

# MINUTES OF THE CITY OF GLEN ROSE

## REGULAR CITY COUNCIL MEETING

**Tuesday, January 10, 2023 at 5:30 PM**

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The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, January 10, 2023 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:

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### CALL TO ORDER

Mayor Douglas called the meeting to order at 5:30 p.m.

### INVOCATION

Council member George Freas gave the invocation.

### PLEDGES OF ALLEGIANCE

Mayor Douglas led the Pledges of Allegiance to the United States and Texas flags.

### ROLL CALL

#### ***Council Present***

Julia Douglas, Mayor  
Chip Joslin, Mayor Pro Tem  
Kelly Harris, Council member  
George Freas, Council member  
Demetra Conrad, Council member  
TJ Walker, Council member

#### ***Staff Present***

Michael Leamons, City Administrator  
Staci King, City Secretary  
Buck Martin, Chief of Police  
Jim Holder, Director of Public Works  
Stan Lowry, City Attorney, via Zoom

### CITIZEN/VISITOR COMMENTS

Dennis Moore addressed the council regarding handicapped parking, specifically its location in business parking lots.

*Mayor Douglas moved Item Number 11 to the beginning of the meeting.*

#### **11. Discussion, consideration, and possible action regarding traffic control at Elm and Barnard**

Discussion was held regarding the need for traffic control at Elm and Barnard, specifically for issues caused by school drop-off and pick-up. Jeremy Dooley was in attendance as a representative for TxDOT. The City had previously requested TxDOT consider installing a traffic signal at this intersection; however, staff and council were informed that it was unlikely a traffic signal would be placed here as there is limited space to meet TxDOT standards.

It had previously been suggested that Chief Martin and Officer Ramirez direct traffic at Barnard and Elm during morning and afternoon school traffic. City Administrator Leamons expressed his concern over TxDOT stating they would not assume liability for any accidents or injuries that may occur from directing traffic. City Attorney Lowry recommended that if council wished to proceed with GRPD directing traffic, it be done on a limited basis for the time being in order to determine the actual need.

MOTION by Demetra Conrad, second by George Freas, to begin traffic control on school days, morning and afternoon, effective immediately. MOTION CARRIED by unanimous vote.

## **PUBLIC HEARINGS**

1. **Public Hearing regarding the proposed annexation of 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition**

Patrick Fahey addressed the council regarding the special Assistance District (taxing district) as it related to the proposed annexation.

2. **Public hearing regarding a proposed zoning designation of General Commercial (B-2) for 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition**

No one came forward to speak in favor of or opposition to the proposed zoning designation.

3. **Public hearing on a petition for annexation by Hunter Ryfel of a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive.**

No one came forward to speak in favor of or opposition to the proposed annexation.

4. **Public hearing regarding a request to rezone the property located at 404 Paluxy Street, being legally described as 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial)**

No one came forward to speak in favor of or opposition to the rezone.

## **INDIVIDUAL ITEMS FOR CONSIDERATION**

5. **Discussion, consideration, and possible action regarding an Ordinance annexing 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition**

Michael Leamons, City Administrator, briefed the council on the request for annexation. Will Schoonover, Baron Stark Engineering, and Tim Donovan, Verdad Realty, were in attendance to answer questions. Lengthy discussion was held regarding the benefit of annexing this property due to its location within Somervell County's special taxing district, which would prevent the City of Glen Rose from collecting sales tax from the business (McDonald's).

Mayor Douglas opened the floor for public input. Patrick Fahey suggested that Council approve the annexation and then address the sales tax issue with Somervell County. Rex Miller encouraged council to analyze development and growth based on the City's vision statement.

MOTION by TJ Walker, second by Kelly Haris, to approve an Ordinance annexing the above-described property. MOTION FAILED by the following votes:

Ayes: Kelly Harris, TJ Walker

Noes: Chip Joslin, George Freas, Demetra Conrad

MOTION by Demetra Conrad, second by George Freas, to direct Councilmember Freas and City Administrator Leamons to work with Somervell County to develop an interlocal agreement regarding annexations. MOTION FAILED by the following vote:

Ayes: George Freas, Demetra Conrad

Noes: Chip Joslin, Kelly Harris, TJ Walker

MOTION by George Freas, second by Demetra Conrad, to direct Councilmember Freas and Councilmember Harris to work with Somervell County to develop an interlocal agreement regarding annexations. MOTION CARRIED by unanimous vote.

6. **Discussion, consideration, and possible action regarding an ordinance adopting the zoning designation of General Commercial (B-2) for 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition**  
Item No. 6 was removed due to the failure of Item No. 5.

7. **Discussion, consideration, and possible action regarding an Ordinance annexing a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive**

City Administrator Michael Leamons briefed the council on the request. Pam Streeter spoke on behalf of the Planning and Zoning Commission and stated that the Commission unanimously voted to recommend the annexation.

MOTION by Chip Joslin, second by Kelly Harris, to approve Ordinance No. 2023.01.10.A annexing a 0.18-acre tract in the Milam County School Land Survey. MOTION CARRIED by unanimous vote.

8. **Discussion, consideration, and possible action regarding an Ordinance rezoning the property located at 404 Paluxy Street, being legally described as 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial)**

City Administrator Michael Leamons briefed the council on the request. On December 27, 2022, the Planning and Zoning Commission met and unanimously voted to recommend approval of the rezone request. Ann Carver, chair, Historic Preservation Commission, explained that the parcel could not be divided because it was a historic property.

MOTION by Kelly Harris, second by TJ Walker, to approve Ordinance No. 2023.01.10.B rezoning the property located at 404 Paluxy Street from R-1 to B-1. MOTION CARRIED by unanimous vote.

*Mayor Douglas recessed the meeting at 6:50 p.m.; the meeting was called back to order at 7:00 p.m.*

9. **Discussion, consideration, and possible action regarding a preliminary plat submitted by Will W. Schoonover (Barron-Stark Engineers), designated agent for VRE Glen Rose 2.0, LLC, being 1.321 acres situated in the Milam County School, Abst: 136, being a portion of a certain 4.58-acre tract of land described in a deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records, Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition**

Item No. 9 was removed due to the failure of Item No. 5.

**10. Discussion, consideration, and possible action regarding the City of Glen Rose Fiscal Year 2021-2022 Financial Audit**

Michael Hamby, representing the city's auditing firm Merrit, McLane, & Hamby, presented the 2021-2022 Audit to council. Mr. Hamby reported that there were no findings and that all financial indicators were good.

MOTION by Chip Joslin, second by George Freas, to accept the FY2021-2022 audit. MOTION CARRIED by unanimous vote.

**11. Discussion, consideration, and possible action regarding a request from Dennis Moore for the council to reconsider the contract for City Administrator Michael Leamons**

Mr. Moore stated that he had two points he wished to make, the first being that he felt Mr. Leamons was a "staunch advocate" for the City of Glen Rose. Secondly, he wanted to point out that there are many people that work in one city but live in another.

Mayor Douglas opened the discussion for visitor comments. Chris Bryant spoke in opposition to Mr. Leamons. Pam Streeter spoke in support of Mr. Leamons. Rhonda Hawthorne expressed her concern about the terms of the contract payout.

No action was taken.

**13. Discussion, consideration, and possible action regarding a request from Laurie and Tony Waltermeyer and Charles Porter to address drainage issues in the Vista Ridge Addition**

Tony Waltermeyer, Charles Porter, John Deer, Larry Cook, and Frank Shants were in attendance to request that drainage issues in the Vista Ridge Addition be addressed. Jim Holder, Director of Public Works, and Chris Hay, eHT, discussed solutions for the various issues in that area. Council asked Mr. Holder and Mr. Hay to work together to provide options for long-term solutions to be discussed at a future meeting.

**14. Discussion, consideration, and possible action regarding the bid award for the Spanish Oaks and Hereford Water Main Project**

Chris Hay, eHT, briefed council on the item. The City received six bids for the project, with the apparent low bidder being Excel 4 Construction, with a total cost of \$767,882.

MOTION by Kelly Harris, second by Chip Joslin, to award the Spanish Oaks and Hereford Water Main project to Excel 4 Construction and accept the base and add-in alternate bid as presented. MOTION CARRIED by unanimous vote.

**15. Discussion, consideration, and possible action regarding a contract with Freeman-Millican, Inc. for engineering services for the 2023-2024 Texas Community Development Block Grant project**

MOTION by Chip Joslin, second by Demetra Conrad, to approve Resolution No. R-2023.01.10.A authorizing a contract with Freeman-Millican, Inc. for professional services as presented. MOTION CARRIED by unanimous vote.

**16. Discussion, consideration, and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A *Schedule of Uses*, specifically parking regulations**

Pam Streeter, chair, Planning and Zoning Commission, presented the item to council. Ms. Streeter explained that the Commission tried to view the parking through the lens of supporting local businesses and their growth.

MOTION by Kelly Harris, second by TJ Walker, to approve an Ordinance amending parking regulations. MOTION FAILED by the following votes:

Ayes: Kelly Harris, TJ Walker

Noes: Chip Jolin, George Freas, Demetra Conrad

- 17. Discussion, consideration, or other action regarding the adoption of an Outdoor Lighting Ordinance**  
City Administrator Michael Leamons presented the item to council. Russ Miller, representing the Dark Skies Association and author of the proposed ordinance, was in attendance. Discussion was held regarding the adoption of the proposed ordinance versus implementing small changes in the current ordinance and the need to enforce the current ordinance. Council discussed giving businesses in town an opportunity to weigh in on proposed changes.

Staff was directed to focus on enforcement at this time. No action was taken.

- 18. Discussion, consideration, and possible action to execute a task order for the City Communication Plan**

Councilwoman Conrad briefed the council on this item. The City Communication Plan is a budgeted expenditure and Peloton Land Solutions only needs authorization to proceed.

MOTION by George Freas, second by Demetra Conrad, to execute a task order for the City Communication Plan. MOTION CARRIED by unanimous vote.

- 19. Discussion, consideration, and possible action regarding the creation of a Development Director position or entering into a contract for such services**

Councilwoman Conrad led the discussion on this item. Chris Bontrager, representing Retail Strategies, was in attendance to answer questions regarding contractual services, however Council was not interested in contracting such a position. Pam Streeter recommended that Council determine a clearer objective for the position before moving forward. Councilwoman Conrad, Councilwoman Harris, and Ms. Streeter volunteered to meet in order to bring a revised job description to the February council meeting for review.

No action taken.

- 20. Discussion, consideration, and possible action regarding the purchase and implementation of project management software**

Councilwoman Conrad expressed a desire for city staff to utilize a project tracker or management software. City Secretary King was tasked with researching options and reporting back to council.

**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.)*

- 21. Consider approval or other action regarding the minutes of the December 13, 2022 Special and Regular City Council Meetings**
- 22. Consider approval or other action regarding an accounts payable report for payments made during December 2022**
- 23. Consider approval or other action regarding the financial report for the month of December 2022**
- 24. Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Guiding Principles**

25. **Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Application**
26. **Approval or other action regarding the annual review and acceptance of the City of Glen Rose Investment Policy**

*Items No. 23, 24, and 25 were removed from the consent agenda.*

MOTION by George Freas, second by Kelly Harris, to approve Consent Agenda items No. 21, 22, and 26 as presented. MOTION CARRIED by unanimous vote.

Councilmember Walker asked a clarifying question regarding the financial report. MOTION By Chip Joslin, second by TJ Walker, to approve the financial report as presented. MOTION CARRIED by unanimous vote.

Discussion was held regarding the Farmers Market Principles and Applications.

MOTION by TJ Walker, second by Demetra Conrad, to approve the Glen Rose Historic Farmers Market Guiding Principles as presented. MOTION CARRIED by unanimous vote.

MOTION by Chip Joslin, second by TJ Walker, to approve the Glen Rose Historic Farmers Market Application. MOTION CARRIED by unanimous vote.

#### **STAFF REPORTS**

27. **Public Works Director Report**
28. **Police Chief Report**
29. **Building and Planning Department Report**
30. **Code Enforcement and Animal Control Report**
31. **Convention and Visitors Bureau Director Report**
32. **City Administrator's Report**
33. **City Secretary's Report**

#### **MAYOR AND COUNCIL MEMBER REPORTS**

34. **Report on meeting with the Somervell County Water District**

Mayor Douglas provided a report on a SCWD meeting that she, Mayor Pro Tem, and Councilmember Freas had recently attended.

*Mayor Douglas recessed the meeting at 9:16 p.m.; the meeting reconvened at 9:22 p.m.*

#### **EXECUTIVE SESSION**

In accordance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with:

35. **Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Administrator**

Mayor Douglas called the meeting into Executive Session at 9:22 p.m. Mayor Douglas called the meeting back in to regular session at 9:40 p.m.

#### **ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY**

**36. Discussion, consideration, and possible action regarding item discussed in Executive Session:  
Personnel - City Administrator**

City Secretary King was directed to schedule interviews as discussed in Executive Session.

**ADJOURN**

The meeting was adjourned at 9:41 p.m.