

Minutes
Special Council Meeting
September 9, 2025

On this 9th day of September 2025, at 7:00 p.m., the City Council of the City of Devine convened in 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

Thus, constituting a quorum.

Personnel Present: David L. Jordan, City Administrator; Michelle Martin, City Secretary; Pete Sanchez, Director of Public Works; Sophia Benavides, Finance Director; Chris Andrews, Police Lt., Joe Brown, Police Chief Tom Cate, City Attorney.

Others Present: Joey Munoz, Anton Riecher, Devine News.

Mayor Cook welcomed everyone to the special meeting at 7:00pm.

The second order of business was invocation. Alderman 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 visitor's/citizens forum. No one signed up to speak.

The fourth order of business was public recognition. The Home Grant Program which is a part of the Housing and Urban Development was highlighted as the Wilburn Family was a recipient of this grant for their new home. City Administrator Jordan explained the process one must go through to apply for a Home Grant.

The fifth order of business was employee recognition. Mayor thanked Public Works for all their hard work repairing the water leak at 1343 working well over 12hrs. The mayor and City Administrator Jordan both said that Public Works Department is a great group of men who work well together and do whatever it takes to get the job done. It is honor to work alongside Public Works, said Jordan. The mayor also mentioned Patriot Day which is on September 11th.

The sixth order of business was to approve the meeting minutes from July 15, 2025 and July 22, 2025. City Administrator said that the minutes were not ready for approval yet. Alderman Ritchey made a motion to table approving the meeting minutes until the next council meeting. Alderman Hernandez seconded the motion.

Special Council Meeting
September 9, 2025
pg.2

Motion Carried 5-0

The seventh order was the Public Hearing on the Proposed Tax Rate for FY 2025-2026:

- Time of public hearing was 7:07pm.
- No one from the public was in attendance for the tax rate hearing.
- Tax rate will remain the same from last year. It will raise more money than last year's budget by \$39,348 and of that amount \$11,941 is tax revenue to be raised from new property added to the tax roll this year. and will raise
- Tax rate will be .59 cents per \$100 valuation and of that rate maintenance and operations will be 0.4864 per \$100 of evaluation which was the same as last year.
- The debt service rate referred to as INS proposed fiscal year 2025 is 0.06 per \$100 which is the same amount as last year.
- Debt obligations for the general fund are \$384,164
- Due to home value increases as provided by the Medina County Appraisal District, the City of Devine will receive approximately \$40,000 in tax revenue therefore citizens seeing an increase in tax revenue.

Mayor Cook asked for a motion to be made by council. Alderman Michael Hernandez made a motion for the .59 centers per \$100. Alderman Gonzales seconded the motion.

- Alderman Harold Lance Yay
- Alderman Josh Ritchey Yay
- Alderman Jeff Miller Yay
- Alderman Michael Hernandez Yay
- Alderman Ray Gonzales Yay

Motion Carried 5-0

Since no one from the public commented or appeared for the public hearing, the mayor closed out the public hearing at 7:14pm.

The eight order of business was to consider and act upon awarding Joey Munoz for the Devine Airport Mowing contract. City Administrator Jordan said that the information was sent out to nine different companies to bid on this project and they only received one back from Joey Munoz. Mr. Munoz is currently mowing the airport for the City of Devine. The contract has expired, but Mr. Munoz has continued to mow the airport for the City of Devine. Alderman Ritchey asked how we send out these bids. City Administrator Jordan said that he sends them out by email and published the bid in the paper as well. Alderman Ritchey asked if the City of Devine can leverage using Facebook as well to show full transparency. City Administrator agreed. Alderman Ritchey asked where the contract was. He would like to review the current contract before approving this. Motion made by Alderman Ritchey to tentatively approve the contract upon reviewing of the actual contract. Alderman Michael Hernandez seconded the motion. City staff will follow up on obtaining the current contract.

Motion carried 5-0.

Special Council Meeting
September 9, 2025
pg.3

The ninth order of business was to consider and act upon awarding a contract to Circle C Services for asphalt road improvements at Devine Municipal Airport (Ramp Grant refunded).

Public Works Director Pete Sanchez shared concerns about paved roads at the airport. He said the airplane operators are asking for paved roads. The asphalt will be \$53,000. Mayor said that the City

of Devine can get refunded back the costs because of the Ramp Grant Program that is available of up to \$100,000. Alderman Lance said that it seems reasonable to him. Alderman Hernandez made a motion to award the contract to Circle C Services for asphalt road improvements at Devine Municipal Airport. Alderman Ritchey had some questions again on receiving multiple bids for this project. City Administrator Jordan said that Pete Sanchez, Public Works Director put this out for bid. He did not receive much of a response. Alderman Harold Lance seconded the motion.

Motion carried 4-1

Alderman Ritchey opposed

The tenth order of business consider and act upon awarding contract to A&A Pump Company to install a fuel master credit card reader for Aviation fuel.

Public Works Director Pete Sanchez mentioned that there have been problems with the fuel card machine. It went out last Friday and he was told it needs a new fuse, a new screen is needed, and it needs to be upgraded as well. Alderman Ritchey asked if the City of Devine had spoken with the Airport Advisory Board. City Administrator Jordan said that there was not enough time to advise them due to the short turnaround time and change of personnel. Alderman Ritchey said the Airport Advisory Board members have shared concerns that they have not been involved more in the affairs of the airport. Alderman Miller made a motion to install the credit card reader for aviation fuel with grant refundable means of paying for it to A&A Pump Company. Motion seconded by Alderman Hernandez.

