

MINUTES OF THE CITY OF GLEN ROSE

REGULAR CITY COUNCIL MEETING

Tuesday, April 09, 2024 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, April 09, 2024, 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 Joe Boles called the meeting to order at 5:33 p.m.

INVOCATION

Mayor Boles led the invocation.

PLEDGES OF ALLEGIANCE

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

ROLL CALL

Joe Boles, Mayor

George Freas, Mayor Pro Tem

Candace Scholz, Councilmember

Richard Bruning, Councilmember

Demetra Conrad, Councilmember

TJ Walker, Councilmember

Troy Hill, City Administrator

Staci L. King, City Secretary

Jim Holder, Director of Public Works

Buck Martin, Chief of Police

Larry Allen, Building Official

Rita Smith, Convention and Visitors Bureau Director

CITIZEN/VISITOR COMMENTS

Lindsey Fletcher, Grump's Burgers franchise owner, introduced herself to Council and thanked staff for their help in getting her restaurant going.

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: Interlocal Agreements**

Mayor Boles called the meeting into executive session at 5:39 p.m. The meeting was called back to regular session at 6:39 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

- 2. Discussion, consideration, and possible action regarding matters discussed in Executive Session - Section 551.071 Consultation with Attorney – Interlocal Agreements**
No action was taken.

Mayor Boles moved items 9-11 before the public hearings.

ITEMS REQUIRING PUBLIC HEARINGS

3. Public hearing regarding updates to the City of Glen Rose Code of Ordinances, Chapter 14, *Zoning* regarding parking standards and requirements

Troy Hill briefed the Council on the proposed changes to the parking standards and requirements. Pam Streeter, Chairperson, Planning and Zoning Commission, was in attendance to answer questions.

Mayor Boles opened the public hearing. No one came forward to speak in favor of or opposition to the amendments. Mayor Boles closed the public hearing.

4. Discussion, consideration, and possible action regarding an Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, *Zoning* regarding parking standards and requirements

After lengthy discussion, the following changes were recommended:

- Remove “lessee” under “approval body”
- Remove language for “There shall be no exceptions to this requirement.”
- Change requirement from one (1) garage space to two (2) for single-family residential
- Change language to 10 days to acknowledge / 30 days to resolve
- Notice made in-person AND by mail

MOTION by Demetra Conrad, second by TJ Walker, to adopt Ordinance No. 2024-O-03 as presented and amended above. MOTION CARRIED with George Freas abstaining.

5. Public hearing regarding proposed amendments to the City of Glen Rose Code of Ordinances, Chapter 3, Article 3.10 *Signs*

This item was removed from the agenda.

6. Discussion, consideration, and possible action regarding an Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 3, Article 3.10 *Signs*

This item was removed from the agenda.

7. Public hearing regarding proposed updates to the City of Glen Rose Code of Ordinances, Chapter 3, Article 3.11 *Landscaping*

Troy Hill briefed the Council on the proposed changes to the parking standards and requirements. Pam Streeter, Chairperson, Planning and Zoning Commission, was in attendance to answer questions.

Mayor Boles opened the public hearing. No one came forward to speak in favor of or opposition to the amendments. Mayor Boles closed the public hearing.

8. Discussion, consideration, and possible action regarding on Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 3, Article 3.11 *Landscaping*

After lengthy discussion, the following changes were recommended:

- Change “may” to “shall”
- Residential properties may remove no more than two (2) trees in a 6-month period with no fee required
- Removal of section “g” regarding mitigation fund

MOTION by Demetra Conrad, second by George Freas, to adopt Ordinance No. 2024-O-04 as presented and amended above. MOTION CARRIED by unanimous vote.

Council also requested that staff look at adding sections regarding standards for utility companies and endangered species.

INDIVIDUAL ITEMS FOR CONSIDERATION

9. Discussion, consideration, and possible action regarding a Resolution reaffirming and adopting policies related to the City's Texas Community Development Block Grant

Kristen Boswell, Public Management, Inc., explained to Council that this resolution was reaffirming policies already in place from prior CDBG projects.

MOTION by George Freas, second by Demetra Conrad, to approve Resolution No. 2024-R-03 as presented. MOTION CARRIED by unanimous vote.

10. Discussion and consideration of Section 3 policy information for the City's Texas Community Development Block Grant Contract #CDV23-0133

The Council reviewed and discussed the Section 3 presentation required for Contract CDV23-0133, including employment opportunities for Section 3 workers, contractor outreach, and tracking work hours for all CDBG grants and contracts. No action taken.

11. Discussion, consideration, and possible action regarding the City of Glen Rose Communication Plan

Abra Nusser, LJA, presented the Communication Plan to Council.

