

**CITY OF GONZALES, TEXAS  
CITY COUNCIL MEETING  
GONZALES MUNICIPAL BUILDING 820 ST. JOSEPH STREET  
AGENDA –OCTOBER 17, 2024, 6:00 P.M.**

**CALL TO ORDER, INVOCATION, AND PLEDGES OF ALLEGIANCE**

**CITY EVENTS AND ANNOUNCEMENTS**

- Announcements of upcoming City Events
- Announcements and recognitions by the City Manager
- Announcements and recognitions by the Mayor
- Recognition of actions by City employees
- Recognition of actions by community volunteers

**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.

**STAFF/BOARD REPORTS**

- 1.1 Finance Director, Laura Zella will provide feedback on any questions regarding:
  - Financial Reports for funds as of September 30, 2024
  - Cash & Investment by Fund as of September 30, 2024
- 1.2 City Manager, Tim Crow will update the City Council on the following:
  - Timeline on Capital Improvement and Departmental Projects
    - JB Wells Park Financials
    - Recently Completed Projects
    - Projects Currently in Process
    - Upcoming Projects

**OTHER BUSINESS**

- 2.1 Domestic Violence Awareness Month 2024-October 2024
- 2.2 Public Hearing, discussion and possible action regarding City Council compensation as required per Section 3.04 of the City of Gonzales Home Rule Charter

- 2.3 Discussion and direction regarding for possible amendments to scope of work for the Gonzales 2020 CDBG-MIT Tinsley Creek
- 2.4 Discussion and direction regarding the renaming of the Summer Youth Program

### **CONSENT AGENDA ITEMS**

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

- 3.1 **Minutes** - Approval of the minutes for the Regular Meeting, September 17, 2024
- 3.2 Discuss, Consider & Possible Action on **Resolution #2024-105** Approving the City of Gonzales 2025 Holiday Schedule
- 3.3 Discuss, Consider & Possible Action on **Resolution #2024-106** Authorizing JB Wells staff to organize and hold a Spooky Trail Event on Santa Anna Mound on October 25-26, 2024
- 3.4 Discuss, Consider & Possible Action on **Resolution #2024-107** Authorizing the Use of the Downtown Sidewalks and Streets by the Women Owned Downtown Businesses and Gonzales Main Street, Inc. for a Downtown Spooktacular Event
- 3.5 Discuss, Consider & Possible Action on **Resolution #2024-108** Authorizing the Use of the Memorial Museum Grounds by Gonzales Memorial Museum and Gonzales Main Street, Inc. for a Movie Night at the Museum Event
- 3.6 Discuss, Consider & Possible Action on **Resolution #2024-109** Approving a Performance Agreement with Adams Extract & Spice, LLC. a Texas limited liability company
- 3.7 Discuss, Consider & Possible Action on **Resolution #2024-110** Approving an Administrative Services Agreement by and Between the GEDC and City of Gonzales, Texas

### **RESOLUTION**

- 4.1 Discuss, Consider & Possible Action on **Resolution #2024-111** Authorizing the Appointments to the Gonzales Beautification and Design Board and Gonzales Economic Development Corporation and Gonzales Golf Course Advisory Board
- 4.2 Discuss, Consider & Possible Action on **Resolution #2024-112** Authorizing the Mayor to execute a Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool

### **CITY COUNCIL REQUESTS AND ANNOUNCEMENTS**

- Requests by Mayor and Councilmembers for items on a future City Council agenda
- Announcements by Mayor and Councilmembers
- City and community events attended and to be attended
- Continuing education events attended and to be attended

**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 October 17, 2024, agenda of items to be considered by the Gonzales City Council was posted on the City Municipal Building bulletin board on the 11<sup>th</sup> day of October, 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.

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Kristina Vega, City Secretary

The meeting facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation 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.

FINANCIAL REPORTS FOR FUNDS AS OF 9/30/2024

CASH & INVESTMENT BY FUND AS OF 9/30/2024

FINANCIAL STATEMENT  
AS OF: SEPTEMBER 30TH, 2024

100-GENERAL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
401-TAX REVENUE	3,136,922.00	185,399.26	3,063,161.70	97.65	0.00	73,760.30
402-FRANCHISE REVENUE	1,904,888.00	159,441.18	1,732,312.29	90.94	0.00	172,575.71
403-LICENSE/FEE/PERMITS	106,325.00	6,091.77	81,650.66	76.79	0.00	24,674.34
404-PARKS FEES REVENUE	362,565.00	29,715.00	404,630.36	111.60	0.00	( 42,065.36)
405-MUNICIPAL COURT REVEN	51,531.00	8,144.60	47,473.66	92.13	0.00	4,057.34
406-MISCELLANEOUS REVENUE	836,995.00	34,303.03	1,322,665.72	158.03	0.00	( 485,670.72)
407-STREET ASSESSMENT INC	0.00	0.00	0.00	0.00	0.00	0.00
408-INTEREST REVENUES	75,000.00	18,489.56	209,906.69	279.88	0.00	( 134,906.69)
409-OTHER FINANCING REVEN	209,378.00	0.00	416,377.10	198.86	0.00	( 206,999.10)
410-TRANSFERS	3,019,873.00	240,942.61	2,925,234.00	96.87	0.00	94,639.00
*** TOTAL REVENUES ***	9,703,477.00	682,527.01	10,203,412.18	105.15	0.00	( 499,935.18)

EXPENDITURE SUMMARY

101-CITY COUNCIL DEPARTME	92,312.00	5,347.83	77,279.53	83.72	0.00	15,032.47
102-CITY MANAGER DEPART	204,429.00	13,881.03	198,816.86	97.25	0.00	5,612.14
103-COMMUNITY DEVELOPMENT	182,375.00	8,690.89	82,497.40	45.28	74.48	99,803.12
104-NON-DEPARTMENTAL	497,803.00	19,686.94	449,612.14	90.32	0.00	48,190.86
105-MAIN STREET DEPARTMEN	130,709.00	6,449.38	123,879.00	94.77	0.00	6,830.00
107-BUILDING MAINTENANCE	319,321.00	18,442.72	297,313.21	93.11	0.00	22,007.79
108-CITY SECRETARY DEP	264,407.00	11,538.73	260,641.53	98.58	0.00	3,765.47
109-FINANCE DEPARTMENT	605,583.00	35,459.56	508,850.60	84.03	0.00	96,732.40
110-CHAMBER OF COMMERCE	0.00	12,323.87	44,632.27	0.00	0.00	( 44,632.27)
201-PARKS DEPARTMENT	739,238.00	46,081.09	674,935.88	91.30	0.00	64,302.12
202-SWIMMING POOL DEPARTM	36,573.00	148.91	26,563.24	72.63	0.00	10,009.76
203-JB WELLS	0.00	0.00	0.00	0.00	0.00	0.00
204-RECREATION DEPARTMENT	21,270.00	29.64	13,798.47	64.87	0.00	7,471.53
205-MISCELLANEOUS	0.00	3.51	2.33	0.00	0.00	( 2.33)
206-INDEPENDENCE GOLF CO	322,316.00	20,494.05	324,685.81	101.87	3,653.33	( 6,023.14)
301-FIRE DEPARTMENT	1,630,242.92	89,207.05	1,571,839.32	96.53	1,770.00	56,633.60
501-POLICE DEPARTMENT	3,043,566.72	169,709.61	2,798,543.91	94.02	62,897.86	182,124.95
504-ANIMAL CONTROL DEPART	200,733.00	14,018.01	197,276.64	98.28	0.00	3,456.36
550-MUNICIPAL COURT DEPT.	123,624.00	5,913.53	117,096.25	94.72	0.00	6,527.75
602-AIRPORT DEPARTMENT	121,054.00	133.11	44,185.97	36.50	0.00	76,868.03
603-STREETS DEPARTMENT	1,254,173.07	208,617.14	1,116,938.61	89.06	0.00	137,234.46
650-LIBRARY DEPARTMENT	325,951.00	20,615.74	313,719.34	96.25	0.00	12,231.66
660-MUSEUM DEPARTMENT	115,161.00	7,228.74	100,789.58	87.52	0.00	14,371.42
*** TOTAL EXPENDITURES ***	10,230,841.71	714,021.08	9,343,897.89	92.00	68,395.67	818,548.15
** REVENUES OVER(UNDER) EXPENDITURES **	( 527,364.71)	( 31,494.07)	859,514.29	150.01-	( 68,395.67)	( 1,318,483.33)

203-JB WELLS PARK FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
404-PARKS FEES REVENUE	670,850.00	47,570.00	656,543.16	97.87	0.00	14,306.84
406-MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL REVENUES ***	670,850.00	47,570.00	656,543.16	97.87	0.00	14,306.84
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EXPENDITURE SUMMARY						
203-JB WELLS GENERAL	932,121.00	39,673.57	664,910.61	71.33	0.00	267,210.39
213-JB WELLS RV PARK	0.00	0.00	0.00	0.00	0.00	0.00
313-JB WELLS ARENA	0.00	0.00	0.00	0.00	0.00	0.00
413-JB WELLS EXPO	0.00	0.00	0.00	0.00	0.00	0.00
513-JB WELLS SHOW BARN	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL EXPENDITURES ***	932,121.00	39,673.57	664,910.61	71.33	0.00	267,210.39
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** REVENUES OVER (UNDER) EXPENDITURES **	( 261,271.00)	7,896.43	( 8,367.45)	3.20	0.00	( 252,903.55)
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210-ELECTRIC FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
710-ELECTRIC DEPARTMENT	10,932,943.00	1,034,481.00	10,223,695.25	93.51	0.00	709,247.75
750-REVENUE COLLECTION	279,302.00	19,619.94	284,941.72	102.02	0.00	( 5,639.72)
809-HYDRO PLANT CONST.	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL REVENUES ***	11,212,245.00	1,054,100.94	10,508,636.97	93.72	0.00	703,608.03
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EXPENDITURE SUMMARY						
710-ELECTRIC DEPARTMENT	11,381,938.77	856,813.19	10,323,197.48	90.79	10,601.00	1,048,140.29
750-REVENUE COLLECTIONS	321,669.00	17,628.18	284,941.62	88.58	0.00	36,727.38
809-HYDRO PLANT CONST.	147,700.00	0.00	147,400.00	99.80	0.00	300.00
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*** TOTAL EXPENDITURES ***	11,851,307.77	874,441.37	10,755,539.10	90.84	10,601.00	1,085,167.67
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** REVENUES OVER (UNDER) EXPENDITURES **	( 639,062.77)	179,659.57	( 246,902.13)	40.29	( 10,601.00)	( 381,559.64)
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220-WATER FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
720-WATER PRODUCTION DEPT	3,208,440.00	307,307.47	2,993,561.52	93.30	0.00	214,878.48
*** TOTAL REVENUES ***	3,208,440.00	307,307.47	2,993,561.52	93.30	0.00	214,878.48
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EXPENDITURE SUMMARY						
720-WATER PRODUCTION DEPT	3,493,020.03	153,263.19	2,805,623.65	84.36	141,208.75	546,187.63
*** TOTAL EXPENDITURES ***	3,493,020.03	153,263.19	2,805,623.65	84.36	141,208.75	546,187.63
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** REVENUES OVER (UNDER) EXPENDITURES **	( 284,580.03)	154,044.28	187,937.87	16.42-	( 141,208.75)	( 331,309.15)
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230-WASTEWATER FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
730-WASTEWATER COLLECTION	1,741,600.00	164,475.12	1,776,298.74	101.99	0.00	( 34,698.74)
731-W/W GRANT PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL REVENUES ***	1,741,600.00	164,475.12	1,776,298.74	101.99	0.00	( 34,698.74)
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EXPENDITURE SUMMARY						
730-WASTEWATER COLLECTION	1,541,943.00	134,272.81	1,328,029.32	88.65	38,840.00	175,073.68
731-W/W GRANT PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL EXPENDITURES ***	1,541,943.00	134,272.81	1,328,029.32	88.65	38,840.00	175,073.68
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** REVENUES OVER(UNDER) EXPENDITURES **	199,657.00	30,202.31	448,269.42	205.07	( 38,840.00)	( 209,772.42)
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240-SOLID WASTE FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
740-SOLID WASTE DEPARTMEN	876,750.00	72,769.14	857,967.34	97.86	0.00	18,782.66
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*** TOTAL REVENUES ***	876,750.00	72,769.14	857,967.34	97.86	0.00	18,782.66
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EXPENDITURE SUMMARY						
740-SOLID WASTE DEPARTMEN	850,468.00	65,709.79	845,199.03	99.38	0.00	5,268.97
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*** TOTAL EXPENDITURES ***	850,468.00	65,709.79	845,199.03	99.38	0.00	5,268.97
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** REVENUES OVER(UNDER) EXPENDITURES **	26,282.00	7,059.35	12,768.31	48.58	0.00	13,513.69
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400-DSF GOVERNMENT ACTIVITIES

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
400-DSF GOVERNMENT ACT.	828,200.00	2,717.39	869,609.84	105.00	0.00	( 41,409.84)
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*** TOTAL REVENUES ***	828,200.00	2,717.39	869,609.84	105.00	0.00	( 41,409.84)
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EXPENDITURE SUMMARY						
400-DSF GOVERNMENT ACT.	815,200.00	0.00	815,200.00	100.00	0.00	0.00
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*** TOTAL EXPENDITURES ***	815,200.00	0.00	815,200.00	100.00	0.00	0.00
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** REVENUES OVER (UNDER) EXPENDITURES **	13,000.00	2,717.39	54,409.84	418.54	0.00	( 41,409.84)
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500-HOTEL/MOTEL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
811-HOTEL/MOTEL	575,000.00	23,701.14	401,132.81	69.76	0.00	173,867.19
812-MEMORIAL MUSEUM	0.00	0.00	0.00	0.00	0.00	0.00
813-FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00
814-MUNICIPAL COURT	0.00	0.00	0.00	0.00	0.00	0.00
815-ROBERT L BROTHERS	0.00	0.00	0.00	0.00	0.00	0.00
816-PEG FRANCHISE	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL REVENUES ***	575,000.00	23,701.14	401,132.81	69.76	0.00	173,867.19
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EXPENDITURE SUMMARY						
811-HOTEL MOTEL	653,284.00	67,186.05	518,377.69	79.79	2,860.00	132,046.31
815-RLB	0.00	0.00	0.00	0.00	0.00	0.00
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*** TOTAL EXPENDITURES ***	653,284.00	67,186.05	518,377.69	79.79	2,860.00	132,046.31
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** REVENUES OVER(UNDER) EXPENDITURES **	( 78,284.00)	( 43,484.91)	( 117,244.88)	153.42	( 2,860.00)	41,820.88
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501-MEMORIAL MUSEUM FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
812-MEMORIAL MUSEUM	2,500.00	51.92	3,212.60	128.50	0.00	( 712.60)
*** TOTAL REVENUES ***	2,500.00	51.92	3,212.60	128.50	0.00	( 712.60)
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EXPENDITURE SUMMARY						
812-MEMORIAL MUSEUM	9,000.00	0.00	0.00	0.00	0.00	9,000.00
*** TOTAL EXPENDITURES ***	9,000.00	0.00	0.00	0.00	0.00	9,000.00
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** REVENUES OVER(UNDER) EXPENDITURES **	( 6,500.00)	51.92	3,212.60	49.42-	0.00	( 9,712.60)
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502-FORFEITURE FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
813-FORFEITURES	4,300.00	148.57	8,305.88	193.16	0.00	( 4,005.88)
*** TOTAL REVENUES ***	4,300.00	148.57	8,305.88	193.16	0.00	( 4,005.88)
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EXPENDITURE SUMMARY						
813-FORFEITURES	20,500.00	0.00	5,971.30	29.13	0.00	14,528.70
*** TOTAL EXPENDITURES ***	20,500.00	0.00	5,971.30	29.13	0.00	14,528.70
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** REVENUES OVER(UNDER) EXPENDITURES **	( 16,200.00)	148.57	2,334.58	14.41-	0.00	( 18,534.58)
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503-MUNICIPAL COURT

