

**CITY OF GONZALES, TEXAS
CITY COUNCIL SPECIAL CALLED MEETING & WORKSHOP
GONZALES MUNICIPAL BUILDING 820 ST. JOSEPH STREET
AGENDA – JULY 24, 2024 5:00 P.M.**

CALL TO ORDER

HEARING OF RESIDENTS

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

Discussion by the Council of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.

ACTION ITEMS

- 1.1 Discuss, Consider & Possible Action on **Resolution #2024-67** Authorizing the City Manager to execute an amended Publicity and Tourism agreement with the Chamber of Commerce for the hosting and operations of the Gonzales Visitor Information Center
- 1.2 Discuss, Consider & Possible Action on **Resolution #2024-68** Authorizing the City Manager to execute an amended Exclusive Franchise Agreement with Frontier Access, LLC for the collection, hauling, recycling and disposal of Municipal Solid waste, construction and demolition waste and recyclable materials
- 1.3 Discuss, Consider & Possible Action on **Resolution #2024-69** Authorizing the City Manager or designee to execute a rental agreement with National Bikers Roundup, Inc. for the National Bikers Rally to be held from July 28, 2025 to August 3, 2025

WORKSHOP

- 2.1 Presentation and Discussion regarding Departmental Budget Requests for Fiscal Year Beginning October 1, 2024 Ending September 30, 2025

ADJOURN

EXECUTIVE SESSION: The City Council reserves the right to discuss any of the above items in Executive Closed Session if they meet the qualifications in Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, of Chapter 551 of the Government Code of the State of Texas.

I certify that a copy of the July 24, 2024, agenda of items to be considered by the Gonzales City Council was posted

on the City Municipal Building bulletin board on the 19th day of July, 2024 at 5:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting. I further certify that the above agenda was removed on _____ day of _____, 2024 at _____am/pm. I further certify that the following News Media were properly notified of the above stated meeting: Gonzales Inquirer.

Kristina Vega, City Secretary

The meeting facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please Contact the City Secretary's office at (830)672-2815 for further information.

COUNCIL AGENDA ITEM BRIEFING DATA



AGENDA ITEM

Discuss, Consider and Possible Action on Resolution #2024-67 Authorizing the City Manager to execute an amended Publicity and Tourism agreement with the Chamber of Commerce for the hosting and operations of the Gonzales Visitor Information Center

DATE: July 24, 2024

TYPE AGENDA ITEM:

Resolution

BACKGROUND:

The City engaged in an agreement on October 12, 2023 for the Tourism related responsibilities as well as the hosting and operations of the Gonzales Visitor Information Center on October 12, 2023 and further amended the agreement in March 2024 to include personnel related support. After discussion with the Chamber Executive Committee and reviewing the needs of the community, Interim Director Sankey has proposed hiring two separate individuals to support Gonzales Tourism. Article I. (5) of the current agreement the verbiage is currently restrictive on the number of employees that can be hired as a Tourism Coordinator. If approved, the Tourism Coordinators will be hired, each with different focuses to impact Tourism in Gonzales. One Coordinator will be focused on the Bicentennial and Heritage Tourism to coordinate and celebrate 200 years of Gonzales; to create a greater awareness and economic and cultural impact of and for Gonzales by promoting its tourism assets including the unique heritage and history, natural resources, facilities, lodging, shopping, dining and entertainment; and another Coordinator will focus on Events and Agritourism to create a greater awareness and economic and cultural impact of and for Gonzales by promoting its tourism assets including the unique heritage and history, natural resources, facilities, lodging, shopping, dining and entertainment.

Additionally, when the agreement was presented originally, the City did not have the existing job descriptions for the part time and student associate positions. Those two job descriptions are being added to the current job description exhibit.

POLICY CONSIDERATIONS:

The agreement with the Chamber of Commerce for hosting and operation of the Visitor Information Center will result in an increase in both sales tax revenue and hotel occupancy tax revenue and is an approvable expense as per Chapter 351 of the Texas Tax Code.

FISCAL IMPACT:

The funding for the Visitor Information Center will continue to be funded from the following budgeted line item: 7-811.412 (Visitor Center). The Chamber will reimburse the City for the personnel costs and other administrative costs as necessary. There are no budgetary amendments associated with this agreement amendment.

ATTACHMENTS:

Proposed agreement with the Chamber of Commerce

STAFF RECOMMENDATION:

Staff respectfully recommends the City Council take the action they deem necessary.

RESOLUTION NO. 2024-67

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED PUBLICITY AND TOURISM AGREEMENT WITH THE CHAMBER OF COMMERCE FOR THE HOSTING AND OPERATIONS OF THE GONZALES VISITOR INFORMATION CENTER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to state statutes and its home rule charter, the City has adopted a municipal hotel occupancy tax on occupants of hotels within the City; and,

WHEREAS, the City is required to use such local hotel occupancy taxes for promoting tourism and the convention and hotel industry in the manner set forth in Chapter 351 of the Texas Tax Code; and,

WHEREAS, the City Council, on behalf of the City, by contract, may delegate to the Chamber, the management or supervision of programs and activities funded with revenue from the hotel occupancy tax (HOT Funds); and,

WHEREAS, the City Council, in writing, must approve in advance the annual budget of the Chamber and must require the Chamber to make periodic reports to the City Council at least quarterly listing the expenditures made by the Chamber with HOT Funds; and,

WHEREAS, the Chamber must maintain HOT Funds in a separate account established for that purpose and may not commingle that revenue with any other money; and,

WHEREAS, the City may not delegate the management or supervision of its convention and visitor programs and activities funded with HOT Funds other than by contract as provided by law; and,

WHEREAS, the approval by the City Council of the annual budget of the Chamber creates a fiduciary duty in the Chamber with respect to the HOT Funds; and,

WHEREAS, the City Council hereby finds that expending the funds contemplated in the manner required by the Texas Tax Code is in the best interest of the City and its citizens, and serves a public purpose.

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

Section 1. The City Council of the City of Gonzales hereby authorizes the City Manager to execute an amended Publicity and Tourism agreement with the Chamber of Commerce for the hosting and operations of the Gonzales Visitor Information Center as attached in Exhibit "A" in the amount of \$183,000.00 for advertising and other costs to be expended in conformance with Texas Tax Code Section 351.001.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. The City Council reserves the right to request all necessary receipts, invoices, and other records the City Manager deems necessary to confirm that Hotel Occupancy Tax expended pursuant to this Resolution were expended for expenses authorized by this Resolution.

Section 4. The Gonzales Chamber of Commerce shall refund the City of Gonzales any Hotel Occupancy Tax funds determined by the State Comptroller, the Secretary of State or other state agency to be an unauthorized expenditure under Texas Tax Code Section 351.001.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 9. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 24th day of July, 2024.

Mayor, S.H. Sucher

ATTEST:

Kristina Vega, City Secretary

EXHIBIT “A”

BUDGET AND DISBURSEMENT SCHEDULE FOR FY 2023-2024

The Budget for FY2023-24 reflects anticipated expenditures of \$183,000.00 in the manner delineated below and with the following disbursement schedule in conjunction with quarterly reports submitted to the City Council;

October 1, 2023	\$15,250.00
November 1, 2023	\$15,250.00
December 1, 2023	\$15,250.00
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September 1, 2024	\$15,250.00

STATE OF TEXAS §
 §
COUNTY OF GONZALES §

KNOWN ALL MEN BY THESE PRESENT:

(AMENDED AND RESTATED)

PUBLICITY AND TOURISM AGREEMENT

This **PUBLICITY AND TOURISM AGREEMENT** dated ~~October 1, 2023~~ July 24, 2024 (the "Agreement"), is entered into between the **CITY OF GONZALES, TEXAS**, a home rule city (the "City"), and the **GONZALES CHAMBER OF COMMERCE**, a Texas nonprofit corporation (the "Chamber").

RECITALS:

WHEREAS, pursuant to state statutes and its home rule charter, the City has adopted a municipal hotel occupancy tax on occupants of hotels within the City; and,

WHEREAS, the City is required to use such local hotel occupancy taxes for promoting tourism and the convention and hotel industry in the manner set forth in Chapter 351 of the Texas Tax Code; and,

WHEREAS, the City Council, on behalf of the City, by contract, may delegate to the Chamber, the management or supervision of programs and activities funded with revenue from the hotel occupancy tax (HOT Funds); and,

WHEREAS, the City Council, in writing, must approve in advance the annual budget of the allocated HOT Funds of the Chamber and must require the Chamber to make periodic reports to the City Council at least quarterly listing the expenditures made by the Chamber with HOT Funds; and,

WHEREAS, the Chamber must maintain HOT Funds in a separate account established for that purpose and may not commingle that revenue with any other money; and,

WHEREAS, the City may not delegate the management or supervision of its convention and visitor programs and activities funded with HOT Funds other than by contract as provided by law; and,

WHEREAS, the approval by the City Council of the annual budget of the Chamber creates a fiduciary duty in the Chamber with respect to the HOT Funds; and

WHEREAS, the Chamber also provides for the advancement of business in the greater Gonzales area by preserving the competitive system of business by creating awareness and appreciation of local businesses, understanding of the needs and concerns of the community, and assisting in the expansion and growth of local business; and

WHEREAS, the Chamber has need of professional staffing to provide planning, coordination and implementation of its operational activities and is desirous of partnering with the City for these administrative services; and

WHEREAS, the City has determined that the Chamber's activities are recognized by law as being in the public interest and serving a public purpose.

