

**MINUTES OF THE REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF GLEN ROSE  
May 11, 2021**

The City Council of the City of Glen Rose met in a regular meeting on Tuesday, May 11, 2021 in the Council Chambers at City Hall, 201 NE Vernon Street, Glen Rose, Texas, at 5:30 PM to consider the following items of business:

**DUE TO COVID-19 PANDEMIC AND THE  
GLEN ROSE STATE OF DISASTER DECLARATION**  
**City Hall will be open to the public with limited seating.**  
**Citizens can view or listen live by tuning in to the following webinar.**

Zoom.com  
Meeting ID: 954 6650 6619  
Passcode: 366691  
or dial 1-346-248-7799

**1. CALL TO ORDER** - Meeting was called at 5:30

**A. Invocation**

Michael Leamons

**B. Pledge of Allegiance**

Pledges were led by Mayor Douglas

**C. Roll Call**

Mayor Douglas called roll and the following members of Council were in attendance:

Demetra Conrad	Councilmember
Kelly Harris	Councilmember
Chip Joslin	Councilmember
Dennis Moore	Councilmember

Staff present included:	Michael Leamons	City Administrator
	Stephanie Ritchie	City Secretary
	Buck Martin	Chief of Police
	Jim Holder	Public Works Director
	Chris Hay	eHT, City Engineering

City Attorney Brady Pendleton was absent.

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

Citizen David Harrison addressed Council stating that he believed there was a lack of code enforcement being completed and the Trash Service Company has not been picking up his trash.

Citizen Pamela Streeter addressed the Council asking what the status of the committee that was to research the suggested closing of Grace Street to through traffic and what action is being taken.

There were no additional comments.

**2. 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.)*

**A. Consider approval or other action regarding the minutes of the Regular City Council Meeting held on April 13, 2021.** (S Ritchie)

**B. Consider approval or other action regarding the accounts payable report for April 2021.** (R. Sosol)

**C. Consider approval or other action regarding a financial report for April 2021.** (M Leamons)

Mayor Douglas read the consent agenda items aloud.

Councilmember Joslin made a note of spelling corrections to the minutes.

Councilmember Moore moved to approve the consent agenda as presented and with corrections to the April 13th minutes as discussed.

Councilmember Joslin seconded the motion.

All voted in favor to approve. Vote 4/0.

**3. STAFF REPORTS**

**A. Public Works Director Report**

-Update on progress of city projects

**B. Police Chief Report**

-Police Activity Report

-Animal Control Report

**C. Building / Planning / Code Enforcement Report**

-Update on progress of city projects

**D. City Administrator Report**

**4. PUBLIC HEARING(S)** *Public Hearing was opened at 5:46 pm.*

**A. Public hearing regarding a Specific Use Permit request as submitted by owner, John Joslin, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential) zoning district for the property identified as Acres 1.530, Tract 6, Abst A136-HE, Hilltop Estates Addition, located at 1990 Texas Drive.**

There were no public comments.

**B. Public hearing regarding a change to Appendix A “Schedule of Uses” of the Glen Rose Code of Ordinance to add “Alcohol Sales (Retail)” to the B-2 General Commercial Zoning District.**

There were no public comments.

Public Hearing was closed at 5:46pm.

Regular Meeting resumed at 5:46pm.

**6. INDIVIDUAL ITEMS FOR CONSIDERATION**

**A. Discussion, consideration and possible action regarding a Specific Use Permit request as submitted by owner, John Joslin, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential) zoning district for the property identified as Acres 1.530, Tract 6, Abst A136-HE, Hilltop Estates Addition, located at 1990 Texas Drive. (M Leamons)**

Councilmember Joslin recused himself at 5:47 pm.

City Administrator Leamons presented the item to Council. Council was informed that the Planning and Zoning Board recommended denial. The applicant did not attend the P&Z Meeting and there were citizen concerns regarding a short term rental in a family neighborhood.

Applicant John Joslin addressed Council with details addressing the citizen concerns.

P&Z Board member Pamela Streeter stated that she may have voted differently if the applicant had presented these details during the P&Z meeting.

Councilmember Harris moved to approve the specific use permit as requested by Mr. Joslin for 1990 Texas Drive as presented.

Councilmember Conrad seconded the motion.

