MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, January 11, 2022, at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, January 11, 2022, in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

City Hall will be open to the public.
Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 892 3304 1410 • Passcode 006897 • or dial 1-346-248-7799

MNA336

CALL TO ORDER – Mayor Douglas called the meeting to order at 5:30pm.

Invocation – led by Michael Leamons

Pledge of Allegiance – led by Mayor Douglas

Roll Call

Council Present
Mayor Julia Douglas
Mayor Pro Tem Chip Joslin
Councilmember Kelly Harris
Councilmember George Freas
Councilmember TJ Walker

Staff Present
City Administrator Leamons
City Secretary McDonald
Chief of Police Buck Martin
Public Works Director Jim Holder
Building Official Kyle Reeves
City Attorney Brady Pendleton

Council Absent
Councilmember Demetra Conrad

CITIZEN/VISITOR COMMENTS *(Limited to three minutes per person.)*

Citizen Helen Kerwin addressed City Council regarding Big Rocks Parking.

There were no additional citizen comments.

CONSENT AGENDA *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

Items 2, 3, and 4 were pulled from the consent agenda to discuss separately.

1. **Consider approval or other action regarding the minutes of the Regular City Council Meeting held on December 14, 2021. (S Ritchie)**

5. **Consider approval or other action regarding annual review of the City's Financial Policy.**

Motion made by Councilmember Harris, Seconded by Councilmember Walker to approve item 1 and adopt Resolution adopting the City's Financial Policy as presented for item #5.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Freas, Councilmember Walker

2. **Consider approval or other action regarding on accounts payable report for payments made during December 2021. (R Sosol)**

Councilmembers asked for clarification on several line items.

City Administrator Leamons responded with details.

Motion made by Councilmember Walker, Seconded by Councilmember Harris to approve the December 2021 Accounts Payable report as presented.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

3. **Consider approval or other action regarding a financial report for December 2021.**

City Council asked questions regarding the City's Financial reports.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Freas to approve the December 2021 Financial Report as presented.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

4. **Consider approval or other action regarding annual review of the City's Investment Policy.**

City Council asked City Administrator Leamons about the City's current Investment Policy.

Council directed staff to look in the possibility of putting some funds in to bonds.

Motion made by Councilmember Walker, Seconded by Councilmember Harris to adopt resolution adopting the City's Investment Policy as presented.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

STAFF REPORTS

6. **Police Chief Report**
   - Police Activity Report

7. **Public Works Director Report**
   - Update on progress of city projects

8. **Building/Planning/Code Enforcement Report**
   - Update on progress of city projects

   Animal Control
   - Animal Control Activity Report

9. **CVB Director Report**
   - Update on upcoming projects

10. **City Administrator Report**

11. **City Secretary Report**

MAYOR AND COUNCIL MEMBER REPORTS

There were no reports presented.

PUBLIC HEARING

Mayor Douglas called the Public Hearing to order at 5:56 pm.

12. **Board of Adjustment - Public hearing regarding a request of Mitchell and Kim Ellis, owners, for a variance request from the minimum setback requirements for carports and accessory buildings in order to construct an accessory building in the front portion of residential lot located at 1800 Texas Drive; Tract: 169-6, Abst: A136-GP, GIBBS INDUSTRIAL PARK ABST 136 MILAM CO SCH LD, LOT 169-6, ACRES 18.78**

    There were no citizen comments.

Mayor Douglas closed the Public Hearing at reconvened the Regular Session at 5:56pm.

INDIVIDUAL ITEMS FOR CONSIDERATION

13. **Board of Adjustment – Discussion, consideration, and possible action regarding a request from Mitchell and Kim Ellis, owners, for a variance request from the minimum setback requirements for carports and accessory buildings in order to construct an accessory building in the front portion of residential lot located at 1800 Texas Drive; Tract: 169-6, Abst: A136-GP, GIBBS INDUSTRIAL PARK ABST 136 MILAM CO SCH LD, LOT 169-6, ACRES 18.78**

    Building Official Kyle Reeves presented the item to Council.

    Property owner Mitchell Ellis addressed Council and answered questions regarding the request. He stated that the property was 18 acres and not visible from other lots. He stated that the accessory building would be approximately 300 feet from the front door; 300 feet from the entrance at Texas Drive; and 100 feet off the driveway.

    Council stated that this accessory building was NOT to be used for a residence or rental.

    Motion made by Councilmember Freas, Seconded by Councilmember Harris to approve the request to locate an accessory building in the front portion of the yard as discussed.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

14. Discussion, consideration, and possible action regarding re-appointment of Associate Municipal Court Judge, Ray Ballman.

City Secretary McDonald presented the item to Council.

Judge Ray Ballman introduced himself to the Council.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Walker to approve resolution as presented and appoint Ray Ballman as the City of Glen Rose Alternate Judge.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

15. Discussion, consideration, and possible action regarding the appointment of two (2) new members to the Planning and Zoning Board.

City Secretary McDonald presented item to Council.

There were no citizen comments.

Each applicant in attendance (Joe Boles, Tracy Brown, Greg Canton, Jeff Finn, Stanley Stover) addressed Council, introduced themselves and answered questions.

Councilmember Freas nominated Joe Boles and Greg Clanton as recommended by the Planning and Zoning Commission. There were no additional nominations. Nominations were closed.

Motion made by Councilmember Freas, Seconded by Councilmember Harris to appoint Joe Boles and Greg Clanton to serve two years on the Planning and Zoning Board.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

16. Discussion, consideration, and possible action regarding Ordinance for the abandonment of portion of the alley way between 3rd and 4th Streets running between Clay and Elm Streets.

