

**REGULAR COUNCIL MEETING**  
**January 9, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, January 9, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Derrick Dabney, Alderman Alfred Hall Alderman Louis Bonner Jr., Alderman Brenda Newsome and Alderman Jeff Ziegler and carried.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting (November 2017 and ~~December 2017~~).** A motion was made by Alderman Jeff Zeigler to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Approval of Financial Statement and Payment of Bills (November 2017 and ~~December 2017~~).** A motion was made by Alderwoman Brenda Newsome to approve the financial statements from the previous meetings. The motion was seconded by Alderman Louis T. Bonner Jr. and carried.

**Reports:**

**Police Department Reports- Officer C. Harris reported for the month of November 2017:** 71 total traffic contacts, 69 citations issued, 27 warnings, 25 calls for service, 15 offense reports, 1 vehicle impound, 3 accidents, 1 theft, 2 disturbances, 2 assist other agency and 3 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of November 2017:** 69 new cases filed. Revenue: State Fees: \$953.93, Town Fees/Collection fees: \$1,087.80, Municipal Tech Fees: \$49.41, Building Security: \$37.06. Total Revenue: \$2,128.20 **Mayor Bobby Byars reported for the month of December 2017:** 36 new cases filed. Revenue: State Fees: \$760.87, Town Fees/Collection Fees: \$667.82, Municipal Tech: \$38.59, Building Security: \$28.92. Total Revenue: \$1,496.20

**San Felipe/Frydek Volunteer Fire Department – Fire Marshall Johnny Hall reported for the month of November 2017:** 2 vehicle accidents, 1 grass fire, 4 asst EMS, 1 mutual aid, 2 electrical fires and 1 control burn. **Fire Marshall Johnny Hall reported for the month of December 2017:** 2 vehicle accidents, 2 grass fires, 1 assist EMS, 1 electrical and 1 miscellaneous call.

**Citizens Comments:** There were none.

**OLD BUSINESS:**

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
January 9, 2018  
Page 2**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Ms. Cheri Bumbera and Mr. Kenneth Bumbera to construct one (1) building 6,000 sq. ft. and one (1) building 14,900 sq. ft. onto their property located at 6513 SE I-10 Frontage Rd. San Felipe, Texas. After discussion, a motion was made by Alderman Derrick Dabney to approve a building permit for Mr. and Mrs. Bumbera to place the two buildings onto their property pending the additional building permit fees and the final authorization from the designated representative concerning the septic. The motion was seconded by Alderman Alfred Hall and carried. An application was received from Mr. Sylvester Zapalac to construct an 1130 sq. ft home onto his property located at 5477 Ave D. within the town limits of San Felipe. After discussion, a motion was made by Alderman Alfred Hall to approve the building permit for Mr. Sylvester Zapalac pending the building permit fees and the OSSF fees. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. Alvin Clay and Mrs. Cravanita Clay to construct a 1900 sq. ft. residence to include the garage onto their property located at 4151 Alvin Street within the town limits of San Felipe. After discussion, a motion was made by Alderwoman Brenda Newsome to approve a building permit for Mr. and Mrs. Clay pending the building permit fees and the maintenance contract for the septic system. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was received from Mr. Timothy Ramon and Mrs. Angelia Ramon. After discussion, a motion was made by Alderman Derrick Dabney to approve a key to the lower pasture for Mr. Timothy Ramon and Mrs. Angelia Ramon. The motion was seconded by Alderwoman Brenda Newsome and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action to consider authorization for the procurement for professional services of a Grant Administration firm for application and implementation services for a 2016 CDBG-DR grant. Ms. Shirleen Bonacci, Client Services Consultant of GrantWorks, Inc. presented information to the town council for professional services concerning the 2016 CDBG-DR grant. Ms. Bonacci informed the Mayor and Town Council of the following: the need for an engineer, administration, the purpose of the grant to study the need for water and sewer system, drainage issues, 1% cost to the town, placement of the ad in the newspaper, six months to submit the application. After discussion, a motion was made by Alderman Derrick Dabney to authorize for the procurement for professional services of a Grant Administration firm for application and implementation services for a 2016 CDBG-DR grant. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item #2** – Discussion and possible action to consider authorization for the procurement for a consulting Engineering firm for engineering services for a 2016 CDBG-DR grant. After

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**January 9, 2018**  
**Page 3**

