

**MINUTES  
CITY OF JOHNSON CITY, TEXAS  
CITY COUNCIL**

The City of Johnson City City Council met for a Regular Meeting on Tuesday, September 5, 2023 at 6:00 p.m. in the City Hall Council Chamber, 303 E. Pecan Drive, Johnson City, Texas 78636. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Stephanie Fisher, Mayor  
Shelton Coleman, Mayor Pro Tem  
Gayla Guthrie  
Patricia Dildine  
Kari Thomas  
Teresa Babb

Staff Present: Rick Schroder, CAO  
Whitney Walston, City Secretary  
Brent Sultemeier, Public Works Director  
Ross Allen, Police Chief  
Elizabeth Elleson, City Attorney

Citizens Present: Bart Burkhard  
Debbie Moore  
Robert Castro  
Andrew Creel  
June Newhouse  
Lynn Moore  
Kaylee Brownfield

**1. Call to order.**

Mayor Fisher called the meeting to order at 6:00 pm. Councilmember Babb led the invocation.

**PUBLIC HEARINGS:**

**2. Public Hearing to give all interested persons the right to appear and be heard on the proposed Fiscal Year Ending (FYE) 2024 Budget(s). (Staff)**

The public hearing opened and closed at 6:01 pm with no comments.

**3. Public Hearing to give all interested persons the right to appear and be heard on the proposed Tax Year 2023 ad valorem (property) tax rate. (Staff)**

The public hearing opened and closed at 6:02 pm with no comments.

4. **Public Hearing to give all interested persons the right to appear and be heard on a Zoning Amendment Application from Mr. David Conlon for a Conditional Use Permit for the construction / installation of a residential structure to house Tech Con Trenching, Inc. employees located at 512 N. U.S. Hwy. 281, Johnson City, Texas 78636.**

The public hearing opened at 6:02 pm with no comments.

OPEN SESSION:

5. **Citizens to be heard.**

Debbie Moore spoke about the neighborhood dog situation. Robert Castro talked about a house in his neighborhood.

REPORTS:

6. **Proclamations, Presentations, and/or Reports.**

- a) **Report – Chief Administrative Officer Rick Schroder.**  
CAO Schroder presented and spoke on the topics included in his report. The report was provided in the council packet.
- b) **Report – Public Works Director Brent Sultemeier.**  
Public Works Director Brent Sultemeier presented and spoke on the topics included in his report. The report was provided in the council packet.
- c) **Report – Police Chief Ross Allen.**  
Police Chief Ross Allen presented the racial profiling report and spoke on the topics included in his report. The report was provided in the council packet.
- d) **Report – Code Enforcement Officer Jessica Oestreich.**  
The report was provided in the council packet.
- e) **Report – Municipal Court Judge Tom Walston and Court Clerk Patricia Mikla.**  
The report was provided in the council packet.
- f) **Building Permit Report.**  
The report was provided in the council packet.
- g) **Work Order Report.**  
The report was provided in the council packet.
- h) **Report – Johnson City Chamber of Commerce and Visitor’s Center.**  
There were 216 visitors and 22 calls at the center this month.
- i) **Report – Blanco County Cat Coalition, Inc.**  
June Newhouse with the BCCC presented and spoke on the topics included in her report. The report was provided in the council packet.

CONSENT AGENDA (ITEM NOS. 7 - 11):