MOTION by TJ Walker, second by Demetra Conrad, to adopt the Communication Plan as presented. MOTION CARRIED by unanimous vote.

12. Presentation and possible action regarding allocation of funds for sidewalks on NE Barnard Street from Grace Street to Big Rocks Park

Carol Aguilar, Freeman-Millican, Inc., presented a project and cost estimate to construct sidewalks from Grace Street to Big Rocks Park.

MOTION by Candace Scholz, second by George Freas, to allocate funding to begin sidewalk construction on NE Barnard from Grace Street to Big Rocks Park. MOTION CARRIED by unanimous vote.

13. Discussion, consideration, and possible action regarding an Ordinance amending the City of Glen Rose Code of Ordinances, Section 14.03.003 Historic Preservation Commission

A work session will be scheduled to discuss changes to the Historic Preservation Commission ordinance. No action taken.

14. Discussion, consideration, and possible action regarding an Ordinance amending the City of Glen Rose Code of Ordinances, Section 14.02.151 Planning and Zoning Commission

A work session will be scheduled to discuss changes to the Planning and Zoning Commission ordinance. No action taken.

15. Discussion, consideration, and possible action regarding the purchase of a Skid Steer and implements for the Public Works Department

MOTION by TJ Walker, second by George Freas, to approve the purchase as presented. MOTION CARRIED by unanimous vote.

16. Discussion, consideration, and possible action regarding the installation of downtown lighting

Council requested that staff come back with an estimate for installing lights on all downtown buildings. No action taken.

17. Discussion, consideration, and possible action regarding the implementation of an "Employee of the Year" award

Staff will present an employee reward and recognition program as part of the FY2024-2025 budget process.
No action taken

18. Discussion, consideration, and possible action regarding amending the City of Glen Rose Code of Ordinances, Section 10.05.006 Inspection, Maintenance, and Acceptance of Public Improvements - Public Works Inspection Fees

MOTION by TJ Walker, second by Demetra Conrad, to adopt Ordinance No. 2024-O-05 as presented.
MOTION CARRIED by unanimous vote.

19. Discussion, consideration, and possible action regarding economic development incentives for downtown businesses

Discussion was held regarding creating an incentive program for Downtown. City Administrator Troy Hill proposed the following: Grants up to \$5,000 (cumulative) over 5 years; Loans up to \$40,000 (cumulative) over 10 years. The City Administrator would have the ability to approve grant applications in an amount not to exceed \$2,500.

MOTION by Demetra Conrad, second by Candace Scholz, to create an Economic Development Incentive Program for downtown, as presented. MOTION CARRIED by unanimous vote.

20. Presentation of wayfinding signs

Troy Hill, City Administrator, presented the design concepts for the signs. Staff will bring final designs for council approval.

21. Discussion, consideration, and possible action regarding decorative lighting for the historic water tower

Troy Hill, City Administrator, presented the item. This project will be funded in part by the permit fees for the school district's construction project.

MOTION by TJ Walker, second by Demetra Conrad, to approve decorative lighting for the historic water tower. MOTION CARRIED by unanimous vote.

22. Discussion, consideration, and possible action regarding an Ordinance authorizing budget adjustments for the FY2023-2024 budget

MOTION by George Freas, second by TJ Walker, to approve Ordinance No. 2024-O-06 authorizing budget adjustments for the second quarter. MOTION CARRIED by unanimous vote.

CONSENT AGENDA

23. Consider approval or other action regarding the minutes of the March 12, 2024 Regular City Council Meeting

24. Consider approval or other action regarding the accounts payable report for March 2024

25. Consider approval or other action regarding the financial report for March 2025

MOTION by TJ Walker, second by Demetra Conrad, to approve the consent agenda as presented. MOTION CARRIED by unanimous vote.

STAFF REPORTS

26. Public Works Director Report

27. Police Chief Report

28. Building and Planning Department Report

- 29. Code Enforcement and Animal Control Report
- 30. Convention and Visitors Bureau Director Report
- 31. City Secretary's Report
- 32. City Administrator's Report

MAYOR AND COUNCIL MEMBER REPORTS

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:

- 33. Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Administrative Services Manager

Mayor Boles called the meeting into Executive Session at 11:27 p.m. The meeting was called back to regular session at 11:46 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

- 34. Discussion, consideration, and possible action regarding matters discussed in Executive Session – Section 551.074 Personnel Matters - Administrative Services Manager
MOTION By Demetra Conrad, second by Candace Scholz, to authorize the creation of the position Administrative Services Manager with annual compensation as discussed. MOTION CARRIED by unanimous vote.

ADJOURN

The meeting was adjourned at 11:46 p.m.

Joe Boles, Mayor

ATTEST:

Staci L. King, City Secretary