discussion, motion was made by Alderwoman Brenda Newsome authorizing for the procurement for a consulting Engineering firm for engineering services for a 2016 CDBG-DR grant. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #3** – Discussion and possible action whether to proceed with an application by Rebecca Weber to vacate the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe. After discussion, a motion was made by Alderman Derrick Dabney to proceed with an application by Rebecca Weber to vacate the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #4** – Discussion and possible action authorizing the retention of an appraiser to conduct an appraisal of the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe. After discussion, a motion was made Alderwoman Newsome authorizing the retention of an appraiser to conduct an appraisal of the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #5** – Discussion and possible action calling a public hearing on February 13, 2018, for consideration of abandonment of the unimproved portion of Lucas Aleman Street in the Town of San Felipe. After discussion, a motion was made by Alderman Derrick calling for a public hearing on February 13, 2018 for consideration of abandonment of the unimproved portion of Lucas Aleman Street in the Town of San Felipe. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Agenda Item #6-** Discussion and possible action relating to the early release of Irrevocable Letter of Credit from Kriti Energy TE., Inc. for the benefit of the Town of San Felipe, Texas. After discussion, a motion was made by Alderman Alfred Hall to grant the early release of Irrevocable Letter of Credit from Kriti Energy TE., Inc. for the benefit of the Town of San Felipe, Texas. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item #7-** Discussion and possible action partially terminating a restrictive covenant on the following property: Being a 1.673 acre tract of land and being all of Block 25 of the New Addition to the Town of San Felipe in the San Felipe de Austin League, Abstract 5, City of San Felipe, Austin County, Texas, according to a map or plat of said Town recorded in Volume 17, page 348 of the Plat Records of Austin County, Texas. Ms. Dana Baker attorney for Mr. Paul Martinez and Mrs. Marjorie Martinez request the termination of restrictive covenant on a 1.673 acre tract of land and being all of Block 25 of the New Addition to the Town of San Felipe in the San Felipe de Austin League, Abstract 5, City of San Felipe, Austin County, Texas. After discussion, a motion was made Alderman Derrick to terminate the four year restrictive covenant for the property described within the documents presented. The motion was seconded by Alderman Jeff Zeigler and carried.

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**January 9, 2018**  
**Page 4**

**Agenda Item #8-** Discussion and possible action adopting an ordinance calling for a municipal election on Saturday, May 5, 2018, for the Town of San Felipe, Austin County, Texas; establishing the procedure for the general municipal election for the purpose of electing three (3) aldermen/persons for two year terms each. After discussion, a motion was made by Alderwoman Brenda Newsome to adopt Ordinance No.2018-1. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item # 9-** Discussion and possible action authorizing Mayor Bobby Byars to execute an Interlocal Agreement for Street Maintenance between the Austin county Precinct 3, Precinct 4 and the Town of San Felipe. After discussion, a motion was made by Alderman Alfred Hall authorizing Mayor Bobby Byars to execute and Interlocal Agreement for Street Maintenance between the Austin County Precinct 3, Precinct 4 and the Town of San Felipe. The motion was seconded by Alderwoman Brenda Newsome and carried.

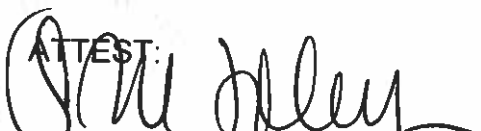
**Agenda Item #10 –** Discussion and possible action adopting Resolution No.R2018-1 – A Resolution of the Town of San Felipe to appoint a Director to the Austin County Appraisal District's Board of Directors. After discussion, a motion was made by Alderman Alfred Hall to appoint Mr. Curtis Brenner to serve on the Austin County Appraisal District's Board of Directors. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Executive Session:** Pursuant to Government Coe 551.074 the Town Council will meet in closed executive session to deliberate the appointment, employment, reassignment or duties of a public employee, to wit: streets maintenance worker, code enforcement officer and building inspector. Mayor Bobby Byars and the Town Council convened into closed executive session at 7:45 p.m.

**Open Session:** Council may take any appropriate deliberation and/or action from executive session. Mayor Bobby Byars and the Town Council reconvened into open session at 8:05 p.m. The agenda item was placed for final action in open session. After discussion, a motion was made by Alderman Derrick Dabney to authorize a part-time position for the streets department. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Adjournment:** Mayor Bobby Byars apologized for the cancellation of the previous meeting. With no other business to conduct, a motion was made by Alderman Louis Bonner Jr. and seconded by Alderwoman Brenda Newsome to adjourn the meeting. Motion carried and the meeting was adjourned at 8:12 p.m.

  
Bobby Byars, Mayor

ATTEST:  
  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**February 13, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, February 13, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Brenda Newsome and Alderman Jeff Ziegler. Alderman Derrick Dabney and Alderman Louis T. Bonner Jr. were absent.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Jeff Zeigler to approve the financial statements from the previous meetings. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Reports:**

**Police Department Reports- Officer C. Harris reported for the month of January 2018:** 26 total traffic citations, 31 citations issued, 15 warnings issued, 29 call for service, 18 offense reports, 1 felony arrest, 3 misdemeanor arrest, 2 vehicle impounds, 2 accidents reports, 5 city ordinance violations, 4 thefts, 1 burglary, 2 disturbances, 3 loose animals, 3 assist other agency and 4 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of January 2018:** 18 new cases filed. Revenue: State Fees: \$1,773.48, Town Fees/Collection fees: \$2,211.20, Municipal Tech Fees: \$93.87, Building Security: \$70.40. Total Revenue: \$4,148.95.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshall Johnny Hall reported for the month of January 2018:** 6 vehicle accidents, 2 grass fire, 5 asst EMS, 1 traffic control.

**Citizens Comments:** There were none.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**February 13, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Christopher and Damaris Pickin to construct a 1600 sq. ft. home onto their property at 1810 Manak Road within the town limits of San Felipe, Texas. After discussion, a motion was made by Alderwoman Brenda Newsome to approve a building permit for Christopher and Damaris Pickin to construct a 1600 sq. ft. home onto their property. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. There were none.

