

Minutes
Regular Meeting
April 16, 2024

On this 16th day of April 2024, at 6:03 p.m., the City Council of the City of Devine convened in a Regular Meeting, the same being open to the public, at the Dr. George S. Woods Community Center, 200 E. Hondo Avenue, Devine Texas 78016. Notice of said meeting having been prescribed in Chapter 551, Government Code, and Vernon's Texas Codes, Annotated, and the following members being present:

Mayor Butch Cook
Aldерwoman Debbie Randall
Alderman Flipper Vega
Alderman Josh Ritchey
Aldерwoman Stacy Pyron
Alderman Michael Hernandez

Thus, constituting a quorum.

Personnel Present: David L. Jordan, City Administrator; Dora V. Rodriguez, City Secretary; Denise Duffy, City Accountant; Pete Sanchez, Director of Public Works; Vickie Pumphrey, Airport Manager; and Tom Cate, City Attorney.

Others Present: Anton Riecher, Devine News; Rico Herrera, Delfino Saucedo, Jr., Hap Squires and Dallas Collins, Devine Texas.

Mayor Butch Cook, presiding, declared the meeting open.

Alderman Ritchey delivered the Invocation. Mayor Cook led the Pledge of Allegiance to the United States Flag and the Pledge of Allegiance to the Texas Flag.

The first order of business was the Visitors/Citizens Forum.

Rico Herrera addressed the Mayor and Council about offering his services for the website. He advised that he had already sent all his information to the City Administrator. The Mayor advised Mr. Herrera that the City Administrator would get with him.

The second order of business was Pubic Recognition.

No Public Recognition.

The third order of business was Employee Recognition.

No Employee Recognition.

The fourth order of business was Presentation – Animal Control.

No one was present for this item.

Regular Meeting Minutes
April 16, 2024
Page 2

The fifth order of business was Audit Overview.

The City Accountant gave the Mayor and Council an overview of the Audit.

The sixth order of business was the Approval of Minutes.

Motion by Alderwoman Randall, seconded by Alderman Ritchey, to approve Regular Council Minutes March 19, 2024.

Ayes	--	All
Nays	--	None

Motion carried.

The sixth order of business was to consider and act upon approving the Airport Proposal submitted by Dallas Collins for Hangar 10.

Mr. Collins addressed the Mayor and Council on his Proposal. The Proposal is as follows:

Lease Hangar 10 for a period of 5 years in the amount of \$500 per month. He will contribute approximately \$120,000 of his own funds.

Lessor agrees to make the following repairs and upgrades:

First Year:

Install offices and pilot lounge.

Saw-cut concrete and added plumbing for three restrooms: two restrooms for male and female pilots and passengers and one restroom for office personnel.

Install covered parking for 3 vehicles.

Install a fence enclosing the building line from Building 10 to the hangar south of Building 10.

Repair any roof leaks.

Clean up all areas, including living quarters. Dispose of all trash. (request dump fees be waived)

Second Year:

Replace the exterior sheeting of the building with new sheeting and trim. 100% of new exterior sheeting.

Lessor agrees to these upgrades depending on the City doing the following:

Drill a new water well and/or install a filter system. The existing well has an old steel casing, which causes plumbing fixtures to rust and porcelain toilets and sinks to discolor. Be responsible for septic failures that are not caused by Lessor. (He drilled a 240 well for \$15,000.) He advised that this is the deal breaker for him. He advised that he could do everything and then get reimbursed.

Regular Meeting Minutes

April 16, 2024

Page 3

Lessor intends to use Hangar 10 for storage of planes, set up a mechanic shop for aircraft repairs (which will help sell aviation fuel), pursue aviation-type services that are profitable, use the office to conduct all Lessor's business, use living space for transient mechanics that will be working on aircraft. The lessor obtains the right to sublease space for transient aircraft and aircraft repair services. The lessor agrees not to store any materials or equipment that is not aviation-related except for any products or equipment needed to remodel the existing structure. Lessor will endeavor to seek opportunities that will benefit the city and Lessor.

The lessor is responsible for obtaining electric power for Hangar 10 only.

After five years, I would like to renegotiate.

The Mayor and Council held a discussion on this item.

Motion by Alderman Ritchey, seconded by Alderman Hernandez, to authorize the City Administrator and the City Attorney to create a contract with the amendments discussed here.

Ayes	--	Four (Alderman Ritchey, Alderman Hernandez Alderman Vega and Alderwoman Pyron)
Nays	--	One (Alderwoman Randall)

Motion carried.

The seventh order of business was to consider and act upon adopting an Ordinance banning unregistered automobiles without a City Permit.

Alderman Ritchey discussed amending the existing ordinance with the mayor and council.

Motion by Alderman Ritchey, seconded by Alderman Hernandez, to send this to the Planning & Zoning Commission.

Ayes	--	All
Nays	--	None

Motion carried.

The eighth order of business was to consider and act upon adopting an Ordinance requiring non-transparent (junkyard) fencing for homes uninhabited for more than 12 months.

Alderman Ritchey informed the Mayor and Council that he was concerned with the safety of residents and what can and has happened with uninhabited property. The Mayor and Council held a brief discussion on this item.

Regular Meeting Minutes

April 16, 2024

Page 4

Motion by Alderman Ritchey, seconded by Alderman Hernandez, to send this to the Planning & Zoning Commission.

Ayes	--	All
Nays	--	None

Motion carried.

The ninth order of business was to consider and act upon Appointment of Election Judges and Clerks for the May 4, 2024 General Election. *(La novena orden de negocio fue Considerar y actuar sobre el nombramiento de jueces electorales y secretarios electorales para la Elección General el día 4 de Mayo del 2024.)*

City Secretary Dora V. Rodriguez presented the list to the Mayor and Council of the Elections Workers, and they are as follows: *(La Secretaria de la ciudad, Dora V. Rodriguez le presento a el Alcalde y El Concilio la siguiente lista de trabajadores electorales):*

Glenda Allen – Presiding Judge
Kenny Allen – Alternate Judge
Barbara Moore – Clerk
Debra DuBose – Clerk
Anna Hundley – Clerk

Motion by Alderwoman Randall, seconded by Alderman Hernandez, to accept this list of people as our Election Judges and Clerks. *(Mocionado por la Concejal Randall y secundado por el Concejal Hernandez, de aceptar la lista the jueces electorales y secretarios electorales).*

Ayes <i>(A Favor)</i>	--	All <i>(Todos)</i>
Nays <i>(En Contra)</i>	--	None <i>(Ninguno)</i>

Motion carried. *(Mocion aprobada).*

The tenth order was to consider and act upon amending the Personnel Policy.

City Administrator David Jordan informed the Mayor and Council that he had the personnel policy updated.

The Mayor and Council held a discussion on this item and agreed to review the changes and send any changes they have to the City Administrator.

No action was taken.

Regular Meeting Minutes

April 16, 2024

Page 5

The eleventh order of business was to consider and act upon amending the Airport Advisory Ordinance.

City Administrator David Jordan advised the Mayor and Council that the city's Airport Manager is currently a member of the Airport Advisory Board, and in other City Advisory Boards, the City Manager is expected to attend the meetings for informational notes and does not vote. He would like the airport manager removed from the board. City Attorney Tom Cate addressed the Mayor and Council, saying that the Airport Manager has always been a nominee to be a member and that the ordinance does not stipulate that the manager is not allowed on the Board.

The Mayor and Council held a discussion on this item.

Motion by Alderman Ritchey, seconded by Alderman Hernandez, to amend the ordinance not to allow the Airport Manager to be a member of the Airport Advisory Board.

Ayes	--	Four	— Alderman Ritchey, Alderman Hernandez, Alderman Vega & Alderwoman Pyron
Nays	--	One	— Alderwoman Randall

Motion carried.

The twelfth order of business was to consider and act upon applying for a Community Unlimited Grant for the GIS Mapping City Infrastructure.

City Administrator David Jordan informed the Mayor and Council about a proposal for a grant to map our City Water/Sewer Infrastructure GIS. The City would pay \$1,000. Community Unlimited would provide the city with an interactive mapping system, GIS orientation training, storage for the first year after implementation, 1 large map, and 3 small maps. The software will cost \$500 per year to keep updated.

City Attorney Tom Cate pointed out that the contract infringements section requests that the City indemnify Community Unlimited, and the City cannot indemnify anyone. He also advised that the arbitration location is in Arkansas, and the location needs to be local.

Motion by Alderwoman Randall, seconded by Alderman Hernandez, to apply for the Community Unlimited Grant for the GIS Mapping City Infrastructure with the noted exceptions from the City Attorney.

Ayes	--	Four	— Alderwoman Randall, Alderman, Hernandez, Alderman Vega & Alderwoman Pyron
Nays	--	One	— Alderwoman Ritchey

Motion carried.