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
814-MUNICIPAL COURT	2,350.00	101.06	2,697.67	114.79	0.00	( 347.67)
*** TOTAL REVENUES ***	2,350.00	101.06	2,697.67	114.79	0.00	( 347.67)
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EXPENDITURE SUMMARY						
814-MUNICIPAL COURT	8,000.00	31.95	4,365.92	54.57	0.00	3,634.08
*** TOTAL EXPENDITURES ***	8,000.00	31.95	4,365.92	54.57	0.00	3,634.08
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** REVENUES OVER(UNDER) EXPENDITURES **	( 5,650.00)	69.11	( 1,668.25)	29.53	0.00	( 3,981.75)
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504-ROBERT LEE BROTHERS FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
815-ROBERT L BROTHERS	1,700.00	210.27	44,237.67	602.22	0.00	( 42,537.67)
*** TOTAL REVENUES ***	1,700.00	210.27	44,237.67	602.22	0.00	( 42,537.67)
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EXPENDITURE SUMMARY						
815-ROBERT LEE BROTHERS	30,600.00	59.82	35,011.59	114.42	0.00	( 4,411.59)
*** TOTAL EXPENDITURES ***	30,600.00	59.82	35,011.59	114.42	0.00	( 4,411.59)
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** REVENUES OVER(UNDER) EXPENDITURES **	( 28,900.00)	150.45	9,226.08	31.92-	0.00	( 38,126.08)
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505-PEG FRANCHISE FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
816-PEG FRANCHISE	14,550.00	414.30	15,262.86	104.90	0.00	( 712.86)
*** TOTAL REVENUES ***	14,550.00	414.30	15,262.86	104.90	0.00	( 712.86)
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EXPENDITURE SUMMARY						
816-PEG FRANCHISE	75,000.00	1,707.36	57,635.87	76.85	0.00	17,364.13
*** TOTAL EXPENDITURES ***	75,000.00	1,707.36	57,635.87	76.85	0.00	17,364.13
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** REVENUES OVER(UNDER) EXPENDITURES **	( 60,450.00)	( 1,293.06)	( 42,373.01)	70.10	0.00	( 18,076.99)
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700-GONZALES ECONOMIC DEV

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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REVENUE SUMMARY						
700-ECONOMIC DEVELOPMENT	1,135,750.00	105,172.27	1,195,970.34	105.30	0.00	( 60,220.34)
*** TOTAL REVENUES ***	1,135,750.00	105,172.27	1,195,970.34	105.30	0.00	( 60,220.34)
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EXPENDITURE SUMMARY						
700-ECONOMIC DEVELOPMENT	3,258,053.58	49,819.51	893,752.07	27.43	0.00	2,364,301.51
*** TOTAL EXPENDITURES ***	3,258,053.58	49,819.51	893,752.07	27.43	0.00	2,364,301.51
=====						
** REVENUES OVER (UNDER) EXPENDITURES **	( 2,122,303.58)	55,352.76	302,218.27	14.24-	0.00	( 2,424,521.85)
=====						

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS
<u>100-GENERAL FUND</u> =====			
<u>CASH</u>			
100 1-001.000	CASH - GENERAL FUND	937,697.73	
100 1-001.501	CASH-GENERAL FUND RBFCU	0.00	
100 1-101.505	CASH - AIRPORT IMPROVEMENT	183,884.61	
100 1-101.506	CASH- PEG FRANCHISE ACTIVITIES	0.00	
		-----	
TOTAL CASH		1,121,582.34	
<u>INVESTMENTS</u>			
100 1-103.409	RBFCU-SAVINGS ACCOUNT		0.00
100 1-103.410	CERT OF DEPOSIT-RANDOLPH BROOK		0.00
100 1-103.413	MILLER EST. OIL & GAS ROYALTY		92,218.32
			-----
TOTAL INVESTMENTS			92,218.32
<u>POOLED INVESTMENTS</u>			
100 1-104.002	TEXPOOL- GENERAL FUND		3,546,587.65
100 1-104.003	TEXPOOL-CLFRF PART II - ARPA		0.00
			-----
TOTAL POOLED INVESTMENTS			3,546,587.65
		-----	-----
TOTAL 100-GENERAL FUND		1,121,582.34	3,638,805.97

<u>203-JB WELLS FUND</u> =====			
<u>CASH</u>			
203 1-001.000	CASH - JB WELLS	( 27,361.40)	
		-----	
TOTAL CASH		( 27,361.40)	
		-----	-----
TOTAL 203-JB WELLS PARK FUND		( 27,361.40)	0.00

<u>210-ELECTRIC FUND</u> =====			
<u>CASH</u>			
210 1-001.000	CASH - ELECTRIC FUND	141,761.68	
210 1-001.606	CASH CUSTOMER METER DEPOSIT	172,228.87	
		-----	
TOTAL CASH		313,990.55	

CASH & INVESTMENTS BY FUND

AS OF: SEPTEMBER 30TH, 2024 SEPTEMBER 30TH, 2024

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS
<u>INVESTMENTS</u>			
210 1-103.410	CERT OF DEP - SOUTH STAR BANK		0.00
			-----
TOTAL INVESTMENTS			0.00
<u>POOLED INVESTMENTS</u>			
210 1-104.002	TEXPOOL- ELECTRIC FUND		1,336,478.30
			-----
TOTAL POOLED INVESTMENTS			1,336,478.30
			-----
TOTAL 210-ELECTRIC FUND	313,990.55		1,336,478.30
<hr/>			
220-WATER FUND			
=====			
<u>CASH</u>			
220 1-001.000	CASH - WATER FUND	276,475.60	
220 1-001.606	CASH CUSTOMER METER DEPOSITS	29,076.00	
			-----
TOTAL CASH		305,551.60	
<u>POOLED INVESTMENTS</u>			
220 1-104.002	TEXPOOL- WATER FUND		2,361,832.53
220 1-104.103	TEXPOOL - CO SERIES 2019		0.00
			-----
TOTAL POOLED INVESTMENTS			2,361,832.53
			-----
TOTAL 220-WATER FUND	305,551.60		2,361,832.53
<hr/>			
230-WASTEWATER FUND			
=====			
<u>CASH</u>			
230 1-001.000	CASH - WASTEWATER FUND	237,540.81	
230 1-001.606	CASH CUSTOMER METER DEPOSIT	0.00	
			-----
TOTAL CASH		237,540.81	
<u>INVESTMENTS</u>			
230 1-103.411	CERT. OF DEP - SOUTH STAR BANK		0.00
			-----
TOTAL INVESTMENTS			0.00
<u>POOLED INVESTMENTS</u>			
230 1-104.002	TEXPOOL- WASTEWATER FUND		1,811,880.52
230 1-104.003	TEXPOOL-CLFRF PART I -ARPA W/W		0.00
230 1-104.102	CASH - CO SERIES 2019		0.00
			-----
TOTAL POOLED INVESTMENTS			1,811,880.52
			-----
TOTAL 230-WASTEWATER FUND	237,540.81		1,811,880.52

CASH & INVESTMENTS BY FUND

AS OF: SEPTEMBER 30TH, 2024 SEPTEMBER 30TH, 2024

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS
<hr/>			
240-SOLID WASTE =====			
<u>CASH</u>			
240 1-001.000	CASH - SOLID WASTE FUND	173,698.92	
		-----	
TOTAL CASH		173,698.92	
		-----	-----
TOTAL 240-SOLID WASTE FUND		173,698.92	0.00
<hr/>			
250-DSF PROPRIETARY =====			
<u>CASH</u>			
250 1-001.000	CASH-DSF PROPRIETARY	0.00	
		-----	
TOTAL CASH		0.00	
		-----	-----
TOTAL 250-DSF PROPRIETARY		0.00	0.00
<hr/>			
300-CAPITAL PROJECTS-BUS =====			
<u>CASH</u>			
300 1-001.000	CASH - CONTROL ACCOUNT	0.00	
300 1-101.301	BOND - CIP	0.00	
		-----	
TOTAL CASH		0.00	
		-----	-----
TOTAL 300-CAPITAL PROJECTS-BUSINESS		0.00	0.00
<hr/>			
400-DSF GOVERNMENTAL ACTI =====			
<u>CASH</u>			
400 1-001.000	CASH - CONTROL ACCOUNT	0.00	
400 1-001.101	CASH-DSF GOV. ACTIVITIES	412,564.55	
		-----	
TOTAL CASH		412,564.55	
		-----	-----
TOTAL 400-DSF GOVERNMENT ACTIVITIES		412,564.55	0.00
<hr/>			

CASH & INVESTMENTS BY FUND

AS OF: SEPTEMBER 30TH, 2024 SEPTEMBER 30TH, 2024

FUND-ACCT. NO. ACCOUNT NAME CASH INVESTMENTS  
 500-HOTEL/MOTEL FUND  
 =====

CASH

500 1-001.000	CASH - CONTROL ACCOUNT	12,891.00	
500 1-001.502	CASH - HOTEL MOTEL TAX	76,981.17	
500 1-001.503	CASH - MUSEUM FUNDS	0.00	
500 1-001.504	CASH - FORFEITURES	0.00	
500 1-001.505	CASH - MUN CRT CHILD SAFETY	0.00	
500 1-001.506	CASH - MUN CRT SECURITY	0.00	
500 1-001.507	CASH - MUN CRT TECH	0.00	
500 1-001.508	CASH - SPECIAL EXPENSE	0.00	
500 1-001.511	ROBERT LEE BROTHERS JR LIBRARY	0.00	
		-----	
TOTAL CASH		89,872.17	

POOLED INVESTMENTS

500 1-104.001	TEXPOOL - HOTEL MOTEL FUND		722,891.53
			-----
TOTAL POOLED INVESTMENTS			722,891.53
		-----	-----
TOTAL 500-HOTEL/MOTEL FUND		89,872.17	722,891.53

501-MEMORIAL MUSEUM FUND  
 =====

CASH

501 1-001.000	CASH - CONTROL ACCOUNT	0.00	
501 1-001.503	CASH - MUSEUM FUNDS	13,670.70	
		-----	
TOTAL CASH		13,670.70	
		-----	-----
TOTAL 501-MEMORIAL MUSEUM FUND		13,670.70	0.00

502-FORFEITURES  
 =====

CASH

502 1-001.000	CASH - CONTROL ACCOUNT	0.00	
502 1-001.504	CASH - FORFEITURES FEDERAL	27,907.77	
502 1-001.505	CASH - FORFEITURES STATE	12,326.88	
		-----	
TOTAL CASH		40,234.65	
		-----	-----
TOTAL 502-FORFEITURE FUND		40,234.65	0.00

CASH & INVESTMENTS BY FUND

AS OF: SEPTEMBER 30TH, 2024 SEPTEMBER 30TH, 2024

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS
503-MUNICIPAL COURT			
=====			

<u>CASH</u>			
503 1-001.000	CASH - CONTROL ACCOUNT	0.00	
503 1-001.505	CASH - MUN CRT CHILD SAFETY	2,600.67	
503 1-001.506	CASH - MUN CRT SECURITY	19,294.11	
503 1-001.507	CASH - MUN CRT TECH	1,250.31	
503 1-001.508	CASH - SPECIAL EXPENSE	4,215.98	
		-----	
TOTAL CASH		27,361.07	
		-----	-----
TOTAL 503-MUNICIPAL COURT		27,361.07	0.00

504-ROBERT L. BROTHERS  
=====

<u>CASH</u>			
504 1-001.000	CASH - CONTROL ACCOUNT	0.00	
504 1-001.511	ROBERT LEE BROTHERS JR LIBRARY	57,225.74	
		-----	
TOTAL CASH		57,225.74	
		-----	-----
TOTAL 504-ROBERT LEE BROTHERS FUND		57,225.74	0.00

505-PEG FRANCHISE FUND  
=====

<u>CASH</u>			
505 1-001.000	CASH - CONTROL ACCOUNT	( 17.68)	
505 1-101.506	CASH- PEG FRANCHISE ACTIVITIES	103,683.83	
		-----	
TOTAL CASH		103,666.15	
		-----	-----
TOTAL 505-PEG FRANCHISE FUND		103,666.15	0.00

575-CAPITAL PROJECTS-GOV  
=====

<u>CASH</u>			
575 1-001.000	CASH - CONTROL ACCOUNT	0.00	
		-----	
TOTAL CASH		0.00	
		-----	-----
TOTAL 575-CAPITAL PROJECTS-GOV.		0.00	0.00

CASH & INVESTMENTS BY FUND

AS OF: SEPTEMBER 30TH, 2024 SEPTEMBER 30TH, 2024

FUND-ACCT. NO. ACCOUNT NAME	CASH	INVESTMENTS
700-COMPONENT UNIT		
=====		
<u>CASH</u>		
700 1-001.000 CASH - CONTROL ACCOUNT	( 4,285.53)	
700 1-001.101 CASH - ECONOMIC DEV CORP	2,386,262.82	
	-----	
TOTAL CASH	2,381,977.29	
 <u>INVESTMENTS</u>		
700 1-103.413 CERT OF DEPOSIT -FNB GONZALES		200,000.00
		-----
TOTAL INVESTMENTS		200,000.00
 <u>POOLED INVESTMENTS</u>		
700 1-104.001 TEXPOOL - ECONOMIC DEVELOPMENT		1,548,742.63
		-----
TOTAL POOLED INVESTMENTS		1,548,742.63
		-----
TOTAL 700-GONZALES ECONOMIC DEV	2,381,977.29	1,748,742.63
		-----
FUND TOTAL OTHER INVESTMENTS		292,218.32
FUND TOTAL POOLED INVESTMENTS		11,328,413.16
		-----
TOTAL CASH AND INVESTMENTS	5,251,575.14	11,620,631.48
		=====

\*\*\* END OF REPORT \*\*\*



# Proclamation

## Domestic Violence Awareness Month 2024

**WHEREAS**, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly; and

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial and societal barriers, and are supported by societal indifferences; and

**WHEREAS**, the impact of domestic violence is wide ranging, directly effecting individuals and society as a whole, here in this community Thriving Hearts Crisis Center (Formerly Guadalupe Valley Family Violence Shelter) answered **1025 crisis calls and provided 8431 services to survivors from September 2023 to August 2024** and

**WHEREAS**, women are not only targets; men, young children and the elderly also are victims, and sadly, emotional scars are often permanent, and domestic violence costs United States' companies at least \$3.5 billion in lost work time, increased health care costs, higher turnover, and lower productivity; and

**WHEREAS**, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

**NOW, THEREFORE**, I, Steven Sucher, Mayor, of the City of Gonzales, Texas, do hereby proclaim the month of October as **"Domestic Violence Awareness Month"** and call all citizens, community agencies, religious organizations, medical facilities and businesses to increase their participation in our effort to prevent domestic violence, thereby strengthening the communities in which we live.

**Presented this 17th Day of October 2024**

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Mayor, S.H. Sucher

Attest:

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Kristina Vega, City Secretary

**COUNCIL AGENDA  
ITEM BRIEFING DATA**



**AGENDA ITEM**

Public Hearing, discussion and possible action regarding City Council compensation as required per Section 3.04 of the City of Gonzales Home Rule Charter

**DATE: October 17, 2024**

**TYPE AGENDA ITEM:**

Discussion

**BACKGROUND:**

As per Section 3.04 Compensation, of the City of Gonzales Home Charter, The city council shall fix the compensation to be received by its members for attendance at its meetings. Any change to the Mayor or Council members compensation shall require public notice as prescribed by law and a public hearing. Current City Council compensation is \$6,000.00 annually per Council member and \$12,000.00 annually to the Mayor. During the September 5<sup>th</sup> Council Meeting, it was requested that the compensation be discussed for any possible changes.

**CITY OF GONZALES, TEXAS  
CITY COUNCIL MEETING  
MINUTES – SEPTEMBER 12, 2024**

The regular meeting of the City Council was held on **September 12, 2024**, at 6:00 p.m. at the Gonzales Municipal Building, 820 St. Joseph Street. This was an OPEN MEETING, open to the public, subject to the open meeting laws of the State of Texas and, as required by law, was duly posted, at the Gonzales Municipal Building, giving notice of time, date, place, and agenda thereof. The meeting notice, agenda and agenda packet were posted online at [www.gonzales.texas.gov](http://www.gonzales.texas.gov).

**CALL TO ORDER, INVOCATION, AND PLEDGES OF ALLEGIANCE**

Mayor Sucher called the meeting to order at 6:00 p.m. and a quorum was certified.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Steve Sucher	Mayor	Present
Joseph Kridler	Council Member, District 1	Present
Mariah Jordan	Council Member, District 2	Present
Lorenzo Hernandez	Council Member, District 3	Present
Ronda Miller	Council Member, District 4	Present

**STAFF PARTICIPATING:**

Tim Crow-City Manager, Kristina Vega-City Secretary, Erica Leopold-Administrative Assistant, Laura Zella-Finance Director, Gayle Autry-Police Chief, Tammy West-Police Lt., Shirley Ellis-Building Official, Ryan Bickham-Golf Superintendent, Tiffany Hutchinson-Padilla-Main Street Director, Susan Sankey-Economic Development Director and Madelynn Hendershot -Economic Development Coordinator.

