

MINUTES OF THE CITY OF GLEN ROSE

REGULAR CITY COUNCIL MEETING

Monday, March 20, 2023 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Monday, March 20, 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:

CALL TO ORDER

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

INVOCATION

Councilmember George Freas led the invocation.

PLEDGES OF ALLEGIANCE

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

ROLL CALL

Councilmembers Present

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

Staff Present

Staci L. King, City Secretary
Jim Holder, Director of Public Works
Buck Martin, Chief of Police

CITIZEN/VISITOR COMMENTS

No one came forward to address the Council.

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:

1. **Section 551.071 Consultation with Attorney** – to seek advice from its attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with this chapter: *Consultation with special counsel regarding a certificate of convenience and necessity*
2. **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: *Building Official*
3. **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 to Executive Session at 5:33 p.m.; the meeting was called back to regular session at 6:52 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

4. **Discussion, consideration, and possible action regarding items discussed in executive session: Section 551.071 Consultation with Attorney: Consultation with special counsel regarding a certificate of convenience and necessity**
MOTION by TJ Walker, second by Demetra Conrad, to authorize the City's legal counsel to file applications for water and sewer CCNs. MOTION CARRIED by unanimous vote.
5. **Discussion, consideration, and possible action regarding matters discussed in Executive Session - Section 551.074 Personnel Matters: Building Official**
No action was taken.
6. **Discussion, consideration, and possible action regarding matters discussed in Executive Session - Section 551.074 Personnel Matters: City Administrator**
MOTION by TJ Walker, second by Kelly Harris, to appoint Steve Norwood as City Administrator, effective April 3, and authorize the Mayor to execute a professional services agreement with Mr. Norwood. MOTION CARRIED by the following votes:
Ayes: Chip Joslin, Kelly Harris, TJ Walker
Noes: Demetra Conrad
Abstain: George Freas

PUBLIC HEARINGS

Mayor Douglas opened the public hearings at 6:54 p.m.

7. **Public Hearing regarding a request for variance from the City of Glen Rose Code of Ordinances, Section 14.02.041(2)(E) Area Regulations: Notes, reducing the required rear yard depth from 15 feet to 1 foot for the property located at 401 Sam Houston, Glen Rose, Texas, being legally described as Block 1, Lots 7, 8, and part of 9, Railroad Addition, and being identified by the Somervell County Appraisal District as Parcel No. R4672.**
Scott Knapp, applicant, spoke in favor of the variance.
8. **Public Hearing regarding a request for variance from the City of Glen Rose Code of Ordinances, Chapter 14, Schedule A *Schedule of Uses*, reducing the required parking spaces from 2.5 per dwelling unit to 2 per dwelling unit, for the property located at 401 Sam Houston, Glen Rose, Texas, being legally described as Block 1, Lots 7, 8, and part of 9, Railroad Addition, and being identified by the Somervell County Appraisal District as Parcel No. R4672.**
Scott Knapp, applicant, spoke in favor of the variance.

Mayor Douglas closed the public hearings at 6:58 p.m.

INDIVIDUAL ITEMS FOR CONSIDERATION

9. **Discussion, consideration, and possible action regarding a request for variance from the City of Glen Rose Code of Ordinances, Section 14.02.041(2)(E) Area Regulations: Notes, reducing the required rear yard depth from 15 feet to 1 foot for the property located at 401 Sam Houston, Glen Rose, Texas, being legally described as Block 1, Lots 7, 8, and part of 9, Railroad Addition, and being identified by the Somervell County Appraisal District as Parcel No. R4672.**
Mr. Knapp requested a variance from the setback regulations in the City of Glen Rose Code of Ordinances in order to construct multi-family housing. At the rear of Mr. Knapp's property is a 14-foot undeveloped street right-of-way which creates an additional buffer between Mr. Knapp's property and the single-family residential housing behind him.

MOTION by Kelly Harris, second by TJ Walker, to approve a request for variance for the property located at 401 Sam Houston, as presented. MOTION CARRIED by the following vote:

Ayes: Chip Joslin, Kelly Harris, TJ Walker
Noes: Demetra Conrad
Abstain: George Freas

10. **Discussion, consideration, and possible action regarding a request for variance from the City of Glen Rose Code of Ordinances, Chapter 14, Schedule A *Schedule of Uses*, reducing the required parking spaces from 2.5 per dwelling unit to 2 per dwelling unit, for the property located at 401 Sam Houston, Glen Rose, Texas, being legally described as Block 1, Lots 7, 8, and part of 9, Railroad Addition, and being identified by the Somervell County Appraisal District as Parcel No. R4672.**

During discussion of this request, it was determined that Mr. Knapp did not need a parking variance for this property. No action taken.