**New Business:**

**Agenda Item #1-** Public Hearing: GrantWorks, Inc. will facilitate a planning workshop associated with TxCDBG Planning Study Contract No. 7216104 as part of the Town's comprehensive planning process for 2018-2028. Items to be discussed include provision of services for parks, economic development, water, wastewater, drainage and streets, as well as housing conditions and land use and zoning patterns. Ms. Sophia Benner Associate Planner for GrantWorks conducted the public hearing concerning the TxCDBG Planning Study Contract No. 7216104 for the purpose of a comprehensive planning process for 2018-2028. The public hearing included the following topics of discussion: GrantsWorks to expedite the planning process by collecting data of houses, streets, to hear issues and goals for recommendations, FEMA and proposed areas or new areas designated within the flood plain, past studies for the drainage in problem areas within the town to include the problem area of Interstate 10, water and waste water cost plan, zoning and land use and to present an overview of the town to include various costs estimates, parks and recreation, types of housing conditions, Federal Grants money set aside for various studies, the grant consists of guidelines and regulations for compliance, possible restoration of the old town hall and the costs to the town for the study is estimated at \$3000.00. After discussion, a motion was made by Alderwoman Brenda Newsome to close the public hearing. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #2 – Public Hearing:** Abandonment of the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe, Texas. After discussion, a motion was made by Alderman Alfred Hall to abandon the unimproved portion of Lucas Aleman Street between Fourth Street and Fifth Street in the Town of San Felipe, Texas. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #3 – Discussion and possible action concerning the restoration of the Historical Methodist Church 3<sup>rd</sup> phase.** Ms. Kim Waldrop presented a brief overview of the continued restoration of the historical Methodist Church's 3<sup>rd</sup> phase. The bid from 9G Remodeling was as follows: remove old concrete siding and leave old siding (wood), repair 16 windows, paint siding on outside (1 primer and 2 finish), repair steeple and paint, paint downstairs inside of building and haul off all debris. Labor and materials \$18,800.00. If there is any rotten wood \$9600.00 totaling \$28,400.00 requesting the town to remit ½ of total costs. After discussion, a motion was made by Alderman Brenda Newsome to approve \$14,200.00 for ½ of the cost to the town for phase #3. The motion was seconded by Alderman Jeff Zeigler and carried.

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**February 13, 2018**  
**Page 3**

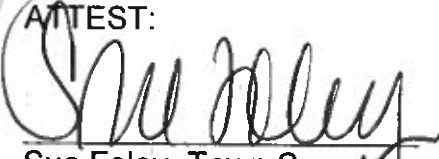
**Executive Session:** Pursuant to Government Coe 551.074 the Town Council will meet in closed executive session to seek the advice of its attorney regarding legal issues stemming from the Fair Labor Standards Act. Mayor Bobby Byars and the town council convened into executive session at 7:57 p.m.

**Open Session:** Discussion and possible action authorizing the Mayor to make personnel modifications in accordance with the Fair Labor Standards Act. Mayor Bobby Byars and the town council reconvened into open session at 8:17 p.m. for final action on the executive session action. After discussion, a motion was made by Alderwoman Brenda Newsome to re-designate the patrol officer. The motion was made by Alderman Alfred Hall and carried.

**Adjournment:** Mayor Bobby Byars announced THC's upcoming open house for the new museum and the passing of former Alderman C.P. Sterns. With no other business to conduct, a motion was made by Alderwoman Brenda Newsome and seconded by Alderman Jeff Zeigler to adjourn the meeting. Motion carried and the meeting was adjourned at 8:23 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**March 13, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, March 13, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Louis Bonner Jr. and Alderman Jeff Ziegler. Alderwoman Brenda Newsome arrived at 7:15 p.m. Alderman Derrick Dabney was absent.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Louis Boner Jr. to approve the financial statements from the previous meetings. The motion was seconded by Alderman Alfred Hall and carried.

**Reports:**

**Police Department Reports- Officer C. Harris reported for the month of February 2018:** 37 total traffic citations, 31 citations issued, 14 warnings issued, 22 call for service, 13 offense reports, 1 felony arrest, 2 misdemeanor arrest, 1 vehicle impounds, 4 accidents reports, 2 thefts, 1 burglary, 2 disturbances, 1 loose animals, 2 assist other agency and 8 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of February 2018:** 32 new cases filed. Revenue: State Fees: \$3,107.52, Town Fees/Collection fees: \$2,360.73, Municipal Tech Fees: \$156.00, Building Security: \$117.01. Total Revenue: \$5,741.26.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshall Johnny Hall reported for the month of February 2018:** 4 vehicle accidents, 5 assist EMS, and 2 mutual aid assist .

**Citizens Comments:** Mr. Kenneth Currrens made various coments concerning clean up.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).