**CITY EVENTS AND ANNOUNCEMENTS**

- Announcements of upcoming City Event-Acknowledged the new City Council Chamber audio and visual system. Reminded everyone of the Fiesta Patrias coming up this Saturday.
- Announcements and recognitions by the City Manager-None
- Announcements and recognitions by the Mayor- Acknowledged that he and the City Manager participated in a GBRA Habitat confernece call about endangered species of mussels that thrive in our river eco system. Acknowledged attending a hazard mitigation meeting with mulit agency conducted by the Golden Crecent on readiness and preparation for emergencies and natural disaters. Attended the hospital ground breaking ceremony; the water protection association meeting; and the reinauguration of the community resources group.
- Recognition of actions by City employees-None
- Recognition of actions by community volunteers-None

**HEARING OF RESIDENTS**

Tim Weatherby of GrantWorks introduced himself and provided information regarding the TDA Grant included on the agenda.

Roland Earp spoke in favor of council supporting a skate park option and would like to provide information on funding grants at a later meeting agenda.

## STAFF/BOARD REPORTS

- 1.1 Finance Director, Laura Zella provided feedback on any questions regarding:
- Financial Reports for funds as of August 31, 2024
  - Cash & Investment by Fund as of August 31, 2024

No questions were asked regarding the report. Mayor Sucher would like to see a 6 month basis of an update on the cash reserve balance, on a December/June schedule.

- 1.2 City Manager, Tim Crow updated the City Council on the following:
- Timeline on Capital Improvement and Departmental Projects
    - JB Wells Park Financials
    - Recently Completed Projects
    - Projects Currently in Process
    - Upcoming Projects

No questions were asked regarding the report

## BUDGET AND TAX RATE ITEMS

- 2.1 Discuss, Consider & Possible Action on **Ordinance #2024-25** Approving the Operating Budget for the City of Gonzales and the Gonzales Economic Development Corporation for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Renewing the City's Financial Policy, Investment Policy, and Budget Contingency Policy

### **ACTION: Item 2.1**

### **APPROVED**

Council Member Krider moved to approve **Ordinance #2024-25** Approving the Operating Budget for the City of Gonzales and the Gonzales Economic Development Corporation for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; Renewing the City's Financial Policy, Investment Policy, and Budget Contingency Policy. Council Member Jordan seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passes 5 to 0.

- 2.2 Discuss, Consider & Possible Action on **Resolution #2024-87** Ratifying the Property Tax Revenue Increase Reflected in the Fiscal Year 2024-2025 Budget as required by Texas Local Government Code Section 102.007 when adopting a budget that will require raising more revenues from property taxes than in the previous year

Gonzales County Tax Assessor-Collector, Crystal Cedillo spoke with Council and staff to review the tax rate calculations on Property Tax.

### **ACTION: Item 2.2**

### **APPROVED**

Council Member Kridler moved to approve **Resolution #2024-87** to Ratify to ratify that the property tax rate be increased by the adoption of a tax rate of 0.2966, which is an increase of \$0.0028 per \$100.00 valuation or 0.95% increase (This is the percentage by which the proposed tax rate exceeds last year's tax rate). Or a 0.00 percent increase in the tax rate if comparing to the No-New Revenue tax rate (Percentage by which the proposed tax rate exceeds the No-New Revenue tax rate). This budget will raise more total property taxes than last year's budget by \$40,766 or a 2.28% increase. (This is the difference in

amount and percentage from last year's tax levy to this year's tax levy). Mayor Sucher seconded the motion. Mayor Sucher called for a roll call vote. For: Kridler and Sucher. Against: Hernandez, Jordan and Miller. The motion fails 2 to 3. The Mayor asked for another motion. Council Member Kridler moved to approve **Resolution #2024-87** to Ratify to ratify that the property tax rate be increased by the adoption of a tax rate of 0.2966, which is an increase of \$0.0028 per \$100.00 valuation or 0.95% increase (This is the percentage by which the proposed tax rate exceeds last year's tax rate). Or a 0.00 percent increase in the tax rate if comparing to the No-New Revenue tax rate (Percentage by which the proposed tax rate exceeds the No-New Revenue tax rate). This budget will raise more total property taxes than last year's budget by \$40,766 or a 2.28% increase. (This is the difference in amount and percentage from last year's tax levy to this year's tax levy). Council Member Jordan seconded the motion. Mayor Sucher called for a roll call vote. For: Kridler, Hernandez, Jordan and Sucher. Against: Miller. The motion passes 4 to 1.

- 2.3 Discuss, Consider & Possible Action on **Ordinance #2024-26** Approving the 2024 Ad Valorem Tax Rate and Levy of Assessed Valuation of All Taxable Property Within the Corporate Limits of the City of Gonzales, Texas

**ACTION: Item 2.3**

**APPROVED**

Council Member Kridler moved to approve **Ordinance #2024-26** Approving an ad valorem tax rate of \$0.1643 on each \$100 of assessed valuation of taxable property for general city purposes and to pay the current maintenance and operations expenses of the City of Gonzales, for the fiscal year ending September 30, 2025, and to adopt Ordinance No. 2024-26, fixing and levying the same for a total tax of \$0.2966 on each \$100 of assessed valuation. I move that the property tax rate be increased by the adoption of a tax rate of 0.2966, which is effectively a 0.00 percent increase in the tax rate. (Percentage by which the proposed tax rate exceeds the No-New Revenue tax rate). I move to approve an ad valorem tax rate of \$0.1323 on each \$100 of assessed valuation of taxable property for the purpose of creating an Interest and Sinking Fund with which to pay the interest and principal of the valid and outstanding indebtedness, and related fees of the City of Gonzales, for the fiscal year ending September 30, 2025, and to adopt Ordinance No. 2024-26, fixing and levying the same for a total tax of \$0.2966 on each \$100 of assessed valuation. I move that the property tax rate be increased by the adoption of a tax rate of 0.2966, which is effectively a 0.00 percent increase in the tax rate. (Percentage by which the proposed tax rate exceeds the No-New Revenue tax rate) Council Member Jordan seconded the motion. Mayor Sucher called for a roll call vote. For: Kridler, Hernandez, Jordan and Sucher. Against: Miller. The motion passes 4 to 1.

- 2.4 Discuss, Consider & Possible Action on **Resolution #2024-88** Authorizing and Adopting the Investment Policy for the City of Gonzales

**ACTION: Item 2.4**

**APPROVED**

Council Member Kridler moved to approve **Resolution #2024-88** Authorizing and Adopting the Investment Policy for the City of Gonzales. Council Member Hernandez seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passes 5 to 0.

- 2.5 Discuss, Consider & Possible Action on **Ordinance #2024-27** Adopting the City of Gonzales Rate and Fee Schedule and for various city services; consolidating those fees for convenience

**ACTION: Item 2.5**

**APPROVED**

Council Member Kridler moved to approve **Ordinance #2024-27** Adopting the City of Gonzales Rate and Fee Schedule and for various city services; consolidating those fees for convenience. Council member Miller seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passes 5 to 0.

**DISCUSSION ITEMS**

- 3.1 Discussion and direction regarding solid waste collection services at Public Works

City Council and staff engaged in discussions regarding solid waste collection services at Public Works

- 3.2 Discussion and direction regarding a potential Skate Park with discussions to include but are not limited to funding resources, planning and possible locations

City Council and staff engaged in discussions regarding a potential Skate Park with discussions to include but are not limited to funding resources, planning and possible locations

**ORDINANCES**

- 6.2 Public Hearing, Discussion & Possible Action on **Ordinance #2024-29** Amending the City of Gonzales' Future Land Use Map within the Gonzales Comprehensive Plan changing the designation from "Single-Family Residential" to "Multiple-Family District" on the property located at Dunning/Luling Street.

Mayor Sucher opened the Public Hearing at 7:45 p.m.

Zoning Administrator, Kristina Vega gave a staff presentation stating that the property owner is requesting an amendment to the City's Future Land Use Map in conjunction with the rezone from C-2 Heavy Commercial District to MF, Multiple Family District. The property has been vacant for many years. The property owner would like to be able to utilize the property as a multiple family residential apartment complex. However, with the property zoned as C-2 Heavy Commercial this is not possible as per the City's Zoning Code. Therefore, the property owner is requesting an amendment to the City's Future Land Use Map in conjunction with the rezone from C-2 Heavy Commercial District to MF Multiple-Family District. After careful consideration, the Planning & Zoning Commission voted unanimously to recommend the amendment to the City of Gonzales Future Land Use Map within the Gonzales Comprehensive Plan, changing the designation from "Single-Family Residential" to "Multiple-Family Residential" on the property located at Dunning and Luling Street.

Mr. Cesar Corrales & Zahraa Ghaleb with Ted Troud Architect & Associates, Ltd. spoke in favor of the rezone and on behalf of the engineering firm that has designed the project for the property owner.

Mayor Sucher closed the Public Hearing at 7:48 p.m.

**ACTION: Item 6.2**

**APPROVED**

Council Member Hernandez moved to approve **Ordinance #2024-29** Amending the City of Gonzales' Future Land Use Map within the Gonzales Comprehensive Plan changing the designation from "Single-Family Residential" to "Multiple-Family District" on the property located at Dunning/Luling Street. Council Member Miller seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

- 6.3 Public Hearing, Discussion & Possible Action on **Ordinance #2024-30** Amending the Official Zoning Map by Zoning Property for the property commonly known as Dunning/Luling, said property being currently zoned as C-2, Heavy Commercial District and seeking to be rezoned MF, Multiple Family District.

Mayor Sucher opened the Public Hearing at 7:50 p.m.

Zoning Administrator, Kristina Vega gave a staff presentation stating that this item is in conjunction with the previous item discussed regarding an amendment to the comprehensive plan future land use map and a request for rezone from C-2 Heavy Commercial District to MF, Multiple-Family District. During the Public Hearing for the Comprehensive Plan amendment agenda item, surrounding property owners: Rene DeLaGarza, Fred Washicek and Steve Liberti expressed their concerns pertaining to drainage/runoff, parking, noise pollution, narrowness of Luling and Dunning Streets and concerns for the safety of the citizens.

The property has been vacant for many years. The property owner would like to be able to utilize the property as a multiple family residential apartment complex. However, with the property zoned as C-2 Heavy Commercial this is not possible as per the City's Zoning Code. Therefore, the property owner is requesting an amendment to the City's Future Land Use Map in conjunction with the rezone from C-2 Heavy Commercial District to MF Multiple-Family District.

A notice was published in the newspaper for three weeks beginning on August 8, 2024, and notices were mailed to property owners within 200' of the subject property on August 8, 2024. Twenty-one (21) property owners were notified of the zoning change. As of preparation of the staff report, there were no objection letters filed, one letter received requesting more information, and zero no objection letters filed. The Planning & Zoning Commission voted unanimously to recommend to City Council to amend the Official Zoning Map by Zoning Property for the property commonly known as Dunning/Luling Street, said property being currently zoned as C-2, Heavy Commercial District and seeking to be rezoned MF, Multiple-Family District

None

Mayor Sucher closed the Public Hearing at 7:51 p.m.

**ACTION: Item 6.3**

**APPROVED**

Council Member Jordan moved to approve **Ordinance #2024-30** Amending the Official Zoning Map by Zoning Property for the property commonly known as Dunning/Luling, said property being currently zoned as C-2, Heavy Commercial District and seeking to be rezoned MF, Multiple Family District. Council Member Miller seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

**HEARING OF RESIDENTS**

Andrea Williams spoke regarding issues with Kingdom Rescue and the lack of support with the JB Wells cat colony issues.

**CONSENT AGENDA ITEMS**

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

- 4.1 **Minutes** - Approval of the minutes for the August 8, 2024 Regular Meeting, August 6, 2024 Workshop, August 13, 2024 Workshop & September 6, 2024 Workshop
- 4.2 Discuss, Consider & Possible Action on **Resolution #2024-75** Approving a Performance Agreement by and between Gonzales Economic Development Corporation and Livestock Nutrition Center, a Delaware Limited Liability Company, regarding business expansion improvements generally located at 2900 Johnson Road, and including transfer of property to the City of Gonzales for infrastructure improvements-SECOND READING
- 4.3 Discuss, Consider & Possible Action on **Resolution #2024-89** Authorizing the City Manager to Enter into an Agreement with Kingdom Rescue Team
- 4.4 Discuss, Consider & Possible Action on **Resolution #2024-90** Authorizing the City Manager to Enter into an Agreement with Gonzales Dog Adoptions
- 4.5 Discuss, Consider & Possible Action on **Resolution #2024-91** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and Gonzales County Senior Citizens Association, Inc
- 4.6 Discuss, Consider & Possible Action on **Resolution #2024-92** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and Preservation Gonzales, Inc. for Historical Preservation
- 4.7 Discuss, Consider & Possible Action on **Resolution #2024-93** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and Gonzales Crystal Theater, Inc. for Historical Preservation and the Encouragement, Promotion, Improvement, and Application of the Arts



- 4.8 Discuss, Consider & Possible Action on **Resolution #2024-94** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and The Edwards Association for Historical Preservation.
- 4.9 Discuss, Consider & Possible Action on **Resolution #2024-95** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and Gonzales County Restoration Association dba Gonzales Pioneer Village for Historical Preservation
- 4.10 Discuss, Consider & Possible Action on **Resolution #2024-96** Authorizing the City Manager to Execute an Agreement between the City of Gonzales and Gonzales Chapter Daughters of the Republic of Texas for Historical Preservation
- 4.11 Discuss, Consider & Possible Action on **Resolution #2024-97** Declaring Certain City Property Surplus and Authorizing the Sale of said property in the manner most advantageous to the City of Gonzales
- 4.12 Discuss, Consider & Possible Action on **Resolution #2024-98** Awarding the Contract for Grant Writing Services and Grant Administration Services to Langford Community Management Services, if grant is awarded for the upcoming 2025-2026 Texas Community Development Block Grant Fund Program of the Texas Department of Agriculture (TDA)
- 4.13 Discuss, Consider & Possible Action on **Resolution #2024-99** Authorizing the Use of Independence Square including the Parking Lot for the Gonzales Master Gardener’s Plant Sale on April 11, 2025 and April 12, 2025

**ACTION: Items 4.1 through 4.13** **APPROVED**  
 Council Member Kridler moved to approve the consent agenda Items 4.1 through 4.13. Council Member Hernandez seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

**RESOLUTION**

- 5.1 Discuss, Consider & Possible Action on **Resolution #2024-100** Authorizing the City Manager to execute and agreement between the City of Gonzales and Economic Development Corporation for Infrastructure Improvements

**ACTION: Item 5.1** **APPROVED**  
 Council Member Miller moved to approve **Resolution #2024-100** Authorizing the City Manager to execute and agreement between the City of Gonzales and Economic Development Corporation for Infrastructure Improvements. Council Member Kridler seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

- 5.2 Discuss, Consider & Possible Action on **Resolution #2024-101** Authorizing amendments to the City of Gonzales Personnel Policy

**ACTION: Item 5.2** **APPROVED**  
 Council Member Kridler moved to approve **Resolution #2024-101** Authorizing amendments to the City of Gonzales Personnel Policy. Council Member Jordan seconded

the motion. Mayor Sucher called for a roll call vote For: Unanimous. The motion passed 5 to 0.

- 5.4 Discuss, Consider & Possible Action on **Resolution #2024-103** Approving the creation of job descriptions, and minor amendments to job descriptions and Current Position Classifications for Fiscal Year 2024-2025

**ACTION: Item 5.4**

**APPROVED**

Council Member Jordan moved to approve **Resolution #2024-103** Approving the creation of job descriptions, and minor amendments to job descriptions and Current Position Classifications for Fiscal Year 2024-2025. Council Member Miller seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

- 5.5 Discuss, Consider & Possible Action on **Resolution #2024-104** Authorizing the Mayor to execute and Interlocal Agreement among the City of Gonzales, Gonzales County and the Gonzales Independent School District regarding Parking Lot Improvements at the Football Stadium

**ACTION: Item 5.5**

**APPROVED**

Council Member Miller moved to approve **Resolution #2024-104** Authorizing the Mayor to execute and Interlocal Agreement among the City of Gonzales, Gonzales County and the Gonzales Independent School District regarding Parking Lot Improvements at the Football Stadium. Council Member Jordan seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

- 5.3 Discuss, Consider & Possible Action on **Resolution #2024-102** Authorizing the Appointments and Reappointments to the Airport Advisory Board, Beautification & Design Board, Gonzales Convention & Visitors Bureau, Gonzales Economic Development Corporation, Gonzales Golf Course Advisory Board, JB Wells Park Advisory Board, Gonzales Library Board, Main Street Advisory Board, Museum Advisory Board, Planning & Zoning Commission, and Zoning Board of Adjustment & Sign Control Board

**ACTION: Item 5.3**

**APPROVED**

Council Member Kridler moved to approve **Resolution #2024-102** Authorizing the Appointments and Reappointments to the Airport Advisory Board, Beautification & Design Board, Gonzales Convention & Visitors Bureau, Gonzales Economic Development Corporation, Gonzales Golf Course Advisory Board, JB Wells Park Advisory Board, Gonzales Library Board, Main Street Advisory Board, Museum Advisory Board, Planning & Zoning Commission, and Zoning Board of Adjustment & Sign Control Board. Council Member Jordan seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

**ORDINANCE**

- 6.1 Discuss, Consider & Possible Action on **Ordinance #2024-28** Approving Budget Amendments to the Operating Budget for the Fiscal Year October 1, 2023 and Ending September 30, 2024

**ACTION: Item 6.1**

**APPROVED**

Council Member Kridler moved to approve **Ordinance #2024-28** Approving Budget Amendments to the Operating Budget for the Fiscal Year October 1, 2023 and Ending September 30, 2024. Council Member Miller seconded the motion. Mayor Sucher called for a roll call vote. For: Unanimous. The motion passed 5 to 0.

**CITY COUNCIL REQUESTS AND ANNOUNCEMENTS**

- Requests by Mayor and Councilmembers for items on a future City Council agenda- none
- Announcements by Mayor and Councilmembers- none
- City and community events attended and to be attended- none
- Continuing education events attended and to be attended- none

**ADJOURN**

On a motion by Council Member Kridler and second by Council Member Miller, the meeting was adjourned at 8:36 p.m.

Approved this 17<sup>th</sup> day of October 2024.

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Mayor, S.H. Sucher

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Kristina Vega, City Secretary

## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-105 Approving the City of Gonzales 2025 Holiday Schedule

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

Annually the City of Gonzales request recognition of the annual City holidays for the upcoming year. Section 7.01 of the Personnel Policy states the following:

“The City provides paid holidays to introductory, regular full-time and regular part-time employees. All other employees are extended official holidays without pay. The following official holidays will be observed:

New Year's Day	Come & Take It
Dr. Martin Luther King's Birthday	Columbus Day
Presidents Day	Veterans Day
Texas Independence Day	Thanksgiving Day
Good Friday	Day After Thanksgiving
Memorial Day	Christmas Eve Day
Emancipation Day	Christmas Day
Independence Day	Floating Holiday
Labor Day	

The "floating" holiday may be taken at any time the employee desires (for example: Birthday, 9-11 Remembrance Day), and may be used in conjunction with other personal or vacation leave. The City Council has discretion to change or amend these holidays and any such changes are hereby incorporated by reference based on City Council action.” This Holiday Schedule reflects the observation of three additional holidays to match the current holiday schedule observed by Gonzales County.

### **POLICY CONSIDERATIONS:**

This is consistent with what has been done in the past.

### **FISCAL IMPACT:**

There is no additional fiscal impact observing the previously observed holidays.

### **ATTACHMENTS:**

2025 Holiday Schedule

**STAFF RECOMMENDATION:**

Staff respectfully recommend council take the action they deem necessary.

**RESOLUTION NO. 2024-105**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS, APPROVING THE CITY OF GONZALES 2025 HOLIDAY SCHEDULE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City Gonzales, Texas desires to honor the dates most important to honoring the cultural and historic development of the community; and

**WHEREAS**, in general, it shall be the policy of the City of Gonzales to officially close, when possible, all offices on each of the following paid holidays during each year; and

**WHEREAS**, the attached dates are the proposed Holiday Schedule for Calendar Year 2025; and

**WHEREAS**, each employee will receive one Floating Holiday to be used annually at their discretion; and

**WHEREAS**, the City Council finds that approving the City of Gonzales 2025 Holiday Schedule as described herein is in the best interest 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, Texas hereby approves the 2025 Holiday Schedule as set forth in Exhibit “A” to be observed during calendar year 2025 for City Employees.

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 17<sup>th</sup> day of October, 2024.**

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Mayor S.H. Sucher

ATTEST:

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Kristina Vega, City Secretary

**Exhibit "A"**

<b><u>CITY OF GONZALES 2025 HOLIDAY SCHEDULE</u></b>		
<b><u>Holiday Observed</u></b>	<b><u>Date of Holiday</u></b>	<b><u>Date Holiday is Observed</u></b>
<b>New Year's Day</b>	<b>Wednesday, January 1, 2025</b>	<b>Wednesday, January 1, 2025</b>
<b>Dr. Martin Luther King's Birthday</b>	<b>Monday, January 20, 2025</b>	<b>Monday, January 20, 2025</b>
<b>Presidents Day</b>	<b>Monday, February 17, 2025</b>	<b>Monday, February 17, 2025</b>
<b>Texas Independence Day</b>	<b>Sunday, March 2, 2025</b>	<b>Monday, March 3, 2025</b>
<b>Good Friday</b>	<b>Friday, April 18, 2025</b>	<b>Friday, April 18, 2025</b>
<b>Memorial Day</b>	<b>Monday, May 26, 2025</b>	<b>Monday, May 26, 2025</b>
<b>Emancipation Day</b>	<b>Thursday, June 19, 2025</b>	<b>Thursday, June 19, 2025</b>
<b>Independence Day</b>	<b>Friday, July 4, 2025</b>	<b>Friday, July 4, 2025</b>
<b>Labor Day</b>	<b>Monday, September 1, 2025</b>	<b>Monday, September 1, 2025</b>
<b>Come &amp; Take It</b>	<b>Friday, October 3, 2025</b>	<b>Friday, October 3, 2025</b>
<b>Columbus Day</b>	<b>Monday, October 13, 2025</b>	<b>Monday, October 13, 2025</b>
<b>Veterans Day</b>	<b>Tuesday, November 11, 2025</b>	<b>Tuesday, November 11, 2025</b>
<b>Thanksgiving Day</b>	<b>Thursday, November 27, 2025</b>	<b>Thursday, November 27, 2025</b>
<b>Day After Thanksgiving</b>	<b>Friday, November 28, 2025</b>	<b>Friday, November 28, 2025</b>
<b>Christmas Eve</b>	<b>Wednesday, December 24, 2025</b>	<b>Wednesday, December 24, 2025</b>
<b>Christmas Day</b>	<b>Thursday, December 25, 2025</b>	<b>Thursday, December 25, 2025</b>
<b>Floating Holiday</b>	<b>Employee Choice</b>	<b>Employee Choice</b>



## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-106 Authorizing JB Wells staff to organize and hold a Spooky Trail Event on Santa Anna Mound on October 25-26, 2024

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

JB Well Park would like the City Council's permission to plan and organizer a Spooky Trail on the Santa Anna Mound on October 24 to 26, 2024. City staff will be organizing the event but will have local citizens, school students and youth 4-H volunteers to help put this event on. The event will begin at dark around 6:00 pm to 11:00pm. Those that desire to participate in the event will walk up to the center of the Santa Anna Mound through scary decorations, kids dressed to scare people along the way. There will be one entry onto the mound and only on way out. This is the THIRD year to organize this event.

### **POLICY CONSIDERATIONS:**

City Council hereby finds that said events increase the community spirit of the City of Gonzales and serve a public purpose.

### **FISCAL IMPACT:**

The total fiscal impact is unknown at this time, however JB Wells Park. will solicit donations for promotion of the event and to cover costs. The City would also like to charge a \$10.00 fee for entry to the trail which will offset the cost to put this event on, plus the amount of volunteers that will participate will limit the number of employees and hours needed to organize the event. The fiscal impact for the City would include the cost for the city staff to work the event in the event that there are not enough volunteers to do so. Approximate cost to the city if this were to occur would be for preparation and cleaning up after the event if 3 employees are needed during the event would be as follows: (7 hrs. x \$25.00/hr. x 3 employees x 3 days=\$1,575.00).

### **STAFF RECOMMENDATION:**

Staff respectfully recommends the approval of this resolution.

**RESOLUTION NO. 2024-106**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING JB WELLS STAFF TO ORGANIZE AND HOLD A SPOOKY TRAIL EVENT ON SANTA ANNA MOUND ON OCTOBER 25-26, 2024; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, JB Well Park would like the City Council’s permission to plan and organize a Spooky Trail on the Santa Anna Mound from 6:00 p.m. until 11:00 p.m. on October 25-26, 2024; and

**WHEREAS**, city staff anticipates an approximate attendance of 200 people or more over the course of three days; and

**WHEREAS**, a \$10.00 fee will be charged for entry to offset the costs of the spooky decorated trail, where volunteers are dressed to scare those that enter; and

**WHEREAS**, the fiscal impact for the City would include the cost for the city staff to work the event in the event that there are not enough volunteers to do so, with an approximate cost to the city for three employees needed during the event being 7 hrs. x \$25.00/hr. x 3 employees x 3 days=\$1,575.00; and

**WHEREAS**, the City Council hereby finds that said event will increase the community spirit of the City of Gonzales and serve 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, Texas hereby authorizes JB Wells staff to organize and hold a spooky trail event on Santa Anna Mound on October 25-26, 2024 as set forth in the submitted event form attached hereto as “Exhibit A”.

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 17<sup>th</sup> day of October 2024.**

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Mayor, S. H. Sucher

ATTEST:

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Kristina Vega, City Secretary

# GONZALES EVENT INFORMATION SHEET



**THIS INFORMATION IS TO BE PROVIDED TO THE CITY OF GONZALES AT  
LEAST 30 DAYS PRIOR TO ALL PUBLIC AND PRIVATE EVENTS HELD ON CITY  
PROPERTY**



EVENT NAME	_____		
HOST ORGANIZATION	_____		
CONTACT NAME	_____		
CONTACT CELL PHONE	_____		
EVENT DATE	_____		
EVENT START TIME		EVENT END TIME	_____
EVENT LOCATION	_____		
HOLIDAY CELEBRATED	Y ___ N ___	HOLIDAY:	_____
CITY COUNCIL APPROVAL REQUIRED	Y ___ N ___	MEETING DATE:	_____

**POLICE/FIRE/EMS DEPARTMENT**

ATTENDANCE ESTIMATE	_____		
MUSIC	Y ___ N ___	LIVE ___ DJ ___	_____
FOOD	Y ___ N ___		_____
ALCOHOL	Y ___ N ___	RESPONSIBLE PARTY	_____
MOTORIZED VEHICLES	Y ___ N ___	PARADE ___ SHOW ___	_____
PUBLIC OR PRIVATE EVENT	_____		
SECURITY	Y ___ N ___	# OFFICERS NEEDED	(Call 672-8686 for costs) _____

**ELECTRIC DEPARTMENT**

ADDITIONAL LIGHTING	Y ___ N ___		_____
NUMBER OF OUTLETS NEEDED	_____		
AMPS/WATTS NEEDED	_____		
TENT	Y ___ N ___	SET UP DAY/TIME	_____
TENT SIZE:	_____	TAKE DOWN DAY/TIME	_____

**STREETS DEPARTMENT**

STREETS AFFECTED	Y ___ N ___	_____
BARRICADES NEEDED (max 12)	Y ___ N ___	_____
CONES NEEDED (max 48)	Y ___ N ___	_____
STREETS TO BE CLOSED	Y ___ N ___	_____
SET UP TIME	_____	
TAKE DOWN TIME	_____	

**COMMUNITY SERVICES DEPARTMENT (Contingent upon availability)**

NUMBER OF TRASH CANS	_____	(max 25)
SET UP TIME	_____	
TAKE DOWN TIME	_____	
	_____	
	_____	

<b>FOR INFORMATION CONTACT</b>	<b>Kristina Vega, CITY SECRETARY</b>
<b>(830) 672-2815- City Hall</b>	<a href="mailto:citysecretary@gonzales.texas.gov">citysecretary@gonzales.texas.gov</a>
<b>(830) 672-2813- Fax</b>	

**Insurance**

Licensee agrees to maintain the type and amounts of insurance required by this agreement. Licensee is solely responsible for providing the required certificates of insurance. The City may terminate the event approval if the licensee fails to timely comply with the insurance requirements.

The required insurance must be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies are subject to examination and approval by the City Manager or their designee for their adequacy as to content, form of protection, and providing company.

The required insurance naming the City as additional insured must be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

Before the City Council approves this event, the licensee must provide either an original certificate of insurance or a certified copy of the insurance policy evidencing the required insurance.

The following types and amount of insurance are required:

<u>Type</u>	<u>Amount</u>
Comprehensive General Liability including, but not limited to:	\$250,000 per person
• Premises/Operations	\$500,000 per occurrence for bodily injury; and
• Contractual Liability	\$100,000 per occurrence for property damage
(Insuring above indemnity)	

**Indemnity**

**The undersigned does indemnify and hold harmless the City of Gonzales from and against any and all loss, cost (including statutory liability and liability under workers compensation laws) in connection with claims for damages as a result of injury or death to any person or damage to any property sustained by the individual(s) participating in or attending the permitted event, or any and all other persons, which arise from, or in any manner grow out of, any act or neglect on, about or during the event by the individual(s) or entity obtaining the permit to host the event, participants in the event, guests or attendees.**

**Notification**

The undersigned further agrees to notify all property owners affected by any street closures for the event set-up or during the event.

\_\_\_\_\_  
AUTHORIZED SIGNATURE

**COUNCIL AGENDA  
ITEM BRIEFING DATA**



**AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-107 Authorizing the Use of the Downtown Sidewalks and Streets by the Women Owned Downtown Businesses and Gonzales Main Street, Inc. for a Downtown Spooktacular Event

**DATE: October 17, 2024**

**TYPE AGENDA ITEM:**

Resolution

**BACKGROUND:**

The Gonzales Main Street Advisory Board in partnership with the Women Owned Downtown Businesses is requesting city permission to host a Spooktacular Event on Thursday, October 31st, 2024, on the 500 Block of St Joseph Street, the 400 Block of St George, and the 600 Block of St Paul Street from 5:30pm to 8:00pm. The organizers estimate attendance to be between 300-500 people. They are requesting street closures of St Joseph Street at St George Street and St. Lawrence, and the closure of St George at St Joseph and St Paul, and the closure of St. Paul at St. Francis and St George in order to provide a safe walking environment for the participants. Main Street businesses would also like to set up vendors on the east side of St Joseph Street (see map). They plan to have live music, DJ, and merchandise vendors.

**POLICY CONSIDERATIONS:**

N/A

**FISCAL IMPACT:**

The total fiscal impact is unknown at this time; however Main Street will assist with the promotion of the event. The fiscal impact for the City would include the cost for Street Department staff to move the barricades to the road where the event organizers will be responsible for placing them at the correct locations for the closures (1 hr x \$25.00/hr. x 2 employees=\$50.00), The approximate in-kind costs to the city would be \$50.00 total.

**STAFF RECOMMENDATION:**

Staff is seeking Council direction.

**RESOLUTION NO. 2024-107**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING THE USE OF THE 500 BLOCK OF ST JOSEPH STREET AND DESIGNATED STREET CLOSURES BY GONZALES MAIN STREET, INC. AND WOMEN OWNED DOWNTOWN BUSINESSES FOR THE SPOOKTACULAR EVENT ON THURSDAY, OCTOBER 31, 2024; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, Gonzales Main Street, Inc. in partnership with the Women Owned Downtown Businesses have requested the use of the 500 Block of St Joseph Street; and

**WHEREAS**, the event will be held from 5:30 p.m. until 8:00 p.m. on October 31, 2024 with set up and road closures beginning at 4:30pm; and

**WHEREAS**, the City Council hereby finds that said events increase the community spirit of the City of Gonzales and serve 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, Texas hereby authorizes Gonzales Main Street, Inc. in partnership with the Women Owned Downtown Businesses to use the 500 Block of St Joseph Street and its accompanying road closures, on Thursday, October 31, 2024, for a Spooktacular event.

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 17<sup>th</sup> day of October 2024**

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Mayor, S.H. Sucher

ATTEST:

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Kristina Vega, City Secretary



# GONZALES EVENT INFORMATION SHEET



**THIS INFORMATION IS TO BE PROVIDED TO THE CITY OF GONZALES AT  
LEAST 30 DAYS PRIOR TO ALL PUBLIC AND PRIVATE EVENTS HELD ON CITY  
PROPERTY**



EVENT NAME	Downtown Spooktacular		
HOST ORGANIZATION	Women Owned Downtown Businesses		
CONTACT NAME	Sarah Tenberg & Kayla Craven		Tiffany Hutchinson-Padilla
CONTACT CELL PHONE	Sarah [REDACTED]	Kayla [REDACTED]	Tiffany [REDACTED]
EVENT DATE	October 31, 2024		
EVENT START TIME	Set up @ 4:30p Event at 5:30pm	EVENT END TIME 8:00pm	
EVENT LOCATION	Sidewalks in front of businesses, St Joseph Street, St George Street, St Paul Street		
HOLIDAY CELEBRATED	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	HOLIDAY: Halloween	
CITY COUNCIL APPROVAL REQUIRED	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	MEETING DATE: October 17, 2024	

### POLICE/FIRE/EMS DEPARTMENT

ATTENDANCE ESTIMATE	300-500		
MUSIC	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	LIVE <input type="checkbox"/>	DJ <input checked="" type="checkbox"/> X <input type="checkbox"/>
FOOD	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>		
ALCOHOL	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>	RESPONSIBLE PARTY _____	
MOTORIZED VEHICLES	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>	PARADE <input type="checkbox"/>	SHOW <input type="checkbox"/>
PUBLIC OR PRIVATE EVENT	Public Event		
SECURITY	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>	# OFFICERS NEEDED (Call 672-8686 for costs)	

### ELECTRIC DEPARTMENT

ADDITIONAL LIGHTING	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>		
NUMBER OF OUTLETS NEEDED	_____		
AMPS/WATTS NEEDED	_____		
TENT	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> X <input type="checkbox"/>	SET UP DAY/TIME	_____
TENT SIZE:	_____	TAKE DOWN DAY/TIME	_____

### STREETS DEPARTMENT

STREETS AFFECTED	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	Closure of St Joseph @ St Lawrence & St George
BARRICADES NEEDED (max 12)	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	Closure of St George @ St Joseph @ St Paul
CONES NEEDED (max 48)	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	_____
STREETS TO BE CLOSED	Y <input checked="" type="checkbox"/> X <input type="checkbox"/> N <input type="checkbox"/>	_____
SET UP TIME	4:30 pm	
TAKE DOWN TIME	8:00 pm	

### COMMUNITY SERVICES DEPARTMENT (Contingent upon availability)

NUMBER OF CHAIRS @ \$0.50 each	_____	(max 500)
NO. OF ROUND TABLES @ \$2.00 each	_____	(max 15)
NO. OF 8 FOOT TABLES @ \$2.00 each	_____	(max 50)
NUMBER OF TRASH CANS	5-10	(max 25)
SET UP TIME	_____	
TAKE DOWN TIME	_____	

FOR INFORMATION CONTACT	<b>Kristina Vega, CITY SECRETARY</b>
(830) 672-2815- City Hall	<a href="mailto:citysecretary@gonzales.texas.gov">citysecretary@gonzales.texas.gov</a>
(830) 672-2813- Fax	

**Insurance**

Licensee agrees to maintain the type and amounts of insurance required by this agreement. Licensee is solely responsible for providing the required certificates of insurance. The City may terminate the event approval if the licensee fails to timely comply with the insurance requirements.

The required insurance must be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies are subject to examination and approval by the City Manager or their designee for their adequacy as to content, form of protection, and providing company.

The required insurance naming the City as additional insured must be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

Before the City Council approves this event, the licensee must provide either an original certificate of insurance or a certified copy of the insurance policy evidencing the required insurance.

The following types and amount of insurance are required:

<u>Type</u>	<u>Amount</u>
Comprehensive General Liability including, but not limited to:	\$250,000 per person
• Premises/Operations	\$500,000 per occurrence for bodily injury; and
• Contractual Liability (Insuring above indemnity)	\$100,000 per occurrence for property damage

**Indemnity**

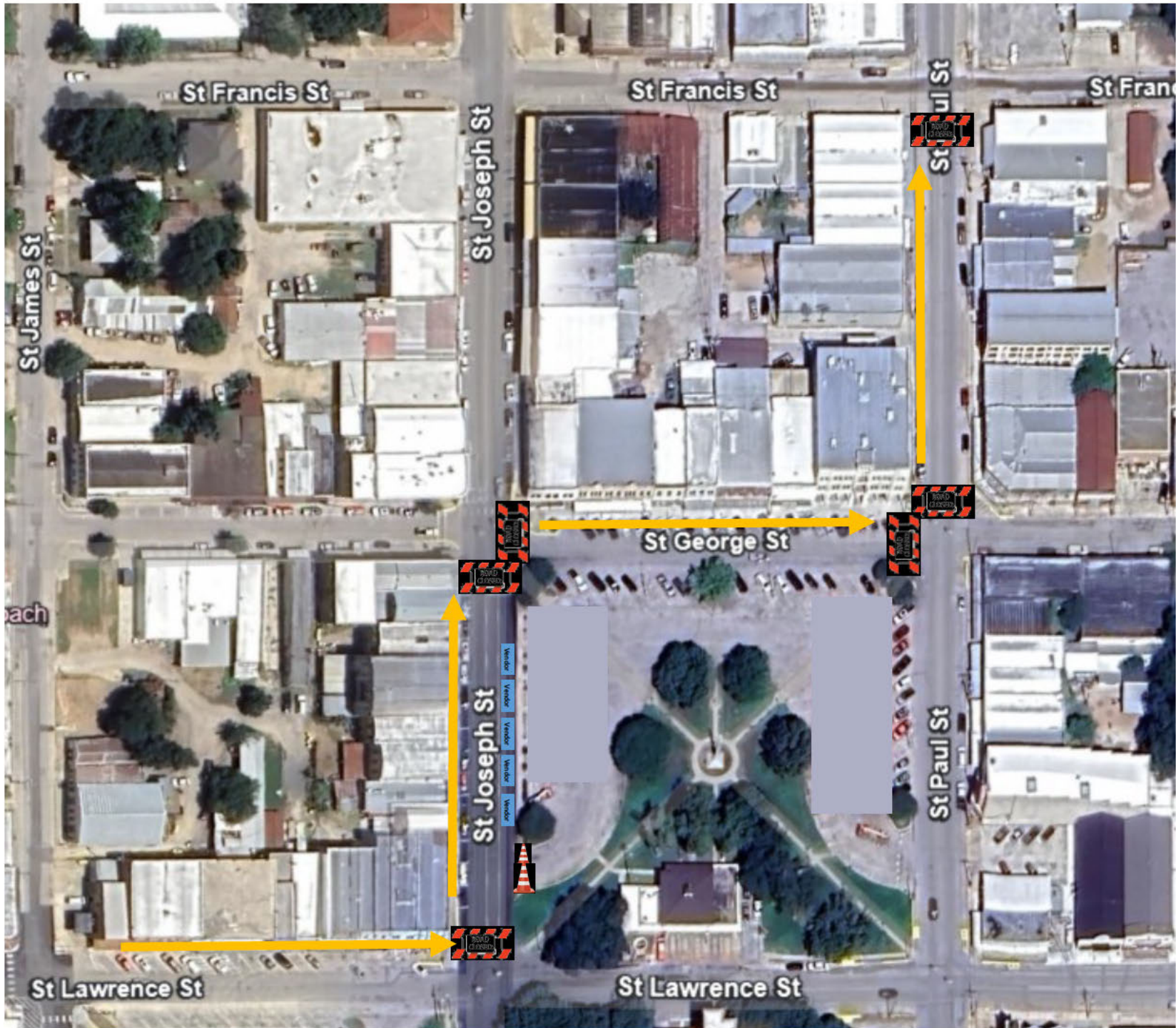
The undersigned does indemnify and hold harmless the City of Gonzales from and against any and all loss, cost (including statutory liability and liability under workers compensation laws) in connection with claims for damages as a result of injury or death to any person or damage to any property sustained by the individual(s) participating in or attending the permitted event, or any and all other persons, which arise from, or in any manner grow out of, any act or neglect on, about or during the event by the individual(s) or entity obtaining the permit to host the event, participants in the event, guests or attendees.

**Notification**

The undersigned further agrees to notify all property owners affected by any street closures for the event set-up or during the event.

*Tiffany Hutchinson-Padilla*

AUTHORIZED SIGNATURE



## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-108 Authorizing the Use of the Memorial Museum Grounds by Gonzales Memorial Museum and Gonzales Main Street, Inc. for a Movie Night at the Museum Event

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

The Gonzales Memorial Museum in partnership with Gonzales Main Street Inc. are requesting city permission to host a Movie Night at the Museum event on Friday, October 25<sup>th</sup>, 2024, on the lawn of the Gonzales Memorial Museum from 7:30pm to 10:00pm. The estimated attendance will be between 50-200 people. Gonzales Main Street will donate the use of the large movie screen and PA system. Museum staff plans to sell concessions as a fund raiser for the museum. The movie that will be shown will be a kid-friendly film, rated PG.

### **POLICY CONSIDERATIONS:**

N/A

### **FISCAL IMPACT:**

The total fiscal impact is unknown at this time. However, Gonzales Main Street will assist in soliciting donations for promotion of the event and to cover costs of the movie licensing. The fiscal impact for the City would include the cost for the Parks Department staff to assist in setting up the movie screen and PA system and setting out trash cans (2 hr x \$25.00/hr x 2 employees=\$100.00). The approximate in-kind costs to the city would be \$100.00 total.

### **STAFF RECOMMENDATION:**

Staff is seeking Council direction.

**RESOLUTION NO. 2024-108**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING THE USE OF THE GONZALES MEMORIAL MUSEUM GROUNDS BY THE GONZALES MEMORIAL MUSEUM AND GONZALES MAIN STREET, INC. FOR THE MOVIE NIGHT AT THE MUSEUM EVENT ON FRIDAY, OCTOBER 25, 2024; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the Gonzales Memorial Museum in partnership with Gonzales Main Street, Inc have requested the use of the Gonzales Memorial Museum Grounds; and

**WHEREAS**, the event will be held from 7:30 p.m. until 10:00 p.m. on October 25, 2024; and

**WHEREAS**, the City Council hereby finds that said events increase the community spirit of the City of Gonzales and serve 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, Texas hereby authorizes the Gonzales Memorial Museum in partnership with Gonzales Main Street Inc., to use the Gonzales Memorial Museum Grounds, on Friday, October 25, 2024, for a Movie Night at the Museum event.

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 17<sup>th</sup> day of October 2024**

---

Mayor, S.H. Sucher

ATTEST:

---

Kristina Vega, City Secretary

# GONZALES EVENT INFORMATION SHEET



**THIS INFORMATION IS TO BE PROVIDED TO THE CITY OF GONZALES AT  
LEAST 30 DAYS PRIOR TO ALL PUBLIC AND PRIVATE EVENTS HELD ON CITY  
PROPERTY**



<b>EVENT NAME</b>	Movie Night at the Museum		
<b>HOST ORGANIZATION</b>	Gonzales Memorial Museum & Gonzales Main Street		
<b>CONTACT NAME</b>	Roilene Sullivan    Tiffany Hutchinson-Padilla		
<b>CONTACT CELL PHONE</b>	[REDACTED]    [REDACTED]		
<b>EVENT DATE</b>	October 25, 2024		
<b>EVENT START TIME</b> 7:30 pm	<b>EVENT END TIME</b>	10:30 pm	
<b>EVENT LOCATION</b>	Gonzales Memorial Museum lawn		
<b>HOLIDAY CELEBRATED</b>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<b>HOLIDAY:</b> Halloween	
<b>CITY COUNCIL APPROVAL REQUIRED</b>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<b>MEETING DATE:</b> October 17, 2024	

### POLICE/FIRE/EMS DEPARTMENT

<b>ATTENDANCE ESTIMATE</b>			
<b>MUSIC</b>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<b>LIVE</b>	DJ <input checked="" type="checkbox"/>
<b>FOOD</b>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<b>RESPONSIBLE PARTY</b> _____	
<b>ALCOHOL</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<b>PARADE</b>	<b>SHOW</b> _____
<b>MOTORIZED VEHICLES</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<b>PUBLIC OR PRIVATE EVENT</b> Public Event	
<b>SECURITY</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<b># OFFICERS NEEDED_ (Call 672-8686 for costs)</b> _____	

### ELECTRIC DEPARTMENT

<b>ADDITIONAL LIGHTING</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		
<b>NUMBER OF OUTLETS NEEDED</b>	_____		
<b>AMPS/WATTS NEEDED</b>	_____		
<b>TENT</b>	Y <input type="checkbox"/> N <input type="checkbox"/>	<b>SET UP DAY/TIME</b>	_____
<b>TENT SIZE:</b>	_____	<b>TAKE DOWN DAY/TIME</b>	_____

### STREETS DEPARTMENT

<b>STREETS AFFECTED</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		
<b>BARRICADES NEEDED (max 12)</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		
<b>CONES NEEDED (max 48)</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		
<b>STREETS TO BE CLOSED</b>	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		
<b>SET UP TIME</b>	_____		
<b>TAKE DOWN TIME</b>	_____		

### COMMUNITY SERVICES DEPARTMENT (Contingent upon availability)

<b>NUMBER OF CHAIRS @ \$0.50 each</b>	_____	(max 500)
<b>NO. OF ROUND TABLES @ \$2.00 each</b>	_____	(max 15)
<b>NO. OF 8 FOOT TABLES @ \$2.00 each</b>	_____	(max 50)
<b>NUMBER OF TRASH CANS</b>	10 -15	(max 25)
<b>SET UP TIME</b>	_____	
<b>TAKE DOWN TIME</b>	_____	

<b>FOR INFORMATION CONTACT</b>	<b>Kristina Vega, CITY SECRETARY</b>
<b>(830) 672-2815- City Hall</b>	<a href="mailto:citysecretary@gonzales.texas.gov">citysecretary@gonzales.texas.gov</a>
<b>(830) 672-2813- Fax</b>	

**Insurance**

Licensee agrees to maintain the type and amounts of insurance required by this agreement. Licensee is solely responsible for providing the required certificates of insurance. The City may terminate the event approval if the licensee fails to timely comply with the insurance requirements.

The required insurance must be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Texas. All policies are subject to examination and approval by the City Manager or their designee for their adequacy as to content, form of protection, and providing company.

The required insurance naming the City as additional insured must be primary insurance and not contributing with any other insurance available to the City, under any third party liability policy.

Before the City Council approves this event, the licensee must provide either an original certificate of insurance or a certified copy of the insurance policy evidencing the required insurance.

The following types and amount of insurance are required:

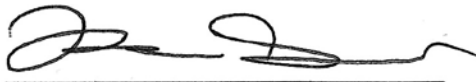
<u>Type</u>	<u>Amount</u>
Comprehensive General Liability including, but not limited to:	\$250,000 per person
• Premises/Operations	\$500,000 per occurrence for bodily injury; and
• Contractual Liability (Insuring above indemnity)	\$100,000 per occurrence for property damage

**Indemnity**

The undersigned does indemnify and hold harmless the City of Gonzales from and against any and all loss, cost (including statutory liability and liability under workers compensation laws) in connection with claims for damages as a result of injury or death to any person or damage to any property sustained by the individual(s) participating in or attending the permitted event, or any and all other persons, which arise from, or in any manner grow out of, any act or neglect on, about or during the event by the individual(s) or entity obtaining the permit to host the event, participants in the event, guests or attendees.

**Notification**

The undersigned further agrees to notify all property owners affected by any street closures for the event set-up or during the event.



AUTHORIZED SIGNATURE



## COUNCIL AGENDA ITEM BRIEFING DATA



## AGENDA ITEM

Discuss, Consider & Possible Action on Resolution #2024-109 Approving a Performance Agreement with Adams Extract & Spice, LLC a Texas limited liability company

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

A unanimous vote of the GEDC board authorizes an incentive and performance agreement between Gonzales Economic Development Corporation (GEDC) and Adams Extract and Spice/Adams Flavors, Foods & Ingredients to support business retention and expansion for increased production, and to locally support recent acquisitions for expanded production needs for Adams Extract.

Key objectives of this agreement include:

1. **Business Retention and Employment Growth:** The expansion will create opportunities for up to eight new jobs, contributing to local economic development and job creation.
2. **Infrastructure Enhancement:** The project supports business expansion in the industrial park and improved water pressure to support production capacity.
3. **Industry Support:** By facilitating increased production and inventory capabilities, the agreement strengthens Adam's capacity for increased production and to serve distribution of inventory across the region and nationally, supporting local/regional sectors, and beyond.

This agreement reflects a commitment to fostering economic growth, enhancing the overall economic landscape of Gonzales, its surrounding areas, the region, and beyond.

At its September 23, 2024, meeting, the GEDC Board of Directors unanimously approved providing and incentive up to \$200,00 through a performance agreement by and between the GEDC and Adams Extract and Spice/Adams Flavors, Foods & Ingredients.

