month	Number of Requests
January 2020	32
February 2020	24
March 2020	19
April 2020	10
May 2020	9
June 2020	14
July 2020	28
August 2020	44
September 2020	23
October 2020	13
November 2020	15
December 2020	8



Requests Received	237
Pending / Open	0
Sent for Attorney General Opinion (RFO)	8
Complete / Closed	237
Requestor Fees – <i>in an effort to streamline, responses less than 50 pages will be emailed to the requestor to reduce supply costs and staff time</i>	\$270.60
Approximate Staff Time	9,135 mins / 153.25 hours
Approximate Supply Cost – since August 2020 when tracking began	\$29.93
Approximate Staff Cost – since August 2020 when tracking began	\$2,179.10

## Requests for Information - December

Requests Received	8
Pending / Open	0
Sent for Attorney General Opinion (RFO)	0
Complete / Closed	8
Requestor Fees – <i>in an effort to streamline, responses less than 50 pages will be emailed to the requestor to reduce supply costs and staff time</i>	\$0.00
Approximate Staff Time	375 minutes / 6.25 hours
Approximate Supply Cost	\$0.00
Approximate Staff Cost	\$191.00

ORR #	Requestor	Date Rec'd	Due Date	Request Description	Time in Mins	Release Date
2020-230	Gabe Gruszynski	12/1	12/15	I am requesting a list of all residential properties in your city that have had the water shut off any time in the last 30 days	30	12/9
2020-231	Patricia Mitchell	12/1	12/15	1. From the \$660,000 Mayor/Council borrowed in 2017, please provide a list of itemized expenditures 2. Current Balance of funds remaining from the above 2017 Bond	120	12/18
2020-232	Mayes Middleton	12/1	12/15	Please produce the line items in the adopted 2021 budget showing any planned expenses for directly or indirectly attempting to influence legislation	45	12/9
2020-233	Chris Parrot	12/2	12/16	I would like to receive information from permits for residential new construction. I am interested in: address, permit number, builder/contractor name, subdivision, date permit was issued, and any value, square footage information or floor plan name or number for permits issued for residential new construction from November 1, 2020 - November 30, 2020.	30	12/9
2020-234	Eric Houghton	12/9	12/23	I would like to request the preliminary Plats for Rolling V Ranch No. 1, Phase 1 - 3, and Rolling V Ranch No. 2, Phases 1 - 2.	30	12/9
2020-235	Greg Chapa	12/11	12/29	Water/Waste Water/Storm Water maps/plans/as-builts encompassing property at the southeast corner of BC Rhome and US Hwy 287, being Lot 1 Block A, Taco Casa Rhome Addition (vacant lot just west of Existing Taco Casa)	60	12/23
2020-236	Jason Witherspoon	12/23	1/11	I would like a list of all property addresses that have has their water service turned off in the from 10/31/2020 through 12/21/2020. Properties with lawn maintenance or unmowed lawns from 10/31/2020 through 12/21/2020. Properties with open code enforcement issues from 10/31/2020 through 12/21/2020. Properties that have been deemed as a substandard or condemned structures from 10/31/2020 through 12/21/2020	30	1/11
2020-237	Ruby Sargento	12/28	1/12	I am requesting a list of all residential properties in the city of RHOME that have had the water shut off, inactive meters and delinquent accounts any time between November 25, 2020 and December 24, 2020.	30	1/11



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## Building and Development- December 2020

<b>Permits Issued:</b>				
<b>Building Permit</b>	2			
<b>Certificate of Occupancy</b>	1			
<b>Irrigation Permit:</b>	4			
<b>Plumbing Permit:</b>	2			
<b>Mechanical Permit</b>	1			
<b>Demolition Permit</b>	1			
<b>Type:</b>	<b>Address:</b>	<b>Assoc. Permits:</b>	<b>Cost:</b>	
<b>Mechanical Permit</b>	4800 E Hwy 114		214.50	
<b>Plumbing Permit</b>	1312 Roe Helm		222.75	
<b>Building Permit</b>	1131 Roe Helm		181.50	
<b>Plumbing Permit</b>	655 Randall		214.50	
<b>Demolition Permit</b>	655 Randall		150.00	
<b>CO</b>	6550 E Hwy 114		150.00	
<b>Irrigation Permit</b>	279 W Morris		181.50	
<b>Irrigation Permit</b>	351 W Morris		181.50	
<b>Irrigation Permit</b>	315 W Morris		181.50	
<b>Irrigation Permit</b>	333 W Morris		181.50	
<b>Building- Pool Permit</b>	1129 Mount Lane	Building, Electrical, Plumbing	891.00	



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04/01/2020 - 01/01/2021

Case #	Description	Parcel Address	Case Date	Main Status
16	substandard building	150 Front	5/1/2020	Active
15	Junk vehicle and car parts spread on property	1357 Speedway	10/1/2020	In-Active
14	Junk Vehicle	1109 Sunrise	8/3/2020	Active
12	Parking on sidewalk	121 Kensington CT	12/14/2020	In-Active
11	Junk and debris	1357 Speedway	12/1/2020	In-Active
10	high grass and weeds	299 logan	12/1/2020	In-Active
9	trash, junk and debris	191 Old Mill	12/1/2020	Active
8	Trash, Junk and debris	430 Old Mill S	12/30/2020	Active
7	semi trailer parked on lot	220 E first	12/30/2020	In-Active

Total Records: 9



# RHOME FIRE RESCUE

*Duty • Honor • Compassion • Service*

261 N. School Road - P.O. Box 228 - Rhome, Texas 76078  
817-636-2001 station17@rhomefirerescue.com

## December 2020 – Council Fire Report

### Calls for Service Monthly:

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>2020</b>	57	43	44	47	34	55	59	54	53	69	61	<b>75</b>
<b>2019</b>	55	41	57	41	51	56	54	45	56	47	55	46

### Calls for Service by type:

	EMS	MVA	Structure Fires	Grass Fires	Vehicle Fires	Fire Invest.	Fire Alarms	Gas Leak	Road Hazard	Lift Assist	Other
<b>Dec. 2020</b>	34	10	3	9	0	3	1	0	0	12	3
<b>Year-To-Date</b>	294	126	36	46	11	29	7	6	9	52	35

### Call Locations

	City	County	Auto/Mutual Aid Given	Auto/Mutual Aid Received	Cancelled	Weather Watch
<b>Dec. 2020</b>	30	45	9	6	2	0
<b>Year-To-Date</b>	303	353	69	23	22	1

Numbers above are approximate since the official numbers have not been finalized

### Membership

<b>Current Members – 17</b>		
#	Area	+/-
5	City	-
5	In District	+1
7	Out of District	+3
<b>EMS Certification - 12</b>		
5	EMT Basic	-
7	Paramedics	-

3 new members going through 6-month probationary period. All 3 members have finished their initial requirements of: Courage to be safe, NIMS (100, 200, 700, 800), Traffic Incident Safety and CPR Certification. Members have currently finished Fire Fighter introduction and getting checked off on skills.

### **Command Staff**

- Finalizing 2020 emergency reports and coinciding paperwork.
- Currently working on completing 2020 RFR Annual Report.
- Continued to work on updating the 2017-2027 RFR Strategic Plan.
- In the process of completing and implementing 2021 RFR Training Plan.
- Command Staff continuing to work on required information for official ISO Survey rescheduled for February 2021.
- Approved for a Texas Forestry Service grant for Personal Protective Equipment. Working on fulfilling grant based off the restrictions set up for the grant. Working on quotes.

- 
- Continue to update, Covid-19 Standard Operating Guidelines. Included in guidelines are:
    - Response to Medical calls when Covid-19 is suspected.
    - Precautions and questions on Medical calls when pre-screening questions to Covid-19 are negative.
    - Equipment and Apparatus Decontamination on all Emergency responses.
    - Handling Social Distancing with Department Personnel.
  - Guidelines established in conjunction with
    - CDC Guidelines
    - Medical Director
    - Wise County EMS
  - Process of completing awarded State grants that had deadlines extended.
  - CARES Act approval and disbursement.
    - Bunker Gear – Additional gear to use when assigned gear must be deconned due to contamination. Based on TCFP guidelines. *Gear scheduled to arrive in January 2021.*
    - Extractor and Dryer – A means to thoroughly clean gear when dirty or contaminated. Provides a means for longevity due to proper cleaning procedures. *Waiting on site evaluation for placement, prior to ordering.*
    - Uniforms - Additional uniforms to use when assigned uniforms need to be cleaned or deconned due to contamination.

### **Equipment**

- Received new fire attack hose. Training scheduled for January and then equipment will be placed in service on E317, E217, and R17.





# RHOME FIRE RESCUE

*Duty • Honor • Compassion • Service*

261 N. School Road - P.O. Box 228 - Rhome, Texas 76078  
817-636-2001 station17@rhomefirerescue.com

## Station

- Closed to non-essential personnel.

## Apparatus

- E317, E217, R17, and S17 now outfitted with Electrical bags that are equipped with the essential tools and meters to assist with emergency calls.

## Future Projects

- Inside personal lockers for members.
- Wildland Brush Truck.
- Motion stop sensors for garage doors to improve safe vehicle operations in and out along with the main benefit of safety of members and visitors entering and exiting the building.

My door is as always open if you have any questions,

Darrell Fitch  
Fire Chief  
Rhome Fire Rescue



# RHOME FIRE RESCUE

*Duty • Honor • Compassion • Service*

261 N. School Road - P.O. Box 228 - Rhome, Texas 76078  
817-636-2001 station17@rhomefirerescue.com

January 11, 2021

TO: Cynthia Northrop, City Administrator

FROM: Darrell Fitch, Fire Chief

RE: City Council Meeting Discussion Regarding Drug Testing of Fire Department Volunteers

This memo is in response to the City Council meeting discussion dated December 10, 2020, which centered around drug testing of members of the volunteer fire department. The discussion did not involve any questions directed toward the Fire Chief, so I would like to take this opportunity to address the City Council. I want to assure the City Council and the public that the fire department takes this matter seriously, but the perception that the fire department does nothing regarding drug testing is simply not true. First of all, the perception that some had of the discussion from that meeting was that no members of the fire department would be drug tested. That is an inaccurate statement.

The membership application itself that is used for anyone wishing to apply for membership requires the applicant to “agree to submit to medical examination and drug screening, if required” along with a criminal background check and review of driving record. Criteria are in place to determine if an applicant is eligible to be considered for membership. At any point in the application or interview process, the application may be denied for many reasons including a history of drugs or alcohol.

Members of the fire department are held to a high ethical standard and most are certified or licensed with state regulatory agencies which require them to report personnel suspected to be under the influence of alcohol or drugs while on duty. As Rhome Fire Rescue is a volunteer department (except for the Fire Chief), “on duty” would mean when a member is on an emergency call, on City property such as the fire station in their capacity as a member or in fire uniform.

In addition, members are prohibited from wearing any departmental uniforms or t-shirts when purchasing alcoholic beverages at a retail store or entering a bar or restaurant establishment that serves alcoholic beverages with the intent to consume alcohol while in uniform. Members would face termination from the department for violating these mandates.

If a member is involved in a fleet accident, the member is not allowed to leave the scene. The member is driven and escorted by the Fire Chief or his designee to the near testing facility usually Wise Regional in Decatur for alcohol and drug screening. The fire department’s Incident Review Board will review that incident and discuss the findings with the Fire Chief to determine what, if any, action is required.

I respectfully request that I be included on any future discussions regarding this matter to ensure that everyone understands the processes that are currently in place and what the fire department is doing to address this issue.

City of Rhome  
Municipal Court Council Report  
From 12/1/2020 to 12/31/2020

1/5/2021 9:36 AM

**Violations by Type**

Traffic	Penal	City Ordinance	Parking	Other	Total
40	1	4	0	18	63

**Financial**

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$5,067.91	\$2,354.47	\$9,078.58	\$234.81	\$279.13	\$17,014.90

**Warrants**

Issued	Served	Closed	Total
85	0	219	304

**FTAs/VPTAs**

FTAs	VPTAs	Total
0	0	0

**Dispositions**

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
40	0	34	6	33	113

**Trials & Hearings**

Jury	Bench	Appeal	Total
0	0	0	0

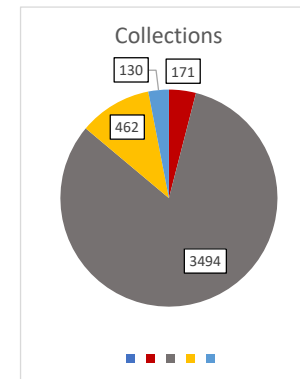
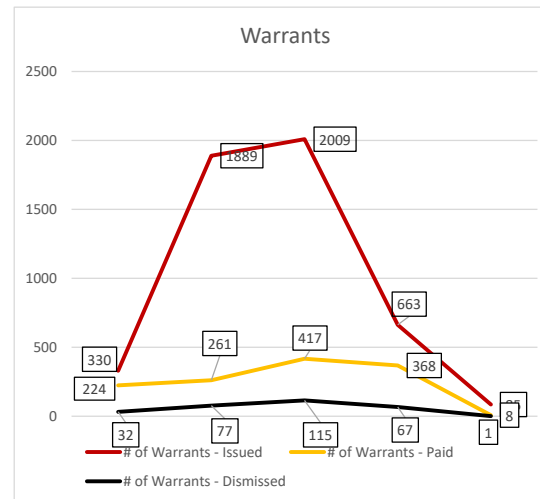
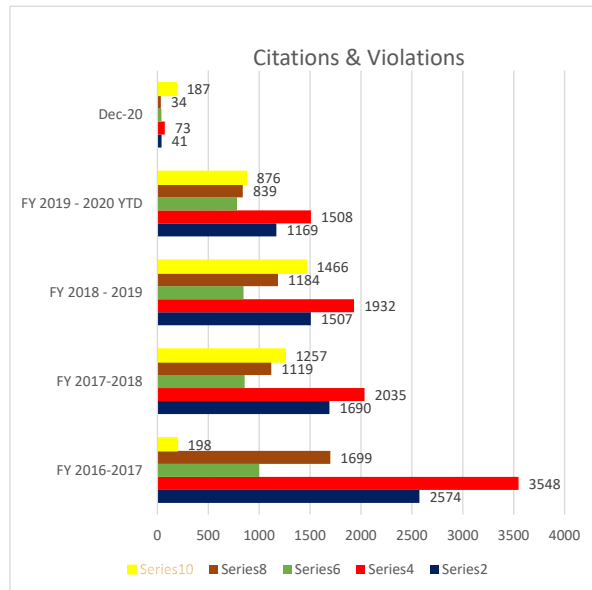
**Omni/Scofflaw/Collection**

Omni	Scofflaw	Collections	Total
130	0	130	260



## Municipal Court Violation Trends

Statistics	FY 2016-2017	FY 2017-2018	FY 2018 - 2019	FY 2019 - 2020 YTD	Dec-20
# of Citations - Issued	2574	1690	1507	1169	41
# of Violations - Issued	3548	2035	1932	1508	73
# of Violations - Paid	998	857	846	782	40
# of Violations - Dismissed	1699	1119	1184	839	34
# of Violations - Outstanding	198	1257	1466	876	187
# of Warrants - Issued	330	1889	2009	663	85
# of Warrants - Paid	224	261	417	368	8
# of Warrants - Dismissed	32	77	115	67	1
# of Collections - Submitted	0	171	3494	462	130
# of Collections - Paid	246	157	513	543	12
# of Collections - Dismissed	120	180	265	194	21





**To:** Cynthia Northrop-City Administrator

**From:** Sean Densmore- Director of Public Works

**Date:** January 8, 2021

**Re:** December Monthly Report

**Reporting:**

- 1) Monthly TCEQ Reporting: GW/PWMOR
- 2) Monthly TCEQ Reporting: Wastewater MOR
- 3) Monthly Coliform Test

**Equipment Issues:**

- 1) Level Sensor at Well 5 has been replaced

**Maintenance:**

- 1) Normal preventative maintenance was performed for the water system.
- 2) Normal preventative maintenance was performed for the wastewater system
- 3) Monthly preventative collection system maintenance to wastewater collection line

**Water:**

- 1) Updated proper backflow device testing documents and record keeping
- 2) Sent Notification out to businesses to have their back-flow device inspected per TCEQ requirements.
- 3) Updating the City's Water monitoring plan and Nitrification Action Plan
- 4) Adjusting Water Storage capacity to reduce water aging
- 5) Contractor Hit Water line on Morris.
- 6) Capped Water line on Morris
- 7) Abandon and capped water service at 655 Randall- House Demo
- 8) Bobo pump station- repair chemical feed line leak

**Wastewater:**

**East Plant; Flow-** 1.0 Million Gallons Total, **Average** 46,000-GPD, **Rain-** 1.00 inches, **Temperature** 25 degrees F to 59 degrees F, **average Cl2 residual-** 2.18 mg/l, at this writing no violations recorded.

**West Plant; Flow-** 1.1 Million Gallons Total, **Average-** 45,652 GPD, **Rain-** 1.25 inches, **Temperature-** 27 degrees F to 64 degrees F, **average Cl2 residual-** 1.81 Mg/l, at this writing no violations recorded.

1. Sanitary sewer back up at 130 School Rd. Issue was in the customers service line

**Streets/Parks:**

- 1) Normal preventative maintenance – Parks- mowed, trash pickup and ant killer
- 2) Alliance Blvd road repairs- Percent 3 has completed the first part of phase one. The project is on hold. The County has been hit with Covid-19. They will resume second part of phase one, asphalt level up, once they are able to.
- 3) Schedule meeting with Percent 3 to look over Iron Horse Ct. Will meet in January.
- 4) Install new breakaway street sign poles and signs to meet federal regulations.
- 5) Tree and brush removal along the ROW of Virginia
- 6) By Well Estates- Repaired the flag lights

**Building Maintenance:**

- 1) Meet with contractor to review cost of repairs needed in City facilities

**Construction:**

- 1) East WWTP Equalization Basin project- Contractor has moved some equipment in. Will start construction after the New Year.

**Engineering:**

- 1) Kimley Horn – Expansion to east wastewater plant
- 2) Kimley-Horn- Long Term Water Supply and Rate Study- Staff and engineers meet with Upper trinity Water District about long term water supply availability.

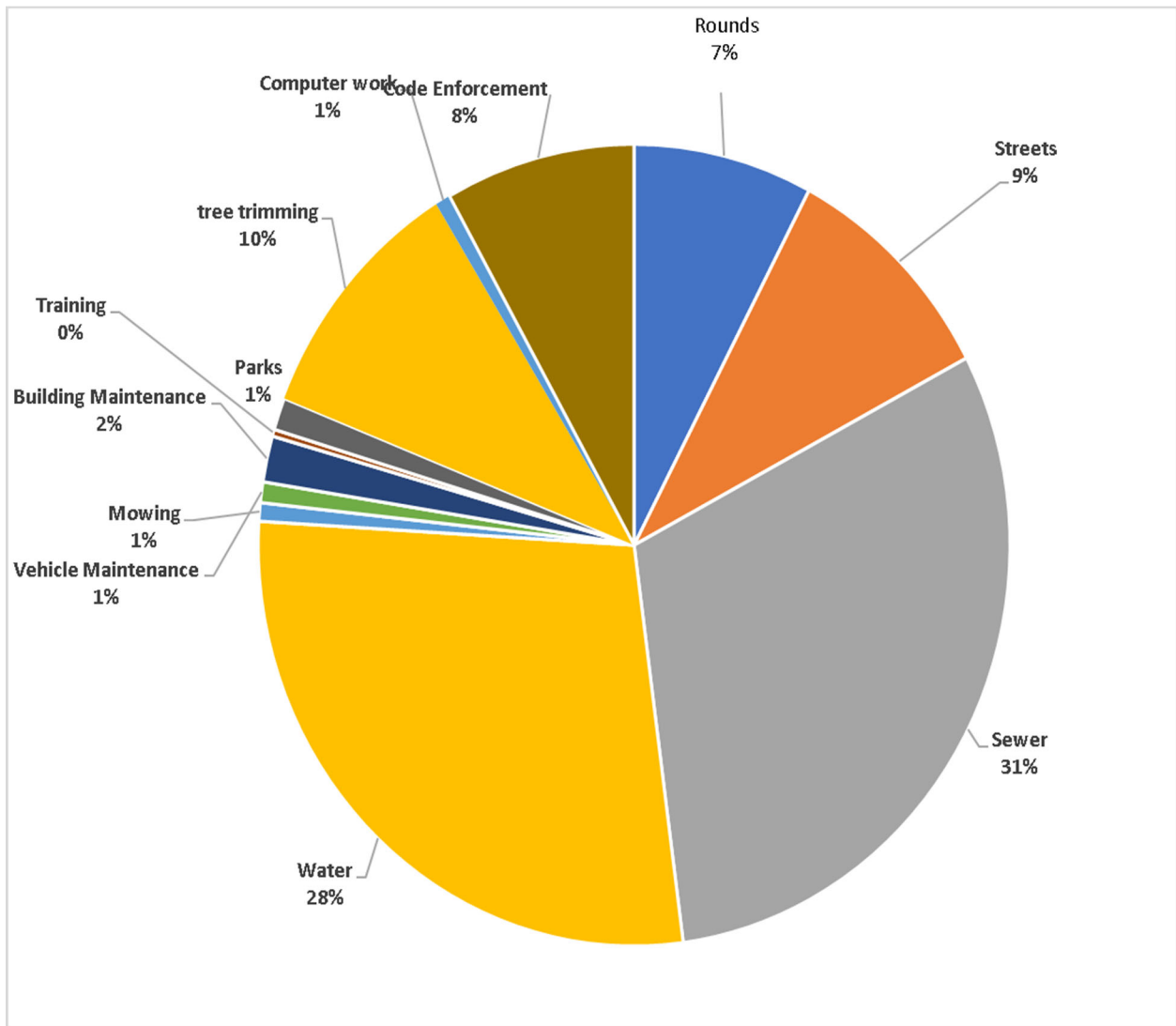
**Development:**

**Administration:**

- 1) Daily water production reporting
- 2) Daily chlorine reporting
- 3) Daily wastewater production reporting
- 4) Daily wastewater chlorine reporting
- 5) Daily employee production reporting

**Citizen Issue:** None

**New Employees:**



If you would like to discuss any items noted above please do not hesitate to contact me;

**Sean Densmore**

**Public Works Director**

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## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Shannon Montgomery, City Secretary

**Agenda Item:** E. Minutes of Planning & Zoning Commission Regular Session dated December 7, 2020

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

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**Summary-Background:**

Draft Minutes of the December 7, 2020 Planning & Zoning Commission 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 \_\_\_\_\_

---

**Supporting Documents attached:**

- Draft Minutes of December 7, 2020 Planning & Zoning Commission Meeting
- 

**Recommendation:** No action is required; item is for information purposes only.

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501 South Main | PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462

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

## **MINUTES OF RHOME REGULAR PLANNING & ZONING COMMISSION MEETING**

**Meeting Date: MONDAY, DECEMBER 7, 2020**

**Meeting Location: VIA VIRTUAL MEETING**

**Meeting Start Time: 6:00pm**

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

Chair Knight called the meeting to order at 6:00pm and called roll to establish a quorum of Commissioners present.

#### ***Commissioners Present:***

Chair Steve Knight

Commissioner Thomas Cannon

Commissioner Sarah Hahs

Commissioner Kristi King

Commissioner Christy Nerren

Alternate #1 Michelle Tye

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

City Administrator Cynthia Northrop

City Secretary Shannon Montgomery

### **A. Oaths/Statements of Office to newly appointed Commissioner and Alternate**

Chair Knight welcomed and thanked the newly appointed Commissioner and Alternate for their service.

City Secretary Montgomery provided over Commissioner Hahs' and Alternate Tye's Statement of Office and Oath of Office.

### **B. Discussion and any necessary action regarding the selection of Vice Chair of the Planning & Zoning Commission**

Chair Knight read the responsibilities of both the Chair and Vice Chair of the Planning & Zoning Commission and asked for nominations for Vice Chair.

Motion made by Commissioner Nerren, seconded by Commissioner King, to appoint Commissioner Cannon as Vice Chair.

Chair Knight asked for a roll-call vote:

Chair Knight: Aye

Vice Chair Cannon: Aye

Commissioner Hahs: Aye

Commissioner King: Aye

Commissioner Nerren: Aye

Motion carried unanimously.

### **Public Presentations and Input**

There were no Public Presentations made.

## **Regular Agenda – Old Business**

### **C. Discussion and any necessary action regarding the Minutes of October 5, 2020 Planning & Zoning Commission Regular Session**

Motion made by Commissioner Knight, seconded by Commissioner Cannon, to approve the Minutes of October 5, 2020 as amended.

Chair Knight asked for a roll-call vote:

Chair Knight:	Aye
Vice Chair Cannon:	Aye
Commissioner Hahs:	Aye
Commissioner King:	Aye
Commissioner Nerren:	Aye

Motion carried unanimously.

### **Public Hearing**

#### **D. Rhome Planning & Zoning Commission to conduct a Public Hearing to consider a request for a Carport for Legal Property being described as Legal: Acres: 0.145, Lot: 20, Blk: 6, Subd: CROWN POINT PH1, Abst: A-280 EJ TADLOCK also known as 620 Stirling Road, Rhome, Texas 76078**

Chair Knight opened the Public Hearing at 6:10pm.

Jimmy Johnson stated he was available for any questions regarding the request for the carport.

No input was received.

Chair Knight closed the Public Hearing at 6:12pm.

#### **E. Rhome Planning & Zoning Commission to conduct a Public Hearing to consider amending Sections 12 (Zoning Districts Established), 22, 23, 26, and 34 (USE CHART) of Chapter 14 “Zoning” of the Code of Ordinances, City of Rhome, Texas to revise the Sections for consistency in naming the Zoning Districts**

Chair Knight opened the Public Hearing at 6:12pm.

No input was received.

Chair Knight closed the Public Hearing at 6:13pm.

#### **F. Rhome Planning & Zoning Commission to conduct a Public Hearing to consider amending Appendix, A-3 – Definitions, Exhibit A of Chapter 14, “Zoning” of the Code of Ordinances, City of Rhome, Texas to define Mobile Food Unit; Amending Section 34.5 Retail & Related Uses to, Exhibit A of Chapter 14 “Zoning” adding Mobile Mood Unit to be allowed in the “R” Retail, “C” Commercial, “I” Industrial, and “LI” Light Industrial**

Chair Knight opened the Public Hearing at 6:13pm.

No input was received.

Chair Knight closed the Public Hearing at 6:14pm.

## **Regular Agenda – New Business**

### **G. Discussion and any necessary action considering a recommendation to City Council regarding a request for a Carport for Legal Property being described as Legal: Acres: 0.145, Lot: 20, Blk: 6, Subd: CROWN POINT PH1, Abst: A-280 EJ TADLOCK also known as 620 Stirling Road, Rhome, Texas 76078**

City Administrator Northrop stated that this request meets all requirements, except the side setback of ten feet. This request is asking for a variance of side setback to be six inches. Northrop stated that there have been three similar requests for side setback variances.

Applicant representative Jimmy Johnson stated his carport received a side setback variance as well.

Motion made by Chair Knight. Seconded by Vice Chair Cannon, to recommend approval with provision of variance to side setback to City Council.

Chair Knight asked for a roll-call vote:

Chair Knight:	Aye
Vice Chair Cannon:	Aye
Commissioner Hahs:	Aye
Commissioner King:	Against
Commissioner Nerren:	Aye

Motion carried 4-1-0 with Commissioners Knight, Cannon, Hahs, and Nerren voting for and Commissioner King voting against.

### **H. Discussion and any necessary action considering a recommendation to City Council regarding amending Sections 12 (Zoning Districts Established), 22, 23, 26, and 34 (USE CHART) of Chapter 14 “Zoning” of the Code of Ordinances, City of Rhome, Texas to revise the Sections for consistency in naming the Zoning Districts**

City Administrator Northrop stated that this is a clean up item and that nothing is being substantially changed. Northrop explained the three areas needed consistency/agreement between the three areas:

1. Zoning Districts Established (Chapter 14, III, Zoning Districts, Section 12)
2. Use Chart (Section 34)
3. Zoning Map

Motion made by Chair Knight, seconded by Commissioner Hahs, to recommend changes as presented.

Chair Knight asked for a roll-call vote:

Chair Knight:	Aye
Vice Chair Cannon:	Aye
Commissioner Hahs:	Aye
Commissioner King:	Aye
Commissioner Nerren:	Aye

Motion carried unanimously.

### **I. Discussion and any necessary action considering a recommendation to City Council regarding amending Appendix, A-3 – Definitions, Exhibit A of Chapter 14, “Zoning” of the Code of Ordinances, City of Rhome, Texas to define Mobile Food Unit; Amending Section 34.5 Retail & Related Uses to, Exhibit A of Chapter 14 “Zoning” adding Mobile Mood Unit to be allowed in the “R” Retail, “C” Commercial, “I” Industrial, and “LI” Light Industrial**

City Administrator Northrop stated Currently our Code of Ordinances allows mobile food units but it is confusing and lacks clarity on how and where. This proposed update to Chapter 14 – Zoning, Section 34.5, adds 'Mobile Food Unit' to our Use Chart and provides clarity on the 'where' specifically to be allowed in Retail, Commercial, Industrial and Light Industrial.

While a corresponding update providing clarity on the 'how' is not required to go through P&Z, Northrop stated Commissioners should be aware that there will be another proposed update that Council will consider on December 10, 2020, located in Chapter 6 – Health and Sanitation, again, providing more clarity on 'how.'

Motion made by Chair Knight, seconded by Vice Chair Cannon, to recommend approval to Council, along with adding Mobile Food Unit to "S" on the Use Table.

Chair Knight asked for a roll-call vote:

Chair Knight:	Aye
Vice Chair Cannon:	Aye
Commissioner Hahs:	Aye
Commissioner King:	Aye
Commissioner Nerren:	Aye

Motion carried unanimously.

### **Future Agenda Items**

There were no future agenda items requested.

### **Adjourn**

Motion made by Vice Chair Cannon, seconded by Commissioner Hahs to adjourn.

Chair Knight asked for a roll-call vote:

Chair Knight:	Aye
Vice Chair Cannon:	Aye
Commissioner Hahs:	Aye
Commissioner King:	Aye
Commissioner Nerren:	Aye

Motion carried unanimously; meeting adjourned at 6:37pm.

**Minutes approved the 1st day of February 2021.**

---

Steve Knight,  
Chair

---

Shannon Montgomery, TRMC  
City Secretary



## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Shannon Montgomery, City Secretary

**Agenda Item:** F. Discussion and any necessary action regarding council meeting minutes content and subsequent approval of Minutes of City Council Regular Session dated November 12, 2020 and Minutes of City Council Regular Session dated December 10, 2020

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

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**Summary-Background:**

At the December 10, 2020 Council Meeting the question of what should be placed in the meeting minutes came up, causing the November 12, 2020 minutes not to be approved.

There are three general options for how minutes are drafted, they include:

- Action Only Minutes – minutes with only Board action documented
- Hybrid Minutes – minutes with discussion summarized with action documented
- Verbatim Minutes – minutes taken word for word

The industry standard/best practice is Hybrid Minutes - provide a summary of the agenda item Council discussion and to echo the action of the Council. This is what I currently provide – a professional account of the meeting.

Minutes are not to reflect the tone of an individual or to interpret comments from one to another.

Verbatim minutes would substantially increase the amount of time dedicated to drafting and would reflect every individual comment – whether well-meaning or snide, mis-speaking, and mistakes made throughout the meeting and are not productive nor are they professional.

---

**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:**

- November 12, 2020 and December 10, 2020 Meeting Minutes

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**Recommendation:** Continue drafting minutes using the best practice/hybrid standard and approve Meeting Minutes as presented



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**

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, November 12, 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, called roll, 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 Administrator Cynthia Northrop

City Attorney Carvan Adkins

City Secretary Shannon Montgomery

Municipal Court Clerk Kristi Adams

Public Works Director Sean Densmore

**Regular Session – Old Business**

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

Mayor Pittman Di Credico stated that Governor Abbott continued his suspension of the Open Meetings Act to allow for virtual meetings and that Staff is continuing to abide by the CDC guidelines to keep Staff and residents safe. Pittman Di Credico also stated that Staff has submitted the COVID relief fund reimbursement as authorized at the October 22, 2020 meeting.

**B. Update, discussion and any necessary action regarding City of Newark Formal Request for City of Rhome to Relinquish Certificate of Convenience and Necessity (CCN) to Provide Water Service**

Mayor Pittman Di Credico shared that she had received a request from the City of Newark Mayor requesting their portion of the CCN back. A request for clarification has been sent to Newark, we are awaiting a response.

**C. Discussion and any necessary action regarding Final Report of Master Thoroughfare Plan**

Brandon Forsythe, Kimley-Horn, presented the final Master Thoroughfare Plan, including costs, a brief history of the meetings, and addressed questions from Council.

Motion made by Council Member Eason, seconded by Council Member McCabe to adopt the Master Thoroughfare Plan, authorize the City Administrator to execute and to work with TxDot.

Mayor Pittman Di Credico asked 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.

#### **D. Discussion and any necessary action regarding UTA's Final Parks Master Plan**

City Administrator Northrop stated that she had not received the final report, which was due by September 30, 2020; Northrop spoke with Alan Klein and he stated the report would be ready to present at the December 10, 2020 Council Meeting.

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to authorize the City Administrator to work with UTA to receive final report.

Mayor Pittman Di Credico asked 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.

#### **E. Discussion and any necessary action regarding Final Report of Water Source Study**

City Engineer Kyle Welden, Kimley-Horn, provided a final report of the Water Source Study to Council and stated the City has five different source options:

- Wells
- Fort Worth
- Upper Trinity
- Current contract with Walnut Creek
- Eagle Mountain Lake/ Tarrant Regional

Welden recommended to move forward with Upper Trinity as it is the most cost-effective option for the long-term.

Motion made by Council Member Eason, seconded by Council Member McCabe, to authorize the City Administrator to enter into negotiations with Upper Trinity.

Mayor Pittman Di Credico asked 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.



#### **F. Update, discussion and any necessary action regarding Water Rate Study**

Kyle Welden, Kimley-Horn, provided an update to Council and addressed questions.

Motion made by Council Member Eason, seconded by Council Member McCabe, to authorize the City Administrator to continue to work with Kimley-Horn and Public Works Director Densmore on the Water Rate Study.

Mayor Pittman Di Credico asked 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.

#### **G. Discussion and any necessary action regarding Municipal Complex Project**

City Administrator Northrop stated that the City has received the final deliverables from the project, final cost is upwards of \$192,000. Northrop stated since the bond failed, the City cannot go out for the same bond for three years.

Council Member Eason asked that Northrop request all final documents from Quorum.

#### **H. Discussion and any necessary action regarding Certificates of Appreciation for Committee Members of Capital Improvements Advisory Committee, Parks Master Plan Steering Committee, Master Transportation Steering Committee and Comprehensive Master Plan Steering Committee**

Mayor Pittman Di Credico expressed her appreciation of all members of our Ad Hoc Committees and listed everyone's name:

##### **Parks Master Plan Steering Committee**

Tommie Eason  
Debbie Kuhleman  
Cathy Coffee  
Kaitlyn Dilts  
Candance Fitch  
Jonathan de Friess  
Tim McClure  
Fabiola Valdez

Roland Kuhleman  
Thomas Cannon  
Christy Nerren  
Robert Coleman  
Jo Ann Wilson  
Phillip Herr  
Mark Schluter

##### **Transportation Steering Committee**

Steve Knight  
Mark Schluter  
Mark Lorange

##### **Comprehensive Master Plan Committee**

Steve Knight  
Ashley Majors  
Tommie Eason  
Debbie Kuhleman  
Fabiola Valdez  
Christine Mahoney  
Cynthia Hurd  
Mark Schluter  
Jonathan de Friess  
Tim McClure

##### **Community Improvements Advisory Committee (CIAC)**

Steve Knight  
Ashley Majors

**I. Discussion and any necessary action regarding Proclamation of Appreciation for Council Member Mackowski for Service to the City**

Motion made by Council Member McCabe, seconded by Council Member Eason, approving a Proclamation of Appreciation for Council Member Mackowski for her service to the City of Rhome.

Mayor Pittman Di Credico asked 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:	abstained

Motion carried 4-0-1, with Council Members McCabe, Crenshaw, Priest, and Eason voting for and Council Member Mackowski abstaining.

Mayor Pittman Di Credico turned the meeting over to Mayor Pro Tem Priest.

**J. Discussion and any necessary action regarding Proclamation of Appreciation to Mayor Pittman Di Credico for Service to the City**

Mayor Pro Tem Priest stated it is an honor serving as the Mayor Pro Tem.

Motion made by Council Member Crenshaw, seconded by Council Member Eason, approving a Proclamation of Appreciation for Mayor Pittman Di Credico for her service to the City of Rhome.

Mayor Pro Tem Priest asked 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.

Council Member Eason made a few comments:

*Wow! The things you've done for this city can't be measured. Let me attempt to describe them one at a time.*

*City Offices - You brought us processes, organization, automation and respect. Gone are the days of chaos, confusion, lost paperwork and "oopsy!". Everything has its place. Everything can be found. Everyone has become accountable. Reliability describes the city offices. Is there room to improve; of course there is, improvements are always available. Thank you.*

*Police Department - Gone are the days of intimidation and bullying. Our citizens are moving back to having respect and trust for our officers. Thank you.*

*Fire Department - This is the incredible transformation. We went from a 100% volunteer crew that couldn't respond to all our calls to an expanded fire district due to superior performance. We have better equipment, better training, more volunteers and a reputation as one of the best, if not the best, department in Wise county. Thank you.*

*Planning for the future*

- *Capital Improvement Plan*
- *Comprehensive Plan*

- *Water System Master Plan*
- *Wastewater System Master Plan*
- *Parks Master Plan*
- *Master Thoroughfare Plan*
- *Planning & Zoning Commission comprehensive review of zoning.*

*These plans address existing deficiencies and prepare us for the future. Thank you.*

*Michelle, you've established a legacy of attention to detail, hard work, completeness, reliability and most of all trust. You've taken this city from a system of waste to a future of opportunities, growth and prosperity. No longer do businesses and developers pass us by; now they seek us out. The City of Rhome has a new reputation of trust. You have made these improvements and more while giving us the lowest tax rate in over 20 years. Thank you.*

*Personally, you have renewed my faith in public officials. You have demonstrated trust, faith, poise, integrity and love. You clearly love the City of Rhome. Thank you for everything.*

*I now make a motion to create a Resolution naming Michelle Pittman Di Credico "Mayor Emeritus"*

Motion made by Council Member Eason, seconded by Council Member Crenshaw approving a Resolution naming Michelle Pittman Di Credico "Mayor Emeritus".

Mayor Pro Tem Priest asked 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 Mayor Pittman Di Credico's Farewell Address to the City**

Mayor Pittman Di Credico stated the following in her Farewell Address to the City:

*So many thoughts and emotions are going through my head today. I appreciate this opportunity to address you publicly for the last time as the Mayor for the City of Rhome. It has been my honor and privilege to serve this community.*

*First of all, I want to say thank you to those citizens who have supported me for so many years. To those voters who have supported me through three successful mayoral elections in 2015, 2016 and 2018, and to those who supported me through this fourth mayoral election of 2020 which I have labeled as a "successful failure". This phrase "successful failure" comes from the Apollo 13 space mission. NASA and the Apollo 13 crew set out with a specific mission to land on the moon and had goals lined out to accomplish that mission. They worked hard to achieve those goals to ultimately complete their mission. But something life altering happened in the middle of their mission that redefined what their mission was. That mission changed from landing on the moon to the mission to just return safely home to earth and to their families. In the end, most of us know the history of Apollo 13 and that the crew made it safely back. It was then that the mission was called a "successful failure" because although they made it safely back, they did not complete the original mission to go to the moon.*

*I relate to this account of Jim Lovell and the Apollo 13 crew for this reason. While I have been successful through three elections to be your Mayor, this fourth election was my "successful failure" in that I was not able to secure re-election to continue with my original mission for this City and its citizens. My mission has now changed. My service to the City and its citizens does not end with this change. It only takes a different course than I had originally planned, and*

*honestly, that is okay. It is not sad, and it is not a defeat. Change is inevitable and change is a natural part of life. At 50 years of age, nothing in my life has gone exactly as I planned. And that is exactly what has made me who I am today. It is what makes us stronger and what helps us gain wisdom and understanding.*

*As I reflect on the wisdom and understanding that I have gained over my last 9 ½ years of service to this City through Planning & Zoning, City Council and as Mayor, I would like to highlight some of the things I considered the “successful” part of my mission.*

*When I swore my first Oath of Office as Mayor for the City of Rhome back in May 2015, I never dreamed, that first of all, I would actually be the mayor of a small city. Second, that I would continue as the mayor for five and half years without throwing in the towel. And finally, that I would be the mayor of a small city during an unprecedented pandemic.*

*But this is where I found myself along with every other city leader. We started this journey in 2020 with little to no information on what to do or how to deal with COVID-19. I cannot express the depth of my gratitude for the assistance that Judge JD Clark, Emergency Management Coordinator Cody Powell, Representative Phil King and all of the mayors and city administrators of Wise County were to me as I tried to maneuver the City of Rhome through the ever changing environment we had since March. It was through Cody Powell specifically that I became so familiar with the term “social distancing”. Thank you for being there for Rhome.*

#### **So, what has happened in Rhome in 2020 other than Coronavirus?**

*The City, its staff and its elected and appointed officials have been extremely busy for the last two years. The City worked in conjunction with the University of Texas at Arlington to completely update the City’s Comprehensive Development Plan which had not been formally updated since 1998. This updated Plan is now being utilized as the roadmap for decisions being made about Rhome’s future.*

*The City worked with our engineering firm Kimley Horn to complete many other important plans for the City including: Water Master Plan, Wastewater Master Plan, Master Plans for our Eastside WWTP and Westside WWTP. The City also finally adopted Impact Fees which will be implemented in early 2021. Construction on the Eastside WWTP Expansion Project is underway with completion expected in Fall 2021.*

*The City wrapped up work with Kimley Horn on our Master Thoroughfare Study which was presented to City Council at tonight’s meeting. This study has enabled the City to identify issues within our current roadway system and develop solutions for both short-range and long-range issues.*

*The City wrapped up work with UTA on our Parks Master Plan which was presented on October 22<sup>nd</sup> to the City Council. The Plan identified and quantified park improvements that many of our residents have been requesting over the years, and now we have a Plan to make that happen.*

*While all these planning tools did cost both time and money, they were well worth it and will benefit the City for many years.*

*Our latest Plan and its findings presented tonight as well is our Water Source Study. Based on the recommendations of Kimley Horn and approval of City Council on October 22<sup>nd</sup>, the City began discussions with Upper Trinity Regional Water District as a long-term water source for Rhome.*

#### **Why is this important?**

*Most of you know how critical it is that a quality water source supply is secured for many years to come for Rhome. Our residents expect and deserve this assurance from their City. It is also important because of the tremendous growth that has arrived in our little corner of the world with the announcement that Rolling V Development is finally taking off. One headline I read said 10,000 homes and a one-billion-dollar price tag. What I mentioned earlier about never dreaming that I would be the mayor of a small city? Well, I definitely never dreamed that I would be the mayor of a small city during a pandemic with a one-billion-dollar development to deal with as well.*

**What other successes have happened during my tenure as Mayor?**

*A property tax rate freeze has been implemented for those aged 65 years and older or those who are disabled. This property tax rate freeze took effect in 2020. The City should be proud of this accomplishment which helps our senior population afford to stay in their homes even with a fixed income.*

*The property tax rate for the last five year is the lowest it has been in 25 years. I charge this Council with ensuring that the property tax rate continues on the path it is currently on.*

*The shift of dependance on property tax as a revenue source has shifted with the huge increases that the City has seen in sales tax revenue. I charge this Council with ensuring that this balance is maintained going forward.*

*City Administration processes have been streamlined by implementing various software programs to help our city staff in efficiently completing their daily duties.*

*The police department and fire department both have a regular vehicle and apparatus replacement program in place that is being funded and followed each budget year. This vital program ensures that those who put their lives on the line for our community have the equipment that they need to successfully do their jobs.*

*The police department and fire departments both have training programs that have been implemented to provide ongoing education and training to some of the most experienced, knowledgeable first responders in Wise County. This is also a vital program that ensures those who put their lives on the line for the community have the training that they need to successfully do their jobs.*

*A City Administrator position has now been successfully in place for over two years. I no longer have to remind the City Council that I'm not going to be doing all this work for free forever. The City Administrator position is now a respected position in the City and in the local community. It mirrors all the other surrounding cities as our City Administrators collectively collaborate on problems and solutions that are common to us all. The City Administrator position frees the Mayor up to not have to handle minute details of daily operations, so the Mayor is now able to be the visionary figurehead that drives the City toward a planned and success driven future. The Mayor is the one who sets the tone in vision, in mission and in action. The Mayor is the oil that helps all the parts of the City work together as a whole and minimize friction. The Mayor's main job is to ensure that the laws and ordinances are upheld and to ensure that the will of the City Council who represents the citizens is ultimately carried out by the City staff.*

**So, what is on the horizon for me?**

*I will pass the torch on to the next mayor to carry on with city business knowing that in my tenure I was able to make a difference. As I noted earlier, although my mission has been changed, my mission to serve this community has not changed, only the capacity in which I do that. I will be working in the community as a champion for important issues in our future. You will continue to see me working to make a difference for all of you.*

*On a personal note, I am opening my own business finally and look forward to being an active part of the business community. Many opportunities have opened up within the last couple of weeks. I will be trading my once busy mayoral schedule for a new busy schedule that holds promising opportunities for me.*

**Before I close, I would like to thank some people:**

*I would like to thank the good Lord for giving me the strength and wisdom to stand strong as well as the blessings that He has bestowed upon me throughout my life.*

*I would like to thank my husband, Patrick who has only ever known me as mayor when we met five years ago. You will no longer be affectionately referred to as the City's First Man. You will just have to settle for being my Arm Candy at social functions.*

*I would like to thank my family, my kids, my grandkids and my parents who allowed me to give up time with them to serve this community. They never grumbled even when it was late at night, on weekends or on our holidays and vacations. They encouraged me to do what needed to be done without a complaint.*

*I would like to thank the Council that I have had the honor to serve alongside.*

*Council Member Josh McCabe – I have high hopes for you. You have served your country and now you serve your community. Continue on the path you have started, and I expect to see great things of you in the future.*

*Council Member Kenny Crenshaw – You have also served your country for many years and now you serve your community. I will forever remember your no nonsense cut to the chase disposition. You have taught us all the phrase that it matters when you “have skin in the game”.*

*Mayor Pro Tem Elaine Priest – You serve your community with great wisdom and a heart full of empathy and compassion. You told me once that phrase that has stuck with me. “Public service is a thankless job. You do the best you can with the things you know and the things you learn along the way”. Never lose the dream and the vision that we have set before this City. A vision is a powerful thing.*

*Council Member Leanne Mackowski – You and I have been given the opportunity to move on to other adventures. Although I am sure we will both keep a watchful eye on the City still as citizens. I look forward to watching your success with your business.*

*Council Member Sam Eason – Congratulations on your re-election for a third term with such a resounding number of votes, more than any other single candidate in this election. That says volumes about the high regard the public holds you in. You and your wife, Tommie, were present for my first mayoral oath of office and it has been an honor to have the unwavering support of both of you throughout everything.*

*A few more thank you’s and then I am done.*

*City Administrator, Cynthia Northrop – Thank you for coming back for your second day of work. You came on right before the chaos of COVID started and you stuck through everything. The City is fortunate to have you at the helm as City Administrator. I look forward to seeing the wonderful opportunities as you lead the City through into 2021.*

*City Secretary, Shannon Montgomery – Thank you for your hard work and your attention to detail as well as your organizational talents. You have helped to streamline and simplify so many processes for the City. I am forever grateful to all the assistance you have given me over the years.*

*City Attorney, Carvan Adkins – It’s funny that the lawyer turned out to be the one I got teary eyed about. Carvan, no matter what was happening with the City, I was always able to bring any problem to you with the assurance that you would give me wise counsel, help me to make a sound decision and do what was right for the City. Your character and integrity were obvious in the professional way you advised this City. I hold you in high regard and wish you all the best for the future. Continue to guide this City in the way you guided it during my tenure, and I will rest easy that you will take it from here.*

*To all the rest of the staff those current and former – I consider all of you like my extended family. I have laughed with laugh you in the good times and I have cried with you during the hard times. We were bonded together by our desire to serve this community and make it a better place. We have succeeded in that thus far. For those current staff, take it from here. I will cheer on your successes every step of the way.*

*I will now formally pass the torch on to those who follow in my footsteps. May God bless each of us, our City, and our Country. As the crew of Apollo 13 said when they were safely back on earth, this is Mayor Michelle Pittman Di Credico signing off.*

Mayor Pittman Di Credico turned the meeting over to City Secretary Montgomery.

## **Canvassing and Swearing In**

### **L. Discussion and any necessary action regarding the Canvassing of the November 3, 2020 General Election**

Motion made by Council Member McCabe, seconded by Council Member Eason, to approve Ordinance No. 2020-20 as presented.

City Secretary Montgomery asked 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:	Abstained

Motion carried 4-0-1, with Council Members McCabe, Crenshaw, Priest, and Eason voting for and Council Member Mackowski abstaining.

#### **CITY OF RHOME, TEXAS ORDINANCE NO. 2020-20**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RHOME, TEXAS, CANVASSING THE RETURNS, INCLUDING THE RETURNS OF ABSENTEE AND EARLY VOTING BALLOTS CAST IN CONNECTION THEREWITH, AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 3, 2020 RELATING TO THE ELECTION OF ONE (1) MAYOR FOR A TWO (2) YEAR TERM, ONE (1) COUNCIL MEMBER TO PLACE NO. 4 FOR A TWO (2) YEAR TERM, ONE (1) COUNCIL MEMBER TO PLACE NO. 5 FOR A TWO (2) YEAR TERM TO THE CITY OF RHOME CITY COUNCIL; PROVIDING FOR THE CONFIRMATION OF VOTE TABULATIONS; IDENTIFYING THE OFFICIALS ELECTED AND TERMS OF OFFICE; AUTHORIZING THE ISSUANCE OF CERTIFICATE OF GENERAL ELECTION; AUTHORIZING THE ISSUANCE OF THE CANVASS OF THE GENERAL ELECTION; AND PROVIDING AN EFFECTIVE DATE.**

### **M. Discussion and any necessary action regarding the Canvassing of the November 3, 2020 Bond Election**

Motion made by Council Member McCabe, seconded by Council Member Eason, to approve Resolution No. 2020-10 as presented.

City Secretary Montgomery asked 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. 2020-10**

**A RESOLUTION canvassing the returns and declaring the results of the bond election held November 3, 2020.**

City Secretary Montgomery handed the meeting back to Mayor Pittman Di Credico.

### **N. Discussion and any necessary action regarding Certificates of Election, Statements of Office and Oaths of Office**

Mayor Pittman Di Credico presented Mayor-Elect Wilson with a signed Certificate of Election and provided over Mayor-Elect Wilson's Statement of Office and Oath of Office.

City Secretary Montgomery provided over Council Member-Elect Eason's Statement of Office and Oath of Office.

City Secretary Montgomery provided over Council Member-Elect Majors' Statement of Office and Oath of Office.

Newly elected Mayor and Council Member Majors took their places at the dais; Council Member Eason remained at the dais.

### **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.*

There were no Public Presentations made.

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

#### **O. Upcoming Events:**

- **November 26, 2020 Council Meeting - Cancelled**
- **Thursday, November 26 and Friday, November 27, 2020 – City Offices Closed**

In addition to the events listed above, Mayor Wilson announced beginning Monday, November 16, 2020, Rhome City Hall will be open 8am to 5pm, Monday through Friday. Wilson also shared the Rhome Veterans Christmas Tree Lighting will be held on Saturday, November 28, 2020 at the Rhome Veterans Park.

Council Member McCabe shared that the VFW extended their deadline for youth scholarships to end of day November 15, 2020.

Council Member Majors thanked the Council for their service.

### **Monthly Staff Reports**

#### **P. Departments: Administration, Building & Development, Fire Rescue, Municipal Court, Police, and Public Works**

Motion made by Council Member Crenshaw, seconded by Mayor Pro Tem Priest, to accept the Council reports as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

#### **Q. Planning & Zoning Commission Meeting Minutes**

No discussion, no action taken.

### **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.*



**R. Minutes of City Council Regular Session dated October 22, 2020**

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to approve the Minutes of City Council Regular Session Minutes dated October 22, 2020 as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**Regular Session – New Business**

**S. Discussion and any necessary action regarding updating authorized signatures for bank accounts**

Motion made by Council Member Crenshaw, seconded by Council Member McCabe to remove Michelle Pittman Di Credico from all Wells Fargo and Pinnacle Bank Accounts and to add Mayo Jo Ann Wilson to all Wells Fargo and all Pinnacle Bank Accounts as listed below:

2017 Tax Note, Series 2017	Interest & Sinking	Police Grant Account
2019 Bond Checking	Meter Deposits	Police Seizure Funds
Fire Dept Checking	Muni Court Security	Rhome Beautification Fund
Fire Dept Savings	Muni Court Tech Fund	Rolling V
General Fund Checking	Muni Court Title 7	W/S I&S Fund
General Fund Savings	Parks & Recreation Checking	Water & Sewer Checking
Hotel Motel Tax	Payroll ZBA Account	

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**T. Discussion and any necessary action regarding assigning one council member without bank signatory authority to review monthly bank reconciliations**

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to assign Council Member McCabe to review monthly bank reconciliations.

Mayor Wilson asked for a roll-call vote:

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

Council Member Majors: Aye

Motion carried unanimously.

**U. Discussion and any necessary action regarding virtual meetings for the duration of Governor Abbott's State of Disaster Declaration due to COVID-19 and the temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings**

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to continue holding virtual meetings as long as Governor Abbott continues the suspension of the Open Meetings Act.

Mayor Wilson asked for a roll-call vote:

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

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

**V. Discussion and any necessary action regarding Expectations for the upcoming Transition Period with newly Elected Officials**

City Attorney Adkins reminded everyone of TML's reading material and Section 1.07, "Code of Ethics" of the City's Code of Ordinances and suggested everyone read the information.

Motion made by Council Member Eason, seconded by Council Member McCabe, that only the Mayor and City Staff are allowed beyond the lobby door.

Mayor Pro Tem Priest asked if the motion could be restructured as the City Administrator is trusted to do her job to watch the traffic and ensure COVID regulations are being met; if there is a problem, she will bring it to Council's attention.

Amended motion made by Council Member Eason, seconded by Council Member McCabe, allowing only the Mayor and City Staff beyond the lobby; with the exception of Council Members with an appointment, allowing for only one Council Member at a time, if it comes a problem, City Administrator can bring back to Council.

Mayor Wilson asked for a roll-call vote:

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

Motion failed 2-3-0, with Council Members Eason and McCabe voting for and Council Members Crenshaw, Priest, and Mayors voting against.

Mayor Wilson asked for Council expectations.

Council Member McCabe read his expectations:

*As an elected official to the Council and Mayor Positions, we must always consider citizen comments, Board and Commission recommendations, staff recommendations, Council goals and priorities and our individual perspectives.*

*As a Council, we expect to receive recommendations from our Board, Commission and committees that reflect their individual and collective knowledge of the committee, mainly from a citizen perspective. The Council also expects that city staff will present recommendations from a professional perspective. There are times this staff, board, commission and committee professional opinions and recommendations may differ from our own and that is okay. These differences are inherent in policy formulation and of an organization, which welcomes diverse perspectives.*

*We have staff in place based on their knowledge, qualifications and experience. We need to rely on them to assist in a smooth transition that best benefits all parties. We must all be aware of our roles, whether elected or hired, and believe in the individuals to perform their duties to the best of their abilities for which they were placed in their respective position.*

*With that being said, there has been a lot of half-truths, ill words, and false information that was spread in the last election season by all sides. Due to all of this, trust has been broken amongst individuals, that being citizens, current council, and new officials. Now is the time that we set our personal opinions and differences aside and work together to rebuild that trust. We need to rebuild trust so that we can work together in the best interest of Rhome, not in the best interest of ourselves or the specific part of town in which we reside in. We as a council represent Rhome as whole, not our own personal agendas and not individual communities within our city limits and ETJ.*

*It is my expectation that we as a whole move forward in a professional manner that supports the best interests of OUR town. We can have differing opinions on many topics and we always do, it is about how we professionally and courteously work together to express those opinions and find a common median that suits Rhome as a whole. Let us work together, not against. For Rhome and for our residents.*

Council Member Eason listed his expectations:

- Keep current hours of operation;
- No staff turnover without Council approval;
- Expects no organizational changes;
- Expects a weekly update on daily operations from the City Administrator

#### **W. Discussion and any necessary action regarding identifying CPA firm to review and analyze City's Budget**

Council Member Crenshaw would like to take bids to hire a CPA to create and manage the budget, charge the City Administrator to bring back recommendations. It was stated that Mayor Pittman Di Credico put \$1,000 in the budget for this purpose.

Motion made by Council Member Eason, seconded by Council Member Crenshaw to authorize the City Administrator to find a CPA firm to review and validate the annual budget, prepared by the both the City Administrator and Mayor. Eason would like this item be brought back to the January 14, 2021 Council Meeting.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

#### **X. Discussion and any necessary action regarding New Plan for office space for City Hall, Police Department, meeting facilities for City Council, Municipal Court, Planning & Zoning, Parks & Recreation as well as Community Center facilities upgrades**

Motion made by Council Member Majors to table this agenda item; motion died for lack of second.

Mayor Pro Tem Priest would like to set a date for Public Works Director Densmore to bring back a facilities assessment for Council to discuss.

A facilities assessment will be on the January 14, 2021 Council Meeting Agenda.

Council Member Eason asked that Mr. Densmore add asbestos to the list for both the community center and fire department.

**Y. Update, discussion and any necessary action regarding upcoming proposed Ordinance amendments**

City Administrator Northrop provided Council with a list of proposed Ordinance amendments that will be brought to Council at the December 12, 2020 Council Meeting. Northrop would like to place a quarterly agenda item on the Council meeting specifically for proposed ordinance amendments.

Discussion only; no action taken.

**Z. Discussion and any necessary action regarding Ordinance removing the two alternate positions on the Planning & Zoning Commission**

Motion made by Council Member Majors to leave Ordinance as is; motion died for lack of second. Discussion ensued regarding the Planning & Zoning Commission alternates and consensus was to keep Ordinance as is.

Discussion only; no action taken.

**AA. Discussion and any necessary action regarding filling vacancies on the Planning & Zoning Commission**

Motion made by Council Member Crenshaw, seconded by Council Member McCabe to appoint current alternate Kristi King to a seated position, appoint Sarah Has to a seated position and to appoint Michelle Tye as alternate #1.

Mayor Wilson asked for a roll-call vote:

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

Motion carried 3-2-0 with Council Members McCabe, Crenshaw, and Priest voting for and Council Members Eason and Majors voting against.

**BB. Discussion and any necessary action regarding online Code of Ordinances services**

Motion made by Council Member McCabe, seconded by Council Member Eason, to move forward with Staff's recommendation to move to Municode for its Code of Ordinances services.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

## **CC. Discussion and any necessary action regarding Solid Waste Collection Contract options for service**

Brian Culhane, Waste Connections addressed questions.

Motion made by Council Member McCabe to move forward with Option 3; recycling and twice a week trash service; motion died for lack of second.

Motion made by Council Member McCabe, seconded by Mayor Pro Tem Priest to approve Option 2; once weekly, curbside recycling and quarterly bulk and Household Hazardous Waste pickup.

Mayor Wilson asked for a roll-call vote:

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

Motion failed 2-3-0 with Council Members McCabe and Priest for voting and Council Members Crenshaw, Eason, and Majors voting against.

Motion made by Council Member Crenshaw, seconded by Council Member Eason to approve Option 1; no recycling, twice weekly pickup, quarterly bulk and Household Hazardous Waste Pickup with 95-gallon trash carts.

Mayor Wilson asked for a roll-call vote:

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

Motion carried 3-2-0 with Council Members Crenshaw, Eason, and Majors voting for and Council Members McCabe and Priest for against.

## **DD. Discussion and any necessary action regarding contract for Permitting & Code Compliance Software**

Motion made by Council Member Crenshaw, seconded by Council Member McCabe, to approve Staff's recommendation to move forward with IWORQ for Permitting & Code Compliance Software.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

## **EE. Discussion and any necessary action regarding contract for City Hall Copier/Printer**

Motion made by Council Member Eason, seconded by Council Member McCabe to approve Staff's recommendation to enter into a contract with Xerox for City Hall copier/printer services.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

### **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:

**FF. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney**

- **Proposed split of City of Fort Worth Extra Territorial Jurisdiction (ETJ) within Rolling V Development**
- **Amendment to Professional Services Agreement for Rolling V Development with PMB Capital**
- **City of Newark Formal Request for City of Rhome to Relinquish Certificate of Convenience and Necessity (CCN) to Provide Water Service**

**GG. 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**

**HH. 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**

**II. 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 at 10:09pm.

Mayor Wilson reconvened into Regular Session at 10:56pm.

### **Reconvene into Regular Session**

**JJ. Discussion and any necessary action as a result of Executive Session**

Motion made by Council Member Eason, seconded by Council Member McCabe, to authorize City Administrator to negotiate with Newark regarding split of ETJ within the Rolling V Development and the formal request for the City to relinquish Certificate of Convenience and Necessity (CCN) to provide water service.

Mayor Wilson asked for a roll-call vote:

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

Motion carried 3-2-0 with Council Members McCabe, Crenshaw, and Eason voting for and Council Members Priest and Majors voting against.

### **Future Agenda Items**

Council Member Eason requested the following future agenda items:

- Authorize the City Administrator to negotiate a developer's agreement with Holly Parkway Development
- Review and discussion of the Powers of Mayor
- Discussion of City Hall Hours of Operation

Council Member McCabe asked for an ordinance review of agenda creation, Section 1.03.004.

Council Member Majors asked for Council to work together and be civil on social media.

### **Adjourn**

Motion made by Council Member McCabe, seconded by Council Member Eason to adjourn. Meeting adjourned at 11:12pm.

