

**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 21<sup>st</sup> day of August A.D., 2023 at 6:00 P.M. the City Council met in a Regular Meeting at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Mildred Jefferson, Councilmember  
Nora Hodges, Councilmember  
Karon E. Neal, Councilmember

Bridgette Begle, City Attorney  
Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 6:02 P.M. and Pastor Charles Tompkins gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

In Public Comments Margie Hamner spoke and stated to council that she was there to ask for Hotel/Motel Funds for the Waller County Fair to be used for advertising. Jimmy Economou spoke about the city instilling time clocks for employees, keeping the mayor terms to two-years and for a Charter Amendment to hire a city administrator.

**4. Consideration and action on minutes of July 17, 2023, August 7, 2023, and August 10, 2023, meetings.**

Councilmember Nora Hodges made a motion to approve the minutes. Councilmember Mildred Jefferson seconded the motion and carried it unanimously.

**13. Consideration and action from Waller County Fair Association for Hotel/Motel funds in the amount of \$5,000 for advertising.**

Councilmember Mildred Jefferson made a motion to approve Hotel/Motel funds to the Waller County Fair Association. Councilmember Nora Hodges seconded the motion and carried it unanimously.

**5. Consideration and action on a Resolution from the City Council of the City of Hempstead adopting land use assumptions, a capital improvements plan, and impact**

**fees for water and wastewater facilities in accordance with Chapter 395 of the Texas Local Government Code; making certain findings related to subject; and providing for severability.**

Jared Engelke with Strand and Associates, the city's engineer presented a PowerPoint to council on impact fees that the city can charge for new developments. The CIAC can implement the fees immediately and assess them to the city's ETJ. Impact fees are in line with other surrounding cities. Councilmember Mildred Jefferson asked when will the impact fees go into effect. Jared Engelke answered that the city council can set the date to commence. Councilmember Lonnie Garfield agreed with the impact fees. Councilmember Cindy Pearce asked if this will also be subject to residential? Jared Engelke answered only if the property is to be re-plated.

Mayor Pro-Tem Lonnie Garfield made a motion to approve the Resolution of Impact fees with a starting cost of \$6,967 to include the city's ETJ effective immediately. Councilmember Mildred Jefferson seconded the motion and carried unanimously.

**6. Discussion and action on the FY22 Audit.**

Ben Cohen with Belt, Harris & Pechacek the city's auditing firm presented to council the 2022 Audit. He thanked City Secretary Sabrina Alvarez for getting all the information to him for the audit in a timely manner and with no conflicts. Mayor Erica Gillum asked why the delay on getting the audit in a timely manner? Ben Cohen stated that their goal is to have it by March 31, of every year but it doesn't always happen that way, with adjustments to the trial balance, gathering information, and a backlog of the pandemic. Ben Cohen stated that we are staying in line, we just have to continue to follow the path. Finance Officer Alan Younts stated that overall, it's a good audit, the city has such a small tax base as revenue, inflation, winter storm and the pandemic it affects a small city like us. Continue to work hard and keep in line with the budget.

**7. Consideration and action on Proposed Tax Rate.( For Notice Purposes only)**

Proposed Tax Rate-\$0.582685 per \$100

No-New Revenue Tax Rate-\$0.500343 per \$100

Voter Approval Tax Rate-\$0.582685 per \$100

Roll Call- AYE- Mayor Pro-Tem Lonnie Garfield, Councilmember Karon Neal, Councilmember Mildred Jefferson, Councilmember Nora Hodges.

NO-Councilmember Cindy Pearce

Motion carried.

**8. Discussion on 23-24 Proposed Budget. ( No action needed)**

No action was taken. The city every year must present to citizens that a proposed budget is available at city hall for review.

**9. Consideration and action on a Rules of Decorum Policy applicable to City Council and all City Boards and Committee Meetings.**

Councilmember Mildred Jefferson made a motion to approve the rules. Councilmember Nora Hodges seconded the motion and carried unanimously.

**10. Discussion from Emily Grennon (Utility Billing Supervisor) on the Sensus Analytics Customer Portal.**

Emily Grennon stated to the council that she will be organizing a workshop to be held in early September at the Recreation Center to help citizens of Hempstead register for the portal. The portal will help the citizens keep track of their daily consumption, set alarms, and compare usage from the previous month. Kollye Kilpatrick stated that a kiosk will be set up at city hall for the citizens as well. Councilmember Nora Hodges stated that the information on the customer portal was included in the last two newsletters.

**11. Discussion on City of Hempstead's Personnel Travel Policy.**

Councilmember Nora Hodges asked the council if anyone had any questions about the travel policy. Since the wrong information was stated, Councilmember Nora Hodges read the travel policy so the council could have a clearer understanding. Councilmember Nora Hodges added the general statement which included all personnel (elected officials and employees) to a policy previously written by Manager of Operations Kollye Kilpatrick, that only included directors and employees. Mayor Pro-Tem Lonnie Garfield is for the policy, he wants more flexibility for the mayor and council, and would like to see one in the future. Councilmember Cindy Pearce is in favor of the travel policy that included the elected officials. Councilmember Mildred Jefferson is in favor of the one that Manager of Operations created originally.

**12. Discussion and action to authorize the Mayor to submit a Request for Qualifications for a Waste Collection Company.**

The city receives numerous complaints daily on missed trash, broken containers, the current waste collection company will be going up in pricing effective October 1, 2023. Request for Qualifications to get bids from other companies, the bids will be seen by the council. Councilmember Mildred Jefferson made a motion to approve the Request for Qualifications. Councilmember Karon Neal seconded the motion and carried unanimously.

**14. Consideration and action on payment of current bills.**

Councilmember Mildred Jefferson made a motion to approve the bills. Mayor Pro-Tem Lonnie Garfield seconded the motion and carried unanimously.

**15. Presentations-**

A. Mayor's Reports-

- a. Sales Tax-Mayor Pro-Tem Lonnie Garfield stated that sales tax is up 2.27% for the month of August.

B. Councilmember's Report-

- a. Nora Hodges-Compliments and appreciation to Lilliana Rodriguez, HEDC Administrative Assistant for hosting a series of free events with Prairie View SBDC for local business owners (current and prospective)
- b. Councilmember Nora Hodges attended the Waller County Infrastructure Conference held August 17, 2023, in Katy, TX. The conference featured four panel sessions: 1. Electrical and Telecommunications, 2. Mobility; 3. Drainage; 4. Developers. Attending this event provided education and a network opportunity for me.
- c. Lonnie Garfield-Giving an update on Hempstead ISD Long Range Planning Committee, that Mayor Pro-Tem is serving on. The School District is moving in the right direction.

**The City Council convened in Executive Session at 7:26 P.M.**

**Executive Session closed at 7:30 P.M.**

**No action was taken in Executive Session.**

**11. Adjourn City Council Meeting.**

There being no further business, Mayor Pro-Tem Lonnie Garfield made a motion to adjourn the meeting at 7:30 P.M. Councilmember Karon Neal seconded the motion and carried unanimously.

**PASSED AND APPROVED** this the 18<sup>th</sup> day of September, A.D., 2023.

**APPROVED:**

**/s/: Erica Gillum, Mayor**

**ATTEST:**

**/s/: Sabrina Alvarez, City Secretary**