

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, August 10, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, August 10, 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: 852 5563 1523 • Passcode 740844 • or dial 1-346-248-7799

CALL TO ORDER – Mayor Douglas called the meeting to order at 5:30 pm.

Invocation – led by 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 Michael Leamons

City Secretary Stephanie Ritchie

Chief of Police Buck Martin

Public Works Director Jim Holder

City Attorney Brady Pendleton - *arrived at 5:43 pm.*

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

Citizen Suzanne Strackbein addressed council regarding a request for variance to build a carport in her front yard.

Council took no action.

There were no additional citizen 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.*)

Item 4 was removed from the consent agenda by Councilmember Kelly Harris. Items 5, 6, and 7 were removed from the consent agenda by Mayor Julia Douglas.

- 1. Consider approval or other action regarding the minutes of the Regular City Council Meeting held on July 13, 2021; the Regular City Council Meeting held on July 27, 2021. (S Ritchie)**

Corrections noted.

- 2. Consider approval or other action regarding an accounts payable report for payments made during July 2021. (R Sosol)**

3. **Consider approval or other action regarding a financial report for July 2021.**
8. **Consider approval or other action regarding amendments to the City Administrator, City Secretary, and the Deputy City Secretary job descriptions.**
9. **Consider approval or other action regarding adopting an Ordinance amending the Code of Ordinances regarding the Power and Duties of the Mayor, City Administrator, and City Secretary. Ordinance 2021.08.10B**

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to approve items 1, 2, 3, 8, and 9 of the consent agenda with the noted corrections.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

Item 4 was removed from the consent agenda by Councilmember Kelly Harris.

4. **Consider approval or other action regarding the Resolution adopting the revised Personnel Policy. (Item 4 was removed from the consent agenda by Councilmember Kelly Harris) Resolution 2021-18**

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to adopt Resolution 2021-18 approving revisions to the Employee Personnel Policy with corrections.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

Items 5, 6, and 7 were removed from the consent agenda by Mayor Julia Douglas.

5. **Consider approval or other action regarding Resolution adopting the revised Code of Conduct Policy. Resolution 2021-19**

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Harris to adopt Resolution 2021-19 approving revisions to the Code of Conduct Policy for Council with noted corrections.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

6. **Consider approval or other action regarding amendments to the Lead Animal Control Officer and the Part Time Animal Control Officer job descriptions.**

Mayor Douglas pulled this item to allow Council to discuss the acceptance of these changes or to see if they would like to forgo these changes with the knowledge that Council has authorized (requested) additional changes with the FY 2021/2022 Budget.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to approve, and the Lead Animal Control Officer job description with changes and to approve the Part Time Animal Control Officer as presented.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

7. Consider approval or other action regarding adopting a revised Animal Control Ordinance amending Section 2.01.002. Ordinance 2021.08.10A

Mayor Douglas pulled this item to allow Council to discuss the acceptance of these changes or to see if they would like to forgo these changes with the knowledge that Council has authorized (requested) additional changes with the FY 2021/2022 Budget.

Motion made by Councilmember Conrad, Seconded by Mayor Pro-Tem Joslin to adopt Ordinance 2021.08.10A with the noted correction (change to report to Building Official).

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

STAFF REPORTS

- 10. Public Works Director Report**
- Update on progress of city projects
- 11. Police Chief Report**
- Police Activity Report
- 12. Animal Control Report**
- AC Activity Report
- 13. Building/Planning/Code Enforcement Report**
- Update on progress of city projects
- 14. City Administrator Report**
- 15. City Secretary Report**
- Update

Mayor Douglas called the Public Hearing to order at 6:06 pm.

PUBLIC HEARING

- 16. Public Hearing regarding request to rezone, Acres 0.310, Lot 00001, Blk E, Subd W0100, Abst A136, WALKER ADDITION, BLOCK 3, LOT 1 .310 ACRES, at 611 South Jefferson Street from being split zoned B-2 (General Commercial District)/R-1 (Single Family Residential District) to being wholly zoned R-1 (Single Family Residential).**

There were no citizen comments.

- 17. Public Hearing regarding a Specific Use Permit application to operate a Bed and Breakfast, for Acres 0.300, Tract 34 (WALKER ADD, BLK A), Abst A136, A136 MILAM CO SCH LD, TRACT 34 (WALKER ADD, BLK A), LOCATED AT 505 Hereford Street.**

There were no citizen comments.

