



**CITY OF BANDERA
CITY COUNCIL SPECIAL MEETING**

The Conference Center, Best Western Hotel, 711 Main Street, Bandera, Texas
Thursday, November 04, 2021 at 6:00 PM

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

MINUTES

1. Call to order.

The meeting was called to order at 6:00 pm.

PRESENT

Mayor Suzanne Schauman
Mayor Pro Tem Rebeca Gibson
Councilmember Darcy Hasty
Councilmember Toni Kunz
Councilmember Christine Morse
Councilmember Jerry Russe

Also present was the City Administrator David Jordan, City Secretary Jill Shelton, and Marshal Will Dietrich.

2. Invocation and Pledge.

Marshal Dietrich offered the invocation and all stood for the pledge.

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 no visitors to be heard.

4. Public Hearing.

A. The City Council will hold a public hearing and first reading regarding the Bandera Comprehensive Plan, the Zoning Ordinance and Subdivision Ordinance, including Appendix 1, Transportation Master Plan, Appendix 2 Subdivision Ordinance & Appendix 3 Place Type Zoning Ordinance.

There were no public comments.

Matt Lewis with Simplecity Design gave a brief overview of the entire concept of the master plan. There was discussion about what the zoning ordinance means moving forward.

Mr. Lewis gave a brief presentation of the plan and how it fits with the way the city is now.

B. The City Council will hold a public hearing and first reading regarding a Citywide rezoning replacing the current zoning districts with the new place type zoning districts in the updated Zoning Ordinance.

There were no public comments.

There was discussion about the place types that are in the floodway and floodplain.

5. Consent Agenda.

A. Approval of minutes from the August 31, 2021, September 7, 2021, September 14, 2021 and September 21, 2021 meetings.

Request by Mayo Pro Tem Gibson to remove item b from the consent agenda to be discussed as a regular item.

Motion to approve consent agenda, with the removal of item b, 2022 holiday calendar.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

B. Approval of the 2022 Holiday Calendar.

There was discussion about the 2022 calendar versus the 2021 calendar. There was discussion about bank holidays and state holidays for 2022. There was extensive discussion about removing holidays from the calendar and making employees use their vacation time for the extra time.

Motion to send back a revised proposal for staff polling after December 31, 2021, March 2, 2022, December 23, 2022 is removed to cut the schedule to ten day.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse

Voting Nay: Councilmember Russe

6. Discussion and possible action on the following items:

A. Discussion and possible action on request from Nancy Harvey, owner of Spirits of Texas, to close the portion of Cypress Street from the end of the Bandera Bank drive-thru entrance to approximately 20 feet past the end of Spirits of Texas on Saturday, November 13, 2021 from the end of the parade until 5:00 am for a Veteran's Information event.

There was discussion about the intent of the event and it not conflicting with the parade.

There was clarification that it would be 5:00 pm not am.

Motion to approve.

Motion amended to include all the way to Cypress and 11th Street.

Motion made by Councilmember Russe, Seconded by Councilmember Kunz.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

B. Discussion and possible action on an Ordinance adopting the Bandera Comprehensive Plan, including Appendix 1, Transportation Master Plan.

Motion to approve.

Motion made by Councilmember Hasty, Seconded by Councilmember Kunz.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

C. Discussion and possible action on an Ordinance amending Chapter 14, Zoning, of the Bandera Code of Ordinances.

Motion to approve.

There was discussion about amendments discussed earlier.

Motion made by Councilmember Hasty, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Morse, Councilmember Russe

Voting Nay: Councilmember Kunz

D. Discussion and possible action on an Ordinance amending Chapter 10, Subdivision Regulation, of the Bandera Code of Ordinances.

Motion to approve.

Motion made by Councilmember Hasty, Seconded by Mayor Pro Tem Gibson.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

E. Discussion and possible action on an Ordinance amending the citywide comprehensive zoning map by replacing the current zoning districts with the new Zoning Districts in the updated, Chapter 14, Place Type Zoning Ordinance.

