



**WORKSHOP OF THE GOVERNING BODY  
RICE, TEXAS**

**Tuesday, March 4, 2025**

**6:00 p.m.**

**Rice City Hall  
305 N. Dallas Street  
Rice, TX 75155**

**AGENDA**

**1. Call to Order**

**2. Roll Call**

**Troy Foreman  
Sheila Teague  
Rosa Vasquez  
Nick White  
Donnie P. Fisher  
Christi Campbell**

**3. Pledge of Allegiance**

**The Pledge of Allegiance to the Flag**

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

**4. Texas Pledge of Allegiance**

**The Pledge of Allegiance to the Texas State Flag**

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

**5. Prayer**

**6. Public Forum**

**7. Agenda Items**

**a. Discuss the HUB**

**What future does the council want for the HUB**

**City staff managing property vs rental management company**

- b. Discuss new language in Employee Manual for Increment Weather, fraternization and adding lieutenant to police employees**
- c. Mini excavator**
- d. Compensation for the council and mayor for meetings**
- e. Renew required training (TML website)**

**8. Adjourn**

I hereby certify that the above notice of the meeting was posted on the bulletin board of City Hall, City of Rice, Texas, a place readily accessible to the general public at all times, on the \_\_\_\_\_ day of 2025, by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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Name

Title



7a. Discuss the HUB





7b Discuss language in the Employee Handbook:

Increment weather

Fraternization

Adding Lieutenant to jobs under police department

## **SECTION 10: AUTHORIZED LEAVE WITHOUT PAY**

In circumstances not falling within other provisions of these rules, the city council may authorize an employee to take leave without pay under such terms and conditions as may be mutually agreeable. The city council may revoke such authorization at any time. Employees taking leave without pay shall not lose or gain seniority. Leave without pay shall not ordinarily be authorized for periods more than (30) calendar days. All employee benefits will remain in effect during periods of authorized leave without pay.

## **SECTION 11: CHILD CARE LEAVE**

In accordance with the Family Medical Leave Act.

## **SECTION 12: ABSENCE WITHOUT LEAVE**

An employee failing to report for duty or remain at work as scheduled without proper notification, authorization, or excuse for two consecutive days shall be considered as absent without leave which constitutes abandonment of duties. Absence without leave shall be considered an employee's resignation from the city. In such cases, the employee's separation shall not be in "good standing".

## **SECTION 13: ABSENCE DUE TO OFFICE CLOSURE**

In inclement weather or disaster, it may be necessary to limit city services. In these situations, the City Administrator and the Mayor will make the determination.

A decision to close the office will be made using all the available information, including but not limited to, the Navarro County Office of Emergency Management. If the decision to close the office, employees will be paid.

Personnel essential to services that must be carried out during inclement weather or disasters may be required to report to work at these times. If essential personnel is called in to work after the office has been closed, this employee will receive comp time in addition to their daily wage.

If an office closure decision is not made, employees should consider their own safety and the safety of others when deciding whether to report for work. If it is not possible for the employee to report to work, department absentee procedures should be followed.

If inclement weather or disaster (declared or not) prevents an employee from reporting to work or requires the employee to leave work, appropriate leave (e.g. vacation, comp time, personal day or accrued holiday) must be used. The employee may, with supervisory approval, work additional hours within the same work week to make up for lost time. If a probationary employee is affected, time may be deducted from the employee's current leave accrued. If the options noted above are not possible, leave without pay may be used. Sick leave cannot be used at this time.

If an employee is not able to report to work due to poor road conditions or other weather-related difficulties, they should contact their supervisor as soon as possible before their scheduled shift start time to report their situation.

The City Administrator will monitor the weather advisories from the Office of Emergency Management. The Mayor and City Administrator may follow the Rice Independent School District's decision to close, have a delayed start or continue business as usual.

involved shall not acquire any status or rights in the position to which temporarily appointed.

