

**CITY OF BANDERA**  
**CITY COUNCIL REGULAR MEETING**

Bandera City Hall, 511 Main Street, Bandera, Texas  
Tuesday, January 14, 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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**AGENDA**

- 1. Call to order.**
- 2. Invocation and 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.*

**4. Consent Agenda.**

A. Approval of minutes from the December 10, 2025, Regular City Council Meeting.

**5. Staff Reports.**

A. Quarterly Investment Report- City Treasurer

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

A. Approval of Resolution 2025-003 changing the bank signers on the City of Bandera bank account. - Allyson Wright

B. Approval of Resolution 2025-004 approving a policy for Vacation Payout. - Jill Shelton

C. Approval of Resolution 2025-005 approving a Social Media Policy. - Allyson Wright

D. Approval Resolution 2025-006 for an Employee Compensation Adjustment Policy. - Stan Farmer

E. Approval to remove the Raised Pavement Delineators that are at Main Street and Highway 173. -Brett Hicks

F. Second reading and approval of Resolution 2024-041 approving a project of the Bandera Economic Development Board for an expenditure of \$60,000.00 to the City Of Bandera for Cowboy Christmas.

G. Flock Safety systems, thoughts and ideas on the presentation from the last meeting. -Jeff Flowers

H. Discuss and possible action on the number of signatories for EDC checks. - Debbie Breen

I. Update on the contract with Methodist Church for the parking lot. - Debbie Breen

**7. Closed Session.**

*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.*

*A) Waste Water Treatment Plant*

**8. Action following Closed Session.**

**9. Requests and Announcements.**

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

B. Announcements by Council.

**10. Adjourn.**

*/s/ Jill Shelton*

Jill Shelton, *City Secretary*

*The City Council for the City of Bandera reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matter listed above, as authorized by Texas Government Code §551.071 (Consultations with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices) and §551.086 (Economic Development). There may be a quorum of Economic Development Corporation/Planning and Zoning member at any regularly scheduled City Council Meeting. This facility is wheelchair accessible and handicapped parking is available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (830) 796-3765. This agenda is posted in accordance with the Texas Government Code, Chapter 551 on January 10, 2025.*



CITY OF BANDERA  
CITY COUNCIL REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas  
Tuesday, December 10, 2024 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.

Mayor Pro Tem Battle called the meeting to order at 6:00PM.

PRESENT

- Councilmember Tony Battle
- Councilmember Debbie Breen
- Councilmember Jeff Flowers
- Councilmember Brett Hicks
- Councilmember Lynn Palmer

ABSENT

Mayor Denise Griffin

2. Invocation and Pledge.

All stood for the pledges and Councilmember Jeff Flowers offered the invocation.

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

There were two visitors to be support of Mr. Preston keeping his property.

4. Consent Agenda.

- A. Approval of minutes from the November 12, 2024, Regular City Council Meeting.
- B. Approval of Resolution 2024-047 designating the City's official newspaper.
- C. Approval of the 2025 Holiday Calendar.

Motion made by Councilmember Hicks to approve the consent agenda, Seconded by Councilmember Flowers.

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

Motion Passes.

5. Presentations.

- A. Presentation of an award to Mayor Rebeca Gibson for her dedication and service to the City of Bandera.

Mayor Pro Tem Battle presented previous Mayor with an award for her many years of dedicated service to The City Of Bandera.

- B. Presentation on Camera / Video Public Safety Program by Flock Safety LLC.

David Thomas with Flock Safety presented their digital license plate readers to the Council that can be placed on the 4 main entrance and exits in town for additional safety to the citizens.

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

**A. Appointment of Municipal Court Judge per Sec 7.01.002 (a).**

Motion made by Councilmember Flowers to appoint Michael Towers as Municipal Court Judge, Seconded by Councilmember Breen.

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

Motion Passes.

**B. Appointment of Associate Municipal Court Judge per Sec 7.01.002 (e)**

Motion made by Councilmember Flowers to appoint Eino Zapata as Associate Municipal Court Judge, Seconded by Councilmember Breen.

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

Motion Passes.

**C. Appointment of Municipal Court Clerk per Sec 7.01.003 (a).**

Motion made by Councilmember Flowers to appoint Jannett Pieper as Municipal Court Clerk, Seconded by Councilmember Breen.

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

Motion Passes.

**D. Appointment of Municipal Deputy Court Clerk per Sec 7.01.003 (c).**

Motion made by Councilmember Flowers to appoint Allyson Wright as Municipal Deputy Court Clerk, Seconded by Councilmember Breen.

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

Motion Passes.

**E. Approval of Resolution 2024-040 for a Conflict Of Interest policy.**

Motion made by Councilmember Hicks to approve Resolution 2024-040, Seconded by Councilmember Flowers.

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

Motion Passes.

**F. First reading of Resolution 2024-041, approving a project of the Bandera Economic Development Corporation for approving disbursement of \$60,000 for a project for Country Christmas in the Park.**

Councilmember Hicks read the first reading of Resolution 2024-041, approving a project of the Bandera Economic Development Corporation for approving disbursement of \$60,000 for a project for Country Christmas in the Park.

No action was taken.



- G. **Approval of Resolution 2024-042 to approve a restricted funds policy for funds that only be used for the intended purpose of the funds and approving the establishing restricted funds accounts for Country Christmas in the Park and Nightmare on Maple. - Wright.**

Motion made by Councilmember Flowers to approve Resolution 2024-042, Seconded by Councilmember Hicks.

