

Thursday March 16, 2023, Regular Meeting 6:30 PM

The City Council of the City of Robert Lee, Texas met in regular session at the City Hall at 6:30 p.m.

Present: Mayor Jason Moran Council Members: Brantly Robertson, Tracy Grantham, Josh Tennison, Mike Stephens, Jonathan Torres

Call to Order, Quorum Determined, Meeting Declared Open at 6:32 PM

Citizen Comments

Consent Agenda

- A. Minutes - February 16, 2023
- B. Animal Control Report
- C. Code Enforcement Report
- D. Municipal Court Report
- E. Financial Report

Motion by Council Member Brantly Robertson to approve the Consent Agenda.
Seconded by Council Member Mike Stephens. Vote 5-0, motion carries.

Regular Agenda

- A. 2022 Annual Audit
Auditors will present the audit at the April Meeting.
- B. CPA Contract with Everett Bedford
Motion by Mayor Pro Tem Tracy Grantham to approve the contract with Everett Bedford for CPA services. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.
- C. Housing Authority Board of Commissioners - Appoint Kimberly Lewis
Motion by Council Member Josh Tennison to appoint Kimberly Lewis to the Housing Authority Board of Commissioners. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.
- D. USDA Application for Community Grant
Motion by Council Member Mike Stephens to allow the City to apply for the USDA Community Grant. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.
- E. 5-23 Nuisance Ordinance - 1st Reading
Discussions: Changes were made to the Nuisance Ordinance to better clarify abatement processes and update legal verbiage at the end of the ordinance. Some changes include; Citizens who receive abatement notices can request a hearing in front of the Hearing Official prior to the abatement, If the property owner and their mailing address are unknown a notice of violation will be placed on the property which is in violation, The City will use the mailing address for property owners recorded with the Appraisal district, Repealer Clause, Saving Clause, and Effective date were all added to the end of the ordinance.
Motion by Council Member Jonathan Torres to approve of the 1st reading of Ordinance 5-23, Nuisance Ordinance. Seconded by Council Member Josh Tennison. Vote 5-0, motion carries.
- F. 6-23 - Noise Prohibition Ordinance - 1st reading
Discussion: Updated ordinance with the Repealer Clause, Saving Clause, and Effective date section. Added a time frame for an ordinance to better enforce the noise ordinance. The schedule was presented as follows: Sunday-Thursday 9:00 am – 10:30 pm, Friday & Saturday 9:00 AM – 1:00 AM. Council requested that Friday and Saturday's 1:00 am cut-off date be moved to 12:00 am.
Motion by Council Member Mike Stephens to approve of the 1st reading of ordinance 6-23, Noise Prohibition with the changes to the time frame. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.
- G. 7-23 - Itinerant Vendors Ord - 1st reading

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Discussion: Updated ordinance with the Repealer Clause, Saving Clause, and Effective date section. The ordinance added the definition of Open to the Public Function to exempt them from permit requirements. This includes functions like the Feed Store's farmers market or the events like the Shindig. Council would like to remove the number of vendors from the definition. Permit fees for Itinerant Vendors/Peddlers/Solicitors were increased to \$50 for the permit plus \$10 per employee.

Motion by Council Member Jonathan Torres to approve of the 1st reading of ordinance 7-23, Itinerant Vendors with the changes discussed. Seconded by Mayor Pro Tem Tracy Grantham. Vote 5-0, motion carries.

H. 8-23 RV Trailers & Portable Housing - 1st reading

Discussion: Updated ordinance with the Repealer Clause, Saving Clause, and Effective date section.

Motion by Council Member Mike Stephens to approve the 1st reading of Ordinance 8-23, RV Trailers & portable Housing. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.

I. 9-23 - Sanitation Rates - 1st reading

Discussion: Consider charging customers for a tire drive, potentially \$3.00 per tire. Sanitation cannot afford another free service on top of the Convenience Center and Curbside Pickup. Council does not want to charge for this event and would like to approach EDC for the project.