7. **Approval of the minutes of the Regular Meetings of the Johnson City City Council dated August 1, 2023 and August 15, 2023. (Staff)**
8. **Approval of the Fiscal Year Ending (FYE) 2023 Revenue and Expense, Check Register, and Balance Sheet Reports dated August 31, 2023. (Staff)**
9. **Approval of an Ordinance of the City Council of the City of Johnson City, Texas authorizing certain budget amendments pertaining to the adopted FYE 2023 Budgets; incorporating recitals; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing all ordinances in conflict herewith; and setting an effective date. (Staff)**
10. **Acceptance of the resignation of Stephanie Bass from the City of Johnson City Planning and Zoning Commission. (Commissioner Bass)**
11. **Pursuant to a Visitor Information Center Services Agreement and Hotel Occupancy Tax Funding Agreement between the City of Johnson City, Texas and the Johnson City Chamber of Commerce, approval of the issuance of a check in the amount of Eleven Thousand One Hundred Twenty-Six Dollars and Forty-Nine Cents (\$11,126.49) to the Johnson City Chamber of Commerce for Johnson City Visitor Center operations from April 2023 – June 2023. (Chamber)**

Councilmember Dildine motioned to approve the consent agenda as presented. Councilmember Guthrie seconded the motion. All were in favor and the consent agenda was approved.

ITEMS FOR INDIVIDUAL CONSIDERATION:

12. **Discussion of and action on a Zoning Amendment Application from Mr. David Conlon for a Conditional Use Permit for the construction / installation of a residential structure to house Tech Con Trenching, Inc. employees located at 512 N. U.S. Hwy. 281, Johnson City, Texas 78636, property more particularly described as BCAD Property ID No. 9059. (Applicant)**

Councilmember Coleman motioned to approve the application and include the conditions recommended by the planning and zoning committee which include one (1) single building with five (5) units, the placement of the building must coincide with the provided map, and the structure be affixed to the ground.

13. **Discussion of and action on a request by Andrew Creel, P.E., on behalf of Hill Country Wireless & Technology, for a variance to Municipal Code of Ordinances Chapter 10 *Subdivision Regulation*, Appendix B *Design Standards and Specifications Manual*, Section 1.6 *Utilities to be Underground* requiring that all utilities within a residential**

**development be placed underground and related to the placement of five (5) new communications poles along and within N. Winters Furr right-of-way for the purposes of installing new fiber optic cable. (Applicant)**

Councilmember Coleman motioned to approve the variance request. Councilmember Babb seconded the motion. All were in favor and the motion was approved.

**14. Discussion of and action on the selection of one of the following applicants to the City of Johnson City Planning and Zoning Commission:**

- **Tricia Keith; or**
- **Amy Crowson. (Mayor Fisher)**

Councilmember Dildine motioned to appoint Tricia Keith to the Planning and Zoning Commission. Councilmember Guthrie seconded the motion. All were in favor and the motion passed.

**15. Discussion of and action on the following policies and procedures for the City of Johnson City, Texas:**

- **Accounts Payable Reconciliation Policy;**
- **Accounts Receivable Reconciliation and Revenue Recognition Policy;**
- **Cash Management Policy;**
- **Fixed Assets Policy;**
- **IT Access and Recovery Policy;**
- **New Service Policy; and**
- **Notes Payable Reconciliation Policy. (Staff)**

Councilmember Coleman motioned to approve the policies and procedures with the addition of the 90-day requirement for passwords in the IT Access and Recovery Policy. Councilmember Babb seconded the motion. All were in favor and the item was approved.

**16. Discussion of and action on monument letter painting related to the restoration of the James Polk Johnson Cemetery located near the intersection of W. Pecan Dr. and N. Ave. L. (Staff)**

Councilmember Babb motioned to approve the monument letter painting and to allow the monument company to decide on which monuments to paint. Councilmember Thomas seconded the motion. All were in favor and the item was approved.

**17. Discussion of and direction on Municipal Code of Ordinances Chapter 2 *Animal Control*, including, but not limited to, the number of dogs and/or cats allowed on an individual parcel or within a residential unit and animal nuisances, such as excessive, continuous, or untimely barking. (Mayor Fisher)**

The council directed staff to amend the Municipal Code of Ordinances Chapter 2 *Animal Control*, the restrict the number of animals based on lot size.

18. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas making appropriations for the support of the City of Johnson City for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; appropriating money to a sinking fund to pay the interest and principal of the City's indebtedness; adopting the annual Budget(s) of the City of Johnson City for the 2023 – 2024 Fiscal Year; authorizing personnel positions and salaries; setting the 2023 – 2024 holiday schedule for City employees; authorizing the Chief Administrative Officer to expend monies and sign documents in accordance with said Budget(s); incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. (Staff)**

Councilmember Dildine made the motion to approve an Ordinance of the City Council of the City of Johnson City, Texas making appropriations for the support of the City of Johnson City for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024; appropriating money to a sinking fund to pay the interest and principal of the City's indebtedness; adopting the annual Budget(s) of the City of Johnson City for the 2023 – 2024 Fiscal Year; authorizing personnel positions and salaries; setting the 2023 – 2024 holiday schedule for City employees; authorizing the Chief Administrative Officer to expend monies and sign documents in accordance with said Budget(s); incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. Councilmember Babb seconded the motion.

Shelton Coleman - Yes  
Gayla Guthrie - Yes  
Patricia Dildine - Yes  
Kari Thomas - Yes  
Teresa Babb – Yes

The motion was approved.

19. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas levying an ad valorem (property) tax rate for the Tax Year 2023 in the amount of \$0.356900 cents per one hundred dollars (\$100) valuation and directing the Blanco County Appraisal District to assess, account for, and distribute the ad valorem (property) taxes as herein levied; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. (Staff)**

Councilmember Dildine moved that the property tax rate be increased by the adoption of a tax rate of \$0.356900 per \$100 valuation, which is effectively a 14.87% increase in the tax rate. This motion includes:

- 1) the adoption of an ad valorem (property) tax rate for the Maintenance and Operations expenditures of the City of Johnson City at \$0.208500 cents per \$100 valuation for the Tax Year beginning January 1, 2023 and ending December 31, 2023; and
- 2) the adoption of an ad valorem (property) tax rate for the principal and interest payable on the Interest and Sinking (debt service) expenditures of the City of Johnson City at \$0.148400 cents per \$100 valuation for the Tax Year beginning January 1, 2023 and ending December 31, 2023.

Councilmember Coleman seconded the motion.

Shelton Coleman - Yes  
Gayla Guthrie - Yes  
Patricia Dildine - Yes  
Kari Thomas - Yes  
Teresa Babb – Yes

The motion was approved.

20. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas ratifying the adoption of the fiscal year (FY) 2023 – 2024 Municipal budget(s) raising more revenue from ad valorem (property) taxes due to increased property valuations and the addition of real property to the tax roll than in the FY 2022 – 2023 Municipal budget(s); authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. (Staff)**

Councilmember Coleman motioned to approve an Ordinance of the City Council of the City of Johnson City, Texas ratifying the adoption of the fiscal year (FY) 2023 – 2024 Municipal budget(s) raising more revenue from ad valorem (property) taxes due to increased property valuations and the addition of real property to the tax roll than in the FY 2022 – 2023 Municipal budget(s); authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. Councilmember Babb seconded the motion. All were in favor and the motion was approved.

21. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas establishing and amending fees, costs, and fines charged by the City of Johnson City; adopting savings, repealer, and penalty clauses; and adopting an effective date. (Staff)**

Councilmember Babb motioned to approve the fee schedule as presented with the addition of a \$100 per day fee for the use of the softball field and a 50% discount for non-profit use with an IRS determination letter and to approve other suggestions as stated. Councilmember Thomas seconded the motion. All were in favor and the item was approved.

22. **Discussion of and action on a Resolution of the City Council of the City of Johnson City, Texas regarding a financing agreement for the purpose of procuring one (1) 2024 Ford PD Utility vehicle and one (1) 2024 Ford PD F-150 vehicle, in the amount of One Hundred Seventy-Two Thousand, Four Hundred Thirty-Seven Dollars and Two Cents (\$172,437.02), for a term of five (5) (6.115%) years with payments payable from the Interest & Sinking Fund. (Staff)**

Councilmember Dildine made the motion to approve the Resolution as presented. Councilmember Guthrie seconded the motion. All were in favor and the Resolution was approved.