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

Motion Passes.

- H. **Discuss and possible action on Resolution 2024-043, selecting Professional Bond Counsel Services as required for the preparation and submission of the 2024 Texas Water Development Board Clean Water State Revolving Fund grant application.**

Motion made by Councilmember Hicks to approve Resolution 2024-043, Seconded by Councilmember Breen.

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

Motion Passes.

- I. **Discuss and possible action on Resolution 2024-044, selecting Professional Financial Advising Services as required for the preparation and submission of the 2024 Texas Water Development Board Clean Water State Revolving Fund grant application.**

Motion made by Councilmember Hicks to approve Resolution 2024-044, Seconded by Councilmember Flowers.

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

Motion Passes.

- J. **Approval of Resolution 2024-045 authorizing and approving the execution of a Principal Forgiveness agreement with the Texas Water Development Board in the amount of \$1,400,000, and other matters related thereto.**

Motion made by Councilmember Flowers to approve Resolution 2024-045, Seconded by Councilmember Hicks.

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

Motion Passes.

- K. **Approval of Ordinance 449 authorizing the issuance combination tax and surplus revenue certificates of obligation, taxable series 2025A, in the principal amount of \$3,000,000, Awarding the sale of such certificates of obligation and ordaining other matters related thereto.**

Motion made by Councilmember Hicks to approve Ordinance 449, Seconded by Councilmember Flowers.

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

Motion Passes.

**L. Approval of Resolution 2024-046 for a Merit Base Raise Policy.- Farmer**

Motion made by Councilmember Flowers to approve Resolution 2024-046, Seconded by Councilmember Hicks.

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

Motion Passes.

**M. Approval of the proposal for engineering services to support the development of a transportation alternative set-aside grant proposal for SH 16 TASA Grant.**

Motion made by Councilmember Hicks to approve the proposal for engineering services to support the development of a transportation alternative set-aside grant proposal for SH 16 TASA Grant, Seconded by Councilmember Flowers.

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

Motion Passes.

**7. Closed Session.**

Mayor Pro Tem Battle closed the meeting into closed session at 7:05PM.

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.*

*A) Waste Water Treatment Plant*

**8. Action following Closed Session.**

Mayor Pro Tem Battle resumed the meeting into open session at 7:32PM and announced that they had agreed to get two appraisals on two properties.

**9. Requests and Announcements.**

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

There were no requests by Council.

**B. Announcements by Council.**

There were no announcements.

**10. Adjourn.**

The meeting was adjourned at 7:40PM.

/s/ Jill Shelton

Jill Shelton, *City Secretary*

**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday January 14, 2025**

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**AGENDA ITEM:** Quarterly Investment Report

**SUBMITTED BY:** Allyson Wright

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:** Presentation of quarterly investment report as of 12/31/24

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**FISCAL ANALYSIS:**

None

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**RECOMMENDATION:**

None

**City of Bandera**  
Investment Quarterly Report  
Quarter Ending 12/31/2024

This report is in compliance with the policies and strategies contained in the City of Bandera Investment Policy and the Public Funds Investment Act (Chapter 2256)

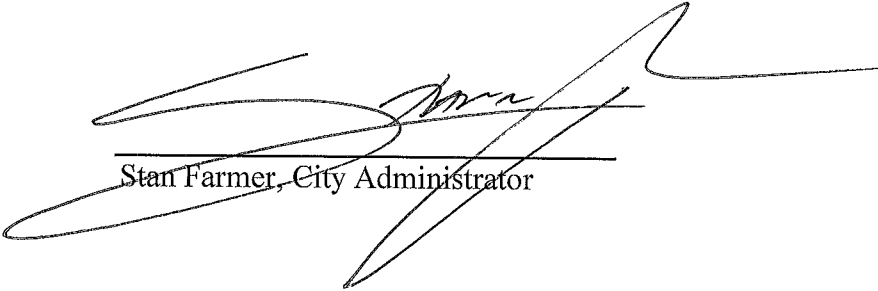
**As of September 30, 2024**

Beginning Book Value	\$	2,695,443.00
Unrealized Gain/(Loss)	\$	-
Weighted Daily Average to Maturity		70

**As of December 31, 2024**

Beginning Book Value	\$	2,439,444.00
Unrealized Gain/(Loss)	\$	-
Weighted Daily Average to Maturity		109

  
\_\_\_\_\_  
Allyson Wright, Treasurer

  
\_\_\_\_\_  
Stan Farmer, City Administrator

**City of Bandera**  
Investment Quarterly Report  
Quarter Ending 12/31/2024

Funds are invested as following:

Type of Investment	Yield	Book Value 9/30/2024	Book Value 12/30/2024	Percent of Total Portfolio
<b>Cash - Bank Account</b>				
Checking - 7066	0.10%	994,503	738,950	30.29%
Grant - 2951	0.00%	31,102	31,102	1.27%
Community Policing - 7511	0.00%	18,398	-	0.00%
Bank Total	0.10%	\$ 1,044,003	\$ 770,053	31.57%

<b>Certificates of Deposit - CDs</b>				
BANDERA BANK 0624	4.50%	426,065	430,863	17.66%
BANDERA BANK 3134	4.00%	515,662	520,822	21.35%
TXN BANK 1434	4.00%	351,766	355,727	14.58%
TXN BANK 2304	4.50%	357,948	361,979	14.84%
CD Total	4.24%	\$ 1,651,441	\$ 1,669,391	68.43%

