



CITY OF BANDERA
CITY COUNCIL REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas
Tuesday, July 22, 2025 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 6:00PM

PRESENT

Mayor Denise Griffin
Councilmember Tony Battle
Councilmember Jeff Flowers
Councilmember Brett Hicks
Councilmember Lynn Palmer

ABSENT

Councilmember Debbie Breen

2. Invocation and Pledge.

All stood for the pledges and DeeDee Jensen offered the invocation.

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

There were no visitors to be heard.

4. Consent Agenda.

A. Approval of the Minutes from the Special meeting on May 20, 2025, and Regular meeting on June 10, 2025.

Motion made by Councilmember Palmer to approve the consent agenda, Seconded by Councilmember Battle.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer.

Motion Passes.

5. Staff Reports.

A. Quarterly Investment Report- Allyson Wright / City Treasurer

Treasurer Wright provided the Quarterly Investment Report.

6. Presentations.

A. Presentation from Andres Gonzalez, Area Engineer for TxDot for an update on the Highway 16 project.

Mr. Gonzalez provided a slide show of the work being done on Highway 16 stating he hopes to have all lanes open by the time school starts. He also stated that if needed, they have it in their budget to hire traffic officers to help ease traffic when school starts.

7. Budget Workshop.

A. Budget Workshop 2025-2026.

*** 2025-2025 Fee Schedule**

*** 2025-2026 Utility Rates**

This was the first budget workshop. There was some discussion on Utility Rates and the Fee Schedule, council requested that Wright add in the revenue to reflect a 5% utility rate increase. There were a few questions regarding some of the items being requested in permitting and public works, these will be addressed at the next workshop.

8. Discussion and possible action on the following items:

A. Approval of Resolution 2025-025 approving the Bandera County Hazard Mitigation Plan that was approved by FEMA.

Motion made by Councilmember Palmer to approve Resolution 2025-025 approving the Bandera County Hazard Mitigation Plan that was approved by FEMA, Seconded by Councilmember Flowers.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer.

Motion Passes

B. Discuss and take action on the award of Construction Services Contract in the Amount of \$109,800.00 to MGB Construction Inc., for the Booster Pump Installation Project CDV21-0395.

Motion made by Councilmember Battle to award a Construction Services Contract in the Amount of \$109,800.00 to MGB Construction Inc., for the Booster Pump Installation Project CDV21-0395, Seconded by Councilmember Flowers.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer.

Motion passes.

C. Discussion and possible action on the City of Bandera 7-year Street Assessment Plan.

There was some discussion about when the plan was originally started and what happened with its outcome. Shelton explained that year one was complete from the map and part of year two was complete. Then Covid happened and the prices went up and the project was halted by previous administration due to lack of funds. Council is going to review the original plan and bring it back at a future meeting.

D. Discussion and possible action on Resolution 2025-026 for a fleet lease program for the Bandera Marshal's Office with The Bancorp.

Marshal Heidelberg and Secretary Shelton explained the process for the lease to own option for new patrol units and the process. Heidelberg expressed his concerns with the current vehicles that are in need of constant repair and are breaking down daily. Shelton explained these units are already outfitted and ready to go.

Motion made by Councilmember Battle to approve Resolution 2025-026 for a fleet lease program for the Bandera Marshal's Office with The Bancorp, Seconded by Councilmember Palmer.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer.

Motion Passes.

E. Approval of Resolution 2025-027 to Appoint an Interim / Permanent City Administrator.

Mayor Griffin made a recommendation to appoint Jill Shelton Dickerson as the interim City Administrator stating she has been here, has helped train many city administrators before and is capable of doing the job. Battle followed with the City needs tenure and Jill has been here for almost 10 years and worked with several different administrators. Council followed with positive feedback.

Motion made by Councilmember Palmer to approve Resolution 2025-027 to appoint Jill Shelton Dickerson as Interim City Administrator for 6 months. , Seconded by Councilmember Battle.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer

Motion passes.

F. Discussion and possible action on Resolution No. 2025-028, ordering a General Election of the qualified voters of the City of Bandera for the purpose of electing three (3) City Council Members to serve two-year terms.

Motion made by Councilmember Battle to approve Resolution No. 2025-028, ordering a General Election of the qualified voters of the City of Bandera for the purpose of electing three (3) City Council Members to serve two-year terms., Seconded by Councilmember Flowers.

Voting Yea: Councilmember Battle, Councilmember Flowers, Councilmember Hicks, Councilmember Palmer.

Motion passes.

9. Closed Session.

The Mayor closed the meeting at 7:38PM

A. *The City Council will meet in closed session pursuant to Texas Government Code Section §551.071 (Consultations with Attorney), Main Street Shop and Lofts.*

B. *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

10. Action following Closed Session.

The Mayor opened the meeting at 8:13PM.

No action.

11. Requests and Announcements.

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

Future workshop regarding the street project and well status.

B. Announcements by Council.

National Day of the American Cowboy this weekend and the last weekend the Smithsonian Exhibit will be at the Middle School.

12. Adjourn.

The meeting was adjourned at 8:16PM.

/s/ Jill Shelton

Jill Shelton, City Secretary