

# MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, June 08, 2021 at 5:30 PM

---

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, June 08, 2021 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:

---

**DUE TO COVID-19 PANDEMIC AND THE GLEN ROSE STATE OF DISASTER DECLARATION**

**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: 960 6261 6358 • Passcode 459264 • or dial 1-346-248-7799

*Mayor Douglas called the meeting to order at 5:30 pm.*

## **CALL TO ORDER**

**Invocation** – Michael Leamons

**Pledge of Allegiance** – Led by Mayor Douglas

## **Roll Call**

### **City Council Present**

Mayor Julia Douglas

Mayor Pro-Tem Chip Joslin

Councilmember Demetra Conrad

Councilmember Kelly Harris

### **Staff Present**

City Administrator Leamons

City Secretary Ritchie

Chief of Police Buck Martin

Public Works Director Jim Holder

City Attorney Brady Pendleton

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

Citizen Pamela Street addressed Council asking them to revisit the water rates being charges and repairing the downtown square sidewalks during this budget season.

Citizen Sandra Ramsay addressed Council requesting that the City better educate the public regarding specific use permits and to update the process and procedures for the Planning and Zoning Commission to follow when deliberating on items brought before their board.

There were no additional 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.)*

1. **Consider approval or other action regarding the minutes of the Canvassing City Council Meeting held on May 11, 2021; the Regular City Council Meeting held on May 11, 2021; the Special City Council Meeting held on May 17, 2021; and the Regular City Council Meeting held May 25, 2021.** (S Ritchie)

*Corrections for the regular May 11th and the May 25th minutes were provided to Council for consideration.*

2. **Consider approval or other action regarding an accounts payable report for payments made during May 2021.** (R Sosol)
3. **Consider approval or other action regarding a financial report for May 2021.**
4. **Consider approval or other action on adopting an ordinance rescinding Article 1.10, Division 3 “Oakdale Park” of the City’s Code of Ordinances.** Ordinance 2021.06.08A
5. **Consider approval or other action on approving a resolution adopting revised “Exhibit “A” City of Glen Rose Procedures for Placing an Item on the Agenda” revised to allow one Councilmember to place an item on a City Council agenda.** Resolution 2021-15
6. **Consider approval or other action on adopting an ordinance amending Subsection 1.93.002(b)(1) of the City’s Code of Ordinances to allow one (1) Councilmember to place an item on a City Council agenda.** Ordinance 2021.06.08B

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to approve the consent agenda with corrections to the minutes as noted and Resolution 2021-15, Ordinance 2021.06.08A ad 2021.06.08B.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

#### **STAFF REPORTS**

7. **Public Works Director Report**  
- Update on progress of city projects
8. **Police Chief Report**  
- Police Activity Report  
- Animal Control Report
9. **Building/Planning/Code Enforcement Report**  
- Update on progress of city projects
10. **City Administrator Report**

Regular Meeting recessed and the Public Hearings were called to order at 5:48 pm.

#### **PUBLIC HEARING**

11. **Public hearing regarding a Specific Use Permit, as requested by owners, Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an**

**R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.**

Citizen Donna Longley rescinded her opposition to the short-term rental.

Citizen Sandra Ramsay spoke in favor of the short term rental.

There were no additional comments.

- 12. Public hearing regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner’s representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.**

There were no public comments.

- 13. Public Hearing regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.**

There were no public comments.

- 14. Public hearing regarding an amendment to Appendix A “Schedule of Uses” of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.**

There were no public comments.

*The Public Hearings closed and the regular meeting reconvened at 5:56 pm.*

#### **INDIVIDUAL ITEMS FOR CONSIDERATION**

- 15. Discussion, consideration and possible action regarding a Specific Use Permit, as requested by owners Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.**

City Administrator Leamons presented the item to Council.

Property owners and applicants Mitchell and Kim Ellis addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the Specific Use Permit for Mitchell and Kim Ellis to operate a short term rental at 1800 Texas Drive.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

- 16. Discussion, consideration and possible action regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner’s representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld,**

**located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.**

Applicants/Owner's Representative Marilyn Phillips presented the item to Council.