City Secretary McDonald presented the item to Council stating that in July 1999, the Building Official proposed a concern for lots in what is known as the "Wolf City" area. In June 2001, in reference to the concern with plats in that area the City Council abandoned the alleyways as shown in the meeting minutes for that date. Each property owner, as needed, would provide a Quit Claim Deed to the City for Action (at no cost to the city). There have been several that have been accomplished over the years. The property in question is one such area that was authorized in 2001.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Walker to approve Ordinance abandoning alleyway as presented.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

17. Discussion, consideration, and possible action regarding financial audit by Merritt, McLane, and Hamby.

City Administrator Leamons presented Michael Hamby of Merrit, McLane, and Hamby.

Michael Hamby presented the audit findings for the FY 2020/2021 Audit. No discrepancies were found. The City is in a strong financial position with debt ratio 14:1.

Motion made by Councilmember Walker, Seconded by Councilmember Freas to approve the FY 20/21 Audit as presented.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

Mayor Douglas called a short recess at 7:01pm.

Council reconvened into regular session at 7:10pm.

18. Discussion, consideration, and possible action on resolution authorizing the transfer of a water line and fire hydrant at the Somervell County Expo Center to Somervell County.

City Administrator Leamons and Public Works Director Holder presented the item to Council.

Motion made by Councilmember Walker, Seconded by Councilmember Harris moved to adopt Resolution authorizing the transfer of the water line and fire hydrant to Somervell County.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

19. Discussion consideration and possible action on maintenance of Paluxy Summit Subdivision common area improvements.

City Administrator Leamons presented the item to Council noting that paying for meter for decretive lighting is normal. Fountain and drip irrigation are not typically maintained by a municipality. The city's current meter covers the lights, but not the fountain.

Council directed staff to inform the property owner that the City will maintain the existing lights but not the fountain.

No action was taken.

20. Discussion, consideration, and possible action regarding Republic Services rate increase for Solid Waste Services.

City Administrator Leamons presented item and introduced Robyn Mota, Republic Services representative.

Robyn Mota addressed Council and answered questions.

Council directed staff to bring additional information to the next regular City Council meeting.

No action was taken.

21. Discussion, consideration, and possible action on Resolution adopting an amended Interlocal Agreement for Hotel Occupancy Tax (HOT) Services.

Councilmember Kelly Harris recused herself at 7:54pm due to conflict of interest.

City Administrator Leamons presented the item to Council.

City Secretary McDonald answered some questions regarding how the current contact is working and how HOT is paid.

Ann Carver, CVB Advisory Boardmember addressed Council.

Motion made by Councilmember Walker, Seconded by Mayor Pro Tem Joslin to authorize the mayor to sign Resolution as presented and amend the HOT Contract with the County as submitted as long as the County is in agreeance.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Freas, Councilmember Walker

Councilmember Harris returned to the dais at 8:14pm.

22. Discussion consideration and possible action on "No Parking" Zone Ordinance for NE Barnard Street adjacent to Glen Lake Camp and plans for supplemental parking for Big Rocks Park.

City Administrator Leamons presented the item to Council.

Darren Miller, Glen Lake Camp representative addressed Council.

Citizen Dennis Moore stated that the curve at NE Barnard Street is dangerous even when cars are not parked along the side of the road.

Helen Kerwin, Country Woods Inn, addressed Council regarding parking issues on the street and at Big Rocks Park.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Walker to adopt Ordinance with changes as discussed.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas, Councilmember Walker

23. Discussion, consideration, and possible action regarding updates to the Building Fee schedules.

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Building Official Reeves and City Administrator Leamons presented the item to Council.

Council directed staff to make changes to the fees and bring back to the next Regular City Council meeting on the consent agenda as well as necessary changes to the Garage Sale Ordinance.

No action was taken.

24. **Discussion, consideration, and possible action on resolution adopting new Policies and Procedures for the Police Department.**

Council directed staff to schedule a meeting dedicated to the Policies and Procedures for the Police Department on January 24, 2022.

No action was taken.

25. **Discussion regarding the implication of County Assistance District. (George Freas)**

Councilmember George Freas presented the item.

Council created a research committee, composed of, Councilmembers Freas and Walker, as well as Building Official Reeves, PW Director Holder, City Administrator Leamons and to reach out to P&Z applicant Mr. Stover to see if he would be interested in serving on this committee.

No action was taken.

26. **Discussion, consideration, and possible action regarding new branding for the City of Glen Rose, Texas, including but not limited to our City logo.**

Councilmember Joslin presented the item to Council.

Councilmember Conrad and Councilmember Harris were asked to work on composing a new City logo based on the recently adopted Vision Statement.

No action was taken.

Mayor Douglas recessed the regular meeting at 8:56pm.

EXECUTIVE SESSION

Mayor Douglas called the Executive Session to order at 9:01pm.

27. Texas Government Code, Section 551.074 - Personnel Matters - City Administrator Communication regarding Comprehensive Plan RFP.

Mayor Douglas closed the Executive Session and reconvened into regular session at 9:54pm.

ACTION ON EXECUTIVE SESSION

28. Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters - City Administrator Communication regarding Comprehensive Plan RFP.

No action was taken.

ADJOURN

With no further business before the Council, Mayor Douglas adjourned the meeting at 9:55pm.

CITY OF GLEN ROSE, TEXAS

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie McDonald, City Secretary