23. **Discussion of and action on a Resolution of the City Council of the City of Johnson City, Texas regarding a financing agreement for the purpose of procuring one (1) 2024 Chevrolet Silverado 3500HD vehicle, in the amount of Sixty-Four Thousand One Hundred Forty-Four Dollars and No Cents (\$64,144.00), for a term of seven (7) (6.249%) years with payments payable from the Vehicle Equipment and Replacement Program (VERP) Fund. (Staff)**

Councilmember Colemand made the motion to approve the Resolution as presented. Councilmember Babb seconded the motion. All were in favor and the Resolution was approved.

24. **Discussion of and action on a Take Home Vehicle Policy for the City of Johnson City Police Department. (Staff)**

Councilmember Coleman made the motion to approve the Take Home Vehicle Policy for the City of Johnson City Police Department. Councilmember Dildine seconded the motion. Dildine, Coleman, Guthrie, and Thomas voted to approve the motion. Councilmember Babb was opposed.

With no further business before the council, the meeting was adjourned at 8:58 pm.

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Stephanie Fisher, Mayor

ATTEST:

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Whitney Walston, City Secretary

**MINUTES  
CITY OF JOHNSON CITY, TEXAS  
CITY COUNCIL**

The City of Johnson City City Council met for a Regular Meeting on Tuesday, September 19, 2023 at 6:00 p.m. in the City Hall Council Chamber, 303 E. Pecan Drive, Johnson City, Texas 78636. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Stephanie Fisher, Mayor  
Shelton Coleman, Mayor Pro Tem  
Gayla Guthrie  
Patricia Dildine  
Kari Thomas  
Teresa Babb

Staff Present: Rick Schroder, CAO  
Whitney Walston, City Secretary  
Brent Sultemeier, Public Works Director  
Ross Allen, Police Chief

Citizens Present: Sherry Conlon  
Debbie Moore  
Diane Burke  
Bob & Lin Corrigan  
Adelle Moreland

**1. Call to order.**

Mayor Fisher called the meeting to order at 6:00 pm. Councilmember Babb led the invocation.

**OPEN SESSION:**

**2. Citizens to be heard.**

Diane Burke spoke about item 11.

**PROCLAMATION:**

**3. Proclamation presented by Mayor Stephanie Fisher proclaiming the week of September 17 – 23, 2023 as Constitution Week within the City of Johnson City, Texas. (Mayor Fisher)**

Mayor Fisher presented a proclamation proclaiming the week of September 17 – 23, 2023 as Constitution Week within the City of Johnson City, Texas.



CONSENT AGENDA (ITEM NOS. 4 - 10):

4. **Approval of a Resolution of the City Council of the City of Johnson City, Texas designating the Johnson City Record Courier as the official newspaper for the City of Johnson City, Texas for Fiscal Year Ending (FYE) 2024; providing that all official public notifications be published in said newspaper; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**
5. **Approval of a Resolution of the City Council of the City of Johnson City, Texas approving an Investment Policy and Strategy for public investment purposes for FYE 2024; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**
6. **Approval of a Resolution of the City Council of the City of Johnson City, Texas designating Investment Officer(s) for public investment purposes for FYE 2024; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**
7. **Approval of a Resolution of the City Council of the City of Johnson City, Texas approving a list of approved brokers / dealers for public investment purposes for FYE 2024; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**
8. **Approval of a Resolution of the City Council of the City of Johnson City, Texas repealing Resolution No. R22-093 and implementing GASB Statement 54 requirements; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**
9. **Approval of a directive to City Staff ordering that any invoice received after October 31, 2023 be paid from FYE 2024 Municipal Budget(s). (Staff)**

Councilmember Babb requested item 10 be pulled from the consent agenda.

Councilmember Coleman motioned to approve items 4-9. Councilmember Dildine seconded the motion. All were in favor and the consent agenda was approved.

10. **Approval of a Resolution of the City Council of the City of Johnson City, Texas approving and implementing Johnson City Police Department Standard Operating Procedures Section 26.00 *Take Home Vehicles*; authorizing the Chief of Police to take**

**all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**

Councilmember Babb motioned to suspend the rules during this item. Councilmember Thomas seconded the motion. All were in favor and the rules were suspended.

Councilmember Babb motioned to propose a one (1) year pilot program to coincide with the City's fiscal year for the policy. Councilmember Thomas seconded the motion. All were in favor and the policy was approved for a one (1) year term.

ITEMS FOR INDIVIDUAL CONSIDERATION:

11. **Discussion of and action on a Development Agreement between the City of Johnson City, Texas and TX-290-1031, LLC for 50.48 acres of land located in the extraterritorial jurisdiction of the City on the South side of U.S. Hwy. 290 W. and 0.70 miles West of N. Nugent Ave., including, but not limited to, Section 1 *Development Agreement*, Subsection 1.4 *Project and Development Plan*, Paragraph 1.4.1.2 (a) requiring that a 12-inch diameter water main be constructed offsite within Texas Department of Transportation (TxDOT) right-of-way and not located in a private easement(s) dedicated to the City. (Staff)**

Councilmember Coleman motioned to table the item. Councilmember Babb seconded the motion. All were in favor and the item was tabled.

12. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas amending Municipal Code of Ordinances Chapter 12 *Traffic and Vehicles*, Article 12.02 *Traffic Control Devices*, Division 2 *No Parking Zones*, Section 12.02.032 *No Parking Zones Designated* by adding a "no parking zone" location on S. Lady Bird Ln. / S. Nugent Ave. from its intersection with U.S. Hwy. 290 (Main St.) to its intersection with E. Elm St.; authorizing the Chief Administrative Officer to implement the provisions of this Ordinance; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; incorporating recitals; and adopting an effective date. (Councilmember Coleman)**

Councilmember Babb motioned to approve the Ordinance. Councilmember Guthrie seconded the motion. All were in favor and the Ordinance was approved.

13. **Discussion of and action on an Ordinance of the City Council of the City of Johnson City, Texas amending Municipal Code of Ordinances Chapter 2 *Animal Control* by limiting the number of dogs and/or cats allowed on an individual parcel or within a residential unit; authorizing the Chief Administrative Officer to implement the provisions of this Ordinance; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; incorporating recitals; and adopting an effective date. (Staff)**

Councilmember Coleman made the motion to approve the Ordinance as written. Councilmember Guthrie seconded the motion. All were in favor and the Ordinance was approved.

14. **Discussion of and action on a Resolution of the City Council of the City of Johnson City, Texas nominating candidates for the Blanco County Appraisal District Board of Directors for the 2024-2025 term; authorizing the Chief Administrative Officer to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (BCAD)**

Councilmember Dildine made the motion to nominate Councilmember Coleman as a candidate for the Blanco County Appraisal District Board of Directors for the 2024-2025 term. Councilmember Guthrie seconded the motion. Councilmember Coleman recused himself from the vote. All were in favor and the motion was approved.

15. Acceptance of the resignation of Elizabeth Elleson, Attorney-at-Law, D/B/A Elleson Legal Consulting, PLLC, and discussion of and action on the issuance of a Request for Qualifications for City Attorney / Legal Services. (Staff)

Councilmember Coleman made the motion to accept the resignation of Elizabeth Elleson, Attorney-at-Law, D/B/A Elleson Legal Consulting, PLLC, and to issue an RFQ for City Attorney / Legal Services. Councilmember Dildine seconded the motion. All were in favor and the item was approved.

With no further business before the council, the meeting was adjourned at 7:15 pm.

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Stephanie Fisher, Mayor

ATTEST:

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Whitney Walston, City Secretary