**TOTAL PORTFOLIO 2.93% \$ 2,695,443 \$ 2,439,444 100%**

**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday January 14, 2025**

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**AGENDA ITEM:** Approval of Resolution 2025-003 changing the bank signers on all City accounts

**SUBMITTED BY:** Allyson Wright

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:** After every Mayor election or change in department heads the bank signers need to be update at all City of Bandera financial institutions. The signers will be the following:  
Denise Griffin, Mayor  
Tony Battle, Mayor Pro Tem  
Stanley Farmer, City Admin  
Allyson Wright, City Treasurer  
Jill Shelton, City Secretary

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**FISCAL ANALYSIS:**

None

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**RECOMMENDATION:**

None

**RESOLUTION NO. 2025-0003**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS AUTHORIZING AMENDMENTS TO THE CONTRACT FOR BANK DEPOSITORY SERVICES BETWEEN THE CITY OF BANDERA AND BANDERA BANK AND TXN BANK**

**WHEREAS**, the City Council of the City of Bandera (the “City”) has determined that it is in the best interest of the City to amend the Bank Depository Services Contract with Bandera Bank and TXN Bank based upon recommendations received as part of the City’s Annual Audit; and,

**WHEREAS**, the City Council finds that it is necessary to designate and authorize those persons who may access and manage funds deposited within said accounts; and,

**WHEREAS**, the City Council hereby finds that this amendment is necessary and proper, serves a municipal purpose and will help the City better protect the health, safety and welfare of the general public;

**WHEREAS**, the City Council hereby finds that the City Secretary and the City Treasurer shall not both be signers on the same check. Any check must be signed by one other party as listed below in Section 2.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS:**

Section 1. The City Council has previously selected Bandera Bank and TXN Bank as the bank depository for the City of Bandera and has an existing agreement for bank depository services and City desires to amend said agreement for the additional services set forth herein.

Section 2. The City Council hereby authorizes the City Treasurer to execute any necessary documents to accomplish the establishment of the accounts contemplated herein and further designates and authorizes the following city officers as those who may access, deposit, withdraw and manage the funds deposited within the accounts:

- a. Mayor Denise Griffin
- b. Mayor Pro Tem, Tony Battle
- c. City Treasurer, Allyson Wright
- d. City Secretary, Jill Shelton
- e. City Administrator, Stan Farmer

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

- Section 4. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.
- Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
- Section 6. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.
- Section 7. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.
- Section 8. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 14<sup>th</sup> day of January 2025.

CITY OF BANDERA, TEXAS

\_\_\_\_\_  
Denise Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Jill Shelton, City Secretary

(CITY SEAL)



**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday, January 14, 2025**

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**AGENDA ITEM:**

Approval of Resolution 2025-004 approving a policy for Vacation Payout.

**SUBMITTED BY:** Jill Shelton

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:** This policy would be for all departments however, in the Marshal's department due to low staffing the long-term staff is not able to use all their vacation time because it would leave the department short staffed. Rather than making them loose their vacation that they have earned in approved situations the City would buy back the vacation.

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**FISCAL ANALYSIS:**

**RECOMMENDATION:**

To approve the Policy.

## **Policy for Vacation Time Payout Upon Max Accrual**

### **Purpose:**

This policy outlines the procedures for handling vacation time accruals that exceed the maximum allowed limit.

### **Policy:**

1. **Maximum Accrual Limit:**
  - The maximum number of vacation hours an employee can accrue is 240 hours.
  - This limit applies to both accrued and unused vacation time.
2. **Notification:**
  - When an employee reaches 75% of the maximum accrual limit, they will receive a written notification from the City Treasurer
  - The notification will:
    - Remind the employee of the maximum accrual limit.
    - Encourage them to utilize their accrued vacation time.
3. **Payout of Excess Vacation Time:**
  - If an employee reaches the maximum accrual limit, they will be paid out 80 hours of vacation time.
  - The payout will be calculated based on the employee's regular hourly rate of pay.
  - The payout will be included in the employee's next regular paycheck.

**By following this policy, the city can effectively manage vacation time accruals, prevent the loss of valuable employee time, and ensure compliance with relevant regulations.**

**A RESOLUTION ADOPTING AND ESTABLISHING A VACATION PAYOUT POLICY FOR CITY OF BANDERA EMPLOYEES.**

**WHEREAS**, the City of Bandera, is a Type-A general law municipality governed by a six-member Council consisting of one Mayor and five Council Members elected at large; and

**WHEREAS**, the City of Bandera currently does not have a vacation payout policy but desires to implement one in order to payout vacation time; and

**WHEREAS**, the City of Bandera City Council desires to implement this vacation payout policy as part of a larger ethics policy to govern and guide the conduct of the City employees, as well as vendors and other third-parties who desire to transact business with the City; and

**WHEREAS**, the City of Bandera City Council as a governing body has the authority to establish and implement its own internal policies to govern the conduct of City employees, so long as such policies are consistent with applicable state law; and

**WHEREAS**, the City of Bandera City Council desires to adopt these policies to guide the City employees in carrying out their respective duties and responsibilities.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS, THAT;**

SECTION 1: The City of Bandera, Vacation Payout Policy, attached to this Resolution, are hereby adopted and shall guide City employees.

SECTION 2: The City of Bandera, Vacation Payout Policy adopted herein is consistent with current state law governing conflicts of interest and disclosure of certain relationships.

SECTION 3: The City of Bandera, Vacation Payout Policy adopted herein is consistent with state law governing municipal officers.

SECTION 4: The City of Bandera, Vacation Payout Policy adopted herein is intended to provide clarity and guidance to, City employees, with respect to their responsibilities and duties and may be subject to change as determined by the City Council or changes to existing law.

SECTION 5: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 6: All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 7: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 8: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 9: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 10: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

READ, PASSED, AND APPROVED ON this 14th of January 2025.

\_\_\_\_\_  
Denise Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Jill Shelton, City Secretary

CITY SEAL

**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday January 14, 2025**

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**AGENDA ITEM:** Approval of Resolution 2025-005 approving Social Media Policy

**SUBMITTED BY:** Allyson Wright

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:** Presently we have no social media policy that enables us to remove comments if they contain profanity, are considered harassing or personal attacks, etc. City Attorney Natalie Thamm has recommended the attached policy.

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**FISCAL ANALYSIS:**

None

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**RECOMMENDATION:**

None

## Social Media Policy

The official City of Bandera social media accounts is considered a “public forum” site. Departmental social media accounts that are focused and limited in scope and topic are “limited forum” sites.

The City respects the viewpoint of each and every citizen. As such, the City will err on the side of non-removal of posts on the City’s social media accounts. However, the City recognizes that in some instances, it is necessary to hide or remove certain types of social media content posts. A post that contains any of the following material is prohibited and will be removed:

- Contains obscene or pornographic material.
- Contains profanity or abusive language; or
- Harassing statements, personal attacks, or threats to another poster.
- Support or opposition for a political campaign, candidate, or measure; or
- Advertises a commercial entity, product, or service.

Departmental social media accounts are limited in scope. As such, any social media content posted on a departmental social media account must pertain to the scope and purpose of the department’s account. A post that contains any of the following material is prohibited and will be removed:

- Contains obscene or pornographic material.
- Contains profanity or abusive language; or
- Harassing statements, personal attacks, or threats to another poster.
- Support or opposition for a political campaign, candidate, or measure; or
- Advertises a commercial entity, product, or service.
- Is unrelated to the purpose and topical scope of the Departmental page.

**A RESOLUTION ADOPTING AND ESTABLISHING A SOCIAL MEDIA POLICY FOR CITY OF BANDERA CITY COUNCIL MEMBERS AND EMPLOYEES.**

**WHEREAS**, the City of Bandera, is a Type-A general law municipality governed by a six-member Council consisting of one Mayor and five Council Members elected at large; and

**WHEREAS**, the City of Bandera currently does not have a Social Media Policy but desires to implement one in order to help guide staff with Social Media issues; and

**WHEREAS**, the City of Bandera City Council desires to implement this Social Media Policy as part of a larger ethics policy to govern and guide the conduct of members of the City of Bandera City Council and City employees, as well as vendors and other third-parties who desire to transact business with the City; and

**WHEREAS**, the City of Bandera City Council as a governing body has the authority to establish and implement its own internal policies to govern the conduct of the City of City Council members and City employees, so long as such policies are consistent with applicable state law; and

**WHEREAS**, the City of Bandera City Council desires to adopt these policies to guide the City of Bandera City Council members and City employees in carrying out their respective duties and responsibilities.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS, THAT;**

SECTION 1: The City of Bandera, Social Media Policy, attached to this Resolution, are hereby adopted and shall guide City Council members, City employees, and vendors or other third parties desiring to transact business with the City in conducting all future meetings of the City of Bandera City Council.

SECTION 2: The City of Bandera, Social Media Policy adopted herein is consistent with current state law governing conflicts of interest and disclosure of certain relationships.

SECTION 3: The City of Bandera, Social Media Policy adopted herein is consistent with state law governing municipal officers.

SECTION 4: The City of Bandera, Social Media Policy adopted herein is intended to provide clarity and guidance to City Council members, City employees, and vendors or other third parties desiring to transact business with the City with respect to their responsibilities and duties and may be subject to change as determined by the City Council or changes to existing law.

SECTION 5: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 6: All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and

the provisions of this Resolution shall be and remain controlling as to the resolved herein.

SECTION 7: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 8: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 9: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 10: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

READ, PASSED, AND APPROVED ON this 14th of January 2025.

\_\_\_\_\_  
Denise Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Jill Shelton, City Secretary

CITY SEA



**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday, January 14, 2025**

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**AGENDA ITEM:**

Approval Resolution 2025-006 for an Employee Compensation Adjustment Policy.

**SUBMITTED BY:** Stan Farmer

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:**

**Purpose:**

Employee retention and paramount for a healthy organization. Reducing turn over and creating a positive atmosphere for top performing employees better serves the public.

This policy establishes the authority of the City Administrator to approve employee compensation adjustments within specified parameters, streamlining the process for certain pay increases for non-salary employees only and within strict constraints.

Please see attached Policy.

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**FISCAL ANALYSIS:**

Possibly, but within the confines of a balanced budget.

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**RECOMMENDATION:**

None.

# Employee Compensation Adjustment Authority

## Purpose:

Employee retention and paramount for a healthy organization. Reducing turn over and creating a positive atmosphere for top performing employees better serves the public.

