CITY OF BANDERA

CITY COUNCIL REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas
Tuesday, October 27, 2026 at 6:15 PM

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

MINUTES

1. Call to order.

Mayor Denise Griffin called the meeting to order at 6:20 PM.

PRESENT

Mayor Denise Griffin, Councilmember DeAnna McCabe, Councilmember Tammy Morrow, Councilmember Debbie Breen, Councilmember Allen Jehle.

ABSENT

Councilmember Jeff Flowers.

2. Invocation and Pledge.

All stood for the pledges. Mayor Griffin offered the invocation.

3. Public Hearing.

A. Request from Bandera EDC for a rezoning from P3 to P4 on Lot 49, Range 9 (915 Maple).

Gail Stone spoke in opposition to the request, stating that property owners expect nearby areas to remain residential.

Randi Mellon expressed a desire for additional information regarding potential uses before making a decision that would result in expenditures for map updates.

Councilmember Morrow requested an updated zoning map of Maple Street.

The public hearing was closed at 6:42 p.m.

4. Visitors to be heard (shall not exceed 30 minutes total).

Sabrie Lika, representing the Small Business Administration, provided information on disaster assistance available to homeowners and renters and distributed informational packets to the City Council.

5. Consent Agenda.

A. Approval of minutes from September 29, 2026 and October 13, 2026 City Council Meetings.

Council members identified inaccuracies and spelling errors in both sets of meeting minutes and requested corrections.

Councilmember Morrow moved to approve September 29 minutes with a correction regarding the mayor's absence and to pull October 13 for corrections and consideration at the next meeting, Seconded by Councilmember McCabe.

All in favor. Motion passes.

6. Staff Reports.

A. * City Administrator

Kunz presented report and stated that each department will go into more detail.

*** City Secretary / HR**

City Secretary report included HR, Elections, and EDC support. Councilmember Breen requested details regarding new hires and employee separations during the fourth quarter. Terry Wells reported on departures within Public Works. Earl Heidelberg noted the retirement of Sgt. Brandon Teer, and Toni Kunz reported the resignations of the Code Compliance and Permitting Clerk staff.

*** Marshal Office**

Marshal Heidleberg presented report. Councilmember Breen requested that future reports include the number of citations issued and their categories. Earl Heidelberg explained that this information previously came from the Court Clerk and likely had not been generated since Janette's retirement. Mayor Griffin asked about the "Other" category. Heidelberg explained that it is used when a call type is not listed in the reporting system's dropdown menu.Kunz stated she would send the Municipal Court report.

*** Public Works**

Director Wells presented report. Noted the new work order process, tracking and resolution that now includes all work performed during to complete the job. He also requested uniforms for the Public Works crew. Councilmember Morrow and Councilmember Breen asked why uniforms were not included in the recently adopted budget. Wells explained that the two quotes available during budget preparation were too costly, but a recently received quote was considered acceptable by both Wells and Kunz.

Councilmember Breen asked whether the purchase could be deferred to the next budget year. Kunz supported using funds available in the current budget, citing the approaching cold weather. Council discussed contract terms and cancellation options and requested that Wells bring additional information back as an agenda item for possible action.

Wells explained the drainage assessment and work being done along 12th & Oak. Wells also requested reinstatement of the street fund fee on utility bills and explained that park restrooms are being closed and locked at night due to toilet paper theft.

Someone asked about the restrooms. Wells explained that theft and vandalism have increased over the last three weeks. Restrooms are being locked when the park gates are closed until security measures can be put into place.

7. Discussion and possible action on the following items:

A. Permitting Software

Administrator Kunz requested Council approval to expend funds allocated in the adopted budget to purchase Community Core's permitting software and reviewed the reasons for the purchase. Breen spoke in favor of the software.

Councilmember Jehle moved to approve Community Core as the permitting software provider, Seconded by Councilmember Breen.

All in favor. Motion passes.

B. Bandera Pro Rodeo regarding modified invoice for Longhorn Cattle drive from 2026 awarded Hot Funds.

Council discussed the $1,500 refunded to the Chamber by the Longhorn cattle vendor for incomplete fulfillment of the contract. Councilmember Breen stated that the funds should be returned to the City. Councilmember Morrow asked whether retaining the funds would exceed the allowable percentage. Mayor Griffin suggested returning the funds to the City and earmarking them for the next Longhorn event.

Councilmember Breen moved to have the unused $1,500 returned to the city, Seconded by Councilmember McCabe.

All in favor. Motion passes.

C. RFP applicants for legal representation for the City of Bandera.

Administrator Kunz informed Council that the City's current law firm had assigned a new representative who was available to attend the November 10 meeting to meet her in person at no cost to the city. Councilmember Morrow and Councilmember Jehle supported meeting with the new representative. Councilmember McCabe suggested interviewing representatives from all applicant firms, while Councilmember Breen recommended interviewing the top two firms. Councilmember Jehle suggested meeting with the current firm's new representative before deciding whether to interview other applicants.
There was no action on this item.

D. Approval of Ordinance 464 changing section 1.03.093 Agenda Officer.

Councilmember McCabe moved to approve, Seconded by Councilmember Breen.

All in favor. Motion passes.

8. Closed Session.

Mayor Griffin closed the meeting at 8:30.

A. ***The City Council will meet in closed session pursuant to Texas Government Code Section §551.072 to deliberate the purchase, exchange, lease, or value of real property.***

1.) Waste Water Treatment Plant

9. Action following Closed Session.

Mayor Griffin opened the meeting at 8:34.

There was no action.

10. Requests and Announcements.

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

Councilmember Morrow requested that a policy identifying who is authorized to contact the City Attorney and an action item regarding rezoning the EDC lot be placed on the November 10 agenda. The other three Councilmembers indicated they would submit their requests by email.

B. Announcements by Council.

Councilmember McCabe announced that local businesses were participating in Operation Green Light, November 4–11. Toni Kunz suggested extending participation through November 14 to coincide with the Veterans Parade.

C. City Administrator Update.

Kunz stated there were no updates and that this was done during staff reports.

11. Adjourn. Meeting adjourned at 8:36PM

Jill Shelton Dickerson, City Secretary