**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**March 13, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Mr. Richard and Norma Henry to construct at 900 to 1000 sq. ft. residence at 1985 Manak Road. After discussion, a motion was made by Alderman Alfred Hall to table to application for further information. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. Domingo Velazquez to construct a tool shed onto his property at 14755 FM 1458. After discussion, a motion was made by Alderman Alfred Hall to table the application for further information. The motion was made by Alderman Louis Bonner Jr. and carried. An application was received from Apex Stone to construct a 8100 sq. ft. building at 6593 SE I-10 Frontage Road. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit application from Apex Stone to construct an 8100 sq. ft. building onto the property at 6593 SE I-10 Frontage Road. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. Derrick Dabney to move at 14 X 24 storage building onto 4446 Nicholas Bravo St. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit application from Mr. Derrick Dabney to move a 14 X 24 storage building onto the property at 4446 Nicholas Bravo St. The motion was seconded by Alderwoman Brenda Newsome and carried. An application was received from Mrs. Coretha Tillman to move a 10 X 10 storage building onto the property at 4378 Baron De Bastrop St. After discussion, a motion was made by Alderwoman Brenda Newsome to approve a building permit to move a 10 x 10 storage building onto the property at 4378 Baron De Bastrop St. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Merrick Coastal on behalf of Kathy's Kampground and Storage LLC to construct a campground and storage facility at 8665 SE I-10 Frontage Rd. The facility will consist of the following: office/residence building, 2 mini storage buildings, 2 climate controlled storage buildings, 2 boat storage buildings, 2 covered RV storage structures, laundry facility, restroom/shower facility, playground, approximately 90 RV pad sites for camping surrounding existing lake with full hook-ups, TCEQ approved Public Water System well PWS ID 0080063, onsite sewage treatment (septic), and drives RV/camper sites, entrances and parking in storage and office area. RV storage area will be aggregate. After discussion, a motion was made by Alderman Jeff Zeigler to approve a building permit for Merrick Coastal on behalf of Kathy's Kampground and Storage LLC. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was present to the town council from Mr. Jerry and Ms. Vivian Jackson. After discussion, a motion was made by Alderman Alfred Hall to approve a key to the lower pasture for Mr. Jerry and Vivian Jackson. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application for a key to the lower pasture was presented to the town council from Ms. Christy Bohnert and Mr. Clinton Bohnert. After discussion, a motion was made by Alderman Alfred Hall to table the agenda item. The motion was seconded by Alderwoman Brenda Newsome and carried. An application for a key to the lower pasture was presented to the town council from Mr. Dwight and Ms. Bee Carpenter. After discussion, a motion was made by Alderman Louis Bonner Jr. to approve a key to the lower pasture for Mr. Dwight and Ms. Bee Carpenter. The motion was seconded by Alderman Alfred Hall and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
March 13, 2018  
Page 3**

**New Business:**

**Agenda Item #1-** Discussion and possible action to consider a credit card for the police department adopting the necessary Procurement Card Use Policy. After discussion, a motion was made by Alderman Alfred Hall to approve a \$2000 limit for a credit card for the police department and adopting the necessary Procurement Card Use Policy. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item #2** – Discussion and possible action authorizing Mayor Bobby Byars to execute a Contract for Election Services between Austin County, Texas and the Town of San Felipe for the May 2018 Election. After discussion, a motion was made by Alderman Louis Bonner Jr. authorizing Mayor Bobby Byars to execute a Contract for Election Services between Austin County, Texas and the Town of San Felipe for the May 2018 Election. The motion was seconded by Alderwoman Brenda Newsome and carried.

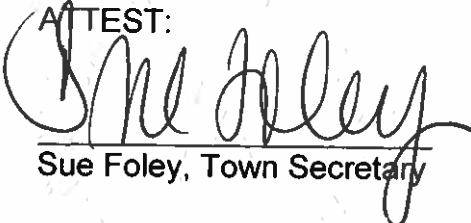
**Agenda Item #3** – Discussion and possible action bids for lawncare services for the town. Mayor Bobby Byars presented bids from Wilbert's Lawn Service and Wilson and Sons Lawncare. After discussion, a motion was made by Alderwoman Brenda Newsome to request the two bidders alternate their services until the next meeting. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda item #4-** Presentation from Ms. Jeanna Guzman concerning a mobile library. Ms. Guzman presented information to the town council pertaining to a reading initiative delivering access to books, improving literacy and promoting reading habits. No. action was taken on this item.

**Adjournment:** Mayor Bobby Byars announced upcoming anniversary of one of the local churches and the grand opening of the new museum. With no other business to conduct, a motion was made by Alderman Louis Bonner Jr. and seconded by Alderwoman Brenda Newsome to adjourn the meeting. Motion carried and the meeting was adjourned at 8:10 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**April 10, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, April 10 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Louis Bonner Jr., Alderman Derrick Dabney, Alderman Jeff Ziegler and Alderwoman Brenda. Alderman Alfred Hall was absent.

Alderwoman Brenda Newsome led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Louis Bonner Jr. to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Louis Boner Jr. to approve the financial statements from the previous meetings. The motion was seconded by Alderman Jeff Zeigler and carried.

