

Minutes
Regular Council Meeting
December 16, 2025

On this 16th day of December 2025, at 6:00 p.m., the City Council of the City of Devine convened for a Special 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
Alderman Josh Ritchey
Alderman Ray Gonzales
Alderman Jeff Miller
Alderman Michael Hernandez
Alderman Harold Lance Jr.

Thus, constituting a quorum.

Personnel Present: David L. Jordan, City Administrator, Michelle Martin, City Secretary, Pete Sanchez, Director of Public Works, Debi Dubose, Library Director, Stephanie Martinez, Utility Supervisor, Bonnie Manning, Code Enforcement, Chris Andrews, Police Lt., Joe Brown, Police Chief, Tom Cate, City Attorney.

Others Present: Anton Riecher, Devine News, Chuck Jones Advanced Water Well, Richard Gibbons, Texas ReBuild, Mark & Jack McLIney, SAAMCO, Joe Jones (Board Nominee).

Mayor Cook called the meeting to order at 6:02pm.

The second order of business was invocation. Alderman Josh Ritchey delivered the Invocation. Mayor led the Pledge of Allegiance to the United States Flag and the pledge of Allegiance to the Texas Flag.

The third order of business was the Visitors/Citizens Forum. Chuck Jones from Advanced Water Well provided an update on the LC Martin Well located near Triple C Restaurant. Phase One work has been completed successfully. They are recommending repairing and reusing the existing pump rather than replacing it. This will lead to increased water pressure in the area. Due to the open meetings act, council did not engage in further discussion. No action was taken by council.

The fourth order of business was Public Recognition. There was no public recognition.

The fifth order of business was Employee Recognition. City Administrator David Jordan recognized the library on their re-grand opening. Debi Dubose, Library Director thanked the mayor, council, and city administrator on the needed renovations at the library. She graciously thanked them for providing this opportunity and provided her 18-year history of how the library has evolved

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throughout the years. Debi also thanked Public Works for their hard work and efforts in making this possible. Council praised the library on their community programming, community engagement, and overall staff efforts in reaching out to the residents of Devine.

Council also acknowledged police presence throughout the community and positive community feedback.

The sixth order of business is to approve the meeting minutes for September 29, 2025 and October 21, 2025. There was council discussion on minor spelling errors and clarification of budget references. Alderman Ritchey made a motion to accept the meeting minutes. Alderman Jeff Miller seconded the motion. Motion carried 5-0.

The seventh order of business was the discussion and presentation from Richard Gibbons, from Texas Rebuild. A motion was made by Alderman Ritchey to switch agenda item #7 with agenda item #8. Alderman Miller seconded the motion. Motion carried 5-0.

The seventh order of business was discussion and presentation from Mark & Jack McLinney (SAAMCO Capital) on the result of Phase I of water rate increase. City Administrator Jordan introduced Utility Supervisor Stephanie Martinez. She provided a report on the implementation of Phase I of water/sewer increases. Council had some questions on water consumption comparisons for those who consume more water such as those with swimming pools. Stephanie shared that most residential homes have a ¾ meter. The base rate went from \$47.33 to \$56.52. Tiers did go up depending on usage. Jack McLinney reviewed Phase One and Phase Two Water Rate Increases. The estimated additional revenue for water will be \$382,297 and estimated additional revenue for sewer will be \$366, 209. Mr. McLinney also discussed rate study requirements, debt obligations, and long-term sustainability. Council discussed impacts and long-term financial planning.

Alderman Ritchey brought up two questions regarding outside city residents being charged the same rates as those that live inside city limits. Ritchey also mentioned that the water rate increase vote was supposed to be brought back to council for the second water rate increase. Mayor Cook clarified that in reviewing previous meeting minutes the two water rate increases were voted on and approved by council previously in the same meeting. City Administrator Jordan said he has followed up on Alderman Ritchey's request on determining when council voted on the two water rate increases. He too has reviewed the previous meeting minutes and the recording of the council meeting from earlier in the year. Jordan said that the city was consulted by Communities Unlimited and SAAMCO on the water rate study. Council had to decide if they could only pass half of the water rate increase or pass the full water rate increase to pay the City of Devine's debt obligation. After further discussion from the water rate experts, it was determined that the council had to approve both water rate increases to meet the debt obligation. It was to be 91% for sewer and 48% for water. It was to be passed in two phases. Phase One will be implemented in February 2025 and phase two in October. Council had that conversation and voted on this previously to approve this plan. City Administrator Jordan said that city staff wouldn't implement a water rate increase without

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council approval. City Administrator Jordan had also previously provided a mid-year report in August on the progress of the water rate increase. No action was taken by council.

The eighth order of business was discussion and presentation from Richard Gibbons from Texas Rebuild. Richard Gibbons spoke on behalf of Texas Rebuild. He discussed infrastructure needs such as lift stations and wastewater facilities. He introduced Living Unit Equivalent concept. There is an estimated potential of an additional \$270,000 if implemented. Council discussed the adverse effect of economic development if Living Unit Equivalent was implemented. No action was taken by council at this time.

The ninth order of business was to consider and act upon approving Variable Frequency Drive installation for the Devine Golf Course Pumpouse. Well Done Waterworks is submitting a proposal in the amount of \$32,990.31 for installation of variable frequency drive at the Devine Golf Course. Alderman Miller made a motion to approve the proposal by Well Done Waterworks. Alderman Michael Hernandez seconded the motion.
Motion carried 5-0.

The tenth order of business was to consider and act upon approving AEP Lighting Replacement Projects. This is an initiative to replace 266 existing streetlights with LED fixtures. The total cost will be \$39,427.96. Alderman Hernandez made a motion to approve the AEP Lighting Replacement Projects. Alderman Miller seconded the motion.
Motion carried 5-0.

The eleventh order of business is to consider and approve bids received on the TxCDBG Contract No. CDV23-0290 New Water Well Project. City Administrator Jordan stated that bids were placed in a national database to receive bids and the newspaper. Only one bid was received, and it didn't qualify. The bid process will begin again the start of the new year. Alderman Ritchey made a motion to reject the bid. Alderman Hernandez seconded the motion. Motion carried 5-0.

The twelfth order of business was to consider and act upon appointing Joe Jones to the Parks & Recreation and Emergency Management Board. Alderman Miller introduced Joe Jones as a candidate. Mr. Joe Jones shared his experience in the education field as an administrator and his experience with the railroad. He shared concerns with emergencies that can occur too. He understands the commitment and time it takes to be a part of a board like this. Alderman Ritchey asked Mr. Jones some questions about his experience. Alderman Miller made a motion to recommend Mr. Jones for the Parks & Recreation and Emergency Management Board. Alderman Hernandez seconded the motion. Motion carried 5-0.

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The thirteenth order of business was to consider and act upon the use of Certificate of Deposit (CD) maturing in December from the sale of Devine Gas Company. City Administrator Jordan shared with council that the CD is maturing on December 26, 2025. Council has 10 days from the date of maturity to decide what they would like to do with the CD. Alderman Miller shared that the funds could be used to improve the newly acquired building next to City Hall. There could also be some community center updates too. Alderman Miller made a motion to release the funds from maturing and place the funds into the city's water fund. Alderman Hernandez seconded the motion. Motion carried 5-0.

The fourteenth order of business was to consider and act upon renaming of the Bank Accounts at Security State Bank. City Administrator David Jordan stated that the City of Devine implemented pooled cash to consolidate bank accounts as a part to improve financial management of accounts which council had previously approved. The next step is to use the accounts payable account as a central pooled cash account. We want to rename the account from Accounts Payable to Pooled Cash. Alderman Miller said that makes sense, it is something we have been discussing as well. Alderman Ritchey made a motion to rename the accounts as stated. Alderman Gonzales seconded the motion. Motion carried 5-0.

The fifteenth order of business was the resignation of an Alderman.

Alderman Josh Ritchey will be resigning as Alderman for District 4. Alderman Ritchey thanked the City of Devine for their trust and confidence in him to lead District 4 these past 4 years. Alderman Ritchey read a letter he addressed to the City of Devine, Mayor, and Council.

City Attorney Thomas Cate said that he wants to remind Council that according to state law they can accept his resignation now or wait 8 days and it will be effective immediately. It also states that until someone is found to replace Alderman Ritchey's seat, it doesn't relieve him of his duties. City Attorney Cate, said that if Alderman Ritchey moves out of city limits, he is no longer qualified to fill the seat. Alderman Michael Hernandez made a motion to accept the resignation of Alderman Josh Ritchey for District 4. Alderman Gonzales seconded the motion. Motion carried 5-0.

The sixteenth order of business was to discuss establishing procedures for the appointment of an Alderman. Mayor Butch Cook explained the basis behind this agenda item. Mayor Cook stated that we need to have something set in regard to replacing council persons in the event of resignation. City Attorney Thomas Cate said that this can be done by putting this in a form of an ordinance. Mayor Cook said that the resignation of Alderman Ritchey will be placed in the newspaper so that others will consider running for District 4. No action was taken by council at this time.

The seventeenth order of business was informational items. Alderman Ritchey mentioned that the school zone signs on Windy Knoll are incorrect. They don't synch up with the current school hours. Alderman Miller asked Public Works some questions on this too and said they do need to be updated since it has been a while since they have been updated. Public Works will be following up on this matter. Alderman Ritchey also brought up the matter on working with the Devine Market

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Association. He understands there was a miscommunication about their third Saturday event in February. He wants to ensure that we are working together to ensure we are being supportive of working with them to meet everyone's needs. City Administrator Jordan said that unfortunately a staff member booked the community center on the same day, but he will reach out to Devine Market Association on a plan that works for all.

The eighteenth order of business was to adjourn. Alderman Miller made a motion to adjourn the meeting. Alderman Michael Hernandez seconded the motion. Motion carried 5-0. Meeting ended at 8:20pm.



City Secretary



Mayor