11. **Discussion, consideration, and possible action regarding a Resolution authorizing the submission of a Texas Community Development Block Grant application**

MOTION by George Freas, second by Chip Joslin, to approve Resolution No. R-2023.03.20.A authorizing the submission of a TxCDBG application. MOTION CARRIED by unanimous vote.

12. **Discussion, consideration, and possible action regarding Resolution authorizing representatives in matters pertaining to the Texas Community Development Block Grant program**

MOTION by Chip Joslin, second by TJ Walker, to approve Resolution No. R-2023.03.20.A authorizing representatives for the TxCDBG grant. MOTION CARRIED by unanimous vote.

13. **Discussion, consideration, and possible action regarding a driveway permit request for the property located at the northeast corner of NE Barnard and US Hwy 67**

Mayor Pro Tem Joslin briefed the Council on the item. Family Dollar had requested driveway access on State Highway 144, also known as NE Barnard Street. The developer and the Texas Department of Transportation have had multiple conversations regarding the driveway style for this location and was asking the City for their help to obtain a driveway permit from TxDOT. Mike Milsap, representing TxDOT, and Greg Baskin, representing Family Dollar, were in attendance.

MOTION by Kelly Harris, second by Chip Joslin, to instruct City Secretary Staci King to draft a resolution of support for the permit issuance, to be brought back to Council at the April meeting. MOTION CARRIED by unanimous vote.

14. **Discussion, consideration, and possible action regarding improved communication between the City of Glen Rose and the Texas Department of Transportation**

Mayor Pro tem Joslin expressed his desire for increased communication between the City and TxDOT. Mike Milsap, local representative for TxDOT, agreed to work to improve communication with Public Works Director Jim Holder. No action taken.

15. **Discussion, consideration, and possible action regarding an Interlocal Agreement with Somervell County for Fire Marshal Services**

Somervell County submitted a revised Fire Marshal agreement to Council for their consideration. After discussion, Council requested that this item be brought back at a later date.

Mayor Douglas recessed the meeting at 8:35 p.m.; the meeting was called back to order at 8:42 p.m.

16. **Discussion, consideration, and possible action regarding a Master Services Agreement with MCCi for Lasherfiche Services and Support**

MOTION by Kelly Harris, second by Chip Joslin, to approve a master services agreement with MCCi for Laserfich services and support. MOTION CARRIED by unanimous vote.

17. Discussion, consideration, and possible action regarding an Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 4.03.008 City-Wide Semiannual Garage Sale

Councilwoman Demetra Conrad asked that this item be brought to Council due to a recurring conflict between the City's spring city-wide garage sale and Easter. Language was included to allow changes to be made if the sale date fell on a holiday weekend.

MOTION by George Freas, second by Chip Joslin, to approve Ordinance No. 2023.03.20.A amending *City-wide Semiannual Garage Sale*. MOTION CARRIED by unanimous vote.

ANNOUNCEMENTS/PRESENTATIONS

18. Presentation by Dr. Trig Overbo, GRISD, regarding May 6, 2023 Bond Election

This presentation was for informational purposes only. No action was taken.

CONSENT AGENDA

19. Approval or other action regarding City Council minutes:

**February 13, 2023 Regular City Council Meeting
February 27, 2023 Special City Council Meeting**

20. Approval or other action regarding an accounts payable report for payments made during February 2023

21. Approval or other action regarding the financial report for February 2023

22. Approval or other action regarding Resolution No. R-2023.03.20.C cancelling the May 6, 2023 General Election

23. Approval or other action regarding an agreement with Glen Rose ISD for the lease of voting equipment

24. Approval or other action regarding Resolution No. R-2023.03.20.D amending authorized signatories for bank accounts held at First Financial Bank

25. Discussion, consideration, and possible action regarding an Interlocal Agreement with Somervell County for the Regulation of On-Site Sewage Facilities

26. Approval or other action regarding the City of Glen Rose Police Department's 2022 Racial Profiling Report

MOTION by Chip Joslin, second by George Freas, to approve the consent agenda as presented. 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 Secretary's Report**

MAYOR AND COUNCIL MEMBER REPORTS

There were no reports from Council or Mayor.

ADJOURN

The meeting was adjourned at 9:26 p.m.