**Reports:**

**Police Department Reports- Officer C. Harris reported for the month of March 2018:** 48 total traffic citations, 41 citations issued, 11 warnings issued, 31 call for service, 32 offense reports, 2 felony arrest, 1 misdemeanor arrest, 3 accidents reports, 4 city ordinance violations 3 thefts, 2 disturbances, 1 loose animals, 3 assist other agency, and 7 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of March 2018:** 22 new cases filed. Revenue: State Fees: \$2,613.16, Town Fees/Collection fees: \$3,051.14, Municipal Tech Fees: \$143.99, Building Security: \$108.01. Total Revenue: \$5,916.30.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshall Johnny Hall reported for the month of March 2018:** 3 vehicle accidents, 1 grass fire, 3 assist EMS, and 1 electrical fire.

**Citizens Comments:** Ms. Kim Waldrop's concerns about neighbor's septic system.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**April 10, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Mr. Myreon Pearson to place 10X 20 storage building gat 4223 Baron De Bastrop St. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was present to the town council from Ms. Christy Bohnert and Mr. Clinton Bohnert. After discussion, a motion was made by Alderman Alfred Hall to approve a key to the lower pasture for Ms. Christy Bohnert and Mr. Clinton Bohnert pending proof of current identification for Mr. Clinton Bohnert. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action concerning a request from Mr. Raymond Strickland to subdivide his 18.616 acre tract located at 2022 Manak Road within the town limits of San Felipe Austin County Texas into a one (1) acre tract of land. After discussion, a motion was made by Alderman Derrick Dabney to grant the request of Mr. Raymond Strickland. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Agenda Item #2 –** Discuss, consider, and adopt a resolution designating an administration service provider to complete application and project implementation for the General Land Office Community Development and Revitalization CDBG-Disaster Recovery funding: DR 4266 (March 2016 Declaration), DR 4269 (April 2016 Declaration), and DR 4272 (June 2016 Declaration). After discussion, a motion was made by Alderman Jeff Zeigler to adopt Resolution No.2018-2. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item #3 –** Discussion and possible action to set a date, time for San Felipe residents clean up day and to designate the number of dumpsters to be utilized. After discussion, a motion was made by Alderwoman Brenda Newsome to set May 19, 2018 for cleanup day and to designate the same dumpsters and the last clean up day. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Adjournment:** Mayor Bobby Byars announced grand opening of the new museum set for April 27, 2018. With no other business to conduct, a motion was made by Alderman Louis Bonner Jr. and seconded by Alderwoman Brenda Newsome to adjourn the meeting. Motion carried and the meeting was adjourned at 7:25 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**May 8, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, May 8, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Louis Bonner Jr., Alderman Derrick Dabney, Alderman Jeff Ziegler and Alderwoman Brenda Newsome.

Alderwoman Brenda Newsome led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Derrick Dabney to approve the minutes of the previous meetings. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Alfred Hall to approve the financial statements from the previous meetings. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of April 2018:** 19 total traffic citations, 20 citations issued, 9 warnings issued, 35 call for service, 29 offense reports, 4 felony arrest, 1 misdemeanor arrest, 2 vehicle impounds, 3 accident reports, 2 city ordinance violations, 1 theft, 4 burglary, 2 disturbances, 4 loose livestock, 2 assist other agency and 10 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of April 2018:** 19 new cases filed. Revenue: State Fees: \$2,534.58, Town Fees/Collection fees: \$2,399.19, Municipal Tech Fees: \$124.54, Building Security: \$93.39. Total Revenue: \$5,151.70.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshall Johnny Hall reported for the month of April 2018:** 3 vehicle accidents, 1 fire alarm, 3 assist EMS, 1 life flight cal, 2 truck fires, 3 control burns and 1 miscellaneous call.

**Citizens Comments:** There were none.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**May 8, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Ms. Amy Dreese and Mr. Stephen Dreese to construct a 21X21 carport onto their property located at 3762 College Street. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit for Ms. Amy Dreese and Mr. Stephen Dreese. The motion was seconded by Alderman Derrick Dabney and carried. An application was received from Mr. John Baxley to construct a 50X40 pole barn onto his property located at 5026 Campo Santo Street. After discussion, a motion was made by Alderman Derrick Dabney to approve a building permit application for Mr. John Baxley. The motion was seconded by Alderman Alfred Hall and carried. An application was received from Mr. Domingo Velazquez to construct a 700 sq. ft. tool shed onto his property located at 14755 FM 1548. After discussion, a motion was made by Alderman Derrick Dabney to approve a building permit for Mr. Domingo Velazquez. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. Mike Land and Ms. Kathy Land to construct a 20X 20 carport onto their property located at 1937 Manak Road. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit for Mr. Mike Land and Ms. Kathy Land. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. Mike Land and Ms. Kathy Land to construct a 8X15 awning onto their property located at 1937 Manak Road. After discussion, a motion was made by Alderman Jeff Zeigler to approve a building permit for Mr. Mike Land and Ms. Kathy Land. The motion was seconded by Alderwoman Brenda Newsome and carried. An application was received from Mr. Mike Land and Ms. Kathy Land to construct at 8X12 storage building onto their property located at 1937 Manak Road. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Mr. James Dabney to construct 18X24 carport onto 2529 Sealy Road. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit for Mr. James Dabney. The motion was seconded by Alderman Louis Bonner Jr. and carried. An application was received from Gulf States Toyota to construct 120,960 sq. ft. expansion to their existing warehouse located at 5614 I-10 Frontage Road within the town limits of San Felipe. Mr. Chris Wise presented the building permit application to the town council. Mr. Wise discussed expansion to the existing building and future project expansions. Mr. Wise also discussed the retention ponds located on the Gulf States property, with inquiries from Alderman Derrick Dabney and Alderman Jeff Zeigler concerning the release of the water into the existing ponds/area or the point of location for the excess water to drain. After discussion, a motion was made by Alderman Alfred Hall to approve a building form Gulf States Toyota. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was presented to the town council from Mr. Michael Land and Ms. Kathy Land. After discussion, a motion was made by Alderman Derrick Dabney to approve a key to the lower pasture for Mr. Michael Land and Ms. Kathy Land. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
May 8, 2018  
Page 3**

**New Business:**

**Agenda Item #1-** Discussion and possible action adopting a resolution to designate authorized signatures for the Texas CDBG Program Planning Contract No. 7216104. Mayor Bobby Byars recommended tabling the agenda items pertaining the CDBG grant until a representative could be present. After discussion, a motion was made by Alderman Jeff Zeigler to table the agenda item until representatives could be present. The motion was seconded by Alderwoman Brenda Newsome and carried.

**Agenda Item #2 –** Discuss and possible action to approve a resolution adopting required CDBG Civil Rights policies. After discussion, a motion was made by Alderwoman Brenda Newsome to table the agenda item until a representative could be present. The motion was seconded by Alfred Hall and carried.

**Agenda Item #3 –** Discussion and possible action proclaiming April as Fair Housing Month. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item until a representative could be present. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Agenda Item #4-** Discussion and possible action to appoint reserve patrol officers for the San Felipe Police Department. Chief David Randle recommended the following candidates for reserve patrol officers: Mr. Lyndon Stamps and Mr. Richard Navarro. Chief Randle informed council that Mr. Taye Gilmore's background investigation was still pending. After discussion, a motion was made by Alderman Derrick Dabney to approve Mr. Lyndon Stamps and Mr. Richard Navarro as reserve patrol officers for the San Felipe Police Department. The motion was seconded by Alderwoman Brenda Newsome and carried.


**Agenda Item #5-** Discussion and possible action concerning a request from Mr. Dean Webster to subdivide a 27.00 acre tract of land located at 4826 Huisache Street into a 1.00 acre tract of land for the purpose of selling to Brad Bowman. After discussion, a motion was made by Alderwoman Brenda Newsome to approve Mr. Dean Webster's request. The motion was seconded by Alderman Louis Bonner Jr. and carried.

**Announcements:** Alderman Derrick Dabney announced the ongoing sports activities at Sealy I.S.D.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Louis Bonner Jr. and seconded by Alderwoman Brenda Newsome to adjourn the meeting. Motion carried and the meeting was adjourned at 7:29 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**SPECIAL COUNCIL MEETING**  
**May 15, 2018**

The Special Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, May 15, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Brenda Newsome and Alderman Jeff Zeigler. Alderman Louis Bonner was absent.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Citizens Comments:** There were none.

**Agenda Item #6-** Presentation: To designate the week of May 20–26, 2018 as Emergency Medical Services Week. Mayor Bobby Byars read the proclamation designating the week of May 20-26, 2018 as Emergency Medical Services Week and presented the proclamation to two EMS personnel.

**Agenda Item #7-** Discussion and possible action adopting an ordinance canvassing the returns and declaring the results of the General Election held on Saturday, May 5, 2018 in the Town of San Felipe and distribution of Certificates of Election. Mayor Bobby Byars presented the election results to members of the council. After discussion, a motion was made by Alderman Alfred Hall to adopt Resolution No.R2018-4. The motion was seconded by Alderman Jeff Zeigler and carried. Mayor Bobby Byars presented certificates of election to the newly elected officials.

**Agenda Item #8-** Administration of Oaths of Office to Newly Election Officials: Alfred Hall, Alderman; Cynthia "Dusty" Kelly, Alderman; and Kent McAllister, Alderman. Honorable Judge Tim Lapham of Austin County administered the oaths of office to the newly elected officials.

**Agenda Item #9-** Discussion and possible action to elect a Mayor Pro Tem for one (1) year term by the Town Council. Mayor Bobby Byars opened the floor up for nominations for Mayor Pro Tem. Alderman Derrick Dabney nominated Alderman Alfred Hall. Alderman Kent McAllister nominated Alderman Jeff Zeigler. Alderwoman Cynthia Kelly made a motion to cease the nominations. The motion was seconded by Alderman Alfred Hall and carried. Mayor Bobby Byars asked the members to vote on the nominations of Hall and Zeigler for Mayor Pro Tem. Alderman Jeff Zeigler had two (2) votes and Alderman Alfred Hall had one (1) vote. Alderman Jeff Zeigler was named as Mayor Pro Tem to serve for one year.

**Announcements:** Mayor Bobby Byars announced clean up day set for May 19, 2018 and refreshments to follow after the meeting.

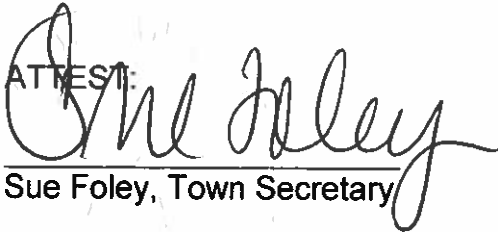
**Adjournment:** With no other business to conduct, a motion was made by Alderman Alfred Hall



**TOWN OF SAN FELIPE**  
**SPECIAL COUNCIL MEETING**  
**May 15, 2018**  
**Page 2**

and seconded by Alderman Derrick Dabney to adjourn the meeting. Motion carried and the meeting was adjourned at 7:13 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**REGULAR COUNCIL MEETING**  
**June 12, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, June 12, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Derrick Dabney to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Kent McAllister to approve the financial statements from the previous meetings. The motion was seconded by Alderman Alfred Hall and carried.

**Reports:**

**Police Department Reports- Officer C. Harris reported for the month of May 2018:** 37 total traffic contacts, 25 citations issued, 19 warnings issued, 41 call for service, 22 offense reports, 3 misdemeanor arrest, 1 vehicle impound, 5 accident reports, 1 city ordinance violations, 1 theft, 4 burglary, 5 disturbances, 1 loose livestock, 1 assist other agency and 16 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of May 2018:** 22 new cases filed. Revenue: State Fees: \$1,219.63, Town Fees/Collection fees: \$1,117.16, Municipal Tech Fees: \$59.20, Building Security: \$44.41. Total Revenue: \$2,440.40.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of May 2018:** 5 vehicle accidents, 1 house fire, 1 grass fire, 1 false alarm, 1 fire alarm, 4 assist EMS, 1 life flight cal, 1 mutual aid assist, 1 control burns and 1 miscellaneous call.

**Citizens Comments:** Ms. Kim Waldrop presented Mayor Bobby Byars and the Town Council with updates pertaining to the Historical Methodist Church restoration.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**June 12, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was received from Mr. Luther Carr and Mrs. Sherry Carr to construct a 1634 sq. ft. home onto their property located at 7439 Peters/San Felipe Road. After discussion, a motion was made by Alderman Derrick Dabney to approve a building permit for Mr. and Mrs. Luther Carr. The motion was seconded by Alderman Jeff Zeigler and carried. An application was received from Mr. Kevin Strickland and Mrs. Amy Strickland to construct a 2,066 s. ft. home onto their property located at 1986 Manak Road. After discussion, a motion was made by Alderman Alfred Hall to approve a building permit application for Mr. and Mrs. Kevin Strickland. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. There were none.

**Agenda Item #4-** Discussion and possible action adopting a resolution to designate authorized signatures for the Texas CDBG Program Planning Contract No. 7216104. Ms. Danielle Rojas, Planner GrantWorks presented detailed information pertaining to the Texas CDBG Program Planning Contract No. 7216104. After discussion, a motion was made by Alderman Kent McAllister to adopt Resolution No. R2018-2. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #5-** Discussion and possible action to approve a resolution adopting required CDBA Civil Rights policies. After discussion, a motion was made by Alderman Kent McAllister to adopt Resolution No. R2018-3. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #6-** Discussion and possible action proclaiming April as Fair Housing Month. After discussion, a motion was made by Alderman Derrick Dabney proclaiming April 2018 as Fair Housing Month. The motion was seconded by Alderman Kent McAllister and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action to accept audit report from DarilekButler Certified Public Accountants for fiscal year ended September 30, 2016. Mr. Robert Darilek informed Mayor Bobby Byars and the Town Council of the company's recent merger with Haynie & Company and introduced one of the new partners. Mr. Robert Darilek presented the independent auditors report along with the 2016 Audit Report. After discussion, a motion was made by Alderwoman Cynthia Kelly to accept the Audit Report from DarilekButler a/k/a Haynie & Company for fiscal year ended September 30, 2016 for the Town of San Felipe. The motion was seconded by Alderman Derrick Dabney and carried.

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**June 12, 2018**  
**Page 3**

**Agenda Item #2** – Discussion and possible action to approve Resolution No.2018-4- A Resolution consenting to the establishment of temporary work zone speed restrictions on Interstate 10 in the San Felipe city limits. After discussion, a motion was made by Alderman Jeff Zeigler to accept Resolution No. 2018-4. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #3-** Discussion and possible action to renew a contract from Mr. Michael Drab of Environmental & Aquatic Services, LLC designated representative for On-Site Sewage for the Town of San Felipe Austin County, Texas. After discussion, a motion was made by Alderman Kent McAllister to renew the contract from Mr. Michael Drab of Environmental & Aquatic Services, LLC designated representative for On-Site Sewage for the Town of San Felipe Austin County, Texas. The motion was seconded by seconded by Alderman Derrick Dabney and carried.

**Agenda Item #4-** Discussion and possible action to purchase equipment for the streets department. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item for additional bids. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Comments and future agenda items from council.** Alderman Kent McAllister comments/future agenda item(s) creating an administrative position and website, Alderwoman Cynthia Kelly comments/future agenda item(s) improvements to the park and old maps and Alderman Jeff Zeigler comments/future agenda item(s) amending the fiscal year budget.