There was discussion about individuals requesting a zoning change and if they were included to the map up for approval. There was discussion about a grace period for individuals to rezone after the adoption of the ordinances.

Motion to approve the ordinance as recommended by Planning & Zoning.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

F. Second reading and approval of Resolution 2021-021, approving a project of the Bandera Economic Development Corporation for approving disbursement of \$65,000 for the purchase of real property.

Mayor Schauman read the resolution. Motion to approve.

Motion made by Councilmember Hasty, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

G. Discussion and possible action on Ordinance 395 amending the Bandera Code of Ordinances to better define the roles, responsibilities and reporting chain of command for the City Administrator, City Marshal and City Treasurer.

There was extensive discussion about rewording a portion ordinance regarding the marshal's office and the power of the city administrator and the chain of command.

Motion to table.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz

Councilmember Russe left the meeting at 7:20 pm.

H. Discussion and possible action on Resolution 2021-022 amending the Bandera Personnel Policy Manual to reflect changes consistent with Ordinance 395 and necessary due to legislative changes.

Motion to table.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.
Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz,
Councilmember Morse, Councilmember Russe

I. Proposal for setting an application deadline from businesses to request for HOT tax reimbursement

There was discussion for leaving the application deadline all year. Motion to open HOT reimbursement applications.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Kunz.

There was discussion about having this item on an agenda every month.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz,
Councilmember Morse

J. Discussion and possible action on awarding a contract for Engineering Services for the Hazard Mitigation Grant Program through the Texas Department of Emergency Management to include preparation and submission of an application(s) and with funding administration of project(s).

Motion to award a contract for engineering services to Ardurra.

Motion made by Councilmember Hasty, Seconded by Mayor Pro Tem Gibson.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz,
Councilmember Morse, Councilmember Russe

K. Discussion and possible action on awarding a contract for Grant Writing and Administration for the Hazard Mitigation Grant Program through the Texas Department of Emergency Management to include preparation and submission of an application(s) and with funding administration of project(s).

Motion to award contract for grant writing and administration to Langford Community Management Services

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Morse.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz,
Councilmember Morse, Councilmember Russe

L. Discussion and possible action on awarding a contract for Engineering Services for the U.S. Department of Commerce, Economic Development Administration (EDA) Grant program to include preparation and submission of an application(s) and with funding administration of project(s).

Motion to award engineering services contract to Ardurra.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz,
Councilmember Morse, Councilmember Russe

M. Discussion and possible action on awarding a contract for Grant Writing and Administration for the U.S. Department of Commerce, Economic Development Administration (EDA) Grant program to include preparation and submission of an application(s) and with funding administration of project(s).

Motion to award contract for grant writing and administration to GrantWorks.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.

There was discussion about using the company that has been involved with the overall project and that has already been awarded a contract for a different funding opportunity.

Motion was withdrawn.

Motion to award contract for grant writing and administration to Langford Community Management Services.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Hasty.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse, Councilmember Russe

N. Discussion and possible action for the allocation of votes for the Bandera CAD Board of Directors.

Motion to put all votes behind Ernest DeWinnie.

Motion made by Mayor Pro Tem Gibson, Seconded by Councilmember Kunz.

Voting Yea: Mayor Pro Tem Gibson, Councilmember Hasty, Councilmember Kunz, Councilmember Morse

7. Requests and Announcements.

1. Requests from Council to place items on a future agenda.

Mayor Pro Tem Gibson: appointment of Mayor Pro Tem

2. Announcements by Council.

Councilmember Hasty: CAD Board of Directors meeting tomorrow morning and congratulations to the Marshal's office for Nightmare on Maple Street.

City Administrator Jordan: Also congratulated the Marshal's Office on Nightmare on Maple Street

8. Adjourn.

The meeting was adjourned at 7:37 pm.

/s/ Jill Shelton

Jill Shelton, *City Secretary*