This policy establishes the authority of the City Administrator to approve employee compensation adjustments within specified parameters, streamlining the process for certain pay increases.

## Policy Statement:

The City Administrator is authorized to approve a pay increase for a Non-Exempt (non-salary) City employee up to a maximum of 2% per fiscal year, without prior approval from the City Council. The City Administrator is only allowed to give this increase to a maximum of 4 such employees per fiscal year.

## Employee must meet one or more of the following criteria:

- **Performance-Based:** The increase must be based on documented performance evaluations demonstrating exceptional contributions or exceeding performance expectations.
- **Completion of Education:** This increase must be based on documented completion of education pertaining to the employee's roles. (Academic Degree, Top Tier Certifications, etc.)

## Documentation Requirements:

The HR officer must maintain documentation in employees personnel file supporting each pay adjustment.

## Review and Amendment:

This policy shall be reviewed annually by the City Council to ensure its continued effectiveness and alignment with the City's budgetary goals and strategic priorities. The City Council reserves the right to amend or rescind this policy at any time.

## Additional Considerations:

- **Budgetary Constraints:** The City Administrator should be mindful of the City's overall budget and ensure that salary adjustments are fiscally responsible.

## Eligibility:

- Employee must be employed with the City for a minimum of 1 year.
- Only 1 compensation adjustment per this policy is allowed for an employee per fiscal year.
- Must have scored the minimum points to receive a raise on their regular annual merit evaluation in that fiscal year.

**A RESOLUTION ADOPTING AND ESTABLISHING A EMPLOYEE COMPENSATION ADJUSTMENT POLICY FOR CITY OF BANDERA CITY COUNCIL MEMBERS AND EMPLOYEES.**

**WHEREAS**, the City of Bandera, is a Type-A general law municipality governed by a six-member Council consisting of one Mayor and five Council Members elected at large; and

**WHEREAS**, the City of Bandera currently does not have a Employee Compensation Adjustment Policy but desires to implement one in order to retain employees; and

**WHEREAS**, the City of Bandera City Council desires to implement this Employee Compensation Adjustment Policy as part of a larger ethics policy to govern and guide the conduct of members of the City of Bandera City Council and City employees, as well as vendors and other third-parties who desire to transact business with the City; and

**WHEREAS**, the City of Bandera City Council as a governing body has the authority to establish and implement its own internal policies to govern the conduct of the City of City Council members and City employees, so long as such policies are consistent with applicable state law; and

**WHEREAS**, the City of Bandera City Council desires to adopt these policies to guide the City of Bandera City Council members and City employees in carrying out their respective duties and responsibilities.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS, THAT;**

- SECTION 1: The City of Bandera, Employee Compensation Adjustment Policy, attached to this Resolution, are hereby adopted and shall guide City Council members, City employees, and vendors or other third parties desiring to transact business with the City in conducting all future meetings of the City of Bandera City Council.
- SECTION 2: The City of Bandera, Employee Compensation Adjustment Policy adopted herein is consistent with current state law governing conflicts of interest and disclosure of certain relationships.
- SECTION 3: The City of Bandera, Employee Compensation Adjustment Policy adopted herein is consistent with state law governing municipal officers.
- SECTION 4: The City of Bandera, Employee Compensation Adjustment Policy adopted herein is intended to provide clarity and guidance to City Council members, City employees, and vendors or other third parties desiring to transact business with the City with respect to their responsibilities and duties and may be subject to change as determined by the City Council or changes to existing law.
- SECTION 5: The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 6: All resolutions or parts thereof, which are in conflict or inconsistent with the provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 7: This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 8: If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 9: It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 10: This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

READ, PASSED, AND APPROVED ON this 14th of January 2025.

\_\_\_\_\_  
Denise Griffin, Mayor

ATTEST:

\_\_\_\_\_  
Jill Shelton, City Secretary

CITY SEAL

**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday, January 14, 2025**

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**AGENDA ITEM:**

Approval to remove the raised pavement delineators.

**SUBMITTED BY:** Brett Hicks

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:** Approximately one year ago raised pavement delineators (see attached photo) were installed by TX Dot on the shoulder at the intersections of Main Street and Highway 173 at two locations (West and Eastbound).

The TXDOT Area Engineer is willing to uninstall if the City Council so wishes.

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**FISCAL ANALYSIS:**

None

**RECOMMENDATION:**

None









**RESOLUTION NO. 2024-041**

**A RESOLUTION OF THE CITY OF BANDERA, TEXAS, APPROVING A PROJECT OF THE BANDERA ECONOMIC DEVELOPMENT CORPORATION, TO WIT: A REIMBURSEMENT OF \$60,000.00 TO THE CITY OF BANDERA, TEXAS, FOR COWBOY CHRISTMAS IN THE PARK FOUND BY THE BEDC'S BOARD OF DIRECTORS TO BE AN ELIGIBLE PROJECT UNDER THE ECONOMIC DEVELOPMENT CORPORATION ACT; PROVIDING FOR TWO SEPARATE READINGS; OPEN MEETING READING AND ADOPTION, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Bandera Economic Development Corporation (“BEDC”) is a Type B Economic Development Corporation; and

**WHEREAS**, pursuant to the Economic Development Corporation Act (the “Act”), the BEDC is authorized to spend sales tax funds for certain municipal projects, principally infrastructure, public parks, and other community and/or recreation purposes; and

until the governing body of the city adopts a resolution authorizing the project after giving the resolution two separate readings; and

**WHEREAS**, the Board of Directors of the BEDC (the “Board”) has agreed to provide funding for a project the Board finds to be an eligible project under the Act by reimbursing the City for Cowboy Christmas in the Park in the amount of Sixty Thousand Dollars and no cents (\$60,000.00) (“the Project”); and

**WHEREAS**, the City Council also finds, that the project is an eligible project under the Act and is budgeted for within the Fiscal Year 2024 – 2025 Budget, as adopted by the Board and approved by City Council; and

**WHEREAS**, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the BEDC.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANDERA, TEXAS, THAT:**

1. The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.
2. The Project approved by the Board for Cowboy Christmas in the park, is hereby approved by the City Council.



**RESOLUTION NO. 2024-041**

3. This Resolution shall take effect immediately from and after its passage at a second separate reading.

4. This Resolution is read and adopted at meetings that were open to the public and notice of the time, place and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**READ AND APPROVED by the City Council of the City of Bandera, Texas at first reading on the 10th day of December, 2024.**

**READ AND ADOPTED by the City Council of the City of Bandera, Texas at second reading on the 14<sup>th</sup> day of January, 2025.**

**CITY OF BANDERA, TEXAS**

\_\_\_\_\_  
Tony Battle, Mayor Pro Tem

**ATTEST:**

\_\_\_\_\_  
Jill Shelton, City Secretary

flock safety

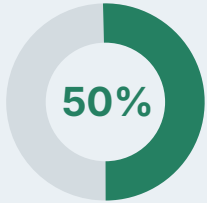
# Shape a safer future, together

DECEMBER 2024 | BANDERA, TX

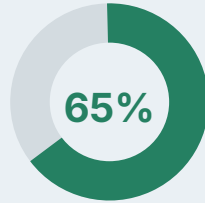


flock safety

# The policing paradox: fewer resources, higher stakes



Agencies reporting more resignations in 2022 than 2019<sup>1</sup>



Agencies report having too few sworn officer candidates<sup>2</sup>



Motor Vehicle Thefts are up YoY (2022-2023)<sup>3</sup>



Violent crime clearance rates down since 2019<sup>4</sup>

flock safety

What we observe

## The current reality

- Limited police resources
- Crime continues to hurt communities
- Trust is needed more than ever

What we believe

## The opportunity

- Technology multiplies the force
- Protect first responders and the community using technology
- Collect and distribute objective evidence to the right user
- Engage community to support and grow

# The Flock Safety Platform

Detect



• Falcon®



• Raven®



• Condor



• Wing®

Capture evidence with Flock Safety devices and third-party infrastructure

Decode

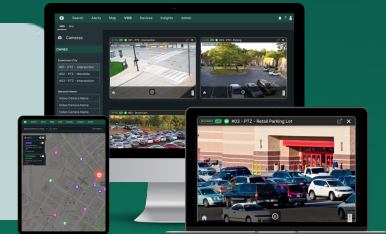
- Real-Time Routing
- Visual Search
- Multi-Geo Search
- Vehicle Fingerprint® Search
- Gunshot Localization
- Convoy Analysis
- Fireworks

Make sense of mountains of evidence instantly with AI

Deliver

- Search
- Map
- Mobile App
- Real-time Alerts
- Actionable Insights
- License Plate Lookup
- Situational Awareness

Get the right evidence into the right hands at the right time with FlockOS®



## Capture more evidence. Solve more crime.

LPR

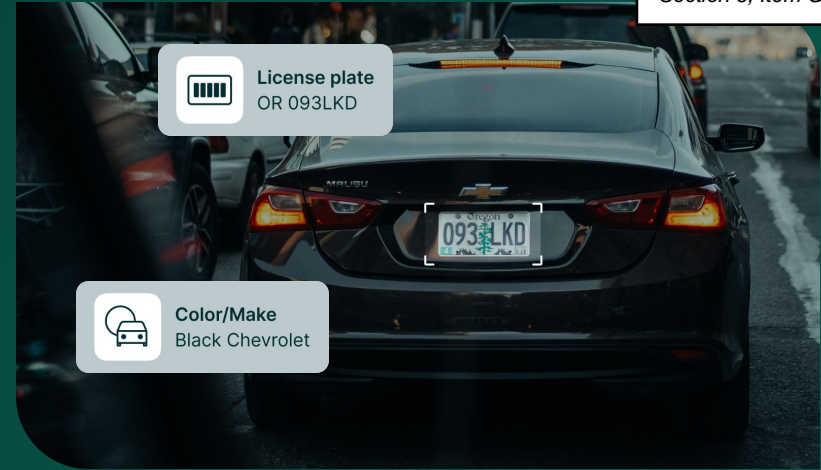
# Falcon



flock safety

# With Flock Safety, you get:

Flock Safety provides your police department with indiscriminate evidence from fixed locations. We provide all of the maintenance so that your police department and city staff can focus on keeping your city safe and prosperous.



## INFRASTRUCTURE-FREE

Reduce time to value and utility costs with full-service deployment.



## 24/7 COVERAGE

Capture objective vehicle data around the clock to multiply your force.