**Minutes approved the 14th day of January 2021.**

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Jo Ann Wilson,  
Mayor

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Shannon Montgomery, TRMC  
City Secretary



Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhode, Texas 76078

Telephone: 817-636-2462

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

**Mayor**  
Jo Ann Wilson

**City Council**

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

**Place 1**  
Josh McCabe

**Place 2**  
Kenny Crenshaw

**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

## **MINUTES OF REGULAR SESSION OF THE RHODE CITY COUNCIL**

**Meeting Date: Thursday, December 10, 2020**

**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 6:30pm, called roll, 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 Kenny Crenshaw

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

Municipal Court Clerk Kristi Adams

Public Works Director Sean Densmore

### **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@cityofrhode.com](mailto:citysecretary@cityofrhode.com), prior to 4:00pm to be recognized.*

The following individuals made public presentations:

- Michelle Pittman Di Credico – 202 Cheyenne Trail North, Rhode, Texas
- Deborah BeCraft – 360 West Second Street, Rhode, Texas
- Tommie Eason – 1107 Mount Lane, Rhode, Texas
- Shirley Mize – 170 Russel Street, Rhode, Texas

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

Mayor Wilson asked for a Moment of Silence for both John Pettit and Jimmy Smith.

Wilson stated that the new trash collection contract begins on January 2, 2021.

Council Member Eason encouraged everyone to wear a mask and to practice social distancing.

Council Member Majors asked for a list of rules and regulations regarding the trash collection be placed in the next water bill.

City Administrator Northrop stated she is working on one to include in the water bill and to place online.



## **B. Presentation of SHINE Award – Utility Billing Clerk Julie Rutherford**

City Administrator Northrop announced Julie Rutherford as the fourth quarter Shine Award recipient.

### **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.*

## **E. Approval of contract with Rhome Community Library for Fiscal Year 2020-2021**

Mayor Wilson removed Agenda Item C and Agenda Item D from the Consent Agenda.

Motion made by Mayor Pro Tem Priest, seconded by Council Member Majors, to approve Consent Agenda Item E as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

## **C. Minutes of City Council Regular Session dated November 12, 2020**

Mayor Wilson stated she would like the minutes to reflect the negativity that occurred during the meeting; Wilson will address with City Secretary Montgomery.

Motion made by Council Member Eason to approve the Minutes of City Council Regular Session dated November 12, 2020 as presented; motion dies for a lack of second.

Motion made by Council Member Majors to table this agenda item until the next meeting; motion dies for lack of second.

Mayor Wilson stated the Minutes of City Council Regular Session dated November 12, 2020 will be brought back at the next meeting.

## **D. Approval of proposed amendments to Constitution and By-Laws of the Rhome Volunteer Fire Department adopted September 29, 2008**

Mayor Wilson requested that the application include that the volunteers be drug tested.

Motion made by Council Member Majors to amend by including the volunteers be drug tested; motion dies for lack of second.

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to accept the proposed amendments to Constitution and By-Laws of the Rhome Volunteer Fire Department as presented.

Mayor Wilson asked for a roll-call vote:

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

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

## **Monthly Staff Reports**

### **F. Departments: Administration, Building & Development, Fire Rescue, Municipal Court, Police, and Public Works**

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to accept Staff Reports as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

### **G. Boards: No November 2020 Board Meetings**

## **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**

Council discussed options to be placed into effect at City Hall to keep both residents and staff safe. Consensus was to continue as is.

### **I. Discussion and any necessary action regarding UTA's Final Parks Master Plan**

Motion made by Council Member McCabe, seconded by Council Member Eason, to send the Final Parks Master Plan to the Parks & Recreation Board to allow them to review and to bring back recommendations to Council.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

### **J. Discussion and any necessary action regarding an agreement for Municipal Court software, authorizing City Administrator to execute all necessary documents relating to new software agreement as well as the termination of existing software agreement and linked agreements**

Motion made by Council Member Eason, seconded by Council Member McCabe, to accept Staff's recommendation authorizing City Administrator to execute all necessary documents relating to new software agreement as well as the termination of existing software agreement and linked agreements.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**K. Discussion and any necessary action regarding staffing and facilities, both short- and long- term**

City Administrator Northrop stated Staff is continuing to analyze and gather information and will provide the final report at the January 14, 2021 Council meeting.

Council briefly discussed facility options – remodel 105 West First Street or lease a modular building. Mayor Pro Tem Priest reminded all that Public Works Director Densmore is looking at the current facilities and will be bringing an assessment back at the January 14, 2021 meeting.

No action taken; discussion only.

***Mayor Wilson reordered the following agenda items:***

**Public Hearing and Regular Session – New Business**

**L. Rhome City Council to conduct a Public Hearing to consider a request for a Carport for Legal Property being described as Legal: Acres: 0.145, Lot: 20, Blk: 6, Subd: CROWN POINT PH1, Abst: A-280 EJ TADLOCK also known as 620 Stirling Road, Rhome, Texas 76078**

Mayor Wilson opened the Public Hearing at 8:20pm.

City Secretary Montgomery read Gloria Kane's comments into the record:

*I own the property at 216 Saint James Court. I appose this request because the addition of a carport is very unsightly (judging by the appearance of an existing one next door). I would like to preserve the neat appearance of the neighborhood. Please don't let I deteriorate into a "trailer park" image!!!*

The following also provided input:

- Deborah BeCraft – 360 West Second Street, Rhome, Texas – IN FAVOR
- Shirley Mize – 170 Russel Street, Rhome, Texas – IN FAVOR
- Cathy Coffee – 1102 Mount Lane, Rhome, Texas – IN FAVOR

Mayor Wilson closed the Public Hearing at 9:24pm

**P. Discussion and any necessary action regarding a request for a Carport for Legal Property being described as Legal: Acres: 0.145, Lot: 20, Blk: 6, Subd: CROWN POINT PH1, Abst: A-280 EJ TADLOCK also known as 620 Stirling Road, Rhome, Texas 76078**

City Administrator Northrop stated that the Planning & Zoning Commission recommended approval of this request and that Council would need to approve a variance to the side setback.

Motion made by Council Member McCabe, seconded by Mayor Pro Tem Priest, to approve the request for a Carport for Legal Property being described as Legal: Acres: 0.145, Lot: 20, Blk: 6, Subd: CROWN POINT PH1, Abst: A-280 EJ TADLOCK also known as 620 Stirling Road, Rhome, Texas 76078 with the variance to the side setback.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-21**

**AN ORDINANCE AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RHOME BY GRANTING A SPECIAL USE PERMIT FOR A CARPORT FOR CERTAIN PROPERTY LOCATED AT 620 STIRLING ROAD; PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**M. Rhome City Council to conduct a Public Hearing to consider amending Sections 12 (Zoning Districts Established), 22, 23, 26, and 34 (USE CHART) of Chapter 14 “Zoning” of the Code of Ordinances, City of Rhome, Texas to revise the Sections for consistency in naming the Zoning Districts**

Mayor Wilson opened the Public Hearing at 8:29pm.

There was no public input.

Mayor Wilson closed the Public Hearing at 9:30pm.

**Q. Discussion and any necessary action regarding amending Sections 12 (Zoning Districts Established), 22, 23, 26, and 34 (USE CHART) of Chapter 14 “Zoning” of the Code of Ordinances, City of Rhome, Texas to revise the Sections for consistency in naming the Zoning Districts**

City Administrator stated that the Planning & Zoning Commission have reviewed and this ordinance is a cleanup item.

Motion made by Council Member McCabe, seconded by Council Member Crenshaw, to approve amending Sections 12 (Zoning Districts Established), 22, 23, 26, and 34 (USE CHART) of Chapter 14 “Zoning” of the Code of Ordinances, City of Rhome, Texas to revise the Sections for consistency in naming the Zoning Districts as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-22**

**AN ORDINANCE OF THE CITY OF RHOME, TEXAS AMENDING SECTIONS 12, 22, 23, 26, AND 34 USE CHART CHAPTER 14 “ZONING” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO REVISE THE SECTIONS TO REFLECT THE CURRENT ZONING DISTRICTS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**N. Rhome City Council to conduct a Public Hearing to consider amending Appendix, A-3 – Definitions, Exhibit A of Chapter 14, “Zoning” of the Code of Ordinances, City of Rhome, Texas to define Mobile Food Unit; Amending Section 34.5 Retail & Related Uses to, Exhibit A of Chapter 14 “Zoning” adding Mobile Mood Unit to be allowed in the “R” Retail, “C” Commercial, “I” Industrial, and “LI” Light Industrial**

Mayor Wilson opened the Public Hearing at 8:35pm.

The following provided input:

- Michelle Pittman Di Credico – 202 Cheyenne Trail North, Rhome, Texas – IN FAVOR

Mayor Wilson closed the Public Hearing at 9:39pm

**R. Discussion and any necessary action regarding amending Appendix, A-3 – Definitions, Exhibit A of Chapter 14, “Zoning” of the Code of Ordinances, City of Rhome, Texas to define Mobile Food Unit; Amending Section 34.5 Retail & Related Uses to, Exhibit A of Chapter 14 “Zoning” adding Mobile Mood Unit to be allowed in the “R” Retail, “C” Commercial, “I” Industrial, and “LI” Light Industrial**

City Administrator Northrop stated that this is not for residential zoning; Planning & Zoning is recommending a Special Use Permit under residential to also to tie zoning to current use of property.

Motion made by Council Member Crenshaw, seconded by Council Member McCabe, to approve with provision of an SUP needed for residential use and current use of property.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-23**

**AN ORDINANCE AMENDING APPENDIX A-3 – DEFINITIONS, EXHIBIT A OF CHAPTER 14 “ZONING” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO DEFINE MOBILE FOOD UNIT; AMENDING SECTION 34.5 RETAIL & RELATED USES TO, EXHIBIT A OF CHAPTER 14 “ZONING” ADDING MOBILE FOOD UNIT TO BE ALLOWED IN THE “R” RETAIL, “C” COMMERCIAL, “I” INDUSTRIAL, AND “LI” LIGHT INDUSTRIAL ZONING DISTRICTS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**O. Rhome City Council to conduct a Public Hearing to consider amending Sections 4, 7, and 10 of Exhibit A “Subdivision Ordinance” of Chapter 10 “Subdivision Regulation” of the Code of Ordinances, City of Rhome, Texas to require two-year Maintenance Bonds**

Mayor Wilson opened the Public Hearing at 8:48pm.

There was no public input.

Mayor Wilson closed the Public Hearing at 9:49pm.

**S. Discussion and any necessary action regarding amending Sections 4, 7, and 10 of Exhibit A “Subdivision Ordinance” of Chapter 10 “Subdivision Regulation” of the Code of Ordinances, City of Rhome, Texas to require two-year Maintenance Bonds**

City Administrator Northrop stated that currently, the Subdivision Regulation Ordinance only requires a one-year maintenance bond. The proposed revision would update current requirement from one-year Maintenance Bond to a two-year Maintenance Bond which is current industry standard. The revision will update references of maintenance bond in Chapter 10 – specifically, Chapter 10, Section 4, “Procedure for approval of plat,” Section 7, “Improvements prior to acceptance,” and Section 10, “Maintenance Bond.”

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to approve amending Sections 4, 7, and 10 of Exhibit A “Subdivision Ordinance” of Chapter 10 “Subdivision Regulation” of the Code of Ordinances, City of Rhome, Texas to require two-year Maintenance Bonds as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-24**

**AN ORDINANCE AMENDING SECTIONS 4, 7, AND 10 OF EXHIBIT A “SUBDIVISION ORDINANCE” OF CHAPTER 10 “SUBDIVISION REGULATION” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO REQUIRE TWO-YEAR MAINTENANCE BONDS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**T. Discussion and any necessary action regarding amending Chapter 6, “Health and Sanitation” of the Code of Ordinances, City of Rhome, Texas by adding Article 6.07, “Liquid Waste Regulations”**

City Administrator Northrop stated that this Ordinance is to help protect human health and the environment, this Ordinance sets forth uniform requirements for liquid waste generators and liquid waste hauler operating in the City of Rhome. Objectives of this Ordinance include:

- Aid in the prevention of sanitary sewer overflows resulting from blockage and obstructions due to the accumulations of fats, oils and greases from commercial and industrial facilities;
- Promote the proper maintenance of grease traps and grit traps; and,
- Ensure proper handling, disposal, transport and tracking of trap waste and other liquid waste.

Motion made by Council Member Crenshaw, seconded by Council Member Eason, to approve amending Chapter 6, “Health and Sanitation” of the Code of Ordinances, City of Rhome, Texas by adding Article 6.07, “Liquid Waste Regulations” as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-25**

**AN ORDINANCE AMENDING CHAPTER 6 “HEALTH AND SANITATION” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS BY ADDING ARTICLE 6.07 LIQUID WASTE REGULATIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**U. Discussion and any necessary action regarding amending Chapter 6, “Health and Sanitation” Article 6.06 “Food Establishment Rules” of the Code of Ordinances, City of Rhome, Texas to add regulations for Food Trucks and Food Truck Operation Sites**

City Administrator Northrop stated that this amendment is to clean up items to provide clarification on mobile food units/food trucks in Chapter 6, Health and Sanitation.

This item provides clarity on the ‘how’ question needed to allow Staff to better manage the administration and permitting of such use.