Motion by Council Member Mike Stephens to table this item until the project is presented to EDC. Seconded by Mayor Pro Tem Tracy Grantham. Vote 5-0, motion carries.

J. 624 Commerce Street - Property Donation

Discussion: Council denied the request to waive the cost of abatement, the property owner would like to donate the property to the City. The property donation form was submitted to the property owner's lawyer but has not been returned at this point.

Motion by Council Member Jonathan Torres to deny the donation of the property located at 624 Commerce Street. Seconded by Brantly Robertson. Vote 5-0, motion carries.

K. Resolution 10-23 Cancelling the May 6, 2023, General Election

Motion by Mayor Pro Tem Tracy Grantham to approve Resolution 10-23 to cancel the May 6, 2023, General Election. Seconded by Council Member Mike Stephens.

L. One Time Waiver of Pet Registration fee with Rabies Vaccination

Discussion: CEO Martha Grimes would like to set up a City Pet Registration at the Rabies clinic to allow citizens to register their animals with the City. The city would like to waive the pet registration fees for this event only to encourage more citizens to register their pets.

Motion by Mayor Pro Tem Tracy Grantham to waive the pet registration fees for this event. Seconded by Council Member Mike Stephens. Vote 5-0, motion carries.

M. Ordinance 11-23 2022-2023 1st Budget Amendment

Discussion: Complete list of budget changes was presented to the council to accurately reflect the City's expenses and revenue to date.

Motion by Mayor Pro Tem Tracy Grantham to approve of the 1st reading of Ordinance 11-23, FY 22-23 Budget Amendment. Seconded by Council Member Josh Tennison. Vote 5-0, motion carries.

N. Resolution 12-23 Designate authorized signatories for the Texas Community Development Block Grant Program

Motion by Council Member Jonathan Torres to approve Resolution 12-23 to designate authorized signatories for the Texas Community Development Block Grant Program. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.

O. Resolution 13-23 Authorizing the submission of a Texas Community Development Block Grant Program application and adopting required CDBG Civil Rights policies.

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Motion by Council Member Brantly Robertson to approve Resolution 13-23 authorizing the submission of a Texas Community Development Block Grant Program application and adopting required CDBG Civil Rights policies. Seconded by Mayor Pro Tem Tracy Grantham. Vote 5-0, motion carries.

P. EDC-B Demo Project- 310 W. 8th Street

Motion by Council Member Mike Stephens to approve the EDC B Demo project at 310 W 8th Street. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.

Q. Utility Source- Electricity Company and Rates

The electricity Broker did not submit rates.

Reports

Mayor – Expressed gratitude for employees.

Secretary – Street Signs were shipped out on Tuesday, March 14, pending delivery.

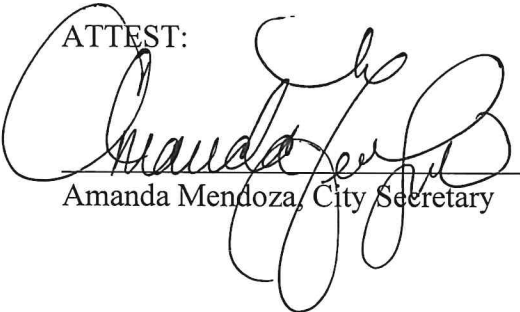
Superintendent – 42 work orders, 22 poly cart delivery/removed/replaced, 12 February disconnects, 4 minor leaks repair, 1 sewer stop cleared, 1 line locate, 2 data logs collected.

Request for Future Agenda Items

Adjournment

Motion by Mayor Pro Tem Tracy Grantham to adjourn the Regular City Council meeting at 8:10 PM. Seconded by Council Member Josh Tennison. Vote 5-0, motion carries.

ATTEST:



Amanda Mendoza, City Secretary



Jason Moran, Mayor