## REAL-TIME ALERTS

- NCIC
- NCMEC (Amber Alert)
- Custom Hot Lists



## ETHICALLY BUILT

- No people
- No facial recognition
- No speed tracking
- Indiscriminate evidence

flock safety

## What this is:

- License Plate Recognition (LPR)
- Gathers objective evidence and facts about vehicles, not people
- Alerts police of wanted vehicles
- Used to solve crime
- Adheres to all state laws

Section 6, Item G.

## What this is not:

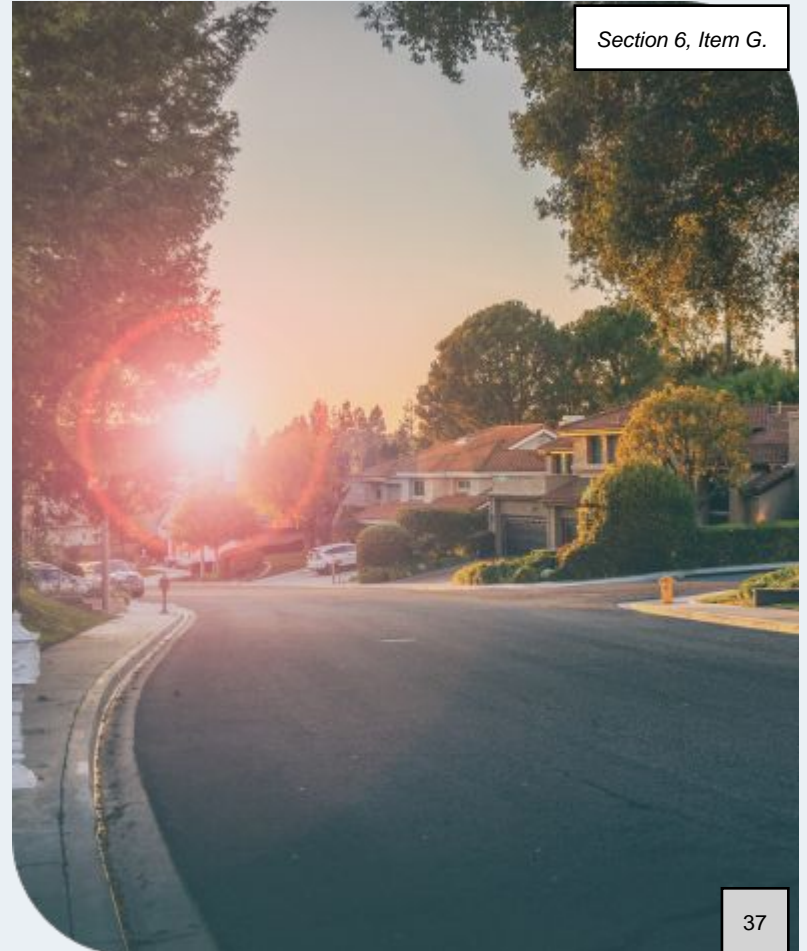
- Not facial recognition
- Not collection of biometric or sensitive information
- Not used for tracking speed or parking violations
- Data automatically deletes every 30 days



# How does this technology deter and eliminate crime?

- **Proactive:** Real-Time Alerts when stolen or wanted vehicles enter your city
- **Investigative:** As clearance rates increase, overall crime often decreases
- Flock cameras serve as a **deterrent**

flock safety



# A Trusted Partner

flock safety

## Protecting privacy

- Footage owned by Agency/City and will never be sold to private third parties by Flock
- 30-day data retention, then automatically hard deleted
- Takes human bias out of crime-solving by detecting only objective data
- All data is stored securely with end to end encryption of all data

## Accountability mechanisms

- Search reason and user number saved in indefinitely-available audit trail
- NOT facial recognition software, NOT collecting biometric information
- NOT used for parking enforcement or tolls
- Not connected to registration data or 3rd party databases (Carfax, DMV)
- Transparency Portal (free and optional)

flock safety

# Transparency & Insights

Measure ROI and promote the ethical use of public safety technology

## Transparency Portal

- Customizable for each agency
- Display technology policies
- Publish usage metrics

## Insights Dashboard

- Measure crime patterns and ROI
- Audit Search history

## Examples

- [Morgan Hill PD](#)
- [Vallejo PD](#)

Section 6, Item G.



# Solve crime, we'll handle the rest

Our dedicated team provides rapid, full-service deployment. Your police officers focus on solving crime and protecting the community.

## Within the Flock Safety annual subscription:

- Solar power
- Installation + Ongoing Maintenance
- Hardware Procurement + Permitting
- User Training
- Data storage
- Software Updates



Section 6, Item G.

# Already solving and preventing crime

# Flock Safety In Texas

Section 6, Item G.

430+ law enforcement agencies,  
including:

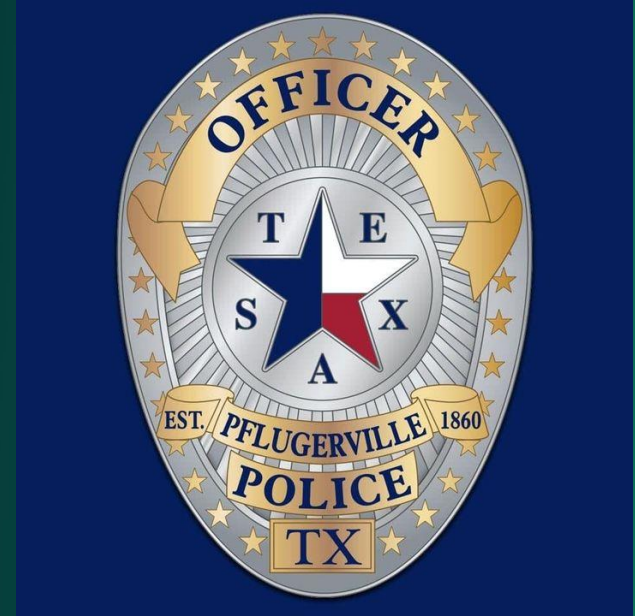
- Austin PD
- Fort Worth PD
- League City PD
- Houston PD