The Vote was 2/1 with Councilmember Moore voting against.

Councilmember Joslin resumed his duties as Councilmember at 6:13 pm.

**B. Discussion, consideration and possible action regarding a change to Appendix A “Schedule of Uses” of the Glen Rose Code of Ordinance to add “Alcohol Sales (Retail)” to the B-2 General Commercial Zoning District. (M Leamons) Ordinance 2021.05.11A**

City Administrator Leamons presented the item to Council.

Councilmember Conrad moved to approve Ordinance 2021.05.11A as presented to amend the Schedule of Uses to add “Alcohol sales (Retail)”.

Councilmember Harris seconded the motion.

All voted in favor to approve.. Vote 4/0.

**C. Discussion, consideration, and possible action regarding possibly making College Street (west bound) in front of the Jr. High School between Gaither Street and Sheppard Street as a one way street, at least during school hours for the safety of the kids. (S Ritchie/Crystal Randall)**

City Secretary Ritchie and City Administrator Leamons presented the item to Council.

Leamons stated that he had been in touch with the ISD Superintendent Dr. Overbo and that they had requested that the city not take action on this item as they are currently working on a solution.

No Action was taken.

**D. Discussion, consideration, and possible action regarding closure of Walnut Street between Barnard and Grace Streets on May 15, 2021 for Jeep Crawl and Crawfish Boil hosted by T&A Adventure Outfitters. (S Ritchie / Torie Kent)**

Applicant Torrie Kent and Allen Young presented the item to Council, stating that they are expecting 30 Jeeps, and 49 people as part of the Jeep crawl and an estimated 100 people for the Crawfish Boil. Food will be served from 1 - 5pm, the band will play from 7-10 pm.

City Secretary Ritchie stated that barriers would be left for the applicant who would be responsible for setting them up and removing them at the end of the event.

Councilmember Joslin moved to approve the request to close down that portion of Walnut Street between Barnard and the Public Parking Lot entrance further towards Grace Street on May 15, 2021 as discussed.

Councilmember Conrad seconded the motion.

All voted in favor to approve. Vote 4/0.

**E. Discussion, consideration, and possible action regarding Special Alcohol Usage Permit as requested by T&A Adventure Outfitters for May 15, 2021. (S Ritchie / Torie Kent)**

Applicant Torrie Kent and City Secretary Ritchie presented the item to Council. The request was made for alcohol from 1:00pm-10:00pm on May 15, 2021 for alcohol purchased in the local downtown shops, all alcoholic beverages be in a plastic disposable container with the name of the establishment where it was purchased for all the downtown establishments to be included. The Chief of Police requires one Peace Officer to be on hand for the entire event.

Councilmember Harris moved to approve the request as presented.

Councilmember Joslin seconded the motion.

All voted in favor to approve. Vote 4/0.

**F. Discussion, consideration, and possible action regarding staff reporting. (Joslin)**

Councilmember Joslin addressed fellow Councilmembers stating that he would like to have more up to date reporting. Staff reports are only presented as part of the packet at the beginning

of the month following. He feels that by that time the information is outdated and would like to be better informed.

After discussion, it was decided that No Action was necessary and directed City Administrator Leamons to provide Council with at least a weekly update of happenings within the City.

No Action was taken

**G. Discussion, consideration, and possible action on American Rescue Plan of 2021.** (M Leamons) Resolution 2021-12

City Administrator Leamons presented the item to Council.

Councilmember Harris moved to adopt Resolution 2021-12 on the American Rescue Plan Act as presented.

Councilmember Moore seconded the motion.

All voted in favor to approve. Vote 4/0.

**H. Discussion, consideration, and possible action on renaming Somervell County Road 332.** (M Leamons/C Joslin)

City Administrator and Councilmember Joslin presented the item.

Mayor Douglas opened nominations.

Councilmember Joslin nominated Ms. Dorothy Avenue. There were no further nominations.

Mayor Douglas closed nominations and asked for a motion from Council.

Councilmember Joslin moved that CR 332 be renamed Ms. Dorothy Avenue.

Councilmember Conrad seconded the motion.

All voted in favor to approve. Vote 4/0.

**I. Discussion, consideration, and possible action on Sanitary Control Ordinance for Well #4.** (M Leamons)

City Administrator Leamons presented the item to Council.

There was discussion regarding the County's involvement with the easement and scheduling joint meetings between the City and the County to discuss outstanding issues and interlocal agreements

Councilmember Harris moved to table this item until the first regularly scheduled meeting in June.

Councilmember Joslin seconded the motion.

All voted in favor to table the meeting until June 8, 2021. Vote 4/0.

**J. Discussion, consideration, and possible action on amending Procedures for Placing an Item on the Agenda.** (C Joslin)

Councilmember Joslin presented the item to Council.

After much discussion, Council directed staff to provide an amended version of the “Procedures for Placing and Item on the Agenda” and the “Mayor’s Ordinance” stating that only one (1) member of Council is required to add an item to the agenda and present it at the June 8, 2021 meeting.

No Action was taken.

**K. Discussion, consideration, and possible action on appointment of Mayor Pro Tem.** (M Leamons)

Mayor Douglas opened nominations for Mayor Pro Tem.

Citizen William Green addressed Council stating that Councilmember Moore had years of experience on the Council, as Mayor and as a Councilmember.

Councilmember Harris nominated Councilmember Joslin. Mayor Douglas nominated Councilmember Moore.

Councilmember Conrad asked Councilmember Moore if he was willing to serve as Mayor Pro-Tem. Councilmember Moore said that he did not want the position.

Mayor Douglas closed nominations and asked for a motion.

Councilmember Harris moved to appoint Councilmember Joslin as Mayor Pro-Tem.

Councilmember Conrad seconded the motion.

The vote was 3/1, with Councilmember Moore voting against.

**L. Discussion, consideration, and possible action including but not limited to calling a special meeting to fill the vacant seat created by Julia Douglas’ election as Mayor.** (M Leamons/C Joslin)

City Administrator Leamons, Councilmember Joslin and Mayor Douglas presented the item.

Citizen William Green addressed Council stating that the position should be filled by the person that received the next highest votes in the May 2021 election, Johnny Martin.

Council directed staff to advertise on the City webpage and Facebook page that there will be a Town Hall Meeting on May 24, 2021 at 5:30 for anyone who was interested in the position to “interview” with the Council.

No Action was taken.

**M. Discussion, consideration, and possible action on adopting a resolution authorizing signatories for the City's banking accounts.** (M Leamons) Resolution 2021-13

City Administrator Leamons presented the item to Council.

Councilmember Conrad moved to adopt the resolution authorizing signatories for the City's bank accounts adding the newly appointed Mayor Pro-Tem Joslin as presented in Resolution 2021-13.

Councilmember Harris seconded the motion.

All voted in favor to approve. Vote 4/0.

**N. Discussion, consideration, and direction from City Council regarding 2021-2022 Budget Items.** (M Leamons/ Mayor Douglas)

Proposed General Fund Budget was presented for review. City Administrator Leamons highlighted areas of the budget.

Employee raises were discussed and Council asked if it would be possible for 2022 to have employee evaluations before budget season ends, so that money can be considered more accurately.

Council directed staff to present a 3% merit raise and present an additional 2% COLA raise for Council review.

No Action was taken.

The regular meeting was recessed at 7:00 pm.

The Executive session was called to order at 7:05 pm.

**7. EXECUTIVE SESSION**

*The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.*

**A. Texas Government Code, Section 551.074 – Personnel Matters - CVB Director**

The Executive session adjourned at 8:06 pm.

The regular session reconviend at 8:10 pm.

**8. ACTION ON EXECUTIVE SESSION ITEMS (if needed)**

**A. Discussion, consideration, and possible action regarding items discussed in Executive Session regarding CVB Director.**

No Action was taken

**9. MAYOR AND COUNCIL MEMBER REPORTS**

None

**10. ANNOUNCEMENTS/PRESENTATIONS**

**A. Certified Municipal Official Presentation**

City Secretary Ritchie presented Mayor Douglas her Certified Municipal Official Certification from Texas Municipal League.

**8. ADJOURN**

*With no further business at hand, the Mayor adjourned the meeting at 9:09 pm .*

**APPROVED:**

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**Julia Douglas, Mayor**

**ATTEST:**

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**Stephanie Ritchie, City Secretary**