

Interim City Manager
Shirley Holm

City Secretary
D'Ann Lane

City Attorney
Epi Ysassi

City of George West



Mayor
Andrew J. Garza

Mayor Pro-Tem
Jearl Rannefeld

Council
Nathan Stroleny
Patricia Clifton
John Walker

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REGULAR SESSION CITY COUNCIL MEETING MINUTES 3/23/2023

- I. Call Meeting to Order- Mayor Andrew Garza called the meeting to order at 5:00 p.m.
- II. Roll Call- All council was present with Patricia Clifton arriving at 5:11 p.m.
- III. Invocation- Mayor Andrew Garza gave the invocation.
- IV. Pledge of Allegiance to the Flag of the United States- D'Ann Lane led the Pledge of Allegiance to the Flag of the United States.
- V. Pledge of Allegiance to the Flag of Texas- D'Ann Lane led the Pledge of Allegiance to the Flag of Texas.
- VI. Public Comments

NONE

VII. Announcements and Correspondence

- a) City Hall will be closed April 7, 2023, for Good Friday.

CONSENT AGENDA:

1. **Consideration and Action** to change the time of the April City Council Regular Session Meeting to 6:30 p.m.
2. **Consideration and Action** to ratify the approval of the following minutes:
 - a) **Regular Session City Council Meeting Minutes February 9, 2023**
3. **Consideration and Action** to approve Accounts Payable for February 2023.
4. **Consideration and Action** to approve the 2022 Racial Profiling Report.
5. **Consideration and Action** to approve the street closures of Guadalupe Street, Travis Street, and Crockett Street from 10:30-1:30 p.m., for the St. George Catholic Church Annual Barbecue Fundraiser on April 2, 2023.
6. **Consideration and Action** to approve the street closures of Leona, Burlson, Lagarto (1 lane), Houston (1 lane), Tracy, and Jefferey for the SHAC/NHS Color/Fun Run April 15,

2023, from 7:00 am to 1:00 p.m.

Mayor Garza asked if anyone wished to pull anything from the Consent Agenda. Jearl Rannefeld moved to pull agenda item #1 from the Consent Agenda.

Mayor Garza called for a vote on agenda items 2-6. All in favor. Agenda items 2-6 were passed.

Back to Consent Agenda item #1 Consideration and Action to change the time of the April City Council Regular Session Meeting to 6:30 p.m.

Jearl Rannefeld asked why the time was set to 6:30 p.m. The Council discussed possible times for the April 2023 meeting. Mayor Garza entertained a motion to amend agenda item #1 by striking 6:30 and inserting 5:00. Move as read by John Walker. Seconded by Jearl Rannefeld. Mayor Garza called for a vote. All in favor. Amendment carried.

Amended agenda item #1 Consideration and Action to change the time of the April City Council Regular Session Meeting to 5:00 p.m. Mayor Garza called for a vote. All in favor. Motion carried.

PRESENTATIONS: HOT FUNDS: Not to exceed 3 minutes

Dobie West Theatre - Glynis Strause

George West Chamber of Commerce - Rena McWilliams

Dobie Dichos - Mary Margaret Campbell

Grace Armantrout Museum (Cactus Park)-Leslie Walker

Glynis Strause gave her updates on the Dobie West Theatre. The Believers played last weekend. They are planning to seal the theatre because it absorbs water. They are asking for 40,000, this year. It will pay for performances, this year they are looking at performers from the region. They plan to use \$15,000 for public relations which will be radio and TV. They are going to be paying for technical assistance. They plan on upgrading sound, lighting, and marquee.

Rena McWilliams presented for the Chamber of Commerce. They are asking for \$40,000 for this year. They are planning a weekend for the 4th of July. 5 Card Draw had agreed to give them a good price for playing this event. Everything will be free. Regarding Buck West House repairs, they are planning on painting the porch, a new water heater, and making the restroom ADA accessible. The Market Days were all successful this year. Advertising is being reduced this year. The board voted to increase their salaries.

Mary Margaret Campbell presented for the Dobie Dichos. This year will be the 13th

Annual Dobie Dichos. This event brings people from across the state. They only list George West lodging on their website. Most of the money goes to marketing. This year it will be on November 3, 2023. The city will have a table reserved for them.

Leslie Walker presented for the Grace Armantrout Museum (Cactus Park). The Museum has been remodeled, and they are going to have a reopening in November 2023. They are planning to involve the VFW and American Legion. They will have food, story time, and publicity for it. They are working on a Wall of Honor with photos of Veterans. They are asking for \$17,000.

Mayor Garza entertained a motion to suspend the rules. Move as read by Jearl Rannefeld. Seconded by Patricia Clifton. All in favor. Rules were suspended and we moved to agenda item # 10.

ORDINANCE:

- 7. PUBLIC HEARING Consideration and Action** to approve the First Reading of Ordinance No. 919, Zoning Amendment No. 219, a request by Justin Guerrero for a Variance to Chapter 28, Manufactured and Mobile Homes, of the Codification of Ordinances, to place a HUD-Code Manufactured Home in Sunset Addition BLK 12 LOT 7 (1010 Ross St.).

Mayor Garza opened the hearing at 5:36 p.m. Closed at 5:37 p.m.

Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. There was nobody present to object to this matter. Mayor Garza called for a vote. All in favor. Motion carried.

- 8. PUBLIC HEARING Consideration and Action** to approve the First Reading of Ordinance No. 920 amending the Personnel Manual Section III Employment Policies and Procedures (F Probationary Period) by amending (2) and (4) and Section IV Employee Benefits and Compensation (A INSURANCE) by amending (2) and moving all previous numbered sections down and amending (F ANNUAL LEAVE) (2), (5) and (9) and moving all previous numbered sections down, (H) Special Absence Leaves (6).

Mayor Garza opened the hearing at 5:38 p.m. Closed at 5:39 p.m. Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. Open for discussion. Shirley Holm has reviewed the current Personnel Manual and would like to recommend some changes to benefit employees and City. These are the areas:

Probationary Period- Change from 3 months to 1 year, which would benefit the Police Officers fresh out of the Academy. Jearl Rannefeld recommended getting with City Attorney Epi Ysassi to do more research on this matter before changing.

Employee Insurance- Recommend offering health insurance benefits to new employees who have insurance policies in place at time of employment offer. The employee would have to meet criteria set and provide proof of monthly payment/invoice/policy number. The city would also like to implement that employees get insurance on the date they are hired.

Annual Leave- Recommendation to increase hours earned of annual leave based on number of years of service. Also, request the approval to transfer annual leave to another employee.

PTO- Currently everyone gets 24 hours of PTO on January 1, this policy would allow new employees that start after January 1, to accumulate 8 hours every quarter. After, the first year they will be on the city's current cycle.

Jearl Rannefeld moved to postpone agenda item #8. Seconded by **Patricia Clifton**. All members voted in favor. This item will be postponed until the next meeting.

RESOLUTION:

- 9. Consideration and Action** to adopt Resolution No. 2023-05, Canceling the Regular City Officer's Election scheduled to be held on the 6th day of May, 2023, in Accordance with Section 2.053 (a) of the Texas Election Code; Directing the Giving of Notice of Such Cancellation of Election; and Providing Details relating to the Cancellation of Such Election.

Aprobar la Resolución Nro. 2023-05, Cancelando la Elección Regular de Funcionarios Municipales programada para celebrarse el día 6 de mayo de 2023 de acuerdo con la Sección 2.053 (a) del Código Electoral de Texas; instruyendo que se de aviso de tal cancelación de elección; y proveyendo detalles relativos a la cancelación de tal elección.

Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. Motion carried.

BUSINESS:

- 10 Consideration and Action** to disburse Hotel Occupancy Tax for the calendar year 2023.

Move as read by John Walker. Seconded by Patricia Clifton. Open for discussion. Shirley Holm went over the 2023 HOT Funds requested amounts, which are Chamber of Commerce \$40,755, Dobie Dichos \$7,000, Grace Armantrout Museum \$17,000, and the Dobie West Theatre \$40,000. The total they are asking for is \$104,755. She also did a recap of the year 2022 HOT Funds distributed. It was a total of \$146,670.45. The 3 entities that requested HOT Funds last year was maxed at \$88,000.00. The Council also approved the new sign for a total of \$43,500. The total amount of 2022 HOT Funds distributed were \$131,594.00, leaving a \$15,099 surplus. We will not start receiving 2023 HOT Funds until April 2023.

Mayor Garza entertained a motion to amend by inserting at end of 2023 as follows **Dobie**

West Theatre 40%, George West Chamber of Commerce 41%, Dobie Dichos 7%, Grace Armantrout Museum 17%, not to exceed \$ 105,000.00 total for 2023. Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. Mayor Garza called for a vote. John Walker abstained from voting. Amendment carried with a 2/3 vote.

Amended agenda item #10 Consideration and Action to disburse Hotel Occupancy Tax for the calendar year 2023 as follows: Dobie West Theatre 40%, George West Chamber of Commerce 41%, Dobie Dichos 7%, Grace Armantrout Museum 17%, not to exceed \$ 105,000.00 total for 2023.

Mayor Garza called for a vote. John Walker abstained. Motion carried with a 2/3 vote.

11. Consideration and Action to reclassify Religious Organizations from Commercial to Residential utility billing rates.

Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. Open for discussion. Shirley Holm stated it's not a matter of changing an Ordinance, it is a matter of them having 2 separate meters. There are two churches that do not have two separate meters. All other churches have 2 meters one specified for watering. It is a minimum of \$ 36.25 for sewer, and they take 65% for water used and multiply that out and they take the higher amount. They pay more for sewer and water. The two churches are the Church of Christ and the Episcopal Church. Mayor Garza entertained a motion for no action. Move as read by Jearl Rannefeld. Seconded by John Walker. All in favor. There was no action taken.

12. Consideration and Action to approve the purchase of (2) ballistic shields from GALLS, LLC through The Ballistic Shields Grant in the amount of \$ 13, 702.18.

Move as read by Jearl Rannefeld. Seconded by Patricia Clifton. All in favor. Motion carried.

13. Consideration and Action to accept the resignation of Margaret Brown from the Economic Development Commission.

Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. Motion carried.

Mayor Garza entertained a motion to reinstate the rules. Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. Rules were reinstated. The Council moved to agenda item #7

14. Consideration and Action to approve a salary increase for City Secretary, D'Ann Lane based on her performance evaluation.

Move as read Patricia Clifton. Seconded by Jearl Rannefeld. Open for discussion. Shirley Holm stated that she has completed an annual performance evaluation for D'Ann Lane, City Secretary. She is exceeding at all levels and would like to recommend an increase in salary. She is coming up on 4 years as the City Secretary. Mayor Garza

recommended a 5% raise. That would increase the salary to \$ 53980.00.

Mayor Garza entertained a motion to amend by inserting at the end to \$ 53980.00 salary per year effective immediately. Move as read by John Walker. Seconded by Patricia Clifton.

Roll Call Vote

Place 1 Nathan Stroleny- Aye
Mayor Pro-Tem/Place 2 Jearl Rannefeld-Aye
Place 3 Patricia Clifton-Aye
Place 4 John Walker-Aye
Mayor Andrew Garza-Aye

Amendment Carried.

Amended Agenda item #14 Consideration and Action to approve a salary increase for City Secretary, D'Ann Lane based on her performance evaluation to \$ 53980.00 salary per year effective immediately.

Roll Call Vote

Place 1 Nathan Stroleny- Aye
Mayor Pro-Tem/Place 2 Jearl Rannefeld-Aye
Place 3 Patricia Clifton-Aye
Place 4 John Walker-Aye
Mayor Andrew Garza-Aye

Motion Carried.

15. Discussion on new Municipal Court Judge.

Patricia Clifton stated that she wanted a status on Municipal Court Judge. Mayor Garza mentioned that Yolanda Guerrero is currently Associate Judge and would be ready to complete all required tasks of Municipal Court Judge after training in July 2023.

16. Consideration and Action to convene into EXECUTIVE SESSION. In accordance with Section 551.072 of the Texas Government Code (Deliberations about Real Property), the City Council may go into executive session to discuss the following:

a) Discussion on the Wastewater Sewer Treatment Plant.

Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. The Council entered Executive Session at 6:39 p.m.

17. RECONVENE

ZOOM ID: 846 5489 3407

ZOOM PW: 949519

Move as read by Jearl Rannefeld. Seconded by Patricia Clifton. All in favor. The Council reconvened at 7:11 p.m.

BRIEFINGS:

18. Interim City Manager's Report:

- a) Revenue and Expense Report for February 2023.
- b) City and Project Updates

19. Questions or Briefings at the City Council's Request:

- a) Code Enforcement
- b) Municipal Court Report
- c) Public Works
- d) Police Chief Report
- e) Animal Control

We are 44% of the budget and are financially sound as of February 2023. In the General Fund and the Utility Fund we are at a positive balance of \$ 244,000.00. Our expenses are at about 30% so were below. Our total bank account balances are \$ 2,840,619.40.

20. Adjournment.

Move as read by Jearl Rannefeld. Seconded by Nathan Stoleny. All in favor. The Council Meeting was adjourned at 7:13 p.m.

ATTEST: _____
D'Ann Lane, City Secretary

SIGNED: _____
Andrew Garza, Mayor