Regular Meeting Minutes

April 16, 2024

Page 6

At 7:49 p.m., the Mayor advised that they would take a Break.

At 7:59 p.m., they returned from Break.

The thirteenth order of business was to consider and act upon adopting a Resolution authorizing the Mayor, Mayor Pro-Tem, and City Secretary as Signatories at Financial Institutions.

City Attorney Tom Cate informed the Mayor and Council that there is no current resolution and that one of our Financial Institutions requires the resolution to make all the signatories on account legal.

Motion by Alderman Ritchey, seconded by Alderman Vega, to adopt a Resolution 4- 24 authorizing the Mayor, Mayor Pro-Tem, and City Secretary as Signatories as Financial Institutions.

Ayes	--	All
Nays	--	None

Motion carried.

The fourteenth order of business Executive Session: Pursuant to Section §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property.

The council went into Executive Session at 8:02 p.m.

The council opened up the meeting at 8:45 p.m.

No action was taken in Executive Session.

The fifteenth order of business was to Reconvene into Regular Session and Consider Action, if any, on Items discussed in Executive Session.

Motion by Alderwoman Randall, seconded by Alderman Hernandez, authorizes the City Administrator to make further inquiries as discussed in the Executive Session.

Ayes	--	All
Nays	--	None

Motion carried.

The sixteenth order of business is to Review the Quarterly Investment Report.

The Mayor and Council reviewed the Quarterly Investment Report.

Regular Meeting Minutes

April 16, 2024

Page 7

The seventeenth order of business was Informational Items.

Items discussed under Information Items.

Alderwoman Randall informed the Mayor and Council that the Chamber of Commerce is working on a business directory that hopes to be completed in May. She advised that the Historical Committee will be meeting in April & May. Patriotic banners will be placed up for Memorial Day through the July 4th holidays.

Alderwoman Randall asked about Hangars 8 & 8A and the work done that the Council had already approved when they awarded to Vortex on January 18, 2024.

Alderwoman Randall asked when the clean-up would start with Burnt Book Creek. The Mayor advised that they are waiting for it to dry up before getting the equipment in there.

Alderwoman Randall asked how the Bain Well was coming along. They are still waiting on the part.

Alderwoman Randall asked about the Well Yard Building. The Director of Public Works, Pete Sanchez, advised that they removed the asbestos and that the new building will arrive on April 24, 2024.

Alderwoman Randall asked when the Zoning Reform Committee will have their first meeting. City Administrator David Jordan advised that they will be meeting on April 23, 2024.

Alderwoman Randall inquired about the Golf Course Club House on the electrical work in the attic. The Director of Public Works, Pete Sanchez, advised that the vendor has been busy. Mayor Cook stated that the vendor needs to get started. Alderwoman Randall asked if the door had been fixed. The Director of Public Works, Pete Sanchez, advised that Jay Dishman was handling this, and the DGG wanted a window put into the door. Alderwoman Randall asked if the A/C got completed, and no, it has not been completed.

Alderwoman Randall inquired about the Street Repair. The Director of Public Works, Pete Sanchez, advised that we received one quote for three streets—Zig Zag, Windy Knoll, and N. Bright—for \$790,336.00. He is waiting for two more quotes.

City Administrator David Jordan informed the Mayor and Council that Rise Internet has completed approximately 85% of the fiber line installation.

Mayor Cook advised the Council that the third CASU meeting was last Thursday. He let them know that they had the survey results, which 200 people took. He advised that the second most important thing for people was access to fast internet.

Regular Meeting Minutes

April 16, 2024

Page 8

Alderman Ritchey informed the Mayor and Council that Free Cyber Security was available. He stated he attended a conference on this.

City Administrator David Jordan thanked the Mayor and Council for the flowers sent for his father.

City Administrator David Jordan informed the Mayor and Council that Walmart will renovate soon and is still trying to secure funds to repair Oakhill Drive.

City Administrator David Jordan informed the Mayor and Council that the funds for the Water Ground Storage Tank should be available on April 17, 2024.

The City has hired a Police Officer and a Public Works person.

City Administrator David Jordan informed the Mayor and Council that RFQs have been requested for the City Attorney, Engineer, IT, and Auditors.


There being no further business to come before the Council, Alderwoman Pyron made a motion, seconded by Alderman Vega, to adjourn the meeting.

Ayes	--	All
Nays	--	None

Motion carried.



City Secretary



Mayor