### **POLICY CONSIDERATIONS:**

The GEDC is a Type B economic development corporation, created pursuant to Chapter 505 of the Texas Local Government Code, as amended; and Section 505.158 of the Texas Local Government Code provides that "[f]or a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, "project" also includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the corporation's board of directors to promote new or expanded business development." Further, the statute provides that "[a] Type B corporation may not undertake a project authorized by this section that requires an expenditure of more than \$10,000 until the governing body of the corporation's authorizing municipality adopts a resolution authorizing the project after giving the resolution at least two separate readings."

**FISCAL IMPACT:**

The GEDC will provide an incentive for business retention and expansion to Adams Extract and Spice/Adams Flavors, Foods & Ingredients at 3217 Johnson Road. The GEDC has funds available in line item 7-700.718 Business Incentive Grant Program and 7-700.716 Business Development.

**ATTACHMENTS:**

Performance Agreement

**STAFF RECOMMENDATIONS:**

Staff recommends City Council take action as deemed necessary.

**RESOLUTION NO. 2024-109**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS, APPROVING A TYPE B ECONOMIC DEVELOPMENT AGREEMENT BY AND BETWEEN GONZALES ECONOMIC DEVELOPMENT CORPORATION AND ADAMS EXTRACT & SPICE, LLC, A TEXAS LIMITED LIABILITY COMPANY, AUTHORIZED PURSUANT TO SECTIONS 501.101 AND 501.103 OF THE TEXAS LOCAL GOVERNMENT CODE; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.**

**WHEREAS**, the Gonzales Economic Development Corporation (hereinafter referred to as the “GEDC”) is a Type B Economic development corporation, created pursuant to Chapter 505 of the Texas Local Government Code, as amended; and

**WHEREAS**, Section 501.101 of the Texas Local Government Code, in pertinent part, defines the term “project” to mean “land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that are: (1) for the creation or retention of primary jobs; and (2) found by the board of directors to be required or suitable for the development, retention, or expansion of: (A) manufacturing and industrial facilities; (B) research and development facilities; (C) military facilities, including closed or realigned military bases; . . . (F) recycling facilities; . . . (I) distribution centers; (J) small warehouse facilities capable of serving as decentralized storage and distribution centers; (K) primary job training facilities for use by institutions of higher education; or (L) regional or national corporate headquarters facilities”; and

**WHEREAS**, Section 501.103 of the Texas Local Government Code, in pertinent part, defines the term “project” to mean “expenditures that are found by the board of directors to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises, limited to: (1) streets and roads, rail spurs, water and sewer utilities, electric utilities, or gas utilities, drainage, site improvements, and related improvements; (2) telecommunications and Internet improvements . . .”; and

**WHEREAS**, the City Council of the City of Gonzales, Texas, finds and determines that the expenditure as specified in the Performance Agreement, attached hereto as *Exhibit A*, will promote new or expanded business development, and otherwise meets the definition of “project,” as that term is defined by Section 501.101 and 501.103 of the Texas Local Government Code.

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

Section 1. That the foregoing recitals are hereby found to be true and correct findings of the City of Gonzales, Texas, and are fully incorporated into the body of this Resolution.

Section 2. That the City Council of the City of Gonzales, Texas, finds and determines that the project and Performance Agreement, attached hereto as *Exhibit A*, will promote new and expanded business development, and is otherwise consistent with Sections 501.101 and 501.103 of the Texas Local Government Code.

Section 3. That the City Council of the City of Gonzales, Texas, authorizes the project and Performance Agreement, attached hereto as *Exhibit A*, and authorize the Mayor to execute this Resolution and said Performance Agreement.

Section 4. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

**PASSED AND APPROVED this 17<sup>th</sup> day of October, 2024.**

---

Mayor, S.H. Sucher

ATTEST:

---

Kristina Vega, City Secretary

*Exhibit A*

[Performance Agreement]

## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-110 Approving an Administrative Services Agreement by and Between the GEDC and City of Gonzales, Texas.

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

The City of Gonzales and the Gonzales Economic Development Corporation wish to enter into an Administrative Services Agreement to maximize efficiency and minimize costs in the area of fiscal, personnel, and professional services that are mutually beneficial to both parties. The proposed Administrative Services Agreement is set to expire on September 30, 2024, and includes the City Provided Services as follows:

- Meeting space
- Use of vault for document retention
- Utilities – electric, water, sewer, phone, internet and alarm service
- 24 hour a day IT service
- Access to Incode Software
- Use of the computer server for safe keeping of documents
- Financial services including: preparing monthly financial and investment report, accounts receivable (loans) and payable, payroll, 1099 preparation, bank reconciliation, financial and TexPool investments
- Assisting with budget preparation and printing budget book
- Postage
- Unlimited use of the copy and fax machine including the use of paper
- Use of P.O Box
- Human Resources support

At its September 23, 2024 meeting, the GEDC unanimously approved the proposed administrative services agreement.

### **POLICY CONSIDERATIONS:**

The GEDC follows all City of Gonzales personnel policies and procedures.

### **FISCAL IMPACT:**

The GEDC will pay the City of Gonzales \$20,000 per year for the time period beginning October 1, 2024 and ending September 30, 2025. The costs associated with this agreement have been budgeted into the 2024 – 2025 FY Budget.

**ATTACHMENTS:**

Administrative Services Agreement

**STAFF RECOMMENDATIONS:**

Staff respectfully recommends the Board take action as deemed necessary.

**RESOLUTION NO. 2024-110**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS, APPROVING AN ADMINISTRATIVE SERVICES AGREEMENT BY AND BETWEEN THE GONZALES ECONOMIC DEVELOPMENT CORPORATION, A TYPE B ECONOMIC DEVELOPMENT CORPORATION AND A NON-PROFIT CORPORATION, AND THE CITY OF GONZALES, TEXAS; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.**

**WHEREAS**, the Gonzales Economic Development Corporation is a Type B economic development corporation, created pursuant to Chapter 505 of the Texas Local Government Code, as amended (hereinafter referred to as the “GEDC”); and

**WHEREAS**, the GEDC desires to approve an Administrative Services Agreement with the City of Gonzales, Texas, a copy of which is attached hereto as *Exhibit A*, and is incorporated herein for all purposes.

**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, Texas does hereby approve the Administrative Services Agreement by and between the GEDC and the City of Gonzales, Texas, a copy of which is attached hereto as *Exhibit A*, and is incorporated herein for all purposes.

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 judgement and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provisions 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 provisions 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 provisions to the other persons and circumstances shall nevertheless be valid, and the GEDC 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 17<sup>th</sup> day of October, 2024.**

---

Mayor, S.H Sucher

**ATTEST:**

---

Kristina Vega, City Secretary

*Exhibit A*

[Administrative Services Agreement]

THE STATE OF TEXAS  
COUNTY OF GONZALES

§  
§  
§

KNOW ALL MEN BY THESE PRESENTS:

### ADMINISTRATIVE SERVICES AGREEMENT

This Administrative Services Agreement (the "Agreement") shall be between the **City of Gonzales**, a municipal corporation, situated in Gonzales County, Texas, acting by and through its City Manager, (hereinafter referred to as "City"), and the **Gonzales Economic Development Corporation** a Texas non-profit economic development corporation (hereinafter referred to as the "GEDC") acting by and through its President and in accordance with Texas Local Government Code Chapters 501, 502 and 505, to be effective as of the date on which the last Party signs this Agreement (the "Effective Date").

The GEDC shall be regularly accountable to the City Council for all programs and expenditures undertaken by them or on their behalf, and shall report on all expenditures of the GEDC, whether discharged directly by the GEDC or by any person, firm, corporation, agency, association or other entity on behalf of the GEDC, including contracts for professional or administrative services. The GEDC may plan and direct its work through a designated employee of the City of Gonzales, or other contractual entity, who will be charged with the responsibility of carrying out the GEDC's plan and program as adopted by the GEDC and approved by City Council. The authorized signatories for the GEDC are the GEDC President and GEDC Treasurer. All checks require two (2) signatures. If one or both GEDC representatives are unable to sign, the City Manager and/or City Finance Director are authorized to sign.

In accordance with State Law, the City Council shall require that the GEDC be responsible to the City Council for the proper discharge of its duties assigned in this Agreement. All policies for program administration shall be submitted for Council approval, and the GEDC shall administer said programs accordingly. The GEDC shall determine its policies and direction within the limitations of the duties herein imposed by applicable laws, the Articles of Incorporation, Bylaws, contracts entered into with the City, and budget and fiduciary responsibilities. The City and the GEDC are collectively referred to herein as the "Parties" and are each a "Party".

### WITNESSETH:

**WHEREAS**, the Parties desire to enter into an agreement to maximize efficiency and minimize costs in the areas of fiscal, personnel, and professional services in the provision of economic development programs that mutually benefit the Parties and serve a public purpose; and

**WHEREAS**, City has served as the Employer of Record and fiscal agent for GEDC from the beginning of its existence as a Type B Economic Development Corporation; and

**WHEREAS**, the Parties hereby find that it is in the best interest of the Parties for the City to provide fiscal, personnel, and professional services to the GEDC under the terms stated herein

**NOW THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the sufficiency of which are acknowledged, and subject to the terms and conditions hereinafter set forth, the Parties agree as follows:

### **ARTICLE 1. PURPOSE**

The purpose of this Agreement is to define the fiscal, personnel, and professional services to be provided by the City on behalf of GEDC in the provision of economic development programs that mutually benefit the Parties and serve a public purpose.

### **ARTICLE 2. TERM**

The initial term of this Agreement begins upon approval of the governing bodies of the Parties and execution by their respective designees and shall expire on **September 30, 2024~~5~~**. The Agreement shall automatically be renewed each year unless terminated as herein provided and each successive one-year term shall begin October 1<sup>st</sup> and run concurrently with the fiscal year so long as the funds required hereunder are appropriated by the governing bodies of the Parties.

### **ARTICLE 3. FISCAL MANAGEMENT & DISBURSEMENT**

The City, as the fiscal agent and employer of record for GEDC, is responsible for providing fiscal, and staff support services to GEDC. The fiscal management and disbursement responsibilities for the term of this Agreement are as follows:

1. The City will provide financial management, accounting and purchasing services to and for GEDC limited within the scope of this Agreement.
2. The City shall maintain one or more separate accounts under the supervision of the Director of Finance for the City. The Director of Finance, in carrying out the requirements of this Agreement, is responsible only in the capacity of a trust officer for the funds involved. The Director of Finance shall use generally accepted accounting procedures to satisfy his/her duties pursuant to this Agreement. The City shall pay all invoices on a timely basis. The City shall receive all sales tax disbursements for GEDC from the Texas Comptroller of Public Accounts.
3. The authorization of disbursements of funds to recipients of funding under contract with GEDC will be made by the GEDC or Economic Development Director pursuant to the adopted Bylaws in the amounts specified by the action of the GEDC, so long as the GEDC Project Fund has sufficient funds to accommodate all payment requests. The City is under no obligation to process payment authorizations unless sufficient funds for such purposes are present in the GEDC budget.
4. The GEDC Economic Development Director is responsible for leadership to plan, organize and direct the Economic Development of the City by supervising the Gonzales Economic

Development Corporation. This position is accountable to develop and foster professional, unified and successful working relationships with City Council, City staff and GEDC's of partnering entities. The Economic Development Director is required to be knowledgeable of economic development practices and principles, applicable to City, State and Federal ordinances, laws and regulations for all economic community development agencies and programs. The GEDC assumes responsibility for the legal and proper expenditures of all Project Fund monies following GEDC approval of the project qualifying as a Type B Economic Development Project. All monies are budgeted and expended according to the latest approved budget and in conformance with the adopted Bylaws.

5. The GEDC may, with approval of the City Council, contract with the City, or with another entity, for financial and accounting services including an annual audited financial statement of all funds.

#### **ARTICLE 4. PERSONNEL MANAGEMENT**

The City, as the fiscal agent and employer of record for GEDC is responsible for providing fiscal, human resource and staff support services to GEDC. The personnel management responsibilities for the term of this Agreement are as follows:

1. The City will provide human resources services to GEDC and will serve as the employer of record for those employees receiving work product direction from the GEDC (GEDC Employees).
2. All GEDC 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 GEDC Employees will be reimbursed by GEDC.
3. Both the GEDC and the City agree that the City of Gonzales Personnel Policy Manual will govern the responsibilities and actions of the Parties to this Agreement, including all GEDC Employees, and the City of Gonzales Personnel Policy Manual is hereby adopted to that extent.
4. The hiring, supervision, performance evaluation and termination of the GEDC Economic Development Director shall be the joint responsibility of the City Manager and GEDC, 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 GEDC President about the general nature of any disciplinary action taken.

- b. The GEDC shall have input on matters arising from performance issues and duties related to economic development work product and shall have input on the initial hiring decision of the Economic Development Director.
5. The hiring, supervision, performance evaluation and termination of GEDC Employees other than the Economic Development Director shall be the sole responsibility of the Economic Development Director.
6. The creation of new employment positions and job descriptions 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 GEDC, 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 GEDC 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 GEDC.

#### **ARTICLE 5. PERSONNEL GENERAL DUTIES**

- A. The City, through the GEDC Economic Development Director, agrees to:
  1. Follow the provisions of the Bylaws, which are incorporated herein by reference, as may be amended from time to time, as closely as possible to ensure the GEDC's economic development efforts are in line with the evolving economic development needs of the Gonzales community. Efforts are to be made to conduct at least once each year a planning session with the GEDC to determine policy changes needed in the staff's efforts to stay competitive in the dynamic economic development environment.
  2. Consistent with the Bylaws, recommend policies and procedures to the GEDC for adoption as needed, including financial, accounting, and purchasing policies and procedures. Unless otherwise stipulated, the staff shall follow the policies and procedures of the City when conducting GEDC financial business.
  3. Negotiate, administer and monitor all contracts and project performance agreements on behalf of GEDC with any qualified and appropriate person, association, corporation or governmental entity to perform and discharge designated tasks and adhering to all regulatory requirements as well as adopted policies and procedures.
  4. Prepare a budget for the forthcoming year for review and approval by the GEDC. The budget shall be prepared in accordance with the procedures prescribed for all City departments and included with the proposed overall City budget for final

approval by City Council.

5. Provide sufficient support staff for the operation of GEDC programs. The City Manager or his designee shall meet with the GEDC, as requested from time to time in closed session regarding personnel matters to receive the GEDC's input regarding such matters.
6. Ensure that the staff carries out responsibilities and duties as specified by the GEDC and accepted by the City.
7. Review the existing incentive guidelines, and loan program, make recommendations to the GEDC to ensure that such guidelines, and programs are in compliance with all relevant local, state and federal requirements and to serve the needs of the community.
8. Continue to develop new relationships and build upon existing relationships to promote the development of new and existing businesses.
9. Maintain records of GEDC activities in accordance with the same state-mandated records retention schedule that is followed by the City.
10. Provide information on local, state, and federal permit and licensing requirements and act as a liaison between GEDC clients and other City departments.
11. Inform/report at the minimum of quarterly to the GEDC the status of GEDC's loan portfolio.
12. Continue to coordinate with local educational institutions to identify and develop programs to meet the training, educational, workforce development and business counseling needs of the business community.
13. City agrees to provide the following services as listed in *Exhibit A*, which is attached hereto and is incorporated herein for all purposes.

B. GEDC Agrees to:

1. Provide the City funding in the amount of \$240,000.00 per year, as provided further below, subject to any other administrative expenses incurred by mutual agreement, for the period ending **September 30, 2024~~5~~**, for the operational activities (including compensation of the staff and reimbursement for legal fees). The first payment of \$120,000.00 shall be due by **October 31, 2023~~4~~**. The second payment of \$120,000.00 shall be due by **March 31, 2024~~5~~**.
2. Provide to the City funding in the amount of \$6486.00 for the period ending **September 30, 2024~~5~~**, for liability insurance for the flagpole on Texas Heroes

Square.

## **ARTICLE 6. LEGAL SERVICES**

GEDC retains the right to hire an attorney of its own choice at its own expense whenever it so chooses. GEDC, if it so chooses, may also utilize the services of the City Attorney or any Special Counsel retained by the City if GEDC and the attorney agree that such representation may be accomplished without conflict and is in the best interest of the City and GEDC. Such representation may be billed through the City under this Agreement separate from the fees associated with any other representation of the City.

## **ARTICLE 7. TERMINATION AND AMENDMENTS**

1. Either party may terminate this Agreement in whole or in part hereto whenever such termination is found to be in the best interest of either party. Termination shall be affected by the conveyance of a written notification thereof to the other party at least ninety (90) days in advance of the effective date of the termination.
2. Either party can request an amendment to this Agreement by giving thirty (30) days written notice. The amendment becomes effective only by the approval and signature of both parties.
3. In the event of termination, all costs incurred through the date of termination will be paid within thirty (30) days of request for reimbursement or payments.
4. All notices pursuant to this Agreement shall be deemed given when, either delivered in person or deposited in the United States mail, postage prepaid, certified mail, return receipt requested addressed to the appropriate party at the following addresses:

If to the City:	City Manager City of Gonzales P.O. BOX 547 Gonzales, Texas 78629
-----------------	---

If to GEDC:	Gonzales Economic Development Corporation P.O. Box 547 Gonzales, TX 78629
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## **ARTICLE 8. GOVERNING LAW**

The laws of the State of Texas shall govern this Agreement and all obligations hereunder of the parties are performable in Gonzales, Texas. Venue for any legal proceeding is Gonzales County, Texas.

## **ARTICLE 9. NON-ASSIGNMENT**



This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives successors and assigns. Neither the City nor GEDC shall assign any duty of this Agreement, excepting those already identified herein, without written consent of the other.

#### **ARTICLE 10. SEVERABILITY**

Should any provisions of this Agreement for any reasons be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof.

#### **ARTICLE 11. ENTIRETY OF AGREEMENT**

This is the entire agreement between the parties and no modification of this Agreement shall be of any force or effect, unless it is in writing signed by both parties. NO OFFICIAL, EMPLOYEE, AGENT OR REPRESENTATIVE OF THE CITY OR GEDC HAS ANY AUTHORITY, EITHER EXPRESS OR IMPLIED, TO AMEND THIS AGREEMENT, EXCEPT PURSUANT TO SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE CITY COUNCIL OF THE CITY OF GONZALES OR GEDC BOARD OF DIRECTORS.

#### **ARTICLE 12. OFFICIALS NOT TO BENEFIT**

No public official of the City or GEDC who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project hereunder, shall participate in any decision relating to the agreement which affects his personal interest, nor shall he have any personal or pecuniary interest direct or indirect in this Agreement or proceeds thereof.

#### **ARTICLE 13. NO WAIVER**

Each Party reserves and does not waive any defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from or in connection with this Agreement. This Agreement shall not be interpreted nor construed to give to any third party the right to any claim or cause of action, and neither the City nor the GEDC shall be held legally liable for any claim or cause of action arising pursuant to or in connection with this Agreement except as specifically provided herein or by law.

Neither Party waives or relinquishes any immunity or defense on behalf of itself, its GEDC members, councilmembers, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants and agreements contained herein.

#### **ARTICLE 14. AGREEMENT**

**This Agreement shall constitute the sole agreement between the City and GEDC relating to the object of this Agreement and correctly sets forth the complete rights, duties,**

**and obligations of each party to the other as of its date. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect.**

WITNESS our hands to this AGREEMENT this \_\_\_\_\_ day of \_\_\_\_\_, 202~~3~~4.

**GEDC**

**CITY**

\_\_\_\_\_  
~~Ken Morrow~~ Ryan Lee, President

\_\_\_\_\_  
Timothy L. Crow, City Manager

ATTEST:

ATTEST:

\_\_\_\_\_  
~~Dr. Elmer Avellaneda~~ \_\_\_\_\_, Secretary

\_\_\_\_\_  
Kristina Vega, City Secretary

*Exhibit A*

[City Provided Services]

1. Meeting space
2. Use of vault for document retention
3. Utilities - electric, water, sewer, phone, internet and alarm service
4. 24 hour a day IT service
5. Access to Incode Software
6. Use of the computer server for safe keeping of documents
7. Financial services including: preparing monthly financial and investment report, accounts receivable (loans) and payable, payroll, 1099 preparation, bank reconciliation, financial and TexPool investments
8. Assisting with budget preparation and printing budget book
9. Postage
10. Unlimited use of the copy and fax machine including the use of paper
11. Use of P.O. Box
12. Human Resources Support

## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-111 Authorizing the Appointments to the Beautification and Design Board and Gonzales Economic Development Corporation and Gonzales Golf Course Advisory Board

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

As per the Charter the City Council shall have the power to appoint the members of all boards and commissions. Such boards and commissions shall have all powers and duties created by the charter, by city ordinance or by law.

During the September 12, 2024 City Council meeting the City Council appointed individuals to all of the boards and commissions. However, since that meeting there have been two individuals that declined the appointment from the September 12<sup>th</sup> meeting, leaving one vacancy on the Beautification Board, one vacancy on the EDC. Additionally, there are still two vacancies remaining on the Golf Course Advisory Board. Applications were received and are notated on board ballot attached for council's review and consideration.

### **POLICY CONSIDERATIONS:**

The appointment of members to the Boards and Commissions by City Council is consistent with current city policies and Code of Ordinances.

### **FISCAL IMPACT:**

N/A

### **STAFF RECOMMENDATION:**

Staff respectfully requests City Council take the action deemed appropriate

**RESOLUTION NO. 2024-111**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS AUTHORIZING THE APPOINTMENTS TO THE BEAUTIFICATION AND DESIGN BOAR AND GONZALES ECONOMIC DEVELOPMENT CORPORATION AND GONZALES GOLF COURSE ADVISORY BOARD; ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council shall have the power to appoint the members of all boards and commissions; and

**WHEREAS**, the boards and commissions shall have all powers and duties created by the charter, city ordinance or by law; and

**WHEREAS**, the uniform appointment month is September of each year, however several vacancies exist on multiple boards and commissions; and

**WHEREAS**, the City Council hereby appoints the members to the Beautification and Design Board and Gonzales Economic Development Corporation and Gonzales Golf Course Advisory Board as attached hereto as Exhibit A.

**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, Texas hereby appoints the Board and Commission members for the terms to the boards set out in the attached Exhibit A.

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 17<sup>th</sup> day of October, 2024.**

---

Mayor, S.H. Sucher

ATTEST:

---

Kristina Vega, City Secretary

## **EXHIBIT “A”**

### **A. Beautification and Design Board**

The following member is appointed to the Beautification and Design Board for the remainder of a two-year term ending September 30, 2026:

- 1.

### **B. Gonzales Economic Development Corporation**

The following member is appointed to the Gonzales Economic Development Corporation for the remainder of a two-year term ending September 30, 2026:

- 1.

### **C. Gonzales Golf Course Advisory Board**

The following member is appointed to the Gonzales Golf Course Advisory Board for the remainder of a two-year term ending September 30, 2026:

- 1.
- 2.

<b>GONZALES ECONOMIC DEVELOPMENT CORPORATION</b>	
Note: Non-profit organization with additional governing documents	
Staff Liaison:	Susan Sankey, Economic Development Director
Purpose:	The Gonzales Economic Development Corporation (GEDC) is a non-profit corporation and is governed in accordance with its Articles of Incorporation, Bylaws, and Chapters 501-505 of the Texas Local Government Code.
Duties:	The property and affairs of the Corporation shall be managed and controlled by a Board of Directors and, subject to the restrictions imposed by Chapters 501-505 of the Texas Local Government Code, by the Certificate of Formation, and by the Bylaws.
Membership:	The board consists of seven (7) directors. Each member of the Board of Directors shall be a resident of the City of Gonzales or Gonzales County.
Term:	Two-year terms. No member of the board shall serve more than three (3) consecutive full terms.
Meetings:	Fourth Monday at 6:00 p.m.
<b>GONZALES MAIN STREET ADVISORY BOARD</b>	
Note: 501(c)3 with additional governing documents	
Staff Liaison:	Tiffany Padilla, Main Street Manager
Purpose:	The corporation shall assist in the maintenance and preservation of public buildings, historical buildings, the Confederate square (a public City square), the City Museum and amphitheater, the monuments, in the designated Main street Area in downtown Gonzales, the historical five bell tower and other areas in the City.
Duties:	To engage in activities to preserve and to educate the public with respect to the historical occurrences, which took place in Gonzales.
Membership:	The affairs of the corporation shall be managed by its board of directors. The board of directors shall initially consist of nine (9) members appointed by the City Council.
Term:	Two (2) years terms.
Meetings:	Third Thursday at 5:30 p.m.
<b>LIBRARY BOARD</b>	
Staff Liaison:	Caroline Helms, Library Director
Purpose:	The Library Board exists for the purpose of providing to the city council and the Library Director with the advice of a panel of citizens who are both well informed as a group about the library and who also as individuals represent diverse areas of experience and concern, providing a spectrum of insight as they relate to library resources and services can be interpreted.
Duties:	As advisors on matters of the public interest in relation to the resources and services the City's library system the Library Advisory Board shall advise the department and the council on; developing library policy, advise the department on long range Library service and development needs, stimulate and coordinate citizen interest in and support for the library, assist the Library Director and the city council with the development of library facilities.
Membership:	The Library Board consists of (8) eight members appointed by the City Council. Per Library Grant Agreement, the donor designates one individual named in the agreement.
Term:	All members of the Library Board are appointed for (2) two-year staggered terms.
Meetings:	First Wednesday at 12:00 p.m.



<b>INDEPENDENCE GOLF COURSE ADVISORY BOARD</b>	
Staff Liaison:	Ryan Bickham, Golf Course Superintendent
Purpose:	Acts in an advisory capacity to the City Council to review promote and expedite development and use of the Gonzales Independent Golf Course facilities.
Duties:	The board may study any problem or condition relating to the construction, operation, maintenance, or improvement of, or addition to the golf course or related facilities. They may meet and confer with any individual, partnership, association, corporation, or local, state, or federal agent or governmental organizations and may present its findings and related recommendations to the City Council. The Board may make recommendations to the City Council about scheduling of activities at the Gonzales Independent Gold Course and act in other respects as coordinator for public recreation at the golf course.
Membership:	The membership of the Golf Course Advisory Board consists of (7) seven members elected by the city council.
Term:	All members of the board are appointed for (2) two-year staggered terms.
Meetings:	Second Wednesday at 12:00 p.m.
<b>GONZALES CONVENTION &amp; VISITOR BUREAU (CVB)</b>	
Staff Liaison:	Tiffany Padilla, Main Street Manager
Purpose:	The CVB was developed to assist the City by encouraging and fostering tourism within our community. The CVB advises and gives recommendations to the City regarding tourism programs that shall be funded by the revenues received from the hotel-motel tax.
Duties:	Advises and provides recommendations to the mayor and city council regarding tourism matters, shall develop for recommendation to the city council, and then annually review and propose needed or desired changes to a tourism plan.
Membership:	The Gonzales Convention & Visitor Bureau shall consist of seven (7) members.
Term:	Two (2) year staggered terms, commencing in April of the specified years.
Meetings:	Third Thursday at 1:00 p.m.
<b>MUSEUM ADVISORY BOARD</b>	
Staff Liaison:	Roilene Sullivan, Museum Director and Ralph Camarillo, Parks and Recreation Director
Purpose:	To advise council and museum director on operation of the Gonzales Memorial Museum while preserving the historical significance of the museum as well as the exhibits and artifacts that are being displayed inside the museum.
Description:	The Gonzales Museum Advisory Board shall provide a forum for citizen input, advise the city council and staff in matters pertaining to the development and maintenance of the Gonzales Memorial Museum. Additional duties include making recommendations on the construction of the museum and future improvements, study funding sources as well as exhibits, artifacts and displays for the museum.
Membership:	Seven (7) members selected by the city council and must be dedicated to the preservation of Gonzales history.
Term:	All members of the Museum Board are appointed for (2) two-year staggered terms commencing in October of the specified year.
Meetings:	Third Wednesday at 5:30 p.m.

<b>JB WELLS PARK ADVISORY BOARD</b>	
Staff Liaison:	Amanda Garza, JB Wells Park Arena Operations Manager
Purpose:	The JB Wells Park Advisory Board provides the citizen perspective to the City Council and Professional Staff in all matters relating to the operation and maintenance of JB Wells. The members of the board are actively involved in the process of developing park amenities including those amenities that have been planned since the development of the park but have yet to be installed.
Duties:	Works as a community partner on behalf of the JB Wells Park, as well as provide counsel and guidance to staff on how programs, operations, amenities, and facilities can best meet the needs of the Gonzales community and those who utilize the JB Wells facilities. They will be a resource to expand fundraising and special events efforts and will be a source for community feedback and evaluation of programs and park related services to the staff that are directly connected to produce the services provided.
Membership:	The membership of the JB Wells Park Advisory Board consists of (7) seven members appointed by the city council.
Term:	All members of the board are appointed for (2) two-year staggered terms.
Meetings:	Third Tuesdays at 12:00 p.m.
<b>ROGER M. DREYER MEMORIAL AIRPORT ADVISORY BOARD</b>	
Staff Liaison:	Ralph Camarillo, Parks and Recreation Director
Purpose:	Roger M. Dreyer Memorial Airport Advisory Board provides recommendations to City Council on matters concerning long-range planning, land use, and improvements for the Roger M. Dreyer Memorial Airport.
Duties:	Reviews and recommends a long-range master plan and financing plan for the Roger M. Dreyer Memorial Airport. Review and recommend actions concerning the airport rules, promote development and utilization of the airport, promote awareness of the airport consistent with the City Council's goals and objectives pertaining to further expansion and utilization of the airport.
Membership:	The membership of the Roger M. Dreyer Memorial Airport Advisory Board consists of (7) seven members appointed by the city council.
Term:	All members of the board are appointed for (2) two-year staggered terms.
Meetings:	Second Tuesday of each month at 12:30 p.m.
<b>BOARD OF ADJUSTMENT AND SIGN CONTROL BOARD</b>	
Staff Liaison:	Kristina Vega, City Secretary
Authority:	The board shall have the following powers to hear and decide appeals where the applicant alleges that there is an error in any order, requirement, decision, or determination made by the city staff, the commission, or the city council in the enforcement of the zoning regulations; and, to hear and decide variances and special exceptions as provided in <a href="#">Sections 14.505</a> and <a href="#">14.901</a> through <a href="#">14.903</a> to any provision of these zoning regulations.
Membership:	The board shall consist of five (5) regular members and two (2) alternate members. Each shall reside or own real property within the city limits.
Term:	Two-year terms expiring the last day of December.
Meetings:	As needed on the 3 <sup>rd</sup> Thursday of the month and 5:15 p.m.

<b>PLANNING AND ZONING COMMISSION</b>	
Staff Liaison:	Kristina Vega, City Secretary
Authority:	The commission shall have the following powers and duties: Review application for zoning changes, hear public comments, and make recommendations to the council regarding such applications; Review proposed preliminary subdivision plats, engineering plans, requested plat and plan variances, and proposed restrictive covenants and make recommendations to the council pertaining to each; Review proposed plats and plans for mobile home parks and for such other developments as may be required by ordinance and make recommendations to the council pertaining to such; Recommend to the council amendments, extensions, and additions to the comprehensive master plan of the city, including the land use plan and the thoroughfare plan; Recommend to the council changes to the official zoning map of the city; When appropriate, make a determination of appropriate zoning or use; Perform such other duties as may be duly delegated to them from time to time by the council.
Membership:	The commission shall consist of seven (7) members. Each member shall reside or own real property within the city.
Term:	Each member is appointed by the council for a two-year term. Such terms shall expire on the last day of September. Four (4) members shall be appointed within ninety (90) days of the beginning of each even-numbered calendar year and three (3) members shall be appointed within ninety (90) days of the beginning of each odd-numbered calendar year.
Meetings:	As needed on the 2 <sup>nd</sup> Monday of the month and 5:15 p.m.
<b>BEAUTIFICATION AND DESIGN BOARD</b>	
Staff Liaison:	Tiffany Hutchinson-Padilla, Main Street Director; Ralph Camarillo, Parks and Recreation Director (ex-officio member)
Purpose:	The Beautification and Design Board will develop a master plan for beautifying the City’s public spaces and state roadways within the city limits. Integrate the efforts of various groups who have the beautification of Gonzales as primary goal and who actively contribute to achieving these goals.
Duties:	The duties of the advisory board are to work as a community partner on behalf of the City, as well as provide guidance to staff on how programs and amenities can best meet the needs of the Gonzales community. They will be a resource for fundraising and special events efforts, and will be a source for community feedback and evaluation of programs and related services to the staff that are directly connected to this purpose.
Membership:	The membership of the Beautification and Design Board consists of at least five (5) and no more than nine (9) members appointed by the city council.
Term:	All members of the board are appointed for (2) two-year staggered terms.
Meetings:	Third Tuesday of each month at 8:00 a.m.
<b>CHARTER REVIEW COMMISSION</b>	
Staff Liaison:	Kristina Vega, City Secretary
Authority:	The Charter Review Commission shall be empaneled from August 1 <sup>st</sup> to January 31 <sup>st</sup> with the final report to be presented to the City Council no later than the February regular council meeting.
Membership & Term:	The city council shall appoint a charter review commission consisting of five citizens of the City of Gonzales at the July City Council meeting in years ending in zero (0) and five (5). Each councilmember shall appoint one (1) member to the commission.
Meetings:	As needed, on call between August 1 <sup>st</sup> and January 31 <sup>st</sup>

**\* indicates currently serving and requesting reappointment**

<b>Beautification &amp; Design</b>					
<b>Select 1 Choice</b>					
Deanna Sengelmann					
Jon Quirey					
Luz M. Moreno					
<b>Gonzales EDC</b>					
<b>Select 1 Choice</b>					
*Rafe Jackson					
Josh C. Gray					
Ken Morrow					
Rebecca Martinez					
<b>Golf Board</b>					
<b>Select 2 Choices</b>					
Kyle Day					

CITY OF GONZALES



COME AND TAKE IT

# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS REAPPOINTMENT FORM

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Board/Committee/Commission Name: Beautification Committee

Do you wish to be considered for reappointment:  YES  NO  
*If you select N for no, please sign and date and return this form to the City Secretary.*

Name: Deanna Sengelman

Mailing Address: 205 Saint Andrew

City, State & Zip: Gonzales, TX 78629

Phone Number: [REDACTED] Email: [REDACTED]

How long have you served on this Board/Committee/Commission 1 yr.

Please state why you wish to be reappointed.  
Involved w/ market square relandscaping, yard of the month and various ongoing activities

\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: Deanna Sengelman

DATE: 8-23-2024



to Vega

# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Name: Jon Poirey Mailing Address: 1708 St Paul St.  
 City, State & Zip: Gonzales TX 78629 Phone Number: [REDACTED]  
 Email: [REDACTED] Employer: Great State Pizza / Domino's  
 Occupation: Franchisee Business Address: 1832 Water St. Gonzales TX 78629  
 Are you a resident of Gonzales?  Y  N If yes, how long? August 2022  
 Do you currently serve on a City of Gonzales board or commission?  Y  N  
 If yes, which one(s)? \_\_\_\_\_  
 Do you have any relatives who work for the City of Gonzales?  Y  N If so, who? \_\_\_\_\_

Please state why you wish to serve as a member of a City board, commission, or committee.  
See attached.

**If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.**

### ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS

- 6 Library Board 5 Museum Advisory Board
- 6 JB Wells Park Advisory Board        Independent Golf Course Advisory Board
- Airport Advisory Board 4 Convention & Visitor Bureau
- 2 Beautification & Design Board

### DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS

- Planning and Zoning Commission 3 Board of Adjustment/Sign Control Board

### SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS

- Gonzales Economic Development Corp. \*1 Main Street Advisory Board

       AD HOC OR OTHER OPPORTUNITIES AS AVAILABLE – Items may arise from time to time such as redistricting, or charter review committees, or appointments to regional committees, etc.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE:  DATE: 09/05/2024

Date 09/05/2024

Jon Quirey

## Main St. Advisory Board

In my business it is important to have good rapport with the community. While managing stores we were able to work with Churches, Schools, Little League, and FFA. Helping them to use our products for profits within their organizations. With my new role as entrapanver, I am not in store as much. However, I would still like to make connections with people inside the community.

I saw my friend, Charles Kerr, outside of Gonzales Food Market as he was going to a Main St. board meeting. As we were talking I saw a few other recognizable people going in. That night I had suggested to my family that I try to become a member. Then a few days later Charles brought me an application.

My original hometown didn't have much of a Main St., only two or three buildings housing business. It impresses me how this town supports the local business and beauty of historic Gonzales Tx.



# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Name: Josh C. Gray Mailing Address: 2728 FM 3282

City, State & Zip: Gonzales, TX 78629 Phone Number: [REDACTED]

Email: [REDACTED] Employer: First National Bank of Shiner

Occupation: Branch Manager / Lender Business Address: 103 West 7th, Shiner, TX 77984

Are you a resident of Gonzales?  Y  N If yes, how long? 30 years

Do you currently serve on a City of Gonzales board or commission?  Y  N

If yes, which one(s)? \_\_\_\_\_

Do you have any relatives who work for the City of Gonzales?  Y  N If so, who? \_\_\_\_\_

Please state why you wish to serve as a member of a City board, commission, or committee.

My wish is to help facilitate the continued growth in the City of Gonzales and Gonzales County

**If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.**

### ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS

- Library Board
- Museum Advisory Board
- JB Wells Park Advisory Board
- Independent Golf Course Advisory Board
- Airport Advisory Board
- Convention & Visitor Bureau
- Beautification & Design Board

### DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS

- Planning and Zoning Commission
- Board of Adjustment/Sign Control Board

### SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS

- Gonzales Economic Development Corp.
- Main Street Advisory Board

**AD HOC OR OTHER OPPORTUNITIES AS AVAILABLE** – Items may arise from time to time such as redistricting, or charter review committees, or appointments to regional committees, etc.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE:

DATE: 8/29/2024





# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Name: Ken Morrow Mailing Address: 125 Greenwood Hills  
 City, State & Zip: Gonzales TX 78629 Phone Number: [REDACTED]  
 Email: [REDACTED] Employer: Alliance MFB Reps  
 Occupation: Sales Business Address: 709 N. Velasco  
 Are you a resident of Gonzales?  YES  NO If yes, how long? 20+ yrs  
 Do you currently serve on a City of Gonzales board or commission?  YES  NO  
 If yes, which one(s)? \_\_\_\_\_  
 Do you have any relatives who work for the City of Gonzales?  YES  NO If so, who? \_\_\_\_\_

Please state why you wish to serve as a member of a City board, commission, or committee.  
I enjoy serving on Gonzales & trying to make a difference.  
I always hope to improve business, and increase tourism.

**If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.**

- ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS**
- Library Board
  - Museum Advisory Board
  - JB Wells Park Advisory Board
  - Independent Golf Course Advisory Board
  - Airport Advisory Board
  - 2 Convention & Visitor Bureau
  - Beautification & Design Board

- DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS**
- Planning and Zoning Commission
  - Board of Adjustment/Sign Control Board

- SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS**
- 1 Gonzales Economic Development Corp.
  - 3 Main Street Advisory Board

AD HOC OR OTHER OPPORTUNITIES AS AVAILABLE – Items may arise from time to time such as redistricting, or charter review committees, or appointments to regional committees, etc.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: [Signature] DATE: 9/4/24

CITY OF GONZALES



COME AND TAKE IT

# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.

Name: Kyle Day Mailing Address: 789a US HWY 90A East  
City, State & Zip: Gonzales, TX 78629 Phone Number: [REDACTED]  
Email: [REDACTED] Employer: GIVEC  
Occupation: Operator Business Address: 825 E Sarah DeWitt Dr. Gonzales, TX 78629

Are you a resident of Gonzales?  Y  N If yes, how long? 22 yrs  
Do you currently serve on a City of Gonzales board or commission? Y  N  
If yes, which one(s)? \_\_\_\_\_  
Do you have any relatives who work for the City of Gonzales? Y  N If so, who? \_\_\_\_\_

Please state why you wish to serve as a member of a City board, commission, or committee.  
To help better our Golf course.

If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.

- ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS
- Library Board
  - Museum Advisory Board
  - JB Wells Park Advisory Board
  - Independent Golf Course Advisory Board
  - Airport Advisory Board
  - Convention & Visitor Bureau
  - Beautification & Design Board

- DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS
- Planning and Zoning Commission
  - Board of Adjustment/Sign Control Board

- SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS
- Gonzales Economic Development Corp.
  - Main Street Advisory Board

AD HOC OR OTHER OPPORTUNITIES AS AVAILABLE – Items may arise from time to time such as redistricting, or charter review committees, or appointments to regional committees, etc.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: [Signature] DATE: 10/9/24

City of Gonzales – 820 St. Joseph, Gonzales, TX 78629 – (830) 672-2815  
Submitted applications will be forwarded to the City Council for consideration and are also available to the public under the guidelines of the Texas Public Information Act.  
Please contact the City Secretary (CitySecretary@gonzales.texas.gov) if you have questions about this process. Revised 9/24



# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.

Name: Luz M. Moreno Mailing Address: 203 Reid St. Gonzales  
 City, State & Zip: Gonzales, TX 78629 Phone Number: [REDACTED]  
 Email: [REDACTED] Employer: Self Employed  
 Occupation: Social Services/Transportation Business Address: Home  
 Are you a resident of Gonzales?  Y  N If yes, how long? 30 years  
 Do you currently serve on a City of Gonzales board or commission? Y  N   
 If yes, which one(s)? NA  
 Do you have any relatives who work for the City of Gonzales? Y  N  If so, who? NA

Please state why you wish to serve as a member of a City board, commission, or committee.  
I have time now, and would like to give back to the community. Share my talents, experience and insight with the city where I grew up and call home.

If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.

### ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS

Library Board  Museum Advisory Board  
 JB Wells Park Advisory Board  Independent Golf Course Advisory Board  
 Airport Advisory Board  3 Convention & Visitor Bureau  
 2 Beautification & Design Board

### DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS

Planning and Zoning Commission  Board of Adjustment/Sign Control Board

### SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS

Gonzales Economic Development Corp.  Main Street Advisory Board

AD HOC OR OTHER OPPORTUNITIES AS AVAILABLE – Items may arise from time to time such as redistricting, or charter review committees, or appointments to regional committees, etc.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: Luz Moreno DATE: Sept. 27, 2024

City of Gonzales – 820 St. Joseph, Gonzales, TX 78629 – (830) 672-2815  
 Submitted applications will be forwarded to the City Council for consideration and are also available to the public under the guidelines of the Texas Public Information Act.

Please contact the City Secretary (CitySecretary@gonzales.texas.gov) if you have questions about this process. Revised 9/24

CITY OF GONZALES



COME AND TAKE IT

### CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS REAPPOINTMENT FORM

As an applicant for a City board, committee, or commission, the information on this form may be available in accordance with the guidelines of the Texas Public Information Act. You have the right to request the exclusion of certain information from public access.

**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Board/Committee/Commission Name: GEDC

Do you wish to be considered for reappointment:  YES  NO  
*If you select N for no, please sign and date and return this form to the City Secretary.*

Name: Rate Jackson

Mailing Address: P.O. Box 994

City, State & Zip: Gonzales TX 78629

Phone Number: [REDACTED] Email: [REDACTED]

How long have you served on this Board/Committee/Commission 4

Please state why you wish to be reappointed.  
I enjoy helping the GEDC board make decisions on projects that will help our county and city grow.

I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: [Signature]

DATE: 8-27-24

City of Gonzales – 820 St. Joseph, Gonzales, TX 78629 – (830) 672-2815  
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Please contact the City Secretary (CitySecretary@gonzales.texas.gov) if you have questions about this process. Revised 7/24



# CITY OF GONZALES BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

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**Certain boards may have additional qualification requirements. View information about each board on the City website or contact the City Secretary's Office.**

Name: Rebecca Martinez Mailing Address: 332 A. St. George St

City, State & Zip: Gonzales, Tx 78629 Phone Number: [REDACTED]

Email: [REDACTED] Employer: Self

Occupation: Business Owner Business Address: Same as

Are you a resident of Gonzales?  YES  NO If yes, how long? \_\_\_\_\_

Do you currently serve on a City of Gonzales board or commission?  YES  NO

If yes, which one(s)? \_\_\_\_\_

Do you have any relatives who work for the City of Gonzales?  YES  NO If so, who? \_\_\_\_\_

Please state why you wish to serve as a member of a City board, commission, or committee.  
I have a vested interest in Gonzales & plan to make it my home

**If selected, on which boards/committees/commissions would you be willing to serve? Please indicate your preference by number, 1, 2, 3, etc. (number overall, not section by section). This application will remain on file for ninety (90) days.**

### ADVISORY BOARDS, COMMITTEES, OR COMMISSIONS

- Library Board
  - JB Wells Park Advisory Board
  - Airport Advisory Board
  - Beautification & Design Board
  - Museum Advisory Board
  - Independent Golf Course Advisory Board
  - Convention & Visitor Bureau
- Renewal

### DECISION MAKING/QUASIJUDICIAL BOARDS, COMMITTEES, OR COMMISSIONS

- Planning and Zoning Commission
- Board of Adjustment/Sign Control Board

### SEPARATE LEGAL ENTITIES/NON-PROFIT CORPORATIONS

- Gonzales Economic Development Corp.
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I, the undersigned, hereby request consideration for the appointment to a board, committee or commission of the City of Gonzales, Texas. I affirm that all information contained in this application is true and complete and that any misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer for the City of Gonzales. I have read and understand the City of Gonzales Code of Ethics and Conduct (Article 9.500 of the Code of Ordinances).

SIGNATURE: [Signature]

DATE: 8/20/24

**RECEIVED**

City of Gonzales – 820 St. Joseph, Gonzales, TX 78629 – (830) 672-2815  
Submitted applications will be forwarded to the City Council for consideration and are also available to the public under the guidelines of the Texas Public Information Act.

**AUG 27 2024**

Please contact the City Secretary (CitySecretary@gonzales.texas.gov) if you have questions about this process. Revised 7/24

BY: [Signature]

## **COUNCIL AGENDA ITEM BRIEFING DATA**



## **AGENDA ITEM**

Discuss, Consider & Possible Action on Resolution #2024-112 Authorizing the Mayor to execute a Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool

**DATE: October 17, 2024**

### **TYPE AGENDA ITEM:**

Resolution

### **BACKGROUND:**

Since 2016, when the TML Risk Pool first began offering Cyber Liability and Data Breach Response Coverage (“Cyber Coverage”), cyber claims have exponentially increased in both frequency and severity.

Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That’s why the Board of Trustees recently created a new Cyber Fund and approved changes to the Pool’s Coverage structure, effective on October 1, 2024. Members must elect to continue coverage or “opt-in” by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.

The following is a brief overview of the changes:

- The Pool is creating a separate Cyber Fund – each Member that wants to continue coverage must sign a new, separate interlocal agreement (contract) to join the Fund.
- The Pool’s total annual payout for cyber claims will be capped at \$25 million – should criminals execute a widespread attack, the Pool’s Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to \$500,000 or \$1,000,000, depending on whether Core or Core+ option is selected.
- Cyber coverage contributions (premiums) will increase based on a Member’s elected limits. The new contribution ranges from \$1,000 to \$1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over).

### **POLICY CONSIDERATIONS:**

Chapter 791 of the Government Code provides that Interlocal Cooperation Contracts increase efficiency and effectiveness of local governments by authorizing them to contract, to the greatest possible extent with one another and with agencies of the state.

### **FISCAL IMPACT:**

Annual contributions will increase from \$247.24/annually to \$1,250.00/annually.

**STAFF RECOMMENDATION:**

Staff respectfully recommends the council take the action they deem necessary.

## RESOLUTION NO. 2024-112

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GONZALES, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE A CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT WITH TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the TML Risk Pool offers Cyber Liability and Data Breach Response Coverage recognizing cyber claims have exponentially increased in both frequency and severity; and

**WHEREAS**, the TML Board of Trustees recently created a new Cyber Fund and approved changes to the Pools' Coverage structure effective October 1, 2024; and

**WHEREAS**, the City Council wishes to continue coverage by entering into the Cyber Liability and Data Breach Response Interlocal Agreement to participate in the newly created Cyber Fund.

**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 Mayor to execute an Interlocal Agreement with the Texas Municipal League for Cyber Liability and Data Breach Response Coverage (“Cyber Coverage”) for a premium not to exceed \$1,250.00; and an executed copy of the agreement shall be attached as **Exhibit A**.

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 17<sup>th</sup> day of October, 2024.**

---

Mayor, S.H. Sucher

ATTEST:

---

Kristina Vega, City Secretary

# Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

## CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as “Pool Members”) to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the “Fund”) for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov’t Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.
  - a. Board. Refers to the Board of Trustees of the Fund.
  - b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.
  - c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.
  - d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.
  - e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member’s election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.
  - f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to “reinsurance.”
  - g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund’s obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.
  - h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.
  - i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.
  - j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.
2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.
3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.
5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

*If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.*

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termination.

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.
8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.
9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.
10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.
11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.
12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.
13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.
14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a “self-insured.” At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney’s fees in any suit or action arising out of or related to this Interlocal Agreement.

17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS’ FUND CONTACT (See Section 10):

Member Name \_\_\_\_\_

Name of Contact \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ Email Address \_\_\_\_\_

Street Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

\_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Member’s Federal Tax I.D. Number \_\_\_\_ - \_\_\_\_\_

**This Information is MANDATORY**

**TO BE COMPLETED BY FUND: (OFFICE USE ONLY)**

Effective Date of This Agreement \_\_\_\_\_

Member Name \_\_\_\_\_

Contract Number \_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF AUTHORIZED FUND OFFICIAL

\_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_