Motion made by Council Member Crenshaw, seconded by Council Member Majors, to approve amending Chapter 6, "Health and Sanitation" Article 6.06 "Food Establishment Rules" of the Code of Ordinances, City of Rhome, Texas to add regulations for Food Trucks and Food Truck Operation Sites as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-26**

**AN ORDINANCE AMENDING CHAPTER 6 "HEALTH AND SANITATION" ARTICLE 6.06 "FOOD ESTABLISHMENT RULES" OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO ADD REGULATIONS FOR FOOD TRUCKS AND FOOD TRUCK OPERATION SITES; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**V. Discussion and any necessary action regarding amending Chapter 13, "Utilities" of the Code of Ordinances, City of Rhome, Texas by adding Article 13.08, "Rights-of-Way Management"**

City Administrator Northrop stated that this proposed Ordinance establishes guidelines for construction and non-construction activities within the City's infrastructure. The purpose is to ensure public safety and mobility, through permitting. The Right-of-Way Ordinance will ensure that all construction activities are well-coordinated and impacts are mitigated to reduce public inconvenience, guarantee proper street repair and ensure all regulations are enforced appropriately.

Motion made by Council Member McCabe, seconded by Mayor Pro Tem Priest, to approve amending Chapter 13, "Utilities" of the Code of Ordinances, City of Rhome, Texas by adding Article 13.08, "Rights-of-Way Management" as presented.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2020-27**

**AN ORDINANCE AMENDING CHAPTER 13 "UTILITIES" OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS BY ADDING ARTICLE 13.08 RIGHTS-OF-WAY MANAGEMENT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**W. Update and Discussion regarding construction status of the East Wastewater Treatment Plant**

Public Works Director Densmore updated the Council stating that the contractor is mobilizing and bringing equipment in. The Contract was given the notice to proceed on November 16, 2020 and the project duration is 270 calendar days. There will be ongoing weekly construction meetings with Rey-Mar, Kimley-Horn and City Staff.

No action taken; discussion only.

**X. Discussion and any necessary action authorizing the City Administrator to negotiate a standard Developers agreement with Sahihi/Holly Parkway development**

City Administrator Northrop stated that the purpose of a Developer Agreement is to reduce the risks and costs associated with development, thereby enhancing the City's ability to obtain public benefits. Especially instrumental in smaller cities who depend on third party professionals, such as engineers and attorneys.

Additionally, working with a developer who is utilizing a Planned Development, it is critical that the detailed site plan appropriately identifies and includes all the development's requirements as the PD becomes the ruling Ordinance for the development.

Staff has been working with developer Mr. Sahihi on the Holly Parkway PD. Both P&Z and City Council have approved the conceptual plan. Staff has continued to provide direction to the developer as they prepare to submit a detailed site plan.

Staff has worked with City Attorney Adkins to develop a draft Developers Agreement.

City Attorney Adkins stated the Developers Agreement is to allow the City to recoup engineering and legal fees.

Motion made by Council Member Eason, seconded by Council Member Crenshaw, to authorize the City Administrator to negotiate a standard Developers agreement with Sahihi/Holly Parkway development.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

**Y. Discussion and any necessary action regarding West Wastewater Treatment Plant status and next steps**

City Administrator provided an overview now that Council has completed several planning documents as they relate the City of Rhome's Water/Wastewater System master planning documents, impact fees and corresponding capital improvements for our water/wastewater system, it is time to move to the next step and address needed improvements. Now that improvements to the East WWTP are underway, Staff is looking at the next steps for necessary improvements to the West WWTP that include flow improvements and TSS (Total Suspended Solids), which is directly related to a filtration issue.

Current flow capacity is 150 K gpd (0.15 mgd) and the flow ranges from 50 – 242 K gpd). The City received a non-compliant/enforcement notice from TCEQ beginning in 2015 and has been working with them to gain compliance, some of which included entering into a Supplemental Environmental Project agreement (2018).

In March 2020 we were granted a 6-month extension and we have applied for another 6-month extension. Staff and TCEQ continue to work together on taking corrective action and gaining compliance.

Staff is recommending moving forward with a funding plan; identifying priorities in the current CIP and seeking alternative funding. The Texas Water Infrastructure Coordination Committee, a one-stop shop for information on funding eligibility and technical assistance, is issuing a call for projects in Jan 2021. Staff is recommending submitting a Project Information Factsheet as well as meeting with the Texas Water Development Board to identify potential funding assistance.

TWDB – offers a wide array of low-cost financing options for new infrastructure or water management strategy projects to help local and regional entities with all phases of their implementation, from planning and design to construction.

SWIFT – In 2013 Texas voters approved a Constitutional amendment creating the State Water Implementation Fund for Texas to finance projects approved by one or more of the state's 16 regional water planning groups and included in the



State Water Plan (SWP). Original funding goals were to provide \$27 billion in loans over 50 years and initially funded with \$2 billion. As of 2019, the SWIFT balance is \$1.7 billion.

Motion made Mayor Pro Tem Priest, seconded by Council Member McCabe, to authorize Staff to explore funding and bring a recommendation back to Council late March or early April.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

## **Z. Discussion and any necessary action regarding City Hall Hours of Operation**

Motion made by Council Member McCabe, seconded by Council Member Eason, to keep current hours as permanent until further notice.

Mayor Wilson asked for a roll-call vote:

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

Motion carried unanimously.

Current City Hall Hours are:

Lobby – 8am until 2pm with phones being answered 8a until 4pm and Staff works 8am until 5pm Monday thru Friday.

## **AA. Discussion and any necessary action regarding permanently providing an audio/video recording of every Council meeting**

City Administrator Northrop stated she has been researching audio/video equipment to utilize when we go back to in-person meetings. Currently, she is posting the GoToMeeting recording to the City's YouTube Channel.

Council consensus is to have Staff bring back an ordinance stipulating that every Council Meeting will be recorded and Staff's recommendation of an appropriate retention period for such videos.

No action taken; discussion only.

## **BB. Discussion and any necessary action regarding Section 1.03.002, "Powers and Duties of Mayor" and Section 1.03.004, "Agenda" of the Code of Ordinances, City of Rhome, Texas**

Council Member McCabe asked that this item be placed on the agenda to ensure that Council Members' agenda item requests are placed on the Agenda.

No action taken; discussion only.

## **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:

## **CC. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney**

**DD. 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**

**EE. 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**

**FF. 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**

The Council did not convene into Executive Session.

**Reconvene into Regular Session**

**GG. Discussion and any necessary action as a result of Executive Session**

No action taken; Council did not convene into Executive Session.

**Future Agenda Items**

No future agenda items were requested.

**Adjourn**

Motion made by Council Member Majors, seconded by Council Member Crenshaw to adjourn. Meeting adjourned at 9:33pm.

**Minutes approved the 14th day of January 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: January 14, 2021

Department: Administration

Contact: Mayor Wilson

Agenda Item: H. Discussion and any necessary action regarding Proclamation of Appreciation for Council Member Crenshaw for Service to the City

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

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Summary-Background:

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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:

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Recommendation:

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CITY OF RHOME, TEXAS

# *Proclamation of Appreciation*

**A PROCLAMATION OF THE CITY COUNCIL  
OF THE CITY OF RHOME, TEXAS, TO  
KENNY CRENSHAW  
FOR HIS SERVICE TO THE CITY OF RHOME**

**WHEREAS**, the City Council of the City of Rhome, Texas wish to express their sincere appreciation to Kenny Crenshaw for his invaluable service to the City of Rhome; and

**WHEREAS**, Kenny Crenshaw served with distinction and honor as a member of the City Council for over three years; and

**WHEREAS**, Kenny Crenshaw's dedication and loyalty to Rhome and its citizens has been instrumental to the enhanced welfare, growth and development of the City of Rhome.

**NOW THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Rhome, Texas hereby express their heartfelt appreciation to Council Member Kenny Crenshaw for his unselfish contributions and service to the City of Rhome and its citizens.

Passed and approved by the City Council of the City of Rhome, Texas, this 14th day of January 2021.

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Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

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Shannon Montgomery, TRMC  
City Secretary



## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Shannon Montgomery, City Secretary

**Agenda Item:** J. Discussion and any necessary action regarding Annual City Audit for Fiscal Year 2019-2020

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

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**Summary-Background:**

Annual Audit presented by City Auditor Bill Spore.

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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 Audit
- 

**Recommendation:** Accept Annual Audit

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## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** L. Discussion and any necessary action regarding amending Article 13.03, "Solid Waste" of the City's Code of Ordinances

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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 Council authorized the City Administrator to finalize Council's selection of Solid Waste provider and contract. The corresponding Solid Waste ordinance has been updated to reflect the changes in the new contract. The changes were minor, primarily including necessary details on the placement of trash carts, confirming and in alignment with the franchise agreement, as well as updating the actual vendor name as the ordinance currently references IESI, Inc. instead of Waste Connections.

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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

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

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**Supporting Documents attached:** Updated proposed ordinance

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**Recommendation:** Approve updated proposed ordinance that properly reflects the updated Solid Waste Contract with Waste Connections

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**CITY OF RHOME, TEXAS  
ORDINANCE NO. 2021-01**

**AN ORDINANCE AMENDING ARTICLE 13.03 “SOLID WASTE” OF THE CODE OF ORDINANCES, CITY OF RHOME, TEXAS TO UPDATE SOLID WASTE REGULATIONS TO CONFORM TO CURRENT SERVICE PROVIDER CONTRACT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rhome is a Type-A general law municipality located in Wise County, created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council desires to amend Article 13.03 “Solid Waste” of the Code of Ordinances of the City of Rhome in order to update the regulations to conform to the terms of the City’s current service provider contract; and

**WHEREAS**, the City Council finds that this ordinance is in the best interests of the citizens of the City of Rhome.

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

**SECTION 1.**

Article 13.03 “Solid Waste” of the Code of Ordinances, City of Rhome, Texas is hereby amended to read as follows:

*See attached Exhibit A.*

**SECTION 2.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

### SECTION 3.

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be guilty of a misdemeanor and, upon conviction, shall be fined an amount not to exceed \$2,000.00. Each day that a violation continues shall be deemed a separate offense.

### SECTION 4.

All rights and remedies of the City of Rhome, Texas are expressly saved as to any and all violations of the City's solid waste regulations which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

### SECTION 5.

The City Secretary of the City of Rhome, Texas is hereby directed to publish at least twice in the official newspaper of the City of Rhome, Texas, the caption and the penalty clause of this Ordinance in accordance with Section 52.011 of the Local Government Code.

### SECTION 6.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law,

**PASSED AND APPROVED** by the City Council of the City of Rhome, Texas, this the 14th day of January 2021.

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Jo Ann Wilson,  
Mayor

[SEAL]

ATTEST:

APPROVED AS TO FORM:

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Shannon Montgomery, TRMC  
City Secretary

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Carvan E. Adkins,  
City Attorney



## **EXHIBIT A**

### **ARTICLE 13.03 SOLID WASTE**

#### **Sec. 13.03.001 Collection service required**

Every owner, occupant, tenant or lessee using or occupying any building, house or structure within the City shall be required to utilize and pay for garbage service provided by the City or its designee.

#### **Sec. 13.03.002 Containers required; specifications**

It shall be the duty of every residential customer to use the vendor provided residential cart(s) for garbage and refuse. Commercial dumpsters are prohibited in residential areas.

#### **Sec. 13.03.003 Placement of containers**

It shall be the duty of every residential customer to place vendor provided cart(s) 6 inches in front of the curblin of the street abutting such property, or in the absence of a curb, 6 inches from the edge of the road. Residents are required to keep a three (3) foot buffer around the cart to allow room for automated truck to access the cart(s). It shall be the responsibility of the resident to place the containers no earlier than 6:00 p.m. of the afternoon preceding the collection day and no later than 7 am on the collection day.

#### **Sec. 13.03.004 Meddling with receptacles or contents**

It shall be unlawful to meddle with garbage cans or trash or rubbish receptacles or in any way pilfer, search, or scatter the contents of such garbage cans or rubbish receptacles in or upon any street or alley within the city limits.

#### **Sec. 13.03.005 Containers to be kept sanitary and secure**

All containers shall be kept clean and free from accumulation of any substance remaining attached to the inside of the container which would attract or breed flies, mosquitoes, or other insects. The area surrounding garbage containers shall be maintained in a clean and sanitary condition. The contents of all receptacles shall be protected so that the wind cannot scatter the contents over the streets, alleys, or other property within the city. All containers shall be securely closed in such a manner as to prevent the scattering of the contents and to make them inaccessible to insects, rodents, and other animals.

#### **Sec. 13.03.006 Unauthorized private collection prohibited**

It shall be unlawful for any person to transport garbage or refuse for hire which has been collected from any premises within the city over any public street within the city. This section shall not apply to any person who at the time of such activity is operating under a valid contract or franchise granted by the city which authorizes said person to use the public streets to conduct such activity.