Motion made by Councilmember Joslin, Seconded by Councilmember Conrad to approve Ordinance 2021.06.08C rezoning the remainder of the property at 509 Hereford Street to R-1 Single Family Residential Zoning District as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**17. Discussion, consideration, and possible action regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.**

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

Owner Oscar Uriostegui addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the variance a requested for designating the commissary location for their mobile food truck as 1101 NE Big Bend Trail as long as the truck meets the 200 ft distance from another restaurant as required in the City's Code of Ordinances.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**18. Discussion, consideration and possible action regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.**

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to approve Ordinance 2021.06.08D amending the Schedule of uses to include Massage Therapy Establishments as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**19. Discussion, consideration and possible action regarding a Final Plat for Squaw Creek Meadows Subdivision, as requested by owners James and Kathy Gosdin and owner's representative, Tamera Valentine, for the property located on a 102.6 acre tract of land bounded by Hwy 67, FM 200, and Bull Adams Lane (formerly CR 303).**

City Administrator Leamons presented the item to Council.

Owner Jimmy Gosdin and Engineer Cory Frentress were on hand to answer questions.



P.O. Box 851  
Glen Rose, Texas 76043

**DANNY L. CHAMBERS**  
Somervell County Judge  
[cojudge@co.somervell.tx.us](mailto:cojudge@co.somervell.tx.us)

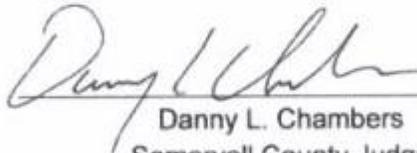
**254-897-2322**  
**Fax: 254-897-7314**

June 1, 2021

To Whom it May Concern:

Green Acres Venture, LLC./James W. Gosdin has made a presentation to the Somervell County Commissioners Court pertaining to drainage flow and issues from the 102 acre development onto Squaw Valley Golf Course property. Mr. Gosdin has also met with individual commissioners along with his engineer to go over these issues.

Somervell County has agreed to work with Mr. Gosdin to accommodate the additional water shed from 102 acre development. Also, please see attached letter from Mr. Gosdin to Somervell County with what he is willing to do pertaining to this project.

  
\_\_\_\_\_  
Danny L. Chambers  
Somervell County Judge

Attachment

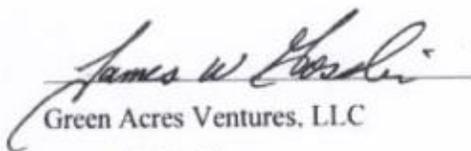
GREEN ACRES VENTURE, LLC  
PO BOX 176  
RAINBOW, TX 76077  
254.897.3649

Friday, May 14, 2021

To Whom It May Concern

Green Acres Venture, LLC is willing to help adjust the drainage flow coming from the 102 Acre development onto the Squaw Valley Golf Course property, currently owned and operated by Somervell County, Texas, as described below at our expense.

Green Acres Venture is willing to increase the size of the drainage channel to better accommodate the expected water flow from the 102 Acres that flows into the golf course drainage way. Green Acres Venture is also willing to remove the currently installed 36" pipe on the Golf Course in preparation for a bridge the Golf Course has expressed they will be installing.



Green Acres Ventures, LLC

James W Gosdin

GREEN ACRES VENTURE, LLC  
PO BOX 176  
RAINBOW, TX 76077  
254.897.3649

Tuesday, June 8, 2021

To Whom It May Concern

Green Acres Venture, LLC request the following variances for the Subdivision Squaw Valley Meadows.

1. Request Variance to allow Bull Adams Lane formerly known as County Road 303 to remain as is, thus not bringing it up to the City of Glen Rose standards per Engineered Designs. (Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include the improvements of adjacent city streets or county roads to city standards in the overall development of the area.)
2. Request Variance for the drainage channels, to be allowed to have less than a 5' buffer and instead be installed per Engineered Designs. (The plans have been updated to hold the 100-year storm event within the drainage easement (channel), rather than the 50-year storm event. To accomplish this, changes were made to the channel section to reduce the 5-foot buffer on the drainage easement as required by Section 10.02.035(d). eHT is in support of approval of this variance.)
3. Request Variance for the lots in which the widths fall under the required minimum of sixty foot (60'), most are in the cul-de-sacs and on curves. All lot widths are written on the Survey Plate. They are as follows Lot#(Feet): 26, 28, 29, 63, 64, 83, 97, 98, 99, 100, 101, 125, 126, 127, 128, 136, 137, 138, 159, 160, 161, 162, 168, 172, 190, 191, 192, 193, 194, 210, 213, 214, 218 (Division 2. District Regulations (d) (1) of Chapter 14 of the City's Code of Ordinances)

Green Acres Ventures, LLC

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the final plat for phase 1 & 2 of the Squaw Creek Meadows subdivision project as presented and including a list of final conditions to be met before the plat is sign and filed with the Somervell Count Clerks Office and acknowledge the variances as listed and the city's bond requirement.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**20. Discussion, consideration, and possible action on award of grant administration services contract for American Rescue Plan of 2021 funded water infrastructure project.**

City Administrator Leamons presented the item to Council.

Jake McAdams with Public Management addressed Council presenting new information on the Funding available.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to award the American Rescue Plan of 2021 grant administration services contract to Public Management for \$30,000 and authorize the Mayor to sign the agreement.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**21. Discussion, consideration, and possible action on regarding the closure of Walnut and Elm Street for the 4th of July Celebration. (K Harris)**

Councilmember Harris recused herself at 6:46 pm due to conflict of interest.

City Secretary Ritchie presented item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to approve the street closure of Walnut and Elm Street on July 3rd for the 4th of July Celebration from 6am - noon.

Vote was 2/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad

Councilmember Harris returned to the meeting at 6:48 pm.

**22. Discussion, consideration, and possible action regarding appointing members to the Preservation Board.**

City Secretary Ritchie presented the item to Council.

Council heard from applicant Sue McDonald. There were no other applicants in attendance.

The Council asked City Secretary Ritchie to reach out to the other applicants to have them attend the 1st meeting in July.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to appoint Sue McDonald to the Preservation Board to fill a two year term.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**23. Discussion, consideration, and possible action on an Interlocal Cooperation Agreement with Somervell County Water District to provide water service to Squaw Valley Meadows Subdivision and other areas which may be annexed into the City.**

City Administrator Leamons stated that this item would be brought back to the Council at a future meeting date.

No Action was taken.

**24. Discussion, consideration, and possible action on strategy for filling the Building Official position.**

City Administrator Leamons presented the item to Council.

After extensive discussion Council directed staff to look into a Contracting Service to provide the Building Official Duties, get cost comparison for those agencies, and to continue to advertise for the position.

No Action was taken.

**25. Discussion, consideration, and possible action on filling the Convention and Visitors Bureau position. (D Conrad / Mayor Douglas)**

Mayor Douglas and Councilmember Conrad addressed the open CVB Director position. They stated that this item was discussed in the joint meeting between the County and the City on June 7, 2021. They are working on combining the County and City departments into one. Negotiations are still in progress.

No Action was taken.

**26. Discussion, consideration, and possible action on adopting a Sanitary Control Ordinance for Well #4.**

City Administrator Leamons presented the item regarding necessary easement to continue operating Well #4 per TCEQ regulations.

Council stated that negotiations are currently underway to resolve this issue with the County.

No Action was taken.

**27. Discussion, consideration, and possible action on Authorization to begin Procurement of Grant Administration and Engineering Service for the TxDOT Transpiration Alternative Set-Aside sidewalk grant project.**

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to authorize staff to begin procurement of Grant Administration and Engineering Service to the TxDOT Transportation Alternative Set Aside sidewalk grant project using the same committee that was in place for the last grant project.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

**28. Budget Workshop**

Review of proposed budget.

No Action was taken.

**MAYOR AND COUNCIL MEMBER REPORTS**

None

**ANNOUNCEMENTS/PRESENTATIONS**

None

**ADJOURN**

*With no further business Mayor Douglas adjourned the meeting at 7:41pm.*

**APPROVED:**

---

**Julia Douglas, Mayor**

**ATTEST:**

---

**Stephanie Ritchie, City  
Secretary**