AGREEMENT:

For and in consideration of the mutual promises, covenants, benefits, and obligations hereafter set forth, the City and the Chamber hereby agree and contract as follows:

ARTICLE I. HOT FUNDS SERVICES

- A. The City hereby agrees that in consideration for advertising, promoting tourism and the convention and hotel industry in the City, the City will pay to the Chamber a portion of the HOT Funds collected.
- B. The Chamber agrees that any HOT Funds entrusted to it by the City shall be used only as permitted in Section 351.101 of the Texas Tax Code, as amended, and such entrustment creates a fiduciary duty in the Chamber for the appropriate use of the HOT Funds.
- C. The Chamber agrees to conduct a continuing program of advertising and promotion for the purpose of attracting visitors, tourists, and conventions to the City by providing the following services:
 - (1) Participating with state and regional agencies in tourist development programs of benefit to the local area and to the City; and
 - (2) Using all appropriate means to increase the traveling public's awareness of the resort and recreational advantages of the local area and the City.
 - (3) Fully staffing and administering Visitor Information Center (7) days a week, Monday thru Friday 8:00 A.M. until 5:00 P.M., Saturday 9:00 A.M. until 4:00 P. M. and Sunday 1:00 P.M. until 4:00 P.M. Holiday hours will be 9:00 A.M. until 3:30 P.M.
 - (4) Greeting visitors to the City in person, online and by telephone, to answer their questions and provide information on Gonzales lodging, restaurants, shops, visitor services and area tourist destinations and sends visitor information packets by mail when requested and is responsible for answering any leads from printed advertising.
 - (5) Providing ~~an~~ employees who shall serve in roles to support as the Gonzales Tourism ~~Coordinator~~.

- (6) The Gonzales Tourism Coordinator shall attend all CVB board meetings to provide input and support and serve as the CVB Board liaison for the Chamber and City. As such, the Gonzales Tourism Coordinator will coordinate the appropriate posting of CVB Board meeting agendas with the Board Chair and City Secretary
- (7) Provide building/location
- (8) Keeps all accounting records and maintains a separate banking/checking account for all expenditures of Hotel/Motel Tax funds (no co-mingling of funds, no bookkeeping or accounting services to be provided by the City). If receipts for services rendered are submitted in arrears, upon approval of the receipts by the City confirming expenses are allowable under state statutes, quarterly payments can be distributed to the Chamber directly without the utilization of a separate banking/checking account. In the event any HOT funds received exceed the amount of the expenditures for the quarter upon which receipts for reimbursement have been submitted, the remaining balance of HOT funds allocated for said quarter will be held in a separate account as required by law.
- (9) Submit in advance, the annual budget of the allocated HOT Funds of the Chamber, in writing, for approval by the City Council, with respect to HOT Funds and projected expenditures.
- (10) Presents a quarterly report to the City Council with an itemized breakdown for the usage of all Hotel/Motel Tax Funds, appropriately categorized by function and purpose.
- (11) Ensure that the Visitor Center staff maintain visitor records/logs, as required by the State of Texas Department of Transportation Travel Division and report, quarterly and annually (more often if required) to be a part of the Texas Travel Literature Program) and to be recognized by the State as Gonzales' official Travel Information Center
- (12) Prepare and provide a business plan outlining the Chamber's approach to providing a high-quality visitor experience.
- (13) Ensure that the Visitor's Center carries an inventory of souvenirs promoting Gonzales to be sold on all Open days and accept payment of cash and credit cards during all hours of operation.
- (14) Ensure that staff and volunteers have access to telephones and souvenirs during all hours of operations
- (15) Ensure that the Visitors Center is Open for the following holidays:

- a. Texas Independence Day
 - b. Memorial Day
 - c. July 4th
 - d. Labor Day
 - e. Veterans Day
 - f. MLK Day
 - g. President's Day
 - h. Columbus Day
- D. The Chamber further agrees that it will seek to achieve economic benefit for the City through all of such activities, that it will provide tourist-related information about the City upon request, and that it will serve as an advisory body to the City, on request, in matters related to expanding the tourist-derived economy.
- E. The Chamber shall provide such office space, equipment, supplies and other materials as may be necessary in support of these activities.
- F. It is expressly understood and agreed by and between the parties that the Chamber is hired and engaged as an independent contractor and is not an officer, agent, or employee of the City.

ARTICLE II. HOT FUNDS ADMINISTRATION

- A. The Chamber shall provide to the City, prior to obtaining any local hotel occupancy tax funds, a proposed budget outlining the utilization of the HOT Funds for the upcoming year. Said budget shall include maximum dollar amounts for both the services and products separately.
- B. It is understood and agreed by and between the parties that, upon approval of this Agreement by the City, a fiduciary duty is created in the Chamber with respect to expenditure of revenue provided.
- C. The City of Gonzales shall make payment to the Chamber for services (e.g., operations of visitor's center) rendered on a monthly basis.
- D. Chamber shall provide to the City quarterly reports on the activities that are conducted to benefit the City. These reports shall be presented to the City Council.
- E. The Chamber may spend hotel occupancy tax funds for day-to-day operations including supplies, salaries, office rental, travel expenses, and other administrative costs, if such expenditures have been previously approved in the budget and if directly related to the promotion of tourism.