**Sec. 13.03.007 Rates for collection service**

Garbage rates will be increased as the contract with Waste Connections increases.

**Sec. 13.03.008 Collection of charges**

The charges fixed herein for the collection, removal, and disposal of all garbage and/or trash shall be entered in their respective amounts on the utility bill. The city may discontinue all utility services, including water, sewer, and garbage and trash services, for failing to pay any such assessed charges and until such charges have been paid in full, under conditions and procedures detailed in article 13.02 of this chapter.

**Sec. 13.03.009 Prohibited acts**

- (a) It shall be unlawful for any person to sweep, throw, or deposit any garbage, trash, debris, stagnant water, or dead animal into, upon, or along any public property or private property of another, except as may be specifically provided by this article.
- (b) It shall be unlawful for any person owning or otherwise in control of any premises within the city to permit any of the conditions described in subsection (a) to exist upon property owned or controlled by him after having actual or constructive notice thereof.
- (c) It shall be unlawful for any person to place in any container any material other than as specifically provided in this article.
- (d) It shall be unlawful for any person to deposit or maintain garbage or trash except as provided for by this article.
- (e) It shall be unlawful for any person to deposit any burning match, charcoal, ember, or other material in any container used for the disposal of garbage.

**Sec. 13.03.010 Disposal of building materials or materials resulting from lot cleanup**

Waste from building operations, rock waste, building materials, or other refuse resulting from building or remodeling operations or resulting from a general cleanup of vacant or improved property shall be removed by the building contractor, owner, or occupant of the building at his or her own expense. It shall be unlawful for any person to place such materials in any dumpster or other trash receptacle for disposal by the city or any agent or contractor of the city.

**Sec. 13.03.011 Disposal of dead animals**

The carcass of any animal, dead of disease or other cause, and not slaughtered for food, shall be removed and disposed of by the owner, if known, and if not known, the owner of the premises where such animal is found, at his own expense, within twenty-four (24) hours after such death.

**Sec. 13.03.012 Nonresidential customers**

- (a) It shall be the duty of the owner or person otherwise in charge of multifamily, institutional, or industrial premises within the city to cause all garbage and trash accumulated on the premises to be placed in disposable containers or commercial-type containers as provided for in Waste Connections contract. Commercial-type containers may be used and may be

placed at a location on the premises as arranged between the customer and the collector, but subject to review by the city at any time.

- (b) Disposable containers shall be placed at a location on the premises which is readily accessible to the collector.
- (c) The amount and character of garbage shall be considered in establishing the size of commercial containers and frequency of pickup. The city shall have final authority to establish such size and frequency based on the history of the amount and type of garbage generated by the customer. The collection and removal of garbage and trash from premises used for commercial, institutional, or industrial purposes shall be made as often as necessary in order to maintain the premises free of such accumulations. Garbage, except dry trash in contractor-supplied containers, shall be collected not less than one (1) time each week, except for roll-off containers, which shall not be subject to this provision so long as they are used solely for brush and dry trash.

**Sec. 13.03.013 Manner of collection and transportation**

- (a) The collection, removal, and disposal of all garbage, trash, and brush shall be carried on in a systematic, efficient manner to keep the city in a clean and sanitary condition.
- (b) All vehicles used for the collection and transportation of garbage and trash shall be equipped with suitable covers, which shall be used to prevent blowing or scattering of refuse while garbage and trash are being transported for disposal.

**Sec. 13.03.014 Unauthorized collection prohibited**

- (a) No person shall collect, remove, or dispose of garbage containers or trash receptacles or transport garbage or trash on the streets, alleys, or public thoroughfares of the city except duly authorized agents or employees of the city and persons acting pursuant to a contract with the city for public collection and disposal of garbage, trash, and brush, except as provided in this section. This section shall not apply to the transportation of garbage, trash, or brush from outside the city to a disposal site outside the city.
- (b) Individuals desiring to occasionally remove brush, debris, or trash from their own residence or business may do so if they have regular service from the city's contractor.

**Sec. 13.03.015 Service outside city limits**

The city is not required to furnish garbage services to consumers beyond the corporate limits, or to continue to supply, once begun, such services. The city reserves the right to provide services to such consumers it deems advisable and to, at any time, wholly or partially, discontinue such services to any consumers located outside the corporate limits.



## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** M. Discussion and any necessary action regarding facilities assessment/conditions report

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

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**Summary-Background:**

Council directed staff to analyze and develop a high-level facilities assessment - conditions report to include all city facilities: Police Department, Fire Station, Community Center, Old City Hall, Old School Building and the Senior Center. Last month staff presented projected spaces needs as they relate to each department at the request of Mayor Pro-Tem Priest; these reflected departmental staff needs identified by each department and included as projections in budget.

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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

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

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**Supporting Documents attached:** Yes: Facilities Assessment-Conditions PPT Report and corresponding document with data

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**Recommendation:** Receive report

## Rhome City Facilities Assessment/Conditions Report

### 1. Police Station

Square footage	2,733	
Utility Costs	FY 20/21:	\$3,000
Pest Control	FY 20/21:	\$560
Building Maintenance	FY 20/21:	\$2,000

<b>POLICE STATION - 400 BC Rhome</b>	
<b>Year built (approx.)</b>	<b>1985</b>
<b>FY 20/21 – COSTS (Maintenance, utility, pest)</b>	<b>\$5560</b>
Square Footage	2,733
Construction Cost per Square Foot	<b>\$ 275</b>
<b>Opinion of Probably Cost - Estimate</b>	
Construction Costs	\$751,575
Owners Contingency	\$75,158
Soft Costs	\$ 100,000
	<b>\$ 926,733</b>

### Structural

Foundation repair needed. Floor drops 2" on each side of the building. Inter wall cracks are visible, Transition between the two building does not meet ADA requirements, inter & bathroom doorways do not meet ADA requirement, number of bathrooms does not meet OSHA standard, Bath size does not meet ADA standards, shower area does not meet ADA standards

### Roof

Roof leaks evident; will need to be repaired or replaced

### Mechanical

A/C unit is R-22 this will need to be phase out and replaced with 410A unit

### Electrical

No permits were pull on previous electric work, Breaker box panel needs updated and consolidated, No smoke detector or Emergency exit signs

### Plumbing

No known issue, Plumbing will have to be move to meet ADA standards

## 2. Fire Station (Built: 50's/60's approx.)

Square footage	7,800	
Utility Costs	FY 20/21:	\$3,000
Pest Control	FY 20/21:	\$560
Building Maintenance	FY 20/21:	\$1,000

<b>Fire Station</b>	
Exterior Linear Footage	7800
Construction Cost per Linear Foot	<b>\$ 275</b>
<b>Opinion of Probably Cost - Estimate</b>	
Construction Costs	\$ 2,145,000
Owners Contingency	\$ 214,500
Soft Costs	\$100,000
<b>Project Total</b>	<b>\$ 2,459,500</b>

### Structural

Bathroom doorways do not meet ADA requirement, number of bathrooms does not meet OSHA standard, Bunk room area Ceiling tile are warped due to excessive moist. No permits or inspection done when offices were built, Asbestos removal will need to be completed

### Roof

Roof Leak, ceiling insulation falling apart

### Mechanical

No permits or inspection done when one A/C unit was installed, A/C unit current standard 410A, Dryer vent needs to be installed, Bunker gear cleaning equipment will need to be install

### Electrical

Extension Cord used a permeant wiring, this violates electrical code, No smoke detector or Emergency exit signs, No permits or inspection done when offices were built

### Plumbing

Not all shower heads work, Bathroom in rear of building does not have water

### 3. Public Works (Built: 50's/60's approx.)

Square footage- Office Area 1104 sq ft/ shop area sq ft 1512

Utility Costs FY 20/21 \$2700

Pest Control FY 20/21: \$560

Building Maintenance FY 20/21: \$1000

<b>261 North School Road (Public Works)</b>	
Total Square Footage	2616
Construction Cost per Square Foot	<b>\$ 719,400</b>
<b>Opinion of Probably Cost - Estimate</b>	
Construction Costs	\$ 719,400
Owners Contingency	\$ 71, 940
Soft Costs	\$ 75,000
	<b>\$ 866,340</b>

#### Structural

No permits or inspection done on PW offices

#### Roof

Signs of roof leakage

#### Mechanical

No permits or inspection done on PW offices A/C install, A/C unit current standard 410A

#### Electrical

No permits or inspection done on PW offices electric, No smoke detector or Emergency exit signs

#### Plumbing

No permits or inspection done on when PW offices were built. Bath size does not meet ADA standards

#### **4. Community Center (Built: 50's/60's approx.)**

Square footage	1,400	
Utility Costs	FY 20/21	\$540
Pest Control	FY 20/21:	\$560
Building Maintenance	FY 20/21	\$500

<b>Community Center</b>	
<b>Square Footage</b>	<b>1400</b>
<b>Construction Cost per Square Foot</b>	<b>\$ 275</b>
<b>Opinion of Probably Cost - Estimate</b>	
<b>Construction Costs</b>	<b>\$ 385,000</b>
<b>Owners Contingency</b>	<b>\$ 61,000</b>
<b>Soft Costs</b>	
<b>Project Total</b>	<b>\$ 446,000</b>

#### **Structural**

Bathroom doorway do not meet ADA requirement, number of bathrooms does not meet OSHA standard, Bath size does not meet ADA standards

#### **Roof**

Sign of leakage, soffits need repair

#### **Mechanical**

A/C unit is R-22 this will need to be phase out and replaced with 410A unit

#### **Electrical**

No permit/inspection was done on electrical; no smoke detector

#### **Plumbing**

Hot Water heater seats directly on the floor- does not meet plumbing code,



## **5. Senior Center (Built: 60's approx.)**

Square footage	1000 (approx.)	
Utility Costs	FY 20/21	\$500
Pest Control	FY 20/21	\$560
Building Maintenance	FY 20/21	\$500

### **Structural**

Window replaced with energy efficient

### **Roof**

Sign of leakage, repair eaves,

### **Mechanical**

Need commercial vent hood

### **Electrical**

125 Amp breaker, No smoke detector or Emergency exist signs

### **Plumbing**

no known plumbing issues

## 6. Old School Building (20's/30's approx.)

Square footage	11,100
Utility Costs	N/A
Pest Control	N/A
Building Maintenance	N/A

<b>Municipal Complex (Old School Building)</b>	
Square Footage	11,100
Construction Cost per Square Foot	<b>\$ 311</b>
<b>Opinion of Probably Cost - June 2020</b>	
Construction Costs	\$ 3,456,383
Owners Contingency	\$ 691,277
Soft Costs	\$ 259,000
<b>Project Total</b>	<b>\$ 4,406,660</b>

### Structural

Interior will need completed demo. Engineering and plan design will need to be completed (Inter office spaces, HVAC, Electric and plumbing),

### Roof

Replaced in 2018

### Mechanical

### Electrical

### Plumbing

## 7. Old City Hall (105 W First Street) (1904)

Square footage	2,750
Utility Costs	N/A
Pest Control	N/A
Building Maintenance	N/A

<b>105 W. First Street (Old City Hall)</b>	
<b>Square Footage</b>	<b>2,750</b>
<b>Construction Cost per Square Foot</b>	<b>\$ 275</b>
<b>Opinion of Probably Cost - Estimate</b>	
<b>Construction Costs</b>	<b>\$ 756,250</b>
<b>Owners Contingency</b>	<b>\$ 75,625</b>
<b>Soft Costs</b>	<b>\$ 150,000</b>
	<b>\$ 981,875</b>

### Structural

Interior will need completely demo. Engineering and plan design will need to be completed (Interior office spaces, HVAC, Electric and plumbing), Concrete or pier and beam floor will need to be installed

### Roof

No signs of leakage

### HVAC/Mechanical

1. R-22 unit will need to be replaced / Complete replacement of duct system 2. A/C unit current standard 410A

### Electrical

All electrical will need demo, new meter base and weather head

### Plumbing

All plumbing will need to be replaced



## Agenda Commentary

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**Meeting Date:** January 14, 2021

**Department:** Administration

**Contact:** Cynthia Northrop

**Agenda Item:** O. Discussion and any necessary action authorizing the City Administrator to execute a professional service agreement with a CPA to review the City's FY2021-2022 annual budget

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

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**Summary-Background:**

Council directed city administrator to bring back a recommendation on consulting with a CPA to review the budget. After identifying and talking with several potential options, staff has identified a CPA to enter into a Professional Services Agreement to review the budget after budget development for FY 2021/2022. The budget includes up to \$1000 for this service.

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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

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

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**Supporting Documents attached:**

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**Recommendation:** Authorize the City Administrator to execute the Professional Services Agreement for CPA services.