



**MINUTES OF A REGULAR PUBLIC MEETING**  
**5:30 p.m. – Monday, January 14<sup>th</sup>, 2019**  
**City Council Room – 125 S Texas**

**City Council Approved on January 28<sup>th</sup>, 2019**

- 1. CALL TO ORDER** – Mayor Scott called the meeting to order at 5:32 pm.
- 2. ROLL CALL** - Council members present for roll call were as follows; to wit: Terry Scott, Jon Awbrey, Bob Whitney, Jaye Golden and James Beck. Council members not present for roll call were as follows; to wit: Sarah Childers.  
Staff members present for said meeting were as follows: David Denman (City Administrator), Sarah Cogburn (Assistant City Secretary), James Dyson (Chief of Police) and Raelynn Wendt (Court Clerk).
- 3. INVOCATION** – Whitney gave the invocation.
- 4. PUBLIC COMMENT** – No public comments were made.
- 5. Mayor Report** – No report.
- 6. Public Works Report** – No report.
- 7. Police Chief Report** – For December, Dyson reported thirty-five reports taken by the department, forty-one citations issued, twenty-five warnings issued, seven arrests made, three crashes worked, and twenty code enforcement issues being handled. He continued the department had a busy start to the year saying various crimes had taken place including burglaries, thefts, counterfeits and forgeries. He added the department hadn't had much time to conduct traffic stops. Beck asked if Dyson had received Michael Reyna's DD2-14 forms yet, and he responded Michael had emailed him earlier that week saying he had yet to receive the forms. Dyson did mention, however, that he had two prospective applicants already licensed by TCOLE as peace officers and if they were both hired the department would be fully staffed again.
- 8. Emergency Management Report** – Tricia Grimshaw was present from Emergency Management and began her report saying the previous Coordinator had firefighter experience, but she did not. She continued that during Commissioner's Court when the burn ban is being considered she will call around to the area fire chiefs for input. Grimshaw then asked the board if the City typically observed the county burn ban, or if the City had their own program in place to which the Mayor and Beck responded the City observed the burn ban.
- 9. Parks Committee Report** – No report.
- 10. Economic Impact Committee Report** – Awbrey said the board had made progress, and Beck added they were on the right track. Beck continued the board should have a game plan together in the next few days.
- 11. DDT Report: Felt Terrill+** - Feltz Terrill was present on behalf of Developing De Leon Today, saying under the board bylaws annually the president of the board was required to get Council approval of their officers and members. He proceeded to name the current members, saying he was the President, Gil Gilbert was Vice President, Jerry Leonard was Secretary, and John Mac Weaver, Wayne Parsons, Becky Golden and Hiram Smith were the members. The board concurred approval of the DDT's current members.
- 12. Library Committee Report** – Denman gave the Library report, saying he had visited with the librarian earlier that day and she was continuing her work with the school for the children to be able to volunteer at the library. He continued she had gone to an area meeting at Dublin that morning and had a few ideas, such as a program where the library could sell hay bales with faces painted on them over various holidays to raise money for building expansion.
- 13. Municipal Court Report** – Raelynn Wendt, Deputy Court Clerk was present at the meeting and gave the court stats, saying for December the city kept \$2,137.15, \$1,544.35 would be sent to the state, no money was waived for indigency and \$1,057.20 was given in jail time and community service between two individuals.
- 14. City Secretaries' Report** – In Harbour's absence, Cogburn gave the report saying packets would be available to run for City Council beginning January 16<sup>th</sup> and the last day to file a packet would be February 15<sup>th</sup>. Cogburn continued the seats on the ballot would be place, 1, 3, 4 and 5, and the election would be called on February 11<sup>th</sup>.
- 15. City Administrator Report** – Denman began his report with the financial statement, saying he was awaiting all of December's bills to come in but between the general and utility funds currently the City ended the month at \$90,557 in the black. He continued that an anticipated \$60,000 in bills were still at

large, leaving us at \$30,557 in the black, then suggested the City Council meet later in the month so there would be time for the bills to all come in and the prior month would close itself out before the meeting. Beck stated Council should really meet twice per month instead, like in the past. Denman next reported on his search for an auditor, saying he had chosen Gayla Fullerton out of Abilene who was interested in an annual contract. Denman also mentioned another company who would require a three-year contract for \$17,500 a year but stated he had decided to go with Fullerton because everything was very professionally done, the contract would only be for a year and he had consulted with her references, Pat and Burl and everyone had all good things to say of her. Denman asked for questions but, none were poised as all seemed pleased with Denman's decision.

**16. CONSENT (AUTOMATIC APPROVAL) 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 Council Member requests an item to be removed and considered separately)*

**a. Approval of Minutes – December 10, 2018** – Golden made a motion to approve the minutes. Awbrey seconds that motion. Scott and Whitney were in favor. Beck abstains. Motion passed.

**17. REGULAR AGENDA:** *(Discuss and act separately on the following items)*

**Old Business**

**A. Convenience Center for Construction Material/Bulk Debris at Water Tower Location Survey – David Denman** – Denman addressed Awbrey, asking for the results of the Free Press' survey. Awbrey reported the Free Press had received seven responses to the survey, five being citizens of De Leon and two residing outside the city but still in the County. He continued one thing they all had in common was the desire to have a dock to pull up on, making their vehicle level with the top of the container for convenient disposal. Discussion followed of alternatives to a dock, but no simple solutions could be reached. Awbrey later continued that ultimately Council needed to decide if they were going to let seven people out of the 2,200 in De Leon decide that the city would install a convenience center. No action was taken on this item.

**New Business**

**B. DIDC 2017-2018 Final Budget Amendments** – Wendt, Registered Agent and Secretary's Designee for the DIDC board covered the final budget amendments with Council. The proposed final budget amendments were as follows:

- Interest Earned 55-4201, Current Budget \$300.00, Year to Date \$2,601.08, Amendment \$2,305.00 Final Budget \$2,605.00;
- Contract Payment 55-4303, Current Budget \$15,500.00, Year to Date \$21,968.93, Amendment \$6,470.00, Final Budget \$21,970.00;
- Water 55-555-170, Current Budget \$500.00, Year to Date \$557.83, Amendment \$60.00, Final Budget \$560.00;
- Postage 55-555-180, Current Budget \$50.00, Year to Date \$96.80, Amendment \$50.00, Final Budget \$100.00; and:
- Miscellaneous 55-555-899, Current Budget \$840.00, Year to Date \$914.71, Amendment \$75.00, Final Budget \$915.00.

Wendt stated for the interest earned bank statements hadn't been entered last year when the budget was done making the revenue much deficient what it should be, and that number was carried over into the new budget for the following year making revenues for this item far more than budgeted.

She continued for contract payments we had just taken in \$6,470.00 more than anticipated, for water we just hadn't budgeted enough for the past year, in postage we used a lot more than last year and don't reimburse the City for it until the end of the year and in miscellaneous right at the end of the year Haardt performed some un anticipated work. Beck made a motion to approve the amendments. Golden seconds that motion. All members present were in favor; motion passed.

**C. Cinema Friendly City-Jim Roundtree** - Jim Roundtree of Comanche was present to address the Council and introduced himself, saying he had on-going projects all over Texas and had moved here from California because it was hard to work in Texas and live in California. Roundtree said the City should register as a cinema friendly City and various surrounding towns had already registered, and the membership fee would be \$99 and someone from the City would be required to attend a one-day class in Bastrop next month. He continued that Texas was currently third in the nation for filming behind California and New York, but Georgia was catching up fast due to the state's income tax funding and he is currently working on a tourism project for Comanche County. He added he had already obtained the support and funding of Budweiser and Dr. Pepper. Mayor Scott said he would get in touch if someone was found to take the class. No action was taken on this item.

**D. Consider Resolution #001-19, authorizing the Mayor of the City of De Leon to enter into agreement for administration services for the 2019/2020 Texas Community Development Block Grant (TXCDBG) program of the Texas Department of the Texas Department of Agriculture –** Mayor Scott made the first reading. Denman addressed Council saying three great firms had applied to be grant writers for the TXCDBG grant, and out of Grantworks, Traylor & Associates and HOWCO that HOWCO had scored highest. He added that due to federal funding the City was required to go out for bids for a grant writer. Awbrey made a motion to approve the resolution. Beck seconds that motion. All members present were in favor; motion passed.

**E. Ordinance #001-19, Hotel/Motel Tax –** Mayor Scott made the first reading. Denman stated there was an ordinance passed in 1994 creating a hotel/motel tax, but no ordinance was ever passed allocating the monies to the Chamber, Historical Commission or ETC. Ordinance #001-19 would be to establish an expenditure process for the hotel/motel tax. He also presented an application that one would submit to obtain the monies. Not much discussion was made of the application, other than Council seeming to think it was a little too complicated. Most of the discussion centered around whether someone from outside the City, such as Mr. Roundtree, would be a candidate for the hotel/motel tax for tourism and whether the City Council would award the monies, or a specially created board would award the monies. Awbrey voiced the Council was ultimately responsible and a special board was not really necessary. Denman then stated he needed an action to create a special checking account for the hotel/motel tax, and to make the City Council the awarding board. Awbrey made a motion to create a special checking account for the hotel/motel tax and to make the City Council the granting authority for said monies. Golden seconds that motion. Mayor Scott and Beck were in favor. Whitney abstains. Motion passed. Awbrey addressed Whitney asking why he refused to vote on the matter, and Whitney responded he felt the Council should create a special board to award the money, composed of the people who run the hotels and tourism. Awbrey responded that he could see that point, but De Leon was too small to avoid conflicts of interest. Cogburn added that she felt as if the Council would have difficulty establishing the special board anyway due to difficulty over recent years to get people on City Council or on the Chamber.

**F. Ordinance #002-19, Hotel/Motel Tax –** Mayor Scott made the first reading of an ordinance creating a hotel/motel tax advisory board. Beck voiced with Council intending to handle the money, this ordinance has to many revisions to be made to vote on. No action was taken.

**G. Ordinance #003-19, 2017-2018 Budget Amendments –** Mayor Scott made the first reading. Whitney made a motion to approve the first reading, with a correction to a typo in the caption changing “fo” to say “for”. Golden seconds that motion. All members present were in favor; motion passed.

**\*\*At 6:56 pm the meeting adjourned into executive session.\*\***

**H. Executive Session- The council may enter into Executive Session under Government Code Section 551.074, Personnel Matters; Prospective Police Department Employee –** No action was taken.

**I. Executive Session – The council may enter into Executive Session under Government Code Section 551.074, Personnel Matters; City Administrator Duties –** No action was taken.

**\*\*At 8:00 pm the meeting re-opened to the public.\*\***

**18. ITEMS OF COMMUNITY INTEREST:**

- Expression of thanks, congratulations or condolences.
- Information regarding holiday closings.
- Honorary recognition of city officials, employees or other citizens.
- Reminders about upcoming events sponsored by the City or other entity that is scheduled to be attended by a city official or city employee.

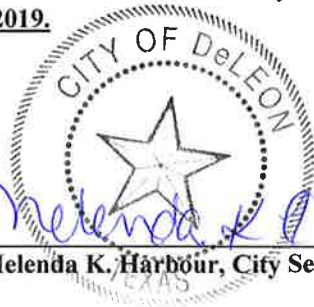
**19. ADJOURN –** At 8:00 p.m., Mayor Scott adjourned the meeting.

**CERTIFICATION**

I, Sarah Cogburn, Assistant City Secretary for the City of De Leon, Texas, do hereby certify in good faith the above and foregoing is true and correct of the **Regular Meeting** by the City Council of the City of De Leon and of the minutes pertaining thereto on the **14th** day of **January 2019**.

  
Sarah Cogburn, Assistant City Secretary

**READ, PASSED and APPROVED** by the City Council of the City of De Leon on the **28th** day of **January 2019**.



*Terry Scott*  
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Terry Scott, Mayor

ATTEST: *Melenda K. Harbour*  
\_\_\_\_\_  
Melenda K. Harbour, City Secretary