



## CITY OF BANDERA CITY COUNCIL REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas  
Tuesday, December 23, 2025 at 6:00 PM

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511 Main St. • PO Box 896 • Bandera, Texas 78003 • P: (830) 796-3765 • F: (830) 796-4247

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### MINUTES

**1. Call to order.**

**PRESENT**

Mayor Denise Griffin  
Councilmember DeAnna McCabe  
Councilmember Jeff Flowers arrived at 6:13PM  
Councilmember Tammy Ott Morrow  
Councilmember Debbie Breen

**ABSENT**

Councilmember Lynn Palmer

**2. Invocation and Pledge.** Mayor Griffin offered the invocation, and all stood for the pledges.

**3. Visitors to be heard (shall not exceed 30 minutes total).** There were no visitors to be heard.

**4. Discussion and possible action on the following items:**

**A. Approval of Procurement Policies & Procedures and Local Financial Policy and Procedures for grant awards. Stephanie Biggs, Administrative Assistant** Motion made by Councilmember Breen to approve, Seconded by Councilmember McCabe.  
Voting Yea: Councilmember McCabe, Councilmember Flowers, Councilmember Morrow, Councilmember Breen

Motion Passes

**B. Approval of Resolution 2025-041 to change the time and date of City Council Regular Meetings. Councilmember DeAnna McCabe** Motion made by Councilmember McCabe to approve Resolution 2025-041 starting in January 2026, Seconded by Councilmember Breen.  
Voting Yea: Councilmember McCabe, Councilmember Flowers, Councilmember Morrow, Councilmember Breen

Motion Passes

**C. Discussion and possible action to review or recommend a policy on City Council receiving draft agendas. Councilmember DeAnna McCabe** There was discussion on the Council being able to review the draft agendas prior to the final agenda being posted. Mayor Griffin will review the final draft and then send to Council on Tuesday afternoon before the Wednesday deadline.

**D. Discussion and possible action regarding EDC property that the EDC voted to sell to the City for \$1.00: specifically, 11<sup>th</sup> & Cedar, Hackberry & 2nd. Councilmember DeAnna McCabe** Motion made by Councilmember McCabe to have all EDC property that is to be sold approved for by the City Council first, Seconded by Councilmember Breen.  
Voting Yea: Councilmember McCabe, Councilmember Flowers, Councilmember Morrow, Councilmember Breen.

Motion Passes

**E. Discussion on Chapter 1.03.094 Citizen's Forum/Public Comment. Councilmember Tammy Ott Morrow** Motion made by Councilmember Morrow to approve changes in Visitors to be heard as drafted by the City Attorney, Seconded by Councilmember McCabe.  
Voting Yea: Councilmember McCabe, Councilmember Flowers, Councilmember Morrow, Councilmember Breen

Motion Passes

**5. Closed Session.**

- A. Pursuant to Section 551.071 of the Texas Open Meetings Act which allows the Bandera City Council to meet in closed session to consult with legal counsel on a matter which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code.**

**(1) Code of Ordinances, City of Bandera, Texas, Article 1.04 Code of Ethics and Conduct for City Officials and Employees.**

Councilmember McCabe had concerns about the closed session and excused herself.

Mayor Griffin closed the meeting at 6:54 with Councilmember, Flowers, Morrow and Breen. The City Attorney Matt Grove was present for 551.071 consultation with legal counsel.

**6. Action following Closed Session.**

Mayor Griffin opened the meeting at 7:24 PM and there was no action.

**7. Staff Reports / Updates.**

**A. Update on Cross Training in City Hall.** Mayor Griffin provided the report to Council.

**8. Requests and Announcements.**

**A. Requests by Council to place items on an agenda.**

Morrow would like to address the homeless population and resources available, moving the recording equipment, the City Administrator Position, and a town hall meeting regarding sidewalks.

McCabe would like to review the street improvement project, the City animal shelter, and a budget workshop.

Breen would like to add Music Friendly Presentation in January pending on Carita's availability.

**B. Announcements by Council.** There were no announcements.

**9. Adjourn.** The meeting was adjourned at 7:37PM

/s/ Jill Shelton

Jill Shelton, *City Secretary*