#### **SECTION 5: NEPOTISM AND FRATERNIZATION**

The purpose of this policy is to establish the nepotism and fraternization policy for the City of Rice. This policy is intended to avoid conflicts of interest between work-related and personal/family conflicts from affecting the workplace; and decrease the likelihood of sexual harassment and/or gender discrimination in the workplace.

No person related within second degree of affinity or within the 3<sup>rd</sup> degree of consanguinity to the mayor or any member of the city council shall be appointed to any office, position, or other service of the city, but this prohibition shall not apply to officers or employees who have been employed by the city continuously for more than (2) years prior to the election of such member of the council or mayor. In addition, the department head shall not approve the appointment to any supervisor's work group, any person who is related within the 2<sup>nd</sup> degree by affinity or consanguinity to that supervisor. (See Appendix 1: Nepotism Chart.)

Public trust, safety and City morale require that employees avoid the appearance of a conflict between their professional responsibilities and any involvement that they may have in romantic or sexual relationships with other City employees. In order to promote efficient operation of the City and to avoid misunderstandings, complaints of favoritism, other problems of supervision, security, morale, and possible claims of sexual harassment and/or gender-based discrimination, romantic relations between supervisors and subordinate employees are prohibited.

Public trust, safety and City morale require that employees avoid relations that may negatively impact on the efficient operation of the City. Some departments have access to confidential information or are involved in personnel decisions of other departments.

#### **SECTION 6: RESIDENCE**

There shall be no absolute residence requirements for city employment except as may be provided by the law. Employees likely to be called to work in cases of emergency may be required to reside within reasonable commuting ranges of their workplace. Employees allowed to operate city vehicles between their place



## **Police Department Personnel (reports to Chief of Police)**

### **POLICE LIEUTENANT**

The Lieutenant is responsible for completing the duties required for a Patrol Officer as well as: acting in place of the Chief of Police due to absence or designation; conduct inspections of assigned areas, equipment, programs, projects and personnel; submit accurate and time reports, complaints, investigative findings, and employee documentation; evaluating officers under the command of the Lieutenant, taking appropriate actions based on those evaluations, and forwarding the information to the Chief of Police and Patrol Sergeant; any other task assigned by the Chief of Police deemed necessary.

## **Police Department Personnel (reports to Chief of Police)**

### **POLICE SERGEANT**

Full - time or part - time position. Provides technical assistance and assists in supervision of other assigned officers. Journeyman level responsibility for providing leadership and participating work of assigned officers. Makes periodic check of equipment, officer appearance, conduct, safe procedures, on-scene crime investigations, and accident investigations. Helps train new personnel. High School Diploma or GED. Prefer intermediate TCOLE Certification, minimum of two-year experience. Salaried or hourly position.

### **POLICE OFFICER**

Full or part time position. Patrols assigned area, respond to emergency calls, and takes necessary actions. Directs traffic. Issues citations and investigates accidents. Prepares Patrol, offense, and arrest reports. Gives advice to citizens concerning laws and ordinances. Guards and transports prisoners. Maintains vehicle and equipment. High School Diploma or equivalent. State TCOLE Certification. Salaried or hourly position.

### **POLICE CLERK**

Full or part- time position. Types letters, forms reports, files. Acts as office receptionist. Prepares, processes, and maintains various records. Performs other related duties as required under general supervision. Basic typing skills, data



**7c. Discuss mini excavator**

# TYPHON



TYPHON TERROR ONE STORM  
Mini Excavator – 1 Ton Trench  
Digger Engine USA  
SKU TYPH-111

\$6 299.00



**ON SALE**

was ~~\$7 499.00~~ Save 16%



In stock

[typhonmachinery.com](https://typhonmachinery.com)



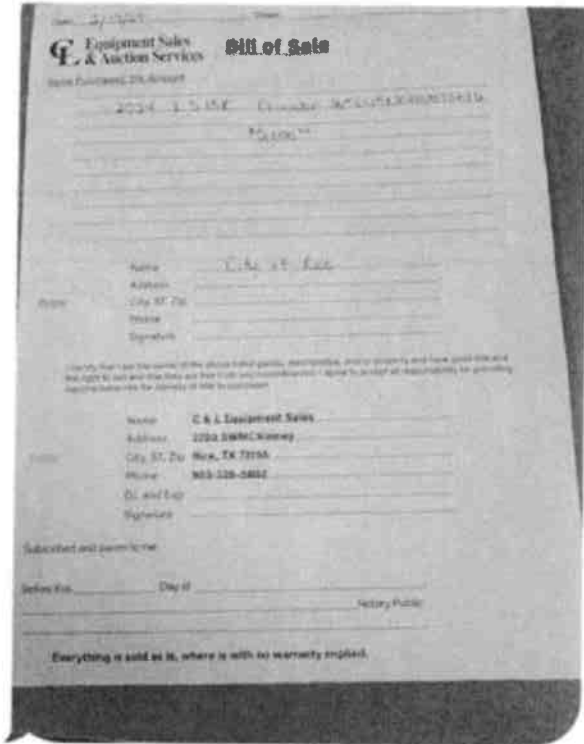
12:14

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Thu, Feb 13 at 11:30 AM

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S&S EQUIPMENT SALES LLC  
1401 SE MCKINNEY ST  
RICE TX 75155  
214-949-9761

# INVOICE

CITY OF RICE PUBLIC WORKS MAINTENANCE  
305 N. DALLAS STREET  
RICE, TX 75155  
903-326-7500

**Invoice #** 0000710  
**Invoice Date** 02/12/2025  
**Due Date** 02/12/2025

Item	Description	Unit Price	Quantity	Amount
Product	Vicsec VC15 Mini Excavator SN# VC15241209	6000.00	1.00	6,000.00
<b>NOTES: AS IS NO WARRANTY</b>				
<b>ALL SALES ARE FINAL</b>				
				<b>Subtotal</b> 6,000.00
				<b>Total</b> 6,000.00
				<b>Amount Paid</b> 0.00
				<b>Balance Due</b> \$6,000.00







Toys & Games Vehicles Construction Vehicles Excavators



Click image to open expanded view



### Mini Excavator 1-Ton Digger 13.5HP Tracked Crawler Hydraulic Engine EPA

Brand: AGT INDUSTRIAL

5.0 1 rating

Search this page

Price: \$5,799.00

Report an issue with this product or seller

Sponsored

\$5,799.00

FREE delivery March 12 - 13.

[Details](#)

Deliver to City - Rice 75155

Usually ships within 6 to 7 days

Qty: 1

Buying in bulk?

Add to cart

Buy Now

Secure transaction

Ships from and sold by rise sun wish.

Return policy:

30-day refund/replacement

Add a Protection Plan:

2 Year B2B Lawn and Garden Warranty Extension Protection Plan for \$179.99

3 Year B2B Lawn and Garden Warranty Extension Protection Plan for \$227.99

Add to List

Sponsored

### Buy it with



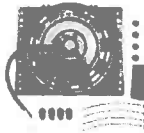
This item: AGT INDUSTRIAL Mini Excavator 1-Ton Digger... \$5,799<sup>00</sup>

+



Upgraded Engine 12mm Drain Oil Changing Hose, Oil Drain Aid Tool, ... \$18<sup>77</sup>

+



Fekuar 6 Inch Slim 650CFM Radiator Cooling Fans Universal Slim Pul... \$22<sup>57</sup>

Total price: \$5,840.34

Add all 3 to Cart

Some of these items ship sooner than the others. [Show details](#)

### 4 stars and above

Sponsored (3)



Lemmon Avenue 10PM 75209



Lemmon Avenue 10PM 75209



Shop All Services



DIY



Log In

Rental



Feedback

Hover Image to Zoom

Internet #316821721 Model #K008 Rental Category #33 Rental Subcategory #396

### 1-Ton Mini Excavator Rental

Rental Pricing for Lemmon Avenue #589

Exact pricing will be determined at the store.

**\$254<sup>00</sup>**  
4-Hours

**\$339<sup>00</sup>**  
Per Day

**\$1,017<sup>00</sup>**  
Per Week

**\$2,543<sup>00</sup>**  
4 Weeks

Your Deposit will be calculated at checkout. Credit Cards accepted. No Cash.

A **valid Driver's License** is required at pickup.

Except for select states, **CLEAR** verification required using a **valid Driver's License**.

Call 1-888-266-7228 to schedule jobsite delivery and equipment support.

Models vary based on location and availability.

For more details, please call your nearest Rental Center.



Home Ennis, TX **Mini Excavators**

# Mini Excavators

Sort By: Relevance

Search Results - 3 items

Find Mini Excavators rentals at Ren-Tools for your next project near Ennis, TX.



## JCB 35Z EXCAVATOR WITH THUMB

Per 4 hours	Per 1 day	Per 1 week	Per 1 month
<b>\$235.00</b>	<b>\$340.00</b>	<b>\$1,020.00</b>	<b>\$3,060.00</b>

## Mini Excavators for Rent (6)

United Rentals offers a large variety of mini excavator rentals for your various jobs. Mini excavators are ideal for loading, dumping or trenching on a muddy, compact jobsite. Get these exclusive online rates by renting through our website or app.

For our full list of mini excavators, view the items below, and for further information about our fleet of mini excavators for rent, [visit our resource section](#).



Cat Class Code: 907-0035

### 3,000-3,999 lb. Mini Excavator, Zero Tail Swing

**\$393** /day **\$990** /week **\$2,973** /month

Add to Cart

View Details



Cat Class Code: 907-0062

### 6,000-7,000 lb. Mini Excavator, Reduced Tail Swing

**\$407** /day **\$1,002** /week **\$2,976** /month

Add to Cart

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a jobsite, you may need a refresher on how to operate an excavator. This Project Uptime article outlines the controls and the basics of how to drive and park an excavator or mini excavator and use it to dig and backfill.

Our mini excavators are excellent for precision excavations as they combine the compact size of a backhoe with the heavy-duty tracks and 360-degree swing of an excavator. United Rentals has mini excavators for rent in a broad range of sizes and capabilities. Our smallest 2,000-pound mini excavator is ideal for jobsites with weight restrictions, and our largest 18,000-pound mini excavator can dig swimming pools, utility trenches and more. You can expect to find mini excavators from trusted manufacturers like Bobcat and Takeuchi among our rental fleet. For more information on mini excavators, visit our FAQs section below.

**How much does a mini excavator weigh?** ▼

**How wide is a mini excavator?** ▼

**Can a mini excavator remove tree stumps?** ▼

[View Products](#)

#### VIDEOS

### Mini-Excavators in Action



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**7d. Discuss compensation for the council and mayor per meeting**

From TML manual, “Handbook for Mayor and Councilmembers”

In Type A and B general law cities, no maximum salary amount is fixed for the **mayor**. The compensation at any level chooses (Local Government Code 141.001 and 141.002). Only one limitation exists: an elected officer cannot receive a pay increase that was approved during the term for which he or she is elected. Such an increase will become effective only after the next general municipal election at which the office is filled. (Local Government Code Section 141.001).

In Type A and B general law cities, no maximum salary amount is fixed for **aldermen**. Therefore, the governing body can set councilmember compensation at any level it decides. Only one limitation exists: an alderman cannot receive the benefit of a pay increase adopted during the term for which he or she is elected. Such increase will become effective only after the next general municipal election at which the office of the alderman serving at the time of the pay increase is filled (Local Government Code Chapter 141).



**7e. Renewing the required training. Public Information Act, Open Meetings Act, and Cyber Security**

TML Website has all the required training on their webpage.



**8. Adjourn**