# High School Parking Lot Shooting Suspect Arrested with LPRs

 Pflugerville PD - Pflugerville, TX

- On January 29th, 2024, officers responded to Connally High School following reports of a shooting.
- Officers interviewed the injured victim who described the suspect's vehicle.
- Officers entered that vehicle's description into their LPRs and identified a suspect vehicle that matched the description and had been detected nearby.
- Officers responded to the vehicle owner's address and arrested him.
- The 17-year-old suspect is facing multiple charges including aggravated assault with a deadly weapon.





# Case Study - Murder Case Solved

📍 Sugar Land PD - Sugarland, TX

- Sugar Land Police were investigating the killing of Alief ISD teacher Wendy Duan
- A Sugar Land Flock LPR camera was used to confirm that Charvas Thompson, of Houston, was at Duan's home after witnesses identified him as her killer.
- Thompson, 26, was arrested in Louisiana a few days later and charged with murder.
- Sugar Land police have around 100 Flock LPRs throughout the city and will add 100 more after this case was solved

Section 6, Item G.



**"If we have a vehicle description, then we can go into the system, we can input that vehicle description and it will actually search for the reads that corresponds to those kind of vehicles."**

— Sugar Land Police Assistant Chief Michelle Allen

# #Solved - Stolen Vehicle

📍 Maricopa PD - Maricopa, AZ

- Officers received an alert that a stolen vehicle was in the area. Officers located the vehicle at a local Walmart with a male, female, and child inside.
- After further investigation the male suspect admitted to officers that he had illegally obtained the vehicle from a friend.
- A search of the vehicle yielded M30 pills, suspected crack cocaine, and multiple other unidentified pills.
- The suspect was booked into Pinal County Jail on suspicion of theft of means of transportation, child abuse, possession of dangerous drugs and possession of a narcotic.

[source](#)

Section 6, Item G.



# Out-of-State Drug Trafficking and Vehicle Theft Suspect Arrested

 Lebanon PD - Lebanon, TN

- In late May, 2024, Lebanon PD was alerted by a neighboring agency that a suspect wanted in Indiana for drug trafficking and vehicle theft might be in the area.
- Officers queried their Flock Safety LPRs for the suspect's vehicle, located it, and arrested the suspect.
- A search of the vehicle yielded narcotics and an illegally modified firearm.
- The suspect is facing multiple charges in both Indiana and Tennessee.

[source](#)

Section 6, Item G.



**“(This arrest) showed that our Flock cameras are working, that traffic stop was a product of that.”**

— Lebanon PD PIO Richard Clark

# Cross-State Silver Alert

 Argyle PD | Argyle, TX

- **July 18, 2023** - Officers received an alert from their Flock Safety LPRs that a vehicle associated with a missing person from Louisiana had been detected.
- Officers located the vehicle and initiated a traffic stop.
- The senior citizen was disoriented and believed that he was just down the street from his home.
- Officers took him to the hospital and notified his family.

Section 6, Item G.



**"Flock Safety technology has helped us solve crimes that would have otherwise gone unsolved."**

— Emmitt Jackson, Argyle PD Chief of Police

# Found: Cross-State Amber Alert

📍 La Paz County SO - La Paz County, AZ

- Deputies with the La Paz County Sheriff's Office were notified that a vehicle associated with an AMBER alert had been detected by one of their Flock Safety LPRs nearby.
- **The alert was issued in Casper, Wyoming for a 14-year-old missing and endangered female juvenile.**
- A sheriff's deputy was able to locate the vehicle, initiate a traffic stop, and arrest the 36-year-old driver. The juvenile female was found unharmed in the suspect's vehicle.

Section 6, Item G.



**CITY OF BANDERA COUNCIL AGENDA**  
**Regular Meeting: Tuesday, January 14, 2025**

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**AGENDA ITEM:**

Discuss and possible action on the number of signatories for EDC checks

**SUBMITTED BY:** Debbie Breen

**APPROVED FOR AGENDA:** Stan Farmer

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**BACKGROUND:**

City Administrator Comments:

Certain EDC Board members are under the impression that a signature is required by a City official, i.e., City Administrator or City Secretary for all EDC account payable checks.

Recently, City staff has spent considerable time researching when an executed resolution or policy was adopted by a prior City Council supporting this belief. No documentation has been found.

In addition, current EDC Bylaw 2.06 states:

*All checks, drafts or orders for the payment of money, notes or other evidence of indebtedness issued in the name of the BEDC shall be approved by the BEDC Board of Directors and signed or bear the facsimile signature of two (2) BEDC Board of Directors who are approved by resolution to sign such instruments.*

Therefore, currently City staff adheres to this current adopted BEDC bylaw of August 11, 2020, and does not provide an additional signature.

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**FISCAL ANALYSIS:**

None

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**RECOMMENDATION:**

None.