ARTICLE III. ADMINISTRATIVE SERVICES

- A. The City will provide administrative services to Chamber and will serve as the employer of record for those employees receiving work product direction from the Chamber.
- B. The identified Chamber Employees shall be City employees for all purposes, including but not limited to, payroll disbursement and all fringe benefits, including retirement, medical and life insurance, vacations, sick leave, holidays, and any other benefits normally extended to the City employees. All costs incurred by the City for providing Chamber Employees will be reimbursed by Chamber.
- C. The hiring, supervision, performance evaluation and termination of the City employees providing administrative services shall be the responsibility of the City Manager and Chamber and should be consistent with the City of Gonzales Personnel Policy Manual. The responsibility and authority for employment related actions shall be as follows:
 - a. The City Manager shall have the sole authority and responsibility for disciplinary action, including termination, arising from a violation of the City of Gonzales Personnel Policy Manual. The City Manager shall notify the Chamber President about the general nature of any disciplinary action taken.
 - b. The Chamber shall have input on matters arising from performance issues and duties related to the administrative services and shall have input on the initial hiring decisions of the City.
- D. The creation of new job descriptions including these administrative services require the approval of City Council. The number of positions, job descriptions, salary, and salary range for each position shall be within the discretion of the Chamber, but shall be based upon a recommendation from the City, as employer of record. Decisions relating to salary increases, if any, are the sole responsibility of the Chamber when related to performance and the sole responsibility of the City when given or withheld based upon non-performance related criteria for all City employees. All salary adjustments shall be dependent on available funding and consistent with the City's compensation plan strategies as approved through the annual budget process. Deviations, when necessary, should be by mutual agreement between the City and Chamber.
- E. The administrative services provided by the City shall be in conformance with the identified job descriptions, attached as Exhibit C, and the City's Personnel Policy Manual and will provide sufficient staffing for the operation of Chamber programs. The City Manager or his designee shall meet with the Chamber, as requested from time to time in closed session regarding the administrative services to receive the Chambers's input regarding such matters.

- F. The Chamber shall provide such office space, equipment, supplies and other materials as may be necessary to accomplish the purposes of this Agreement.

ARTICLE IV.

This Agreement shall be effective upon approval by the City Council. This Agreement shall be for a period of one (1) fiscal year beginning with FY2023-2024. The Chamber and City shall review this Agreement annually as part of the budget process and adoption. Either party may terminate this Agreement at any time by providing the other party thirty days written notice prior to the beginning of the next fiscal year.

ARTICLE V.

Chamber shall secure from a good and responsible company or companies doing insurance business in the State of Texas, pay for and maintain in full force and effect for the duration of this Agreement a policy of comprehensive automobile and worker's compensation and employee's Liability Insurance in which the City is the named insured or is named as an additional insured with the Chamber and shall furnish a Certificate of Liability Insurance to the City Manager before execution of this Agreement by the City or within a reasonable time after execution.

Notwithstanding any inconsistent statement in the policy or any subsequent endorsement attached thereto, the protection offered by the policy shall:

1. **Workers Compensation Insurance:** The Chamber shall carry and maintain during the term of this Agreement, workers compensation and employers liability insurance meeting the requirements of the State of Texas on all the Professional's employees carrying out the work involved in this contract (as required by law).
2. **General Liability Insurance:** The Chamber shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than \$1,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage, coverage shall be no less than \$1,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be \$1,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Chamber or its employees carrying out the work involved in this Agreement. The general aggregate shall be no less than \$1,000,000.
3. **Automobile Liability Insurance:** Chamber shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least \$1,000,000 per occurrence for bodily injury and property damage or split limits of at least \$1,000,000 for bodily injury per person per occurrence and

ARTICLE IX.

This Agreement shall be subject to the laws and statutes of the State of Texas and venue for any cause of action arising hereunder shall be Gonzales County.

ARTICLE X.

The Chamber of Commerce and Visitor Center agrees to and shall indemnify and hold harmless and defend the City of Gonzales, Texas, its officers, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability of every kind including all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or for damage to any property, arising from or in connection with the operations of the Gonzales Chamber of Commerce and Visitor Center, its officers, agents and employees carried out in furtherance of this Agreement.

ARTICLE XI.

The provisions of this Agreement are severable, and if any word, phrase, clause, sentence, paragraph, section or other part of this Agreement or the application thereof to any person or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason. The remainder of this Agreement and the application of such word, phrase, clause, sentence, paragraph, section or other part of this Agreement to the other persons or circumstances shall not be affected thereby.

ARTICLE XII.

This Agreement shall be amended only by the mutual written consent of the parties to this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date and year first above written.

City of Gonzales

By: _____
Timothy L. Crow, City Manager

Gonzales Chamber of Commerce and Visitor Center

By: _____

Doug Durham, President

By: _____
_____, Executive Director

EXHIBIT A

BUDGET AND DISBURSEMENT SCHEDULE FOR FY 2023-2024

The Budget for FY2023-24 reflects anticipated expenditures of \$183,000.00 in the manner delineated below and with the following disbursement schedule in conjunction with quarterly reports submitted to the City Council;

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EXHIBIT B

1. Financial services including: payroll
3. Human Resources Support

EXHIBIT C

EXHIBIT D



EXECUTIVE DIRECTOR

Who We Are

The Gonzales Chamber of Commerce and Agriculture is membership association committed to the advancement of business in the greater Gonzales area. As a non-profit organization, the Gonzales Chamber exists to preserve the competitive system of business in our area by creating awareness and appreciation of local businesses, understanding the needs and concerns of our members and assisting in the expansion and growth of local business by the promotion of economic programs of a civic, social and cultural nature designed to bring value and prosperity to our community.

What We Are Looking For

The Gonzales Chamber of Commerce & Agriculture is looking to hire an Executive Director responsible for planning, coordinating, and implementing the operational activities of the Chamber. The Executive Director will represent the Chamber with the membership, tourists, public agencies and officials, local organizations, and the public.

How You Will Help

- Foster positive and effective Chamber relations using good business practice, sound judgment and tact.
- Manage, motivate, mentor, and coach the Chamber staff to become the best leaders they can be.
- Organize and lead the execution of operational and strategic business plans, ensuring the necessary resources are in place to achieve the desired results.
- Maintain and manage the day-to-day operations of the office of the Chamber.
- Maintain permanent records of the organization including bylaws, policies, procedures, legal and financial contracts, rulings and documents, important communications with the membership and other organizations or individuals.
- Keep records of calendar of organization meetings, events and records of the membership, billing, updated contact names, address, email, and website and membership size.
- Responsible for applying for HOT funds and submitting quarterly reports to the City of Gonzales.
- Participate in Board of Directors meetings, by preparing agendas, sending meeting notices, distributing minutes, financial reports, etc.
- Plan, coordinate or manage fundraising efforts, events, and membership recognition activities.
- Assist the Board of Directors by forming, overseeing, developing, and ensuring participation of Chamber subcommittees including the Come and Take It Committee.
- Coordinate and attend new member groundbreaking events and other fundraisers.
- Oversee merchandise orders, inventory, sales, design, and online store.
- Perform other duties as assigned.

Experience/Skills You Will Need

- Excellent leadership and interpersonal skills.
- Excellent verbal, written and presentation skills.
- Experience with budget planning, monitoring, and tracking.



- Excellent project management and organization skills with the ability to effectively evaluate and manage conflicting priorities in a fast-paced environment with multiple deadlines.
- Must be diplomatic and have a good knowledge of local government operations.
- Self-motivated individual with a strong work ethic and high attention to detail.
- Flexibility to work after hours, weekends or during occasional extreme weather conditions as necessary
- Ability to complete projects with limited supervision and direction.
- Must have a reliable vehicle, a valid Texas driver's license.
- Must reside Gonzales County.
- Must be able to lift 35-40 lbs.

Preferred Experience/Skills

- Bachelor's degree from an accredited academic institution or at least five years of senior executive experience in a chamber of commerce or closely related field or organization.
- Experience with social media venues including Facebook, Twitter, Instagram, LinkedIn.
- Strong working knowledge of the chamber of commerce industry including but not limited to volunteer management, program administration and strategic planning.
- Experience in marketing, social media, and promotion.



TOURISM COORDINATOR

Focus: Bicentennial and Heritage Tourism

Coordinate and celebrate 200 years of Gonzales; to create a greater awareness and economic and cultural impact of and for Gonzales by promoting its tourism assets including the unique heritage and history, natural resources, facilities, lodging, shopping, dining and entertainment

Who We Are

The Gonzales Chamber of Commerce and Agriculture is a non-profit, membership organization committed to the advancement of business in the greater Gonzales area. As a non-profit organization, the Gonzales Chamber exists to preserve the competitive system of business in our area by creating awareness and appreciation of local businesses, understanding the needs and concerns of our members and assisting in the expansion and growth of local business by the promotion of economic programs of a civic, social and cultural nature designed to bring value and prosperity to our community.

What We Are Looking For

The Gonzales Chamber of Commerce & Agriculture is looking to hire a Tourism Coordinator responsible for a full range of activities to develop a successful tourism program for Gonzales County. The Tourism Coordinator will develop planning goals for the successful growth of tourism in Gonzales by promoting our community through our essential role in Texas history as well as our deep-established agricultural industry.

How You Will Help

- Develop a signature marketing and tourism plan for the Gonzales County which include benchmarks to determine success.
- Create an enhanced tour map with living history recreations or reenactments for visitors to attend at scheduled times annually.
- Develop a tour map of area cemeteries for ancestral and genealogical trips.

- Develop and provide a scheduled a Gonzales area tour marketed to increase heritage tourism.
- Encourage overnight stays by contacting historical groups and assisting in their travel accommodations and other local amenities.
- Communicate with the Texas Historical Commission to further develop and nurture visits to our community.
- Perform other duties as assigned.

Experience/Skills You Will Need

- An existing knowledge of the geographic layout of Gonzales County and surrounding areas, including tourist attractions.
- Understanding or experience with the roles and functions of a tourism department.
- Excellent project management and organization skills with the ability to effectively evaluate and manage conflicting priorities in a fast-paced environment with multiple deadlines and with little supervision.
- Ability to communicate to large groups and give multiple presentations with clarity and enthusiasm.
- Self-motivated individual with a strong work ethic and high attention to detail.
- Flexibility to work after hours and weekends.
- Must be able to lift up to 50 lbs.
- Must have a reliable vehicle, a valid Texas driver's license.
- Must reside in Gonzales County.

Preferred Experience/Skills

- Bachelor's degree from an accredited academic institution or at least five years of experience in a tourism department or closely related field or organization.
- Experience with social media venues including Facebook, Twitter, Instagram, LinkedIn.
- Strong working knowledge of the non-profit industry including but not limited to volunteer management, program administration and strategic planning.
- Experience in marketing, social media, and promotion.



TOURISM COORDINATOR

Focus: Events and Agritourism

To create a greater awareness and economic and cultural impact of and for Gonzales by promoting its tourism assets including the unique heritage and history, natural resources, facilities, lodging, shopping, dining and entertainment.

Who We Are

The Gonzales Chamber of Commerce and Agriculture is a non-profit, membership organization committed to the advancement of business in the greater Gonzales area. As a non-profit organization, the Gonzales Chamber exists to preserve the competitive system of business in our area by creating awareness and appreciation of local businesses, understanding the needs and concerns of our members and assisting in the expansion and growth of local business by the promotion of economic programs of a civic, social and cultural nature designed to bring value and prosperity to our community.

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- Communicate with the Texas Historical Commission to further develop and nurture visits to our community.
- Perform other duties as assigned.

Experience/Skills You Will Need

- An existing knowledge of the geographic layout of Gonzales County and surrounding areas, including tourist attractions.
- Understanding or experience with the roles and functions of a tourism department.
- Excellent project management and organization skills with the ability to effectively evaluate and manage conflicting priorities in a fast-paced environment with multiple deadlines and with little supervision.
- Ability to communicate to large groups and give multiple presentations with clarity and enthusiasm.
- Self-motivated individual with a strong work ethic and high attention to detail.
- Flexibility to work after hours and weekends.
- Must be able to lift up to 50 lbs.
- Must have a reliable vehicle, a valid Texas driver's license.
- Must reside in Gonzales County.

Preferred Experience/Skills

- Bachelor's degree from an accredited academic institution or at least five years of experience in a tourism department or closely related field or organization.
- Experience with social media venues including Facebook, Twitter, Instagram, LinkedIn.
- Strong working knowledge of the non-profit industry including but not limited to volunteer management, program administration and strategic planning.
- Experience in marketing, social media, and promotion.



First shot fired for Texas independence, Oct. 2, 1835

ADMINISTRATION – OPERATIONS COORDINATOR

Who We Are

The Gonzales Chamber of Commerce and Agriculture is membership association committed to the advancement of business in the greater Gonzales area. As a non-profit organization, the Gonzales Chamber exists to preserve the competitive system of business in our area by creating awareness and appreciation of local businesses, understanding the needs and concerns of our members, and assisting in the expansion and growth of local business by the promotion of economic programs of a civic, social and cultural nature designed to bring value and prosperity to our community.

What We Are Looking For

The Gonzales Chamber of Commerce & Agriculture is looking to hire an Operations Coordinator responsible for planning, coordinating, and implementing the operational activities of the Chamber. The operations Coordinator will assist the Executive Director and represent the Chamber with the membership, tourists, public agencies and officials, local organizations, and the public.

How You Will Help

- Greeting visitors and members in an energetic and welcoming manner
- Highly organized and Customer-service minded
- Qualified candidates must have strong written and communications skills along with a strong working knowledge of Microsoft Office Packages (Word, Excel, Outlook, and PowerPoint). This role works internally with management, as well as the board of directors, City of Gonzales, Gonzales County, and Chamber committee members.
- Answering and logging all calls with a detailed description
- Assisting customers with merchandise purchases and collecting payments by cash, check, and charge
- Daily sales reconciliation
- Managing tour leads by phone, in person, by mail, and email
- Monitoring emails and voicemails
- Managing and coordinating events for members
- Promoting member events on social media and Chamber community calendar
- Navigation of an internal E-Chamber program by applying member payments, entering new members, tracking chamber events, monthly membership invoicing, and producing reports for those transactions

- Responsible for coordinating Chamber events through email and text messages Responsible for assisting Executive Director with quarterly reports
- Responsible for submitting visitor totals on a quarterly basis to TXDOT
- Updating and distributing rental listings and member directories upon request
- Responsible for tracking referrals to all member businesses via phone, internet, and member-initiated events
- Monitor and maintain website and social media accounts
- Create bi-monthly Cannon Blast Newsletter
- Responsible for requesting visitor / tour packet materials / inventory
- Responsible for merchandise inventory and orders
- Responsible for general cleanliness / organization of office and equipment
- Coordinating / tracking payments and locations for arts and craft vendor spaces during the Come and Take It Celebration
- Responsible for attending all fundraising events that benefit the Gonzales Chamber All other duties assigned
- Assisting the Executive director in monitoring student associate



304 Saint Louis Street Gonzales, Texas 78629 830.672.6532

Gonzales Chamber of Commerce and Agriculture Part Time Employee

Gonzales Chamber of Commerce and Agriculture Operations Coordinator

The Gonzales Chamber of Commerce and Agriculture (Chamber) promotes community prosperity by providing services and advocacy for our members. With a vision to be known as the premier leader and trusted voice for our members, we strive to serve this purpose through our guiding principles of Integrity, Accountability, Personal Growth, Leadership, and Innovation and Creativity. Our employees provide value for our members, community, area visitors and team through strong work ethic, positive attitude, result- driven job performance, and willingness to continuously develop themselves and our organization.

How You'll Contribute:

Responsibilities include but are not limited to:

- Greeting visitors and members
- Being customer-service minded
- Answering and logging all calls as needed
- Assisting customers with merchandise purchases and collecting payments by cash, check and charge
- Membership - Assist with Membership mailers, Invoice mailings, Special Events mailings
- Chamber events - Assisting the Office coordinator for planning, preparation and coordination of events
- Tracking referrals to member businesses via phone, online and member-initiated events
- Merchandise inventory tracking
- Maintaining clean appearance of office/facilities
- Other duties as assigned



Student Associate Job Description

The Gonzales Chamber of Commerce is on the lookout for an exceptional student associate to join our team! Responsibilities for this role encompass a range of tasks, such as:

- Handle incoming calls.
- Support in the monitoring of daily visitor statistics and managing mail leads.
- Warmly welcome visitors to Gonzales, TX and give them appropriate information about the community.
- Organize and maintain document files.
- Aid in the supervision of merchandise inventory and presentation.
- Receive payment for merchandise.
- Put together Visitor Packets.
- Undertake additional assignments as needed.

We're seeking candidates with basic office and computer competencies, currently enrolled at Gonzales High School, with a keen eye for detail, dependability and strong efficiency.

COUNCIL AGENDA ITEM BRIEFING DATA



AGENDA ITEM

Discuss, Consider & Possible Action
Approving Resolution 2024-68 Authorizing the City Manager to execute an amended Exclusive Franchise Agreement with Frontier Access, LLC for the collection, hauling, recycling and disposal of Municipal Solid waste, construction and demolition waste and recyclable materials

DATE: July 24, 2024

TYPE AGENDA ITEM:

Resolution

BACKGROUND:

The City of Gonzales executed a contract with Frontier Access, LLC for Municipal Solid Waste Collection and Disposal and Recycling Services on February 13, 2020. The term of the contract is for four (4) years, seven (7) months, that began on the effective date of the contract and will end on September 30, 2024. At the expiration of the Initial Terms of this agreement, the agreement may be extended for up to three successive terms of five (5) years. On April 11, 2024 the council authorized the city manager to renegotiate an amended agreement for another five year term with Frontier Waste for solid waste collections. After meeting with Frontier Waste an agreement was reached and reviewed by both parties.

The summarized changes within the amended agreement are: (1) extended 5 year term; (2) year one rates will stay the same as the current contract year with incremental changes annually thereafter; (3) adding a maximum size of 30 gallons bags to the yard waste collection section; (4) adding stipulations regarding the collection of dead animals for the Gonzales Animal Shelter; (5) amended number and size of containers allowed for JB Wells Park; (6) amended the number of bulky pickups from 5 cubic yards once per year with 2 cubic yards once each quarter; (7) added an allowance that residential roll-offs can be obtained through any provider; however Frontier will no longer pay the City a Franchise fee for residential roll-offs; (8) Frontier will donate two \$1,000.00 scholarships to GISD for students seeking careers in public services or environmental services.

POLICY CONSIDERATIONS:

As per Section 12 of the existing agreement at the expiration of the Initial Terms of this agreement, the agreement may be extended for up to three successive terms of five (5) years.

FISCAL IMPACT:

Account #240-7-740.807 Contract Solid Waste Fees has \$630k allocated in the Solid Waste Fund 2024-2025 Fiscal Year Budget.

ATTACHMENTS:

Amendment to Frontier Waste Agreement

STAFF RECOMMENDATION:

Staff respectfully recommends City Council to authorize the City Manager to execute amended the agreement.

RESOLUTION NO. 2024-68

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED EXCLUSIVE FRANCHISE AGREEMENT WITH FRONTIER ACCESS, LLC FOR THE COLLECTION, HAULING, RECYCLING AND DISPOSAL OF MUNICIPAL SOLID WASTE, CONSTRUCTION AND DEMOLITION WASTE AND RECYCLABLE MATERIALS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of Gonzales entered into a contract with Frontier Access LLC on February 13, 2020 for Municipal Solid Waste Collection and Disposal and Recycling services; and

WHEREAS, the existing contract is for a four (4) year, seven (7) months period that began on the effective date of the contract and will end on September 30, 2024, and

WHEREAS, as per Section 12 of the existing agreement at the expiration of the Initial Terms of this agreement, the agreement may be extended for up to three successive terms of five (5) years; and

WHEREAS, on April 11, 2024 the City Council authorized the City Manager to renegotiate an amended agreement with Frontier Access, LLC. for Municipal Solid Waste Collection, Disposal and recycling; and

WHEREAS, the City Council finds that entering into an amended agreement with Frontier Access, LLC. for Municipal Solid Waste Collection, Disposal and Recycling Services is in the best interest of the City and its citizens and will further promote the public health, safety, and general welfare of the City.

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

Section 1. The City Council of the City of Gonzales hereby authorizes the City Manager to execute an amended Exclusive Franchise Agreement with Frontier Access, LLC for the collection, hauling, recycling and disposal of Municipal Solid waste, construction and demolition waste and recyclable materials.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 24th day of July, 2024.

Mayor, S.H. Sucher

ATTEST:

Kristina Vega, City Secretary

COUNCIL AGENDA ITEM BRIEFING DATA



AGENDA ITEM

Discuss, Consider & Possible Action on Resolution #2024-69 Authorizing the City Manager or designee to execute a rental agreement with National Bikers Roundup, Inc. for the National Bikers Rally to be held from July 28, 2025 to August 3, 2025

DATE: July 24, 2024

TYPE AGENDA ITEM:

Resolution

BACKGROUND:

National Bikers Roundup, Inc. has approached the City of Gonzales to host The National Biker Rally at JB Wells Park Arena and Expo. The National Biker Rally will bring in approximately 30,000 attendees daily.

The National Bikers Roundup is an annual event that brings together motorcycle enthusiasts from across the United States. It is one of the largest gatherings of motorcyclists in the country. The event typically spans several days and includes a variety of activities such as motorcycle rides, bike shows, live music performances, parties, and cultural celebrations.

Key aspects of the National Bikers Roundup include:

- **Introduction:** The 48th Annual National Bikers Roundup is a premier event in the motorcycle community, attracting thousands of attendees from across the nation. For 2025, the event proposes to be hosted at JB Wells Park in Gonzales, Texas, offering a unique and fitting venue for its scale and requirements.
- **Venue Suitability:** With extensive grounds and facilities capable of accommodating large-scale events, the park offers ample space for vendors, camping, and entertainment areas crucial to the roundup's success. Based on conversations with the event planners, our central location in Texas ensures accessibility for attendees from across the United States.
- **Logistical Advantages:** Known for our historical significance and hospitality, JB Wells Park offers infrastructure to support the event. The park's amenities include sufficient parking, restroom facilities, and designated areas for camping, ensuring the comfort and convenience of participants throughout the week-long event; specific interest is for use of 100% of the RV spaces.
- **Community and Economic Impact:** Hosting the National Bikers Roundup at JB Wells Park presents significant economic opportunities for Gonzales and the surrounding region. The event is expected to stimulate local businesses, including hotels, restaurants, and retail establishments, boosting revenue during the typically slower summer months. Additionally, hosting this event is an opportunity to further enhance Gonzales' reputation as a welcoming and capable host for large-scale gatherings; potentially opening doors for future events of this size and scale.

Hosting the 48th Annual National Bikers Roundup at JB Wells Park July 28 to August 3, 2025, is a compelling opportunity to showcase our community's hospitality, infrastructure, and cultural heritage. This event promises substantial economic benefits while fostering community pride and strengthening regional ties within the motorcycle community. We are confident that Gonzales, with its available facilities and supportive community, is the ideal choice for this significant event.

POLICY CONSIDERATIONS:

The expenditure of public funds for a private enterprise requires specific approval by the City Council and must serve a public purpose. The National Biker Rally Inc. events will result in an increase in both sales tax revenue and hotel occupancy tax revenue during the events. Sales tax revenue and hotel occupancy tax revenue are the primary sources of revenue pledged to pay the bond debt associated with J.B. Wells Park.

FISCAL IMPACT:

The City of Gonzales has incorporated the revenues for the National Biker Rally within the FY2024-2025 budget in an amount of \$120,925.00. This amount includes the seven-day rental for the expo, arena, show barn and RV spaces. The noted amount does not include the revenues that will be received for the daily tent rentals, party tent rentals, electricity usage at the tents and vendors fees for the week.

STAFF RECOMMENDATION:

Staff respectfully recommend the approval of this resolution.

RESOLUTION NO. 2024-69

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE A RENTAL AGREEMENT WITH NATIONAL BIKERS ROUNDUP, INC. FOR THE NATIONAL BIKERS RALLY TO BE HELD FROM JULY 28, 2025 TO AUGUST 3, 2025; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Gonzales has been approached by National Bikers Roundup, Inc. to host their bike rally at JB Wells Park from July 28, 2025 through August 3, 2025,

WHEREAS, the National Biker Roundup, Inc. will attract over 30,000 per day attendees and in return provides a positive economic impact on sales tax, municipal hotel occupancy tax and retail sales revenue; and

WHEREAS, the National Biker Roundup, Inc. rental agreement will be effective for a one year period; and

WHEREAS, the City of Gonzales has incorporated the revenues for the National Biker Rally within the FY2024-2025 budget in an amount of \$120,925.00 which includes the seven-day rental for the expo, arena, show barn and RV spaces, but does not include the revenues that will be received for the daily tent rentals, party tent rentals, electricity usage at the tents and vendors fees for the week; and

WHEREAS, National Biker Roundup Inc events result in significant sales tax and hotel occupancy tax revenue for the City on an annual basis; and

WHEREAS, the City Council hereby finds that entering into said agreement and expending the funds contemplated therein is in the best interest of the City and its citizens and serves a public purpose.

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

Section 1. The City Council of the City of Gonzales authorizes the City Manager the City Manager or designee to execute a rental agreement with National Bikers Roundup, Inc. for the National Bikers Rally to be held from July 28, 2025 to August 3, 2025

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this 24th day of July, 2024.

Mayor, S.H. Sucher

ATTEST:

Kristina Vega, City Secretary