- 18. Public Hearing for Ordinance Amending Chapter 14 "Zoning" of the City's Code of Ordinances.**

There were no citizen comments.

Mayor Douglas closed the Public Hearing at 6:07 pm.

INDIVIDUAL ITEMS FOR CONSIDERATION

- 19. Discussion, consideration, and possible action regarding request to rezone, Acres 0.310, Lot 00001, Blk E, Subd W0100, Abst A136, WALKER ADDITION, BLOCK 3, LOT 1 .310 ACRES, at 611 South Jefferson Street from being split zoned B-2 (General Commercial District)/R-1 (Single Family Residential District) to being wholly zoned R-1 (Single Family Residential). Ordinance 2021.08.10C**

City Administrator Leamons presented the item to Council.

Brain Watts with Realty Capital Holdings, LLC., addressed Council.

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Conrad to adopt Ordinance 2021.08.10C changing 611 Jefferson Street to R-1 Single Family Residential as presented.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

- 20. Discussion, consideration, and possible action regarding a Specific Use Permit application to operate a Bed and Breakfast, for Acres 0.300, Tract 34 (WALKER ADD, BLK A), Abst A136, A136 MILAM CO SCH LD, TRACT 34 (WALKER ADD, BLK A), LOCATED AT 505 Hereford Street.**

City Administrator Leamons presented the item to Council.

Property owner, Shawna Evans, addressed Council.

Citizen Marilyn Phillips spoke on behalf of the Evans Family.

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Harris to approve a Specific Use Permit to maintain a short Term Rental at 505 Hereford Street as presented.

The vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

- 21. Discussion, consideration, and possible action to adopt an Ordinance Amending Chapter 14 "Zoning" of the City's Code of Ordinances. Ordinance 2021.08.10D**

City Administrator Leamons presented the item to Council.

Changes were noted to update the flowchart for the application and make one minor amendment to the ordinance as presented.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to adopt Ordinance 2021.08.10D (with changes) amending Chapter 14 "Zoning" of the City's Code of Ordinances

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

22. Discussion, consideration, and possible action on Jimmy Gosdin's request for approval of additional phases of his Squaw Creek Meadows Subdivision.

City Administrator Leamons presented the item to Council.

Gosdin representative, Tamara Valentine, addressed Council asking for approval of the remaining four phases of this subdivision.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to approve the additional phases requested by Mr. Gosdin subject to the same requirements stipulated as part of the original approval.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

23. Discussion, consideration, and possible action regarding approval of an employee health insurance plan, vision and dental insurance, and life/AD&D insurance plan.

City Secretary Ritchie presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to authorize staff to use the BCBS renewal rate for health insurance and to approve the renewal rate for the dental, vision, life, and AD&D already in place.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

24. Discussion, consideration, and possible action regarding election equipment, election contract, and options for the City's future elections.

City Secretary Ritchie presented the item to Council.

Mayor Douglas stated that the Council is currently in negotiations with the County for Election Equipment.

Item was tabled until the August 24th, 2021 meeting.

25. Discussion, consideration, and possible action on scheduling a Public Hearing to consider the City's Proposed Fiscal Year 2021-2022 Budget.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to schedule a Public Hearing on the Proposed Fiscal Year 2021-2022 Budget at the August 24th meeting.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

26. Budget Workshop

There was some discussion regarding the budget and what the next steps are for finalizing the FY2021-2022 Budget.

No Action was taken.

EXECUTIVE SESSION

The regular meeting was reconvened, and the Executive Session was called at 7:18 pm.

- 27. **Texas Government Code, Section 551.071 – Consultation with Attorney.**
- 28. **Texas Government Code, Section 551.074 - Personnel Matters – Public Works Director.**

The Executive Session was closed at 7:51 pm.

The regular meeting reconvened at 7:52 pm.

EXECUTIVE SESSION

- 29. **Discussion, consideration, and possible action on items discussed in Executive Session regarding personnel matters – Consultation with Attorney.**

No action was taken.

- 30. **Discussion, consideration, and possible action on items discussed in Executive Session regarding personnel matters – Public Works Director.**

No action was taken.

MAYOR AND COUNCIL MEMBER REPORTS

- 31. **Mayor and Councilmember Reports (Councilmember Conrad)**

Councilmember Conrad updated council and citizens regarding progress being made by the Planning and Zoning Department and the Board regarding the Specific Use Permit Application Process and documentation.

ADJOURN

With no additional items before the Council, Mayor Douglas adjourned the meeting at 8:01 pm.



APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary