

BE IT KNOWN THAT THE CITY COUNCIL OF THE CITY OF GLADEWATER, TEXAS WILL MEET IN REGULAR SESSION AT CITY HALL, 519 EAST BROADWAY, GLADEWATER, TEXAS ON THURSDAY, MARCH 19, 2026, AT 6:00 P.M.

CITY OF GLADEWATER
CITY COUNCIL REGULAR SESSION
AGENDA
MARCH 19, 2026
6:00 P.M.

PAGE	ITEM
	I. <u>CALL TO ORDER</u> a) Invocation b) Pledge
	II. <u>MAYOR AND COUNCIL COMMENTS</u> <i>The Mayor may address items of community interest, including: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the City of Gladewater; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the City of Gladewater that was attended or is scheduled to be attended by a City Official of the City of Gladewater; and announcements involving an imminent threat to the public health and safety of people in the City of Gladewater that has arisen after posting the agenda. The Mayor may also provide updates or open discussions on matters of community concern. No action will be taken except specifically listed on this agenda.</i>
	III. <u>CITY MANAGER'S REPORT</u> (Council may ask questions or discuss matters raised. <u>No action will be taken unless specifically listed on this agenda.</u>) a) Administrative and project updates b) Announcements and department updates
	IV. <u>CITIZENS COMMENTS</u>
	V. <u>CONSIDERATION</u> of consent agenda: a) Minutes – February 19, 2026 b) Agreement for Election Administration between the City of Gladewater, Texas and Gladewater Independent School District c) Blanket Permit for the Gladewater Community Reunion to be held at Bumblebee Park on Saturday, May 16, 2026 from 10am-10pm
1 6 10 16	VI. <u>PRESENTATION, DISCUSSION AND ACCEPTANCE</u> of 2025 Lake Gladewater Dam Inspection Report
106	VII. <u>PRESENTATION</u> of Certification of Unopposed Candidates for the May 2, 2026 General Election
107	VIII. <u>DISCUSS AND CONSIDER</u> Ordinance O-26-03 Cancelling the May 2, 2026 General Election
	IX. <u>PRESENTATION AND DISCUSSION</u> regarding a Street Zipper
	X. <u>PRESENTATION AND DISCUSSION</u> by Eric Dixon regarding housing development on Loop 485
	XI. <u>DISCUSS AND CONSIDER</u> installation/repair of 10" water line on Rodeo Street

- XII. DISCUSS AND CONSIDER prohibiting on-street parking in certain residential areas
- 109 XIII. DISCUSS AND CONSIDER Resolution R-26-06 regarding the Interim Rate Adjustment Application of CenterPoint Energy Resources Corp., for the 12 month period ending December 31, 2025
- 113 XIV. DISCUSS AND CONSIDER Ordinance O-26-04 Amending §15.03.020 Building Regulations Schedule of Permit Fees, §17.09 Building/Inspections Fee Schedule, and §17.17 Water Department Fee Schedule of the City of Gladewater Code of Ordinances
- XV. DISCUSS AND CONSIDER recommendation from the Airport Board for approval of new hangar construction at G-7, G-8, G-9, G15, and G-16 at Gladewater Municipal Airport
- 121 XVI. PRESENTATION, DISCUSSION AND CONSIDERATION of approval for Gladewater Economic Development Corporation to hire The Retail Coach for retail recruitment
- XVII. QUARTERLY UPDATES from department heads:
- a) Airport/Cemetery/Lake
 - b) Chamber of Commerce
 - c) Code Enforcement
 - d) Finance
 - e) Fire Department
 - f) Gladewater Economic Development Corporation
 - g) Library/Grants
 - h) Police Department
 - i) Public Works/WTP/WWTP
- XVIII. EXECUTIVE SESSION pursuant to Local Government Code §551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee - Fire Chief
- XIX. RECONVENE INTO OPEN SESSION and take any action necessary regarding Fire Chief
- XX. DISCUSSION OF FUTURE AGENDA ITEMS Council may discuss priorities, issues of concern, and potential items for placement on future agendas. No action will be taken on matters not specifically listed on this agenda.
- XXI. ADJOURN

The City Council of the City of Gladewater 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 Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.074 (Personnel Matters) and 551.087 (Negotiations).

PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILLARY AIDS OR SERVICES ARE REQUESTED TO CONTACT JUDY VAN HOUTEN AT (903) 845-2196 AT LEAST TWO DAYS BEFORE THIS MEETING SO THAT APPROPRIATE ARRANGEMENTS MAY BE MADE.

I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT GLADEWATER CITY HALL BY 5:00 P.M. ON FRIDAY, MARCH 13, 2026.



JUDY VAN HOUTEN, TRMC
CITY SECRETARY



CITY OF GLADEWATER
CITY COUNCIL REGULAR SESSION
MINUTES
FEBRUARY 19, 2026
6:00 P.M.

MEMBERS PRESENT: Mayor Brandy Flanagan, Mayor Pro-tem Elijah Anderson, Michael Webber, Stoney Stone, Wiliam Blackmon, Milton Anderson

MEMBERS ABSENT: Kevin Clark

STAFF PRESENT: Charlie Smith, Judy Van Houten, Brandy Winn, Brian Smith, Kyle Ready, Meghan Foster, Michael Simmons, Wendy Emmel, Wesley Moyers, Brandon Brown, David Roberts Anna Conlan, Ron Stutes

GUESTS PRESENT: Michele Stone, Max Evans, Ken Laxton, Mandy Dillon, Teddy Sorrells, Rosemary Thomas, Benjamin Bonilla, Brittany Bonilla, Chase Rowe, James Reese, Mica Langley, Allyson Ferrell, Deth Cheau, Pissey Youk, Vincent Phillips, Jill Clay, Andre' Clay, Rose Rachal, Jeff Browne, Lois Reed, Brandon Winn, Shelia Faggans, Kris Fossan, Nolan Clay, Melinda Smith

I. CALL TO ORDER

Mayor Flanagan and Mayor Benjamin Bonilla called the meeting to order at 6:00 p.m.

- a) Invocation – Teddy Sorrells
- b) Pledge – Mayor Benjamin Bonilla

II. MAYOR AND COUNCIL COMMENTS

Mayor Flanagan introduced Mayor Benjamin Bonilla and asked him is he had anything he would like to say. Mayor Bonilla said there should be no school on Fridays and parents shouldn't have to wake up in the mornings.

Community Spotlight

Councilmember M. Anderson said it nice to see our code enforcement and public works departments out in force taking care of the city.

Mayor Pro-tem E. Anderson thanked our public works department for getting the crosswalk installed at Bumblebee Park.

Councilmember Blackmon acknowledged the wonderful job our public works employees did during the recent freeze. He also thanked all of our past and current board members for their service to the city.

Councilmember Stone said that our animal control officer is doing a wonderful job.

Councilmember Webber highlighted the high schoolgirls and boys basketball teams. They both made the playoffs. The girls are out of the running already, but the boys are still playing. He encouraged everyone to go watch and support our local kids.

Mayor Flanagan mentioned the local backpack program and the meals they provide to GISD and UGISD students to fill the gap.

Lois Reed let everyone know of the upcoming events: 1) Mrs. Lee's Daffodil Garden will be open from February 17 – middle of March. 2) "Where Freedom Rides" exhibit at the Gregg County Historical Museum will be open Tuesday – Saturday from 10am-2pm. Gladewater Roundup Rodeo is featured. 3) Outdoor Management Services ribbon cutting will be held Friday, February 20th at 2pm. 4) "Meet the Authors" at Lee-Bardwell Public Library will be held on Saturday, March 14th from 2-6pm. 5) The Texas Euro BW Road Trip will visit Gladewater on March 19th between the hours of 11am-1pm. They will be parked downtown and enjoy lunch and a little sightseeing before heading to their next destination. 6) The GHS Band Booster Club car show will be held on Saturday, March 21st from 9am-1pm along Pacific Street in downtown Gladewater. 7) The Annual Trades at the Museum event will be held Saturday, March 21st from 10am-4pm along Commerce Street in downtown Gladewater. 8) The 95th Annual Chamber Banquet will be held on Thursday, March 26th from 6:15-8 pm at the Gladewater Former Students' Association building.

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III. CITY MANAGER'S REPORT (Council may ask questions or discuss matters raised. No action will be taken unless specifically listed on this agenda.)

- a) Administrative and project updates
- b) Announcements and department updates

Charlie Smith gave the following updates: 1) Fire Chief interviews have been completed and things are moving forward. 2) Work on South Loop 485 is in progress now. 3) Brandy Winn invited everyone to attend the "Meet the Authors" event at Lee-Bardwell Public Library on Saturday, March 14 from 2-6pm. This event will feature local and Texas authors. She will also be doing a podcast about the event on February 25th. 4) Judy Van Houten received her recertification from Texas Municipal Clerks Association recently.

IV. CITIZENS COMMENTS

Max Evans spoke about the issues he and others in his neighborhood are having with a property that is not being maintained. He thanked code enforcement for what they have done and will be doing to get the issues corrected.

James Reece with Gladewater Thrive & Connect invited everyone to attend the Eggstravaganza on April 4th at Lake Gladewater Park.

Brandon Winn introduced himself and said he is running for Upshur County Judge. He asked for support in his bid for the office.

V. CONSIDERATION of consent agenda

- a) Minutes – January 15, 2026
- b) Quarterly Investment Report for quarter ending December 31, 2025
- c) Blanket Permit for a "Gladewater Egg-Extravaganza" hosted by Gladewater Thrive & Connect on April 4, 2026 at Lake Gladewater Park facilities

Councilmember Webber made a motion to approve the consent agenda; seconded by Mayor Pro-tem E. Anderson. Motion carried 6-0.

VI. EXECUTIVE SESSION pursuant to Local Government Code §551.071 – consultation with counsel on legal matters – short term rentals

Mayor Flanagan recessed the meeting into executive session at 6:22 p.m.

VII. RECONVENE INTO OPEN SESSION and take any action necessary regarding short term rentals

Mayor Flanagan reconvened the meeting into open session at 6:36 p.m.

Councilmember M. Anderson would like for §156.04 removed.

Councilmember Blackmon suggested that the appeals process in section D be changed for appeals to come before council.

Mayor Flanagan suggested a limit to the number of short-term rentals on city-owned lake property. Her recommendation would be a percentage of all city-owned properties.

Councilmember M. Anderson said he does not want too many "businesses" operating on the lake.

Councilmember Stone suggested setting a percentage and revisiting when and if needed.

Mayor Flanagan reminded everyone that we have limited hotels in Gladewater so short-term rentals are needed.

Ron Stutes asked about the 30-day application period. Maor Flanagan said that she would be good with 60 days.

No action taken on this item.

VIII. DISCUSS AND CONSIDER Resolution R-26-02 Adopting Procurement Policies and Procedures for Federal Grant Contracts

Charlie Smith explained that this is a formality as it is required for grant procedures.

Councilmember M. Anderson made a motion to adopt the resolution; seconded by Mayor Pro-tem E. Anderson. Motion carried 6-0.

IX. DISCUSS, CONSIDER AND APPROVE Adoption of Resolution R-26-03 regarding Civil Rights Policies for the Texas Department of Agriculture Community Development Block Grant Program

Councilmember Blackmon made a motion to adopt the resolution; seconded by Councilmember M. Anderson. Motion carried 6-0.

X. DISCUSS AND CONSIDER action declaring February 2026 as Fair Housing Month for the City of Gladewater in compliance with the City's Community Development Block Grant Program

Councilmember M. Anderson made a motion to declare February 2026 as Fair Housing Month in Gladewater; seconded by Councilmember Stone. Motion carried 6-0.

XI. PRESENTATION by Traylor & Associates: Overview of Texas Community Development Block Grant requirements related to Section 3 of the Housing and Urban Development Act of 1968 – Grant No. CDV25-0089

Melinda Smith with Traylor & Associates presented information regarding Texas CDBG requirements.

XII. DISCUSS AND CONSIDER Resolution R-26-04 adopting a Cybersecurity Awareness Policy for the City of Gladewater, Texas

Charlie Smith said we need to adopt a written policy. City employees already follow the requirement for cybersecurity training.

Councilmember Blackmon made a motion to approve the policy; seconded by Mayor Pro-tem E. Anderson. Motion carried 6-0.

XIII. DISCUSS AND CONSIDER Resolution R-26-05 Authorizing the submission of a Texas Community Development Block Grant Program Application to the Texas Department of Agriculture for the Downtown Revitalization Program

Brandy Winn explained that we applied for this grant last year and did not get awarded. We are applying again this year.

Councilmember Stone made a motion to approve the resolution; seconded by Councilmember Blackmon. Motion carried 6-0.

XIV. DISCUSS AND CONSIDER annual audits for Gladewater Economic Development Corporation for fiscal years ending September 30, 2023 and September 30, 2024

GEDCO Executive Director explained that the board approved having a 2-year audit done to get back on track. She said that the council received the audit report in their packet and asked if they had any questions.

Councilmember Blackmon made a motion to approve the audit report for FY 2023 and FY 2024; seconded by Councilmember Webber. Motion carried 6-0.

- XV. DISCUSS AND CONSIDER Ordinance O-26-02 Amending §5.03.150 Solid Waste Schedule of Rates of the City of Gladewater Code of Ordinances

Charlie Smith explained that this is the yearly CPI increase from Republic Services. This year the CPI is 4.3%

Councilmember Webber made a motion to approve the ordinance; seconded by Councilmember M. Anderson. Motion carried 6-0.

- XVI. UPDATE regarding grant activities

Brandy Winn gave a brief update to council regarding: 1) the General Land Office (GLO) grant; 2) the National Fitness Campaign (NFC) grant; and 3) the Safe Streets 4 All (SS4A) grant.

- XVII. DISCUSS AND CONSIDER Service Agreement No. 2098-001 between the City of Gladewater and Lone Star Consulting regarding Infrastructure Act funding

Mayor Flanagan said this was presented to council previously. She explained that Lone Star Consulting did pro-bono work to obtain the City of Gladewater 1.5 million in grant funds to help with planning for the lake dam rehabilitation.

Councilmember Blackmon asked for clarification on the up-front cost and a percentage due to Lone Star Consulting if a grant is awarded. He said the city would be paying on both ends in that case. He then asked if we have it budgeted for \$4,000 per month. Charlie Smith said that we can find it in the budget for the remainder of this fiscal year.

Councilmember Blackmon made a motion to approve the agreement with a start date 60-days from today; seconded by Councilmember M. Anderson. Motion carried 6-0.

- XVIII. DISCUSS AND CONSIDER revised Parks & Recreation Board Master Plan

Teddy Sorrells presented the boards final version.

Councilmember M. Anderson said he still wants to remove the RV Slots from the plan. Mr. Sorrells said the board decided to leave them in their final version but it is ultimately up to the council to decide. Mayor Flanagan said she would love to put this topic before the public in the next Town Hall meeting.

Mayor Pro-tem E. Anderson made a motion to postpone further discussion and/or consideration of this item until the May 21, 2026 meeting; seconded by Councilmember M. Anderson. Motion carried 5-1 with Webber opposed.

- XIX. DISCUSS AND CONSIDER recommendation from the Parks & Recreation Board recommendation for their board logo

Teddy Sorrells presented the boards recommendation for a board logo. Judy Van Houten recognized the amazing work that Casey Turner did in putting the boards ideas into the final product.

Councilmember Blackmon said the logo is well thought out. He made a motion to approve the logo; seconded by Councilmember Stone. Motion carried 6-0.

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- XX. DISCUSS AND CONSIDER recommendation from the Parks & Recreation Board to switch board member Steve Young and alt. board member Casey Turner on the board roster

Teddy Sorrells said the board discussed the options of changing their start time, however they were in agreement to leave it at 5pm. Judy Van Houten spoke with Steve Young who was happy to swap places on the board with Casey Turner. His work schedule does not allow him to be in town at 5pm on a regular basis.

Councilmember Stone made a motion to make Casey Turner an active board member and to make Steve Young the alt. board member; seconded by Councilmember Webber. Motion carried 6-0.

- XXI. DISCUSSION OF FUTURE AGENDA ITEMS Council may discuss priorities, issues of concern, and potential items for placement on future agendas. No action will be taken on matters not specifically listed on this agenda.

1. Ban on street parking in some areas

- XXII. ADJOURN

Councilmember Stone made a motion to adjourn the meeting at 7:37 p.m.; seconded by Mayor Pro-tem E. Anderson. Motion carries 6-0.

Brandy J. Flanagan
Mayor

ATTEST:

Judy Van Houten, TRMC
City Secretary

AGREEMENT FOR ELECTION ADMINISTRATION

BETWEEN

THE CITY OF GLADEWATER, TEXAS

AND

GLADEWATER INDEPENDENT SCHOOL DISTRICT

This Agreement for Election Administration (“Agreement”) is entered into by and between the **City of Gladewater**, a political subdivision of the State of Texas (“City”), and **Gladewater Independent School District**, a political subdivision of the State of Texas (“District”).

I. PURPOSE

The purpose of this Agreement is to provide for the joint administration of the District’s Bond Election and Board of Trustees Election to be held on May 2, 2026, including the coordination of early voting and Election Day voting.

The Parties agree that conducting the election jointly will promote efficiency and reduce administrative costs while ensuring compliance with the Texas Election Code.

II. ELECTION ADMINISTRATION

The Parties agree that Judy VanHouten shall provide election administration services and shall oversee all election operations in accordance with the Texas Election Code and other applicable state laws.

The Early Voting Clerk shall be responsible for:

- Coordinating early voting procedures
- Managing election workers and polling staff
- Ensuring compliance with all applicable election laws

III. EARLY VOTING

Early voting for the District’s Bond Election and Board of Trustees Election shall be conducted at the following location:

Gladewater City Hall – Council Chambers
519 East Broadway Avenue
Gladewater, Texas 75647

le

Early voting will be conducted on the following dates and times:

- April 20, 2026 – 8am – 5pm
- April 22, 2026 – 8am – 5pm
- April 23, 2026 – 8am – 5pm
- April 24, 2026 – 8am – 5pm
- April 27, 2026 – 8am – 5pm
- April 28, 2026 – 8am – 5pm

Early voting hours shall be established in accordance with the Texas Election Code.

IV. ELECTION DAY

Election Day voting will occur on:

May 2, 2026

Voting will take place between the hours of 7am – 7pm at:

Gladewater City Hall – Council Chambers
519 East Broadway Avenue
Gladewater, Texas 75647

V. ELECTION SERVICES

The City agrees to provide election administration services including:

- Polling place location and setup
- Election workers and staffing

The District shall provide all necessary ballot language, candidate information, and other election documentation required for the election.

VI. COST

The District agrees to reimburse the City for costs incurred in administering the District's election. Such costs may include, but are not limited to:

- Election worker compensation

The City will appoint and compensate all early voting clerks, early voting ballot board clerks and judge, and election day clerks and judges at a rate of \$11.00 per hour for clerks and \$13.00 per hour for judges.

The District will reimburse the City actual costs incurred for early voting clerks, early voting ballot board clerks and judge, and election day clerks and judges.

- Administrative expenses

The District will compensate the City at a rate of \$13.00 per hour for administrative services related to Judy Van Houten’s assistance in administering the Election.

An itemized invoice shall be provided following completion of the election.

VII. COMPLIANCE WITH LAW

All election activities conducted pursuant to this Agreement shall be carried out in accordance with the **Texas Election Code** and all other applicable state and federal laws governing elections.

VIII. TERM OF AGREEMENT

This Agreement shall take effect upon approval by the governing bodies of both the City and the District and shall remain in effect through completion of all election duties and settlement of associated costs related to the **May 2, 2026 election**.

IX. APPROVAL AND EXECUTION

This Agreement has been approved by the governing bodies of the City of Gladewater and Gladewater Independent School District and shall become effective upon execution by the authorized officials of both entities.

CITY OF GLADEWATER

Brandy Flanagan, Mayor

Date: _____

ATTEST:

Judy Van Houten, City Secretary

GLADEWATER INDEPENDENT SCHOOL DISTRICT

President, Board of Trustees

Date: _____

ATTEST

Secretary, Board of Trustees

Gladewater COMMUNITY REUNION

Hosted by the Gladewater MLK/Juneteenth Committee

**MAY
16TH**

FREE HOT DOGS FOR THE KIDS!

**10AM - 10PM
ALL DAY FUN!**

FOOD TRUCKS!

FISH • TACO BAR • CHICKEN WINGS



**FACE
PAINTING!**



**DJ &
LINE DANCING!**



STARTS 10AM - 10PM

**BOUNCE
HOUSE
FUN!**



COME JOIN THE FUN!

March 10, 2026

Charlie Smith:

On behalf of the Gladewater MLK and Juneteenth Committee, I am requesting permission to host the first Gladewater Community Reunion on Saturday, May 16 from 10AM-10PM. The location is Bumblebee Park 605 Coach Cooksey Street.

The goal is to bring the citizens of Gladewater and beyond together to celebrate the changes that our community has experienced. We look forward to hosting former students of Weldon HS and GHS in addition to everyone else. Let's bring our community together and enjoy what we have in common.

We will have food trucks, facepainting, a DJ, bounce houses, and MORE! Come join us! For additional information, please call me at (903) 387-3845.

Sincerely,

Sandra Smith Ayers

Sandra Smith Ayers



CITY OF GLADEWATER

Policy for Blanket Permits

It shall be the policy of the City of Gladewater to allow organizers of an event within the City to apply for multiple permits with one application so as to reduce the burden to the applicant as well as to City Staff.

- 1) Definitions:
 - a) Applicant – the person/organization requesting the permit.
 - b) Application – the written request that shall be submitted to the City Clerk’s office no less than 30 days before the regularly scheduled council meeting prior to the event.
 - c) Blanket permit - a permit provided for a singular event held within a 12-month period by an individual, committee, group, or business.
 - d) Event – a preplanned, single gathering or event or series of related, consecutive daily gatherings or events of an entertainment, cultural, recreational, sporting or any other nature, to be held on public or private property. Special events may include festivals, street fairs, craft shows or fairs, trade shows, races, runs, rallies, parades, or other similar events or attractions.
 - e) Location – defined area including streets, parking lots, alleys, and real property on which the event shall be held.
- 2) Permits to which the blanket policy is applicable:
 - (a) Amplifiers (Sec. 9.07.040)
 - b) Parade permits (Sec. 9.11.080)
 - c) Obstructions of the street (Sec. 9.11.110)
 - d) Carnivals (Sec. 11.01.050(b))

- e) Liquor regulations (Sec. 11.05.050 – 11.05.060)
 - f) Dance halls (Sec. 11.09.050 – 11.09.080)
 - g) Mobile Vendors of food (Sec. 11.33.020)
 - h) Temporary signs (Section 15.11.510)
- 3) Blanket permits are flexible
- a) An applicant shall indicate in the application which permits set out in Section 2 are to be included in the blanket permit.
 - b) An applicant need not seek each type of permit under the application.
 - c) The City Manager may restrict the permitted activities in the interest of public safety and the protection of the health and public morals; these restrictions may be unrelated to the permit that is granted.
- 4) Insurance and indemnity
- a) An applicant for a blanket permit must show that it has insurance of \$500,000, combined single limit, covering the activities covered by the blanket permit.
 - b) The City Council may decrease or increase the amount of required insurance if warranted by the circumstances.
 - c) An applicant for a blanket permit must sign an indemnity agreement that states as follows:

TO THE EXTENT ALLOWED BY LAW, [APPLICANT] AGREES TO RELEASE, DEFEND, INDEMNIFY, AND HOLD THE CITY OF GLADEWATER (AND ITS OFFICERS, AGENTS, ATTORNEYS, AND EMPLOYEES) HARMLESS FROM AND AGAINST ALL CLAIMS, DEMANDS, OR CAUSES OF ACTION FOR PERSONAL INJURIES (INCLUDING DEATH), PROPERTY DAMAGES (INCLUDING LOSS OF USE), AND ANY OTHER LOSSES, DEMAND, SUITS, JUDGMENTS AND COSTS, INCLUDING REASONABLE ATTORNEYS' FEES AND EXPENSES, IN ANY WAY ARISING OUT OF, RELATED TO OR RESULTING FROM ITS PUTTING ON THE EVENT COVERED BY THIS PERMIT, OR CAUSED BY ITS NEGLIGENT ACTS OR OMISSIONS (OR THOSE OF ITS RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, OR ANY OTHER THIRD PARTIES FOR WHOM IT IS LEGALLY RESPONSIBLE) IN CONNECTION WITH THE

EVENT.

- 5) The purpose of this policy is to reduce the burden on applicants and City Staff. The City Council may suspend the effectiveness of this policy for all applicants or for a particular applicant.

I, Sandra Smith, acknowledge that I have read and received a copy of the City of Gladewater Blanket Permit Policy.

Sandra Smith
Requestor Signature

03-10-26
Date

Judy VanHouten
Judy Van Houten, City Clerk

03-10-26
Date

Charlie Smith
Charlie Smith, City Manager

03/10/2026
Date

- Approved
 Denied
 Referred to Council

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Coverage Is Provided In:
Ohio Security Insurance Company

Policy Number:
BKS (27) 70 15 03 08
Policy Period:
From 01/29/2026 To 01/29/2027
12:01 am Standard Time
at Insured Mailing Location

Commercial General Liability Declarations

Basis: Occurrence

Named Insured & Mailing Address

Agent Mailing Address & Phone No.

SANDRA AYERS
DBA SANDRA'S AUTHENTIC 4K SEAFOOD

(800) 962-7132
TIVLY

SUMMARY OF LIMITS AND CHARGES

Commercial General Liability Limits of Insurance	DESCRIPTION	LIMIT
	Each Occurrence Limit	1,000,000
	Damage To Premises Rented To You Limit (Any One Premises)	1,000,000
	Medical Expense Limit (Any One Person)	15,000
	Personal and Advertising Injury Limit	1,000,000
	General Aggregate Limit (Other than Products - Completed Operations)	2,000,000
	Products - Completed Operations Aggregate Limit	2,000,000

Explanation of Charges	DESCRIPTION	PREMIUM
	General Liability Schedule Totals	\$856.00
	Certified Acts of Terrorism Coverage	\$9.00
	Total Advance Charges:	\$865.00

Note: This is not a bill

To report a claim, call your Agent or 1-844-325-2467

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DS 70 22 01 08

CERTIFICATION OF UNOPPOSED CANDIDATES

To: Presiding Officer of the City of Gladewater

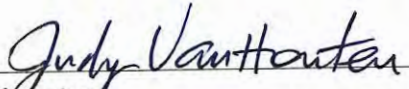
As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 2, 2026.

Office(s):

Mayor, Place 1
Council Member, Place 2
Council Member, Place 3

Candidate(s):

Brandy J. Flanagan
Andre' Clay
Stoney Stone


Signature

Judy Van Houten
Printed Name

City Secretary
Title

March 12, 2026
Date of signing



ORDINANCE NO. O-26-03

AN ORDINANCE OF THE CITY OF GLADEWATER, TEXAS, DECLARING THE UNOPPOSED CANDIDATES FOR THE OFFICES OF MAYOR PLACE 1, COUNCIL MEMBER PLACE 2, AND COUNCIL MEMBER PLACE 3, AS ELECTED; PROVIDING THAT THE MAY 2, 2026, REGULAR MUNICIPAL ELECTION SHALL NOT BE HELD; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE, FINDING AND DETERMINING THAT THE MEETING AT WHICH THE ORDINANCE WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Gladewater, Texas, adopted Ordinance O-26-01 on January 15, 2026 ordering a regular municipal election to be held on May 2, 2026, for the purpose of electing three officials of the City, to wit: Mayor, Place 1, Council Member, Place 2, and Council Member, Place 3; and

WHEREAS, pursuant to Sections 143.007 and 146.054, Texas Election Code, the deadline for filing applications for a place on the ballot and declaration of write-in candidacy for the City's regular municipal election have expired; and

WHEREAS, the City of Gladewater, Texas, in accordance with section 2.052, Texas Election Code, has certified in writing to the City Council that Brandy J. Flanagan is unopposed for election to the office of Mayor, Place 1, Andre' Clay is unopposed for election to the office of Council Member, Place 2, and Stoney Stone is unopposed for election to the office of Council Member, Place 3.

WHEREAS, the City of Gladewater hereby finds and determines that the candidates whose names are to appear on the ballot in said election are unopposed, there are no declared write-in candidates, and no propositions to appear on the ballot for said election.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLADEWATER, THAT:

1.

The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

2.

In accordance with section 2.053(a), Texas Election Code, the following unopposed candidates are hereby declared duly elected to the respective offices shown and shall be issued a certificate of election following the date on which the regular municipal election for Mayor, Place 1, Council Member, Place 2, and Council Member, Place 3 was to have been held:

Mayor, Place 1 – Brandy J. Flanagan
Council Member Place 2 – Andre' Clay
Council Member Place 3 – Stoney Stone

3.

Pursuant to Section 2.053(b), Texas Election Code, the regular municipal election for Mayor, Place 1, Council Member, Place 2, and Council Member, Place 3, called and ordered by Ordinance No. O-26-01, for May 2, 2026, shall not be held and is hereby canceled.

4.

The City Secretary is hereby directed to cause a copy of this Ordinance to be posted on Election Day, same being May 2, 2026, at all polling places that would have been used in such election.

5.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

6.

The Code of the City of Gladewater, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

7.

Should any section, paragraph, sentence, clause, phrase or word of this ordinance be declared unconstitutional or invalid for any purpose by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby, and to this end the provisions of this ordinance are declared to be severable.

8.

It is hereby found and determined that the meeting at which this ordinance was passed was open to the public as required by Section 551.001 et seq., Texas Government Code, and that advanced public notice of the time, place, and purpose of said meeting was given.

9.

This ordinance shall take effect from and after its passage.

PASSED, APPROVED, AND ADOPTED this 19th day of March, 2026.

Brandy J. Flanagan
Mayor

ATTEST:

Judy Van Houten, TRMC
City Secretary

AGENDA INFORMATION SHEET

AGENDA ITEM NO. XIII

ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP. d/b/a CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS, BEAUMONT/EAST TEXAS DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM, FOR 45 DAYS, AND AUTHORIZE THE CITY’S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE “ALLIANCE OF CENTERPOINT MUNICIPALITIES” (“ACM”) OF CITIES

ALLIANCE OF CENTERPOINT MUNICIPALITIES

The City is a member of the Alliance of CenterPoint Municipalities (“ACM”). ACM was organized by a number of municipalities served by CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division (“CenterPoint”) and has been represented by the law firm of Herrera Law & Associates, PLLC to assist in reviewing applications to change rates submitted by CenterPoint.

“GRIP” RATE APPLICATION

Under section 104.301 of the Gas Utility Regulatory Act (“GURA”), a gas utility is allowed to request increases in its rates to recover a return on investments it makes between rate cases. This section of GURA is commonly referred to as the “GRIP” statute, that is, the “Gas Reliability Infrastructure Program.”

The Supreme Court of Texas concluded that a filing made under the GRIP statute permitted gas utilities the opportunity to recover return on capital expenditures made during the interim period between rate cases by applying for interim rate adjustment and that proceedings under the GRIP statute did not contemplate either adjudicative hearings or substantive review of utilities’ filings for interim rate adjustments. Instead, the Court concluded, the GRIP statute provides for a *ministerial* review of the utility’s filings to ensure compliance with the GRIP statute and the Railroad Commission’s rules, and that it is within the Railroad Commission’s authority to preclude cities from intervening and obtaining a hearing before the Railroad Commission. The Court’s opinion has severely limited a city’s ability to perform a meaningful review of a gas-utility’s GRIP filing.

CENTERPOINT’S “GRIP” APPLICATION

On or about February 17, 2026, CenterPoint filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (“GRIP”) (Gas Utility Regulatory Act, § 104.301).

CenterPoint’s application if approved by the Commission will result in an increase in the monthly customer charges as shown below:

Rate Schedule	Current Customer Charge	Proposed 2026 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2099-I-GRIP 2026; R-2099-U-GRIP 2026 Residential	\$27.86 per customer per month	\$2.47 per customer per month	\$30.33 per customer per month	\$2.47 per customer per month
GSS-2099-I-GRIP 2026; GSS-2099-U-GRIP 2026 General Service Small	\$53.12 per customer per month	\$4.18 per customer per month	\$57.30 per customer per month	\$4.18 per customer per month
GSLV-630-I-GRIP 2026; GSLV-630-U-GRIP 2026 General Service Large Volume	\$290.89 per customer per month	\$55.23 per customer per month	\$346.12 per customer per month	\$55.23 per customer per month

CenterPoint’s proposed increase results in the following percentage increases in a customer’s fixed customer charge in its Houston Division:

- Residential Customer: 8.7% increase in customer charge
- Commercial Customer: 7.9% increase in customer charge
- General Service – Large Volume: 19.0% increase in customer charge

REVIEW AND ACTION RECOMMENDED

Although the City’s ability to review and effectuate a change in CenterPoint’s requested increase is limited, the City should exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries, including increases requested under the GRIP statute to ensure compliance with the requirements of that law. This includes whether CenterPoint’s current rates produce a rate of return in excess of its authorized rate of return.

To exercise its due diligence, it is necessary to suspend CenterPoint’s proposed effective date of April 18, 2026 for forty-five days, so that the City can evaluate whether the data and calculations in CenterPoint’s rate application are correctly done.

Therefore, ACM’s Special Counsel, the law firm of Herrera Law & Associates, PLLC recommends that the City adopt a resolution suspending CenterPoint’s proposed effective date for 45 days. Assuming a proposed effective date of April 18, 2026, CenterPoint’s proposed effective date is suspended until June 2, 2026.

RESOLUTION NO. R-26-06

A RESOLUTION BY THE CITY OF GLADEWATER, TEXAS, (“CITY”) REGARDING THE INTERIM RATE ADJUSTMENT APPLICATION OF CENTERPOINT ENERGY RESOURCES CORP. d/b/a CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS, BEAUMONT/EAST TEXAS DIVISION, FOR THE 12 MONTH PERIOD ENDING DECEMBER 31, 2025.

WHEREAS, on or about February 17, 2026, CenterPoint Energy Resources Corp. d/b/a/ CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division (“CenterPoint”) filed an application for an interim rate adjustment/Gas Reliability Infrastructure Program (“GRIP”), which if approved, results in an increase in the monthly customer charges as follows:

Rate Schedule	Current Customer Charge	Proposed 2026 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2099-I-GRIP 2026; R-2099-U-GRIP 2026 Residential	\$27.86 per customer per month	\$2.47 per customer per month	\$30.33 per customer per month	\$2.47 per customer per month
GSS-2099-I-GRIP 2026; GSS-2099-U-GRIP 2026 General Service Small	\$53.12 per customer per month	\$4.18 per customer per month	\$57.30 per customer per month	\$4.18 per customer per month
GSLV-630-I-GRIP 2026; GSLV-630-U-GRIP 2026 General Service Large Volume	\$290.89 per customer per month	\$55.23 per customer per month	\$346.12 per customer per month	\$55.23 per customer per month

and

WHEREAS, the City has a responsibility to exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS, the application to increase rates by CenterPoint is complex; and

WHEREAS, it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in CenterPoint’s rate application are in accordance with the Section 104.301 of the Gas Utility Regulatory Act; and

WHEREAS, the effective date proposed by CenterPoint is April 18, 2026 but a suspension by the City will mean that the rate increase cannot go into effect prior to June 2, 2026.

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

Section 1. That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

Section 2. The City suspends the requested effective date by CenterPoint for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations that provide the basis for the rate increase application.

Section 3. The City shall continue its participation with other cities that are part of a coalition of cities known as the Alliance of CenterPoint Municipalities (“ACM”).

Section 4. The City authorizes the law firm of Herrera Law & Associates, PLLC, to act on its behalf in connection with CenterPoint’s application to increase rates.

Section 5. To the extent allowed by law, CenterPoint is ordered to pay the City’s reasonable rate case expenses incurred in response to CenterPoint’s rate increase application within 30 days of receipt of invoices for such expenses.

Section 6. A copy of this Resolution shall be transmitted to ACM’s Special Counsel, Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, P.O. Box 302799, Austin, Texas 78703 or via email to aherrera@herrerlawpllc.com.

Section 7. The meeting at which this resolution was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 8. This resolution shall be effective immediately upon passage.

PASSED AND APPROVED this 19TH day of March 2026.

Brandy J. Flanagan,
Mayor

ATTEST:

Judy Van Houten, TRMC
City Secretary

**GLADEWATER
ORDINANCE O-26-04**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLADEWATER,
TEXAS, AMENDING §15.03.020 BUILDING REGULATIONS SCHEDULE OF
PERMIT FEES, §17.09 BUILDING/INSPECTIONS FEE SCHEDULE, AND §17.17
WATER DEPARTMENT FEE SCHEDULE OF THE CITY OF GLADEWATER
CODE OF ORDINANCES; GIVING NOTICE THEREOF, REPEALING ANY
ORDINANCE OR PART THEREOF IN CONFLICT HEREWITH; AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Gladewater, Texas desires to amend §15.03.020 Building Regulations Schedule of Permit Fees, §17.09 Building/Inspection Fee Schedule, and §17.17 Water Department Fee Schedule, of the City of Gladewater Code of Ordinances.

NOW THEREFORE, be it ordained by the Council of the Gladewater, in the State of Texas, as follows:

SECTION 1:**AMENDMENT** “15.03.020 Schedule Of Permit Fees” of the Gladewater Municipal Code is hereby *amended* as follows:

A M E N D M E N T

15.03.020 Schedule Of Permit Fees

- A. Plan Review fee:
 - 1. Residential construction: ~~27% of building permit fee.~~ \$100.00 flat fee paid at time of plan submittal.
 - 2. Commercial construction: ~~30% of building permit fee.~~ \$200.00 flat fee paid at time of plan submittal.
- B. Development/grading permit: \$100 (Will be deducted from building permit fee if construction commences within six months.) Must submit grading plan or engineering plan. Silt fence required.
- C. Building permit fees:
 - 1. Residential construction: ~~\$.21~~ \$.30 per square foot (includes new construction, additions, remodels, renovations, fire damage repair, etc.).
 - 2. Commercial construction: ~~\$.25~~ \$.50 per square foot (includes new construction, additions, remodels, renovations).
- D. Shell buildings: 80% of building permit fee for complete building.
- E. Interior finish: 40% of building permit fee for complete building.
- F. Single trade permits: Permits are assessed per address/structure. Each apartment constitutes a separate address.

- Accessory building.....~~\$75.00~~~~\$50~~ each
- Electrical.....~~\$100.00~~~~\$50~~ per address
- Plumbing.....\$50 per address
- HVAC.....~~\$100.00~~~~\$50~~ per address
- G. Certificate of occupancy: Commercial - ~~\$125.00~~~~\$75~~; Residential - ~~\$75.00~~~~\$25~~.
- H. Fire alarm/fire protection permits.
 - 1. Fire alarm system: ~~\$85.00~~~~\$35~~.
 - 2. Fire protection system: ~~\$85.00~~~~\$35~~ (includes sprinkler systems, pull stations, etc.)
- I. Swimming pool, spas and hot tubs:
 - Swimming Pools
 - In ground.....~~\$225.00~~~~\$200~~
 - Above ground~~\$100.00~~~~75~~
 - Spa or hot tub.....~~\$75.00~~~~25~~
 - J. Driveway approach: ~~\$85.00~~~~\$35~~.
 - K. Reinspection fee: \$25.
 - L. House moving fee: ~~\$95.00~~~~\$45~~.
 - M. Sign permit: ~~\$75.00~~~~\$35~~.
 - N. Underground tanks:
 - Install.....~~\$100.00~~~~\$75~~
 - Remove.....~~\$75.00~~~~50~~
 - O. Refunds: Permits, which are cancelled at the request of the permit holder, may be refunded at not more than 80% of the permit fee provided that no work has commenced. The fees provided for in this section must be paid before reissuing or reinstating the permits required by this section.
 - P. Other fees:
 - 1. Inspections after hours (emergencies only): \$45 per hour with 2 hour minimum
 - 2. Inspections other than those specifically listed herein: \$45 per hour with 1 hour minimum.

(*60 Code, § 3-1-2) (Ord. 82-16, passed 7-8-82; Am. Ord. 99-11, passed 8-19-99; Am. Ord. 99-21, passed 11-18-99; Am. Ord. 01-20, passed 12-20-01; Am. Ord. 04-12, passed 10-14-04; Am. Ord. O-11-08, passed 7-21-11; Am. Ord. O-14-03, passed 3-27-14; Am. Ord. O-15-19, passed 11-19-15)

SECTION 2:AMENDMENT “17.09 BUILDING/INSPECTION” of the Gladewater Municipal Code is hereby *amended* as follows:

AMENDMENT

17.09 BUILDING/INSPECTION

	FEE	NOTE/REFERENCE
Accessory building	\$75.00	per permit
Building permit - <u>residential</u>	\$0. 30 ⁵⁰	per sq. ft.
Building permit - minimum fee	\$100.00	per permit
<u>Building permit - commercial</u>	<u>\$0.50</u>	<u>per sq. ft.</u>
Certificate of occupancy - commercial	\$125.00	per permit
Certificate of occupancy - residential	\$75.00	per permit
Demolition base 1-100,000 cubic feet	\$250.00	per permit
Demolition over 100,001 cubic feet + base	\$2.50	per 1,000 cft
Driveway approach	\$85.00	per permit
Electrical permit	\$100.00	per permit
Fire alarm system	\$85.00	per permit
Fire protection system	\$85.00	per permit
Health permit - (yearly) mobile vendor, concession, food service, and theaters	\$100.00	per permit
Health permit - (yearly) restaurant 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) restaurant 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) restaurant 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) restaurant 26+ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) delicatessen/bakery 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) delicatessen/bakery 5-9	\$300.00	per permit, based on largest

employees		shift
Health permit - (yearly) delicatessen/bakery 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) delicatessen/bakery 26_ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) supermarket 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) supermarket 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) supermarket 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) supermarket 26+ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) child care centers	\$100.00	per permit
Health permit - (yearly) convenience store 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) convenience store 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) convenience store 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) convenience store 26+ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) food manufacturer 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) food manufacturer 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) food manufacturer 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) food		per permit, based on largest

manufacturer 26+ employees	\$500.00	shift
Health permit - (yearly) grocery/market 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) grocery/market 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) grocery/market 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) grocery/market 26+ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) lounge/tavern 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) lounge/tavern 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) lounge/tavern 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) lounge/tavern 26+ employees	\$500.00	per permit, based on largest shift
Health permit - (yearly) wholesale grocery 1-4 employees	\$200.00	per permit, based on largest shift
Health permit - (yearly) wholesale grocery 5-9 employees	\$300.00	per permit, based on largest shift
Health permit - (yearly) wholesale grocery 10-25 employees	\$400.00	per permit, based on largest shift
Health permit - (yearly) wholesale grocery 26+ employees	\$500.00	per permit, based on largest shift
House moving	\$95.00	per permit
HVAC - mechanical (air conditioning)	\$100.00	per permit
Local registration	\$80.00	per permit

Plan review - commercial (select this fee with building fee)	\$0.70 sq. ft. \$200.00 flat fee	+ permit fee
Plan review - residential (select this fee with building fee)	\$0.70 sq. ft. \$100.00 flat fee	+ permit fee
Plumbing/gas	\$50.00	per permit
Reinspection fee	\$25.00	per permit
Security system	\$50.00	per permit
Sign permit	\$75.00	per permit
Spa or hot tub	\$75.00	per permit
Swimming pool - above ground	\$100.00	per permit
Swimming pool - in ground	\$225.00	per permit
Underground tanks - installation	\$100.00	per permit
Underground tanks - removal	\$75.00	per permit

SECTION 3: AMENDMENT “17.17 WATER DEPARTMENT” of the Gladewater Municipal Code is hereby *amended* as follows:

AMENDMENT

17.17 WATER DEPARTMENT

	FEE	NOTE/REFERENCE
Water		
0-2,000 Gallons	\$30.25	
2,001-5,000 Gallons	\$5.67 per thousand	
5,001-10,000 Gallons	\$6.315.00 per thousand	
10,001-15,000	\$7.25 per thousand	
15,001-20,000	\$9.14 per thousand	
20,001+	10.87 per thousand	
Outside City Limits	1.5 times the inside city rates	

Tap		
3/4" tap	\$1,100.00 Dirt / \$2,100.00 Asphalt	
1" tap	\$1,300.00 Dirt / \$2,300.00 Asphalt	
1 1/2" tap	\$1,800.00 Dirt / \$2,800.00 Asphalt	
2" tap	\$2,500.00 Dirt / \$3,500.00 Asphalt	
4" tap	\$900.00 Dirt / \$1,900 Asphalt	
6" tap	\$900.00 Dirt / \$1,900.00 Asphalt	
Water tap & wastewater tap outside city	1 1/2 times inside city rate	
Sewer		
0-2,000 Gallons	\$32.86	
2,001+ Gallons	\$4.45 per thousand	
Outside City Limits	1.5 times the inside city rates	
Late Fees		
On/Off		
Cut-Off Fee	\$60.00 \$30.00	
Transfer Fee	\$35.00	
Reconnect Fee	\$50.00 \$30.00	
Meter Test	\$75.00	
2 week cleaning fee (rental property)	\$150.00	
Additional Rates & Charges		
Charge for blocking meter	\$75.00	
Unauthorized use of water	\$250.00	
Returned check charge	\$35.00	
Residential water & wastewater deposit	\$150.00	
Commercial water &		

wastewater deposit	\$150.00	
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SECTION 4: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 5: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 6: EFFECTIVE DATE This Ordinance shall be in full force and effect from March 19, 2026 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE GLADEWATER COUNCIL

	AYE	NAY	ABSENT	ABSTAIN
Mayor Brandy J. Flanagan	_____	_____	_____	_____
Mayor Pro-tem Elijah Anderson	_____	_____	_____	_____
Councilmember Michael Webber	_____	_____	_____	_____
Councilmember Stoney Stone	_____	_____	_____	_____
Councilmember William Blackmon	_____	_____	_____	_____
Councilmember Milton Anderson	_____	_____	_____	_____
Councilmember Kevin Clark	_____	_____	_____	_____

Attest

Presiding Officer

Judy Van Houten, City Secretary,
Gladewater

Brandy J. Flanagan, Mayor,
Gladewater



Proposal For:

Retail Recruitment & Development Strategy

Gladewater Economic Development Corporation



PREPARED BY:

Aaron Farmer
President
662.231.0608
afarmer@theretailcoach.net

We Recruit Retail.

We Recruit Retail.

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COMPANY PROFILE



National Expertise. Local Focus.

Our work throughout the country allows our team to stay current on retail trends and deepen our relationships with national and regional brands.

These relationships create unique opportunities for our client communities. When brands begin planning to expand into new markets, we are often one of the first to know and retailers/brokers will often look to our client list or ask our team for prospective markets to consider.

850+
COMMUNITIES
SERVED

43
STATES WE'VE
WORKED IN

90%+
REPEAT CLIENT RATE



An Entire Team Dedicated to Growing Retail in Gladewater

What Makes Us Different?

Experienced & Connected

We pioneered the retail recruitment industry more than 25 years ago and leverage more than two decades of experience and relationships to help drive retail growth in your community.

Our Team is Your Team

We take a partnership approach and become an extension of your team. Our clients are invited to participate in the recruitment process, allowing you to learn and expand your network.

Full Transparency

We track recruitment activity and prospect feedback in your custom retail recruitment dashboard and host monthly calls with your team to keep you updated on progress.

We are Consultants. Not Brokers.

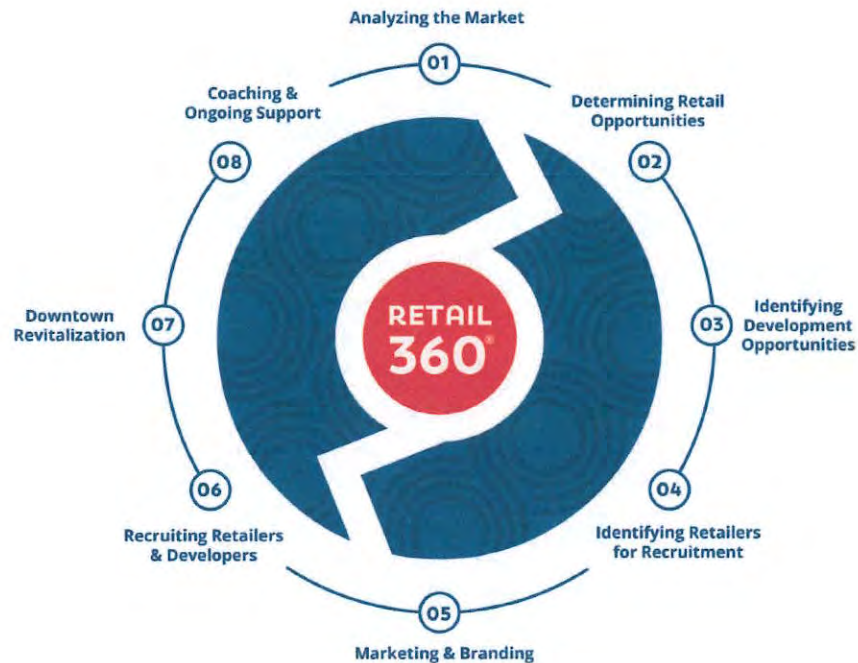
We pride ourselves on being consultants, not brokers.

We only do what is in the best interest of our client communities and their future growth. We don't take shortcuts or go with the path of least resistance to fill retail spaces.

Retail Recruitment is a Process, Not an Event.

Through our proprietary **Retail 360® Process**, we offer a dynamic system of products and services that enable communities to expand their retail base and generate additional sales tax revenue.

Our Retail 360® Process identifies **strengths, weaknesses, opportunities, and threats** to your community's ability to attract retail and highlights your community's advantage over competing cities. Through our multi-phase approach to recruiting new retailers, we are able to help communities build a long-term retail economic development plan.



MARKET-BASED SOLUTIONS

We understand that every client community has its own unique set of development needs.

That's why we work with our clients to determine those needs and offer custom, tailored, data-driven solutions.

ON-THE-GROUND ANALYSIS

Just as each client has their own set of needs, we know that each client has a unique position in the marketplace as it competes to recruit new retailers.

We spend time in your community with leaders and stakeholders, which enables us to determine your market position and identify retailers that fit your community.

ACTION PLAN FOR GROWTH

We analyze, recommend, and execute aggressive strategies for pursuing the ideal retailers, as well as coaching our clients through the recruitment and development process.

This partnership typically produces best results when, together, we derive short-term and long-term strategies based on market data and opportunities.

Project Deliverables

Analyzing the Market

- Competing Communities Analysis
- Custom Retail Trade Area Map
- Mobile Data Studies As Needed
- Retail Trade Area Demographic Profile
- Retail Trade Area Psychographic Profile
- Community Demographic Profile
- Discussions with Key Community and Business Stakeholders

Determining Retail Opportunities

- Retail Demand Analysis

Identifying Development & Redevelopment Opportunities

- Analysis of Development/Redevelopment Sites
- Retail Site Profiles for Available Retail Sites

Identify Retailers & Developers

- Target List of Retailers (and Restaurants)

Marketing & Branding

- Retail Market Profile
- Customized Retailer Feasibility Packages
- Developer Opportunity Package
- Online Retail Dashboard (Retail 360® Website)

Recruitment of Retailers & Developers

- Retailer and Development Recruitment
- Retailer & Developer Recruitment Status Dashboard (AirTable)

Ongoing Recruitment & Coaching

- Ongoing Coaching and Support from The Retail Coach Team
- Representation of the City at Regional and National Retail Industry Events

Analyzing the Market

The Retail Coach will perform extensive market research and analysis to evaluate the Gladewater community and surrounding area. This “macro to micro” approach enables The Retail Coach to analyze competitive and economic forces that may impact Alton's retail recruitment and development plan.

Competing Community Analysis

It is important to monitor what is occurring in area communities from a retail economic development perspective. What are their advantages and/or challenges? Are they experiencing positive or negative growth? What are their current retail offerings?

The Retail Coach will look at competing communities to identify competitive advantages, through economic and market forces, that have a direct impact on retail recruitment and development in Gladewater.

Custom Retail Trade Area Determination

The Retail Trade Area is the geographical area from which the community's retailers derive a majority of their business. It is the foundational piece of the retail plan and its accuracy is critical.

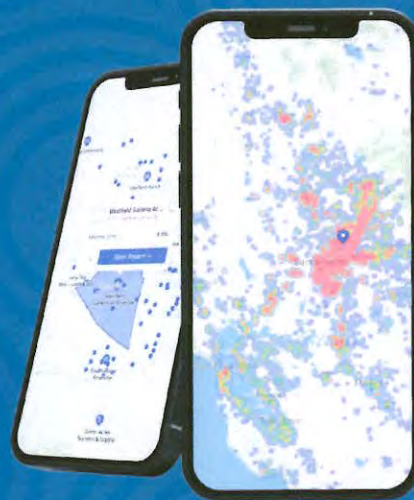
High-Impact Mobile Data Analysis

The Retail Coach will utilize mobile location technology that analyzes location and behavioral data collected from mobile devices to determine consumer visits to Gladewater. This high-confidence data is used to determine Retail Trade Areas and validate retail site selection decisions.

The Retail Coach will hand draw the Retail Trade Area map for Gladewater based on mobile phone data from consumers, as well as on-the-ground analysis from The Retail Coach Team.

Understanding your true customer base is critical to quantifying the demand for new retail and restaurant development.

We use real data collected from actual customers in your community to analyze trade area boundaries, competitive markets, and leakage. This high confidence data allows our team to tell your community's story and show potential investors why they need to be in your market.



Analyzing the Market

Demographic Profiling

A community must be able to instantaneously provide information and data sets required by retailers during the site evaluation and site selection process. The data must be accurate, current, and readily available.

The Retail Coach will create comprehensive 2020 Census and 2026 and 2031 demographic profiles for the Retail Trade Area and Gladewater community. The comprehensive profile includes population and projected population growth, ethnicities, average and median household incomes, median age, households and household growth, and educational attainment.

Psychographic Profiling

As retail site selection has evolved from an art to a science, psychographic lifestyle segmentation has become an essential element of retailers' preferred location criteria. Understanding a consumer's propensity to purchase certain retail goods and services—as well as specific retail brands—is valuable to national, regional, and local retailers. Knowing the retail sectors and products that consumers demand removes a great deal of risk for businesses.

The Retail Coach will develop a Segmentation Profile of the households in the Retail Trade Area. This is done by using the most advanced socioeconomic and demographic data to measure consumer attitudes, values, lifestyles, and purchasing behaviors, to understand the sectors and brands of retailers that may be of interest.

Determining Retail Opportunities

Retail Demand Analysis

A community is able to quantify its retail demand through a Retail Demand Analysis, which provides a summary of the projected retail demand growth — or opportunities — for 68 retail sectors. The analysis is ultimately used to identify specific recruitment targets for the community.

The Retail Demand Analysis will:

- Identify retail demand growth opportunities for more than 68 retail sectors
- Distinguish retail sectors with the highest propensity for success and qualify their ultimate potential

The Retail Coach will determine the level of retail demand for the Retail Trade Area and use projected demand to help identify opportunity areas and prioritize retail market sectors for recruitment.

Identifying Development & Redevelopment Opportunities

Identifying & Marketing Available Sites

Retailers are not only interested in market data on your community, but also interested in evaluating all available property vacancies and sites that fit their location preferences. A community must create and maintain a database of prime available properties along with accurate and current market information. Successful retail recruitment begins with the introduction of available sites.

The Retail Coach will identify priority retail vacancies and development/redevelopment sites to market. Factors influencing site selection for priority sites will include:

- Existing market conditions
- Retail Trade Area population
- Traffic counts and traffic patterns
- Site-line visibility from primary & secondary traffic arteries
- Ingress/egress
- Adequate parking
- Site characteristics
- Proximity to retail clusters

Identifying Retailers & Developers for Recruitment

The Retail Coach has been successful in recruiting leading retail brands to our client communities for more than 25 years. Our process is driven by providing accurate and current data sets, as well as site-specific information, to retailers that “fit” the community.

Identifying Potential Retailers

The Retail Coach will target national and regional brands that are a “good fit” for Gladewater . This means that the Retail Trade Area population, ethnicities, incomes, ages, and educational levels meet the retailers' ideal location criteria.

Identifying Potential Developers

Much of our recruitment success comes from establishing a network of regional and national retail developers over the past 25 years. Developer networking and recruitment have become key components in a community's retail recruitment and development/redevelopment success. If a retailer were to express interest in the community, and there was not ready-to-lease properties matching their needs and brand requirements, a developer must be identified to build the interested retailer a suitable property.

The Retail Coach will utilize its network to identify retail real estate developers active in Gladewater and the region for recruitment.

Marketing & Branding

To attract targeted retailers, a critical step is to provide accurate and current community and Retail Trade Area data and information. It is important that this marketing information positively reflects the community's positive attributes and brand to corporate site selectors, real estate brokers, and developers. This information is essential for them in making initial decisions about locating in the community.

Retail Market Profile

The Retail Coach will develop a Retail Market Profile tailored to the specific needs of targeted retailers' essential site selection and location criteria for Gladewater. The profile serves as a community introduction, and includes:

- Retail Trade Area Map
- Location Map
- Demographic Profile Summary
- Appropriate logo and contact information

Specialized Recruitment Packages & Reports

Retail economic development enjoys a broad definition throughout the industry and, oftentimes, highly specialized reports are needed. These reports are developed to address the specific needs of our clients, retailers and/or developers.

Marketing & Branding

Developer Package

The Retail Coach will create a marketing package for retail developers active in the community and region to generate their interest in retail development opportunities.

The Retail Coach will create a Developer Package to highlight development and redevelopment opportunities in Gladewater. This package may include:

- Community Overview & Location Map
- Retail Trade Area & Demographic Trends
- Aerial Imagery & Traffic Counts
- Site-line visibility from major and secondary traffic arteries
- Ingress/egress for primary and secondary traffic arteries
- Median cuts or possibilities
- Traffic signal existence or possibilities
- Site characteristics and topography
- Area Retail & Zoning
- Residential clustering and support
- Proximity to “anchor” retailers
- Top Employers & Workplace Population
- Interested retailers

Marketing & Branding

Online Retail Dashboard

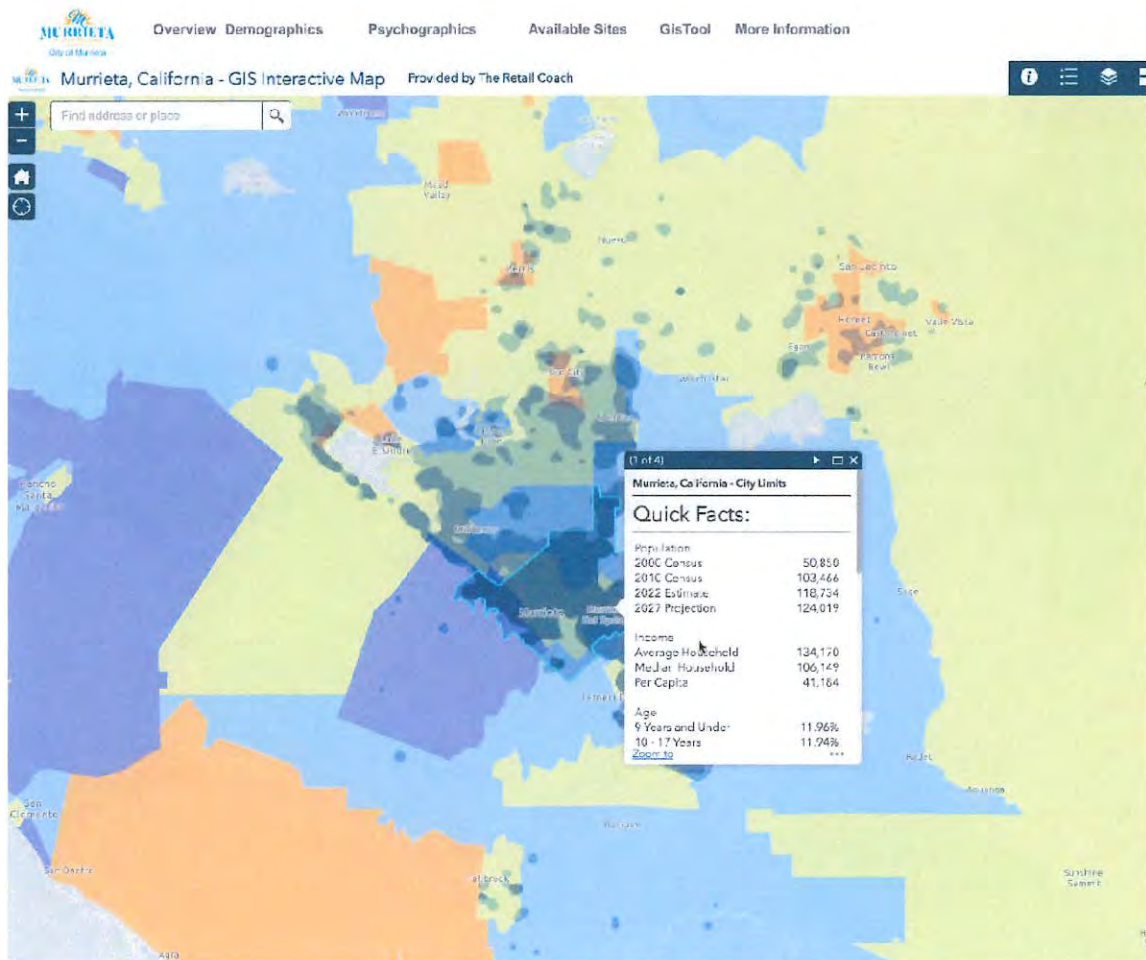
Being able to quickly and easily access and share retail opportunity information greatly increases a community's opportunity for success. To assist with this, we develop a custom online retail dashboard that can be accessed anytime through a branded Retail360® link. With a few clicks, retailers, brokers and developers can learn about your community's retail potential like never before.

Marketing & Branding

Interactive Site Mapping

Retail site selectors do much of their research while in hotel rooms and in airports, so a visual GIS platform that streamlines data and sites into one interactive and centralized location is a powerful tool.

We will develop a concise, easy-to-access, interactive site mapping platform for Gladewater, along with the preloaded prime vacancies and development/redevelopment sites that we will be marketing. Data can be presented by demographic, socioeconomic, psychographic, and retail spending layers that are detailed down to the block level, to meet the needs of each individual user — whether they be a retailer, developer, or even a local entrepreneur.



Recruiting Retailers & Developers

Recruitment of Retailers

We were the first national retail recruitment firm to introduce retailer and developer recruitment specifically for communities. More than 25 years and 850 projects later, the recruitment of retailers remains one of our primary metrics of success. Today, our success has proven that a community must move beyond just gathering data sets, and proactively recruit retail.

The Retail Coach will actively recruit retailers to Gladewater. Our process includes:

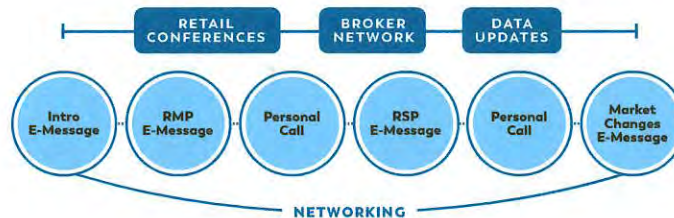
- Introductory emails and retail market profile are sent to each targeted retailer.
- Personal calls are placed to measure interest level.
- Personal emails and retailer feasibility packages are sent to each targeted retailer.
- Personal emails and retail site profiles for prime vacancies are sent to the appropriate targeted retailers.
- Personal emails are sent to inform targeted retailers of significant market changes.
- Personal emails are sent to decision markers once per quarter to continue seeking responses regarding their interest level in the community.
- A retailer status report is provided with each retailer's complete contact information and comments resulting from recruitment activities.

Recruitment of Developers

Much of our recruitment success comes from having established a network of retail real estate developers over the past 25 years. Oftentimes, a retailer or retailers may have interest in a community, only to find that suitable properties do not exist.

The Retail Coach will actively recruit developers for Gladewater, if an opportunity is identified. Our process includes:

- Introductory emails and opportunity packages are sent to developers.
- Personal calls are placed to measure interest level.
- Personal emails are sent to inform developers of the status of interested retailers, and any significant market changes.
- A developer status report is provided with each developer's complete contact information and comments resulting from recruitment activities.



Recruiting Retailers & Developers

Retail Conferences

The Retail Coach helps communities connect with retailers and developers at retail conferences such as Retail Live!, the annual ICSC RECon and other regional events attended.

The Retail Coach will assist in marketing Gladewater at industry trade shows.



Recruiting Retailers & Developers

Retail Recruitment Accountability Dashboard

As part of our recruitment process, we provide access to a real-time recruitment dashboard where Gladewater staff can see which retailers are being recruited, the latest touch points with each, and contacts we are actively

communicating with along with their interest level in the community.

The Retail Coach will set up a recurring monthly meeting with staff to review on-going recruitment activity, feedback received from prospects, and any additional next steps or follow up items needed to advance recruitment with interested retailers.

The dashboard displays a grid of retailer profiles, each with a status indicator and a recruitment goal. The retailers are organized into four columns based on their status:

- Interested:** Includes brands like Iridi, Saving Kernals, First Class BBQ, Great Clips, Holiday Inn Express, and Horizon Firearms.
- Need Franchisee:** Includes Arby's, Huddle House, Jersey Mike's, Schlotzsky's, and Supercuts.
- Interested - Requested Available:** Includes 22 North Holland, Anytime Fitness, Denny's, HTeaO, and Papa John's.
- Opened / Opening:** Includes Burger King, Chicken Express, Jack In The Box, and Starbucks.

Each retailer card shows a 'STATUS' dropdown menu and a recruitment goal (e.g., 'Need Franchisee' or 'Interested - Requested Available'). At the bottom of the dashboard, there are summary statistics: '5 records' for the 'Need Franchisee' column and '4 records' for the 'Opened / Opening' column. A small red banner at the bottom right states: 'Retail Coach, LLC is a verified franchise with more than 100 stores in 47 states. All prospects are completed by Retail Coach.'

Coaching & Ongoing Support

Retail Coaching

The Retail Coach partners with communities on a long-term basis and will be available when they have questions, new ideas, or need data updates. We are also available if clients need to brainstorm opportunities as the community grows and develops.

The Retail Coach will provide on-going coaching and support for retail recruitment activities throughout the project.



Project Timeline & Pricing

Project Communication

At a minimum, The Retail Coach will schedule monthly updates with staff to provide progress reports and feedback.

Community Visits

The Retail Coach team will spend time in Gladewater to help get a better understanding of the opportunities there.

Project Timeline

The Retail Coach is available to begin work immediately with a project duration of 12 months.

Pricing

The total fee for completion of this work is \$30,000 payable in three installments.

- a) \$10,000 due upon execution
- b) \$10,000 due in 90 days
- c) \$10,000 due in 180 days

Reimbursable Project Travel Expenses

It is estimated that reimbursable travel costs will be approximately \$1,500.

Optional Project Extension: If Gladewater MDD elects to extend the project period, the additional fee shall be: \$25,000 for an additional 12 month period of data updates, ongoing recruitment, monthly updates and coaching.



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We Recruit Retail.