Motion carried 4-1

Alderman Ritchey opposed

The eleventh order of business was to consider and act upon awarding contract to UWR Company to drill a new water well at Devine Municipal Airport. City Administrator said that the quality of the water is very poor. Filters have been installed, but it still is not working. Alderman Miller asked where is the extra money coming from so, we do not go over the Ramp Grant of \$100,000. There was discussion on what is covered on the RAMP Grant. Mayor said there is tax included on the quote and it needs to be removed. Alderman Ritchey made a motion to award the contract to UWR Company to drill a new water well using the RAMP Grant funds. Alderman Gonzales seconded the motion.

Motion carried 5-0

Special Council Meeting
September 9, 2025
pg.4

The twelfth order of business was to consider and act upon approving Go Medina Economic Development Foundation Annual Membership Fee. Mayor said we have participated in it for the past several years. Alderman Ritchey said I support it, but what are we getting from this. Mayor said it seems other cities are benefiting more than us. Mayor said most of these big projects are in Medina County for development. Mayor said we have 74 acres to offer for development. He wants to keep our foot in the door. Alderman Miller said most of the emphasis seems to be north east out in the county limits. He is not sure what all they can offer us. He asked what the fee is for.

Is it for advertising? Mayor Cook said it seems to be a membership fee. City Administrator Jordan said it could help engage in discussions with developers. Ritchey asked if the budget would need to be amended for this. City Administrator Jordan said yes it would be, but we have an account we can take these funds from. They do help with doing community profiles to showcase what City of Devine has to offer. Mayor said it is his opinion that we need to keep our door open to establish a seat at the table. Mayor asked for a motion or up for discussion. Jordan said we do not have an economic developer so Go Medina can help to connect us for opportunities to help promote the City of Devine. Alderman Hernandez said he does not see the value that he himself has seen. Alderman Miller said we need people to help us draw business into Devine. We need someone to help us with economic development. Alderman Ritchey made a motion for the \$750 level membership fee. Motion seconded from Alderman Ray Gonzales. Mayor said he will keep it open for discussion. Mayor said we should keep our foot in the door due to the 74 acres we have that has potential for development.

Motion carried 3-2

Opposed Alderman Michael Hernandez and Alderman Jeff Miller.

The thirteenth order of business was to consider and act upon City Hall façade improvement project.

Mayor said we have rotten wood on the windows and other areas of City Hall and Police Dept. We have lights being held by zip ties too. Mayor recommending a facelift for City Hall. We are in the process of acquiring bids. We do have one bid so far. This does include ground improvements. Our Public Works Department can help with this project as well. Alderman Ritchey asked if we need to amend the budget. Mayor said no we do not need to. Mayor Cook said right now we are only looking for direction from council for city hall improvements. City Administrator Jordan provided an update on what improvements have been made thus far in city hall and police department. Alderman Miller said it is difficult to tell where the entrance and exit is located. City Administrator Jordan said we are looking to see if we can provide better signage. Alderman Lance said he wants for city hall to look more professional. This item has been tabled for further discussion.

Special Council Meeting

September 9, 2025

pg.5

The fourteenth order of business was to consider and act upon Devine Little League Property becoming a part of City of Devine. Mayor said there has been a lot of vandalism. This would designate the care of the Devine Little League Property to the City of Devine Parks and Recreation. Alderman Jeff Miller made the motion to designate Devine Little League Property to City of Devine

Parks and Recreation. Alderman Michael Hernandez seconded the motion. Alderman Ritchey said he would have liked more information on this agenda item. He said it seems items are not coming days in advance for council to consider.

The fifteenth order of business was to consider and act upon setting a date for the Community Wide Yard Sale.

Alderman Jeff Miller motioned for Saturday, October 4th, 2025. Alderman Ray Gonzales seconded the motion.

Motion carried 5-0

Informational Items: Mayor informed council that council agendas need to be posted three business days before the meeting due to new legislation that was recently passed. It may require more meetings. Alderman Ritchey asked about the status of the website. City Administrator Jordan said Directors have provided some updates and the new website should roll out next week. Alderman Ritchey also brought up the power line project. City Administrator Jordan said that the city of Devine should not be affected due to the map that was shown at the meetings and sent out. An update was also provided on placing sidewalks to Hwy 173 by TXDOT. Currently TXDOT has said that it is too expensive to put sidewalks at this time. Alderman Jeff Miller shared concerns about this and doesn't understand why TXDOT will not help us.

The sixteenth order of business was executive session-pursuant to Section 551.074 of the Texas Government Code- Personnel matter, Employment Agreement and Severance Agreement with the City Administrator. City Administrator David Jordan states that his contract says that retirement funds are to be placed into an ICMA Retirement Plan. He is asking that those funds be placed in the 457B Plan that the City of Devine participates in. The City of Devine pays \$9,762 for employees' medical plan. Since Mr. Jordan is retired military, he is asking that those funds be allocated into training and retirement plan account. It will not cost the City of Devine any extra money. Alderman Ritchey makes a motion to reallocate funds at no additional cost to the City of Devine. Alderman Miller seconded the motion.

Motion carried 5-0.

The seventeenth order of business was RECONVENE into Special Session and Consider Action, if any, on items discussed in Executive Session.

Special Council Meeting
September 9, 2025
pg.6

Mayor and Council reconvened into special session and approved the item in the sixteenth order of business.

The eighteenth order of business was to Adjourn.

Alderman Miller made a motion to adjourn the meeting. Alderman Hernandez seconded the motion.

Motion carried- 5-0.



City Secretary



Mayor