City of Berryville, Texas

**CITY COUNCIL WORKSHOP**

**TUESDAY MARCH 4th, 2025**

**CITY HALL 23170 CR 4117, FRANKSTON, TX**

**11:00 A.M.**

AGENDA

1. Call meeting to order and have a moment of silence and salute to the flag.

CITIZEN COMMENTS:

Any person who is not scheduled on the agenda may address the City Council under Citizen Comments by completing a Citizen Appearance Request form with the City Secretary. In accordance with the Texas Open Meetings Act, the City Council is restricted from taking action on comments during the Citizen Comments period.

1. Discuss and take action on Berryville Volunteer Fire Department.
   1. Review and approve Constitution and By-laws
   2. Review and approve Code of Ethics to be signed by all BVFD members
   3. Designate the new Fire Chief

Items to consider for completion of transition.

* + 1. All personnel will be required to submit an application to be considered for membership.
    2. All personnel will agree to background checks and Driver’s License record review for Insurance and Liability purposes.
    3. Fire Chief will perform current assessment of the facility and inventory to determine readiness to respond to 911 calls from Dispatch.
    4. Fire Chief will develop a needs assessment to determine priorities on outfitting department to meet current standards and submit to the city council for consideration.
    5. Discontinue personnel residing in the firehouse immediately. Must vacate by March 15th. During this time of transition it should be noted that personnel will be entering and working within the firehouse to ensure their capabilities in supporting the current service area.
    6. Consultation with City Attorney and Accountant for necessary matters.
  1. Notify appropriate entities of the changes in BVFD including:
     1. Henderson County Judge
     2. Henderson County Attorney.
     3. Henderson County PCT 4 Commissioner,
     4. Henderson County Fire Marshal
     5. Update Berryville website to reflect new organization
     6. President of the Fire Chiefs Association
     7. Previous Fire Chief Bill Johnston to assist with the transfer of materials and equipment to the proper location.
     8. File appropriate documents with Henderson County records for proper recording

1. Discuss Water Department and Current and Planned Activities
   1. Well 6 Status and availability of coming online
   2. Well 7 Status and availability of for beginning Tank Maintenance
2. Update on SPI Assessment
3. Update on RVS Billing audit and Trash rates
4. Update on RAP request from TXDOT.
5. Budget development for 2025-2026 Budget Year
   1. Budget needs to be completed by June 1.
   2. Available for citizen review until June 15th
   3. Open Meeting for Citizen Feedback
   4. Finalize Budget for Commencement July 1.

This year we will be taking a more detailed look at all aspects of revenue and expenditure.

This will include a review of all invoices for the last 5 years for all items in the budget to include but not limited to:

Electric Bill, Phone Bill, Internet, Website, Insurance, Security, Inventory, Maintenance, Payroll and Benefits, Memberships, Licensing, Fire Department.

We want to be able to break down costs by facility. City Hall, Firehouse, Well sites.

The city has been requested to evaluate utilizing Reds Landing for the benefit of the citizens. Potential costs need to be analyzed.

We will also be developing a Capital Improvement Budget in addition to the Operating Budget. It is imperative that we have a complete understanding of where we stand so we can make the best use of our resources while continuing to look for outside sources such as grants and other state or federal assistance.

The early part of this process will be heavily dependent on Gene Fagelson, Dennis Selby, along with Brenda Lankford. As we begin to compile all of the necessary information, we will update the Council as quickly as possible.

1. Update on City Elections

Position Filings and appropriate actions discussed. Actions can be decided at the next regular Council Meeting on March 11th.

* Adjourn.

I, the undersigned, do hereby certify that the above Notice of Meeting of the above-named Berryville City Council is a true and correct copy of said Notice. I posted a true and correct copy of said Notice on the outside door of City Hall, Berryville, Texas, at a place readily accessible to the general public at all times on the 27th day of February 2025 and said Notice remained so posted continuously for at least 72 hours preceding scheduled time of said meeting.

Sue Morgan

Mayor, City of Berryville

The City Council of the City of Berryville reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters above, with respect to and as authorized by Texas Government Code Session 551.074 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.074 (Personnel Matters) and 551.087 (Negotiations).