



**CITY OF BANDERA
CITY COUNCIL SPECIAL MEETING**

Bandera City Hall, 511 Main Street, Bandera, Texas
Wednesday, December 21, 2022 at 5:30 PM

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

MINUTES

1. Call to order.

Mayor Gibson called the meeting to order at 5:31 p.m.

PRESENT

Mayor Rebeca Gibson

Mayor Pro Tem Jerry Russe

Councilmember Christine Morse

Councilmember Jeff Flowers

Councilmember Lynn Palmer

Councilmember Tony Battle arrived at 5:41 p.m.

2. Invocation and Pledges.

Patricia Moore offered the invocation, and all stood for the pledges.

3. Visitors to be Heard (shall not exceed 30 minutes total).

Citizens wishing to be heard may do so on all matters except personnel matters, matters listed on the agenda as a public hearing, and matters under litigation. Each person addressing the council must provide his/her legal name and current address for city records and meeting minute preparation. Each person will only be allowed to speak on matters on the agenda during citizen's forum/public comment. No rebuttals will be permitted. Each person addressing the governing body shall not exceed three (3) minutes. Section 551.042, Government Code, V.T.C.A. (i.e. Texas Open Meetings Act) permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting, but any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting. All remarks shall be addressed to the council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the council may be requested to leave the meeting.

There were eight visitors to be heard: Kevin Meier, Russell Hevenor, Jane Russe, Patricia Moore, Elaine Good, Cindy Coffey, James Bynum and Denecia Watson.

4. Workshop

A. Sign Ordinance- Palmer, Russe

Councilmember Palmer wanted it on record that she asked for these items on the workshop to be action items and not on a workshop.

Kevin Meir went thru his packet again that went to previous Council and showed that he met all the requirements for his sign.

There was much discussion on the sign ordinance and bringing it back to Council at a future meeting for discussion and possible action with the changes they discussed tonight.

B. Outdoor Lighting Ordinance- Palmer, Russe

Councilmember Palmer explained the reason that she wanted to bring this to Council now is because the enforcement will go into effect on February 6, 2022. Cliff Caplin was present with Hill Country Alliance to do a presentation on light pollution.

Motion made by Mayor Pro Tem Russe to skip the presentation. Seconded by Councilmember Palmer.

Voting Yea: Mayor Pro Tem Russe, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Voting Nay: Councilmember Morse

There was more discussion on the Ordinance and making changes to it. It was agreed to bring it back on next agenda with suggested changes.

Motion passed.

C. Speed Limits in residential areas in Bandera - Citizen request

There was a discussion about speed limits in certain areas of town and who’s responsibility it is to change them. Councilmember Russe is going to reach out to TX Dot and to the Public Works Director who is responsible for the speed limits in the City.

5. Presentation

Mayor Gibson called for a 10-minute recess at 7:35 p.m.

- A. Presentation from Kevin Rule Consulting with a department review update of the finance department, bank accounts, and policies & procedures – Rule.

Kevin Rule presented to Council with the department review on the Finance department. This included bank accounts, bank reconciliation, closing unnecessary accounts, policies, procedures, payroll operations, A/P, A/R, Public Funds Investment Act, budget, sales tax allocation, and grants.

6. Consent Agenda

Councilmember Flowers asked to move all items out of the consent agenda.

- A. Discussion and possible action on approving an ordinance with the final budget amendments for the 2021-2022 budget. Wright/Rule**

Motion made by Mayor Pro Tem Russe to approve Ordinance 418, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion passed.

- B. Approval of a resolution removing Randolph William Dietrich and Mary Suzanne Schauman from all City bank accounts - Wright**

Motion made by Councilmember Morse approved resolution 2022-028, Seconded by Councilmember Palmer.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion approved.

C. Approval of a resolution adding City Treasurer, Allyson Wright as a signer to all city bank accounts - Wright

No action on this item, as this was approved in the prior motion.

D. Discussion and possible action on a resolution authorizing the closing of bank accounts at Bandera Bank – Wright/Rule

No action, postpone to next agenda.

7. Discussion and possible action on the following items:

A. Discussion and possible action on appointing a Mayor Pro Tem - Gibson

Motion made by Councilmember Palmer to appoint Jerry Russe as Mayor Pro Tem, Seconded by Councilmember Flowers.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion approved.

B. Approval of 2023 Holiday Calendar - Shelton

Motion made by Mayor Pro Tem Russe to approve the 2023 Holiday Calendar, Seconded by Councilmember Battle.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion approved.

C. Request and possible action on a street closure request from 11th Street Cowboy Bar to close 11th Street between Cypress and Cedar, starting Friday, February 10, 2023, at 11:00 a.m. and ending Sunday, February 12, 2023, at 6:00 a.m. - Richard Sutton

Mr. Sutton addressed Council with his request and need for the street closure. Councilmember Battle asked that Sutton add the City under his insurance for this event.

Motion made by Councilmember Morse to approve the street closure as stated in the item and have the City Administrator follow up on the additional insurance, Seconded by Mayor Pro Tem Russe.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion approved.

D. Discussion and possible action concerning the review of the City Marshal vacancy. - Cox

City Administrator Cox addressed the council about the previous meeting and the deadline that was set for December 27, 2022. The City could not meet the deadline for RFP because it needed two public hearings. Cox did send out emails to five consulting companies for bids. Cox stated there have been eleven applications. There was a consensus to move forward with a committee to review applications and then bring back the top picks to Council.

Motion made by Councilmember Palmer to formally have a committee to do the vetting for the City Marshal and those committee members would be Rusty Pancoast, Jeff Flowers, Jerry Russe, Cindy Coffey, and Jana Lindig, Seconded by Councilmember Flowers.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

Motion approved.

8. Closed Session

Mayor Gibson closed the meeting to go into executive session at 8:54 p.m.

A. *The City Council will meet in closed session pursuant to Texas Government Code Section 551.071, consultation with attorney regarding legal aspects of the complaints filed against the City Administrator.*

B. *The City Council will meet in closed session pursuant to Texas Government Code Section 551.074, personnel, to hear a complaint or charge against an officer or employee; to wit: City Administrator William Cox. [The City Council will not meet in closed session for deliberation if William Cox requests a public hearing.]*

Mr. Cox requested closed session.

9. Action Following Closed Session.

Mayor Gibson reconvened the regular meeting at 9:29 p.m.

Motion made by Mayor Pro Tem Russe that no further investigation is necessary , Seconded by Councilmember Flowers.

Voting Yea: Mayor Pro Tem Russe, Councilmember Morse, Councilmember Flowers, Councilmember Palmer, Councilmember Battle

10. Adjourn.

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

Process for placing things on the agenda, Sign Ordinance, Outdoor Lighting, Removal of the SUP, Engineer presentation, update on waste water treatment facility.

B. Announcements by Council.

Merry Christmas and Happy New Year

11. Adjourn.

Meeting was adjourned at 9:36 p.m.

/s/ Jill Shelton

Jill Shelton, *City Secretary*