**Announcements:** Mayor Bobby Byars announced upcoming meeting with TxDot and Alderman McAllister's assistance with restoring Peters/San Felipe Road.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Alfred Hall. and seconded by Alderman Kent McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 8:47 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**July 10, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, July 10, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderman Derrick Dabney and carried.

**Approval of Financial Statement and Payment of Bills.** A motion was made by Alderman Derrick Dabney to table the agenda item until the next meeting. The motion was seconded by Alderman Jeff Zeigler and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of June 2018:** 37 total traffic contacts, 23 citations issued, 16 warnings issued, 29 call for service, 17 offense reports, 2 misdemeanor arrest, 2 vehicle impound, 4 accident reports, 2 city ordinance violations, 3 theft, 3 disturbances, 3 loose livestock, 3 assist other agency and 11 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of June 2018:** 11 new cases filed. Revenue: State Fees: \$862.48, Town Fees/Collection fees: \$682.85, Municipal Tech Fees: \$41.87, Building Security: \$31.40. Total Revenue: \$1,618.60.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of June 2018:** 2 vehicle accidents, 3 assist EMS, 1 life flight cal, 3 mutual aid assist and 1 control burns.

**Citizens Comments:** There were none.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**July 10, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. There were none

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. There were none.

**Agenda Item #4-** Discussion and possible action to purchase equipment for the streets department. After discussion, a motion was made by Alderman Kent McAllister to table the agenda item until budget. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action authorizing changes to line items within the existing municipal budget. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #2-** Discussion and possible action relating to the creation of an administrative/clerical position and related issues, including necessary budget amendments, job description and posting and timing. After discussion, a motion was made by Alderman Kent McAllister to table the agenda item until the next meeting. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Executive Session:** Mayor Bobby Byars and the Town Council convened in closed session at 7:23 p.m. to deliberate the following:

1. Pursuant to Government Code 551.071, the Town Council will meet in closed session to seek the advice of its attorney on employment law matters, including procedural issues, potential claims and related liabilities.
2. Pursuant to Government Code 551.074, the Town Council will meet in closed executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline of the following public employees: Edward Turner, Police Department and James Gonzales, Street Department.
3. Pursuant to Government Code 551.074, the Town Council will meet in closed executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline of the following public officers: David Randle, Police Chief and Sue Foley, Town Secretary.

**Open Session:**

1. The Town council may take action on items discussed in closed session. Mayor Bobby Byars and the Town Council reconvened into open session at 8:26 p.m. After discussion, a motion was made by Alderman Kent McAllister to table the reviews until job descriptions are in place and to explore options for a Human Resource consultation. The motion was seconded by Alderman Derrick Dabney and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
July 10, 2018  
Page 3**

**Comments and future agenda items from council members:** (Alderman Kelly, Alderman Kent McAllister and Alderman Jeff Zeigler) included the following: Peters/San Felipe indicators for road closing, building permits to include fee structure, new businesses and construction requirements for drainage, update the employee manual, exploring the county conducting all the city elections, enforcement of the ordinances all over town (Ordinance No.1999-4 Parking on FM 1458 right-of-way) and ordinances referenced on the town's website.

**Announcements:** Mayor Bobby Byars announced his contact with AT&T concerning the phone bill and Alderman Derrick inquired about spraying for the mosquitoes and Alderman Cynthia Kelly inquired about the park evaluation form.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Jeff Zeigler and seconded by Alderman Alfred Hall to adjourn the meeting. Motion carried and the meeting was adjourned at 8:32 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**REGULAR COUNCIL MEETING**  
**August 14, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, August 14, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting.** A motion was made by Alderman Derrick Dabney to approve the minutes of the previous meetings. The motion was seconded by Alderman Kent McAllister and carried.

**Approval of Financial Statement and Payment of Bills.** After discussion, a motion was made by Alderwoman Cynthia Kelly to approve financial statement and payment of bills for the month of June. The motion was seconded by Alderman Kent McAllister and carried. After discussion, a motion was made by Alderman Derrick Dabney to approve the financial statement and payment of bills for the month of July. The motion was seconded by Alderman Alfred Hall and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of July 2018:** Report was not available to be included in the minutes.

**Municipal Court Report- Mayor Bobby Byars reported for the month of July 2018:** 21 new cases filed. Revenue: State Fees: \$1,334.85, Town Fees/Collection fees: \$1,758.82, Municipal Tech Fees: \$67.80, Building Security: \$50.85. Total Revenue: \$3,212.32.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of July 2018:** 1 vehicle accidents, 1 house fire, 3 assist EMS, 3 mutual aid assist, 1 fuel spill and 1 miscellaneous call.

**Citizens Comments:** There were none.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).



**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**August 14, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An Application was received from Mr. Joel and Katy Grigar to construct a 600 sq. ft. covered patio on their property located at 8572 Cottonwood St. After discussion, a motion was made by Alderman Derrick Dabney to approve a building permit for Mr. Joel and Katy Grigar. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was presented to the town council from Mr. Rodney Williams. After discussion, a motion was made by Alderman Kent McAllister to approve a key to the lower pasture for Mr. Rodney Williams. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #4-** Discussion and possible action to purchase equipment for the streets department. Mayor Bobby Byars recommended that Alderman Alfred Hall inspect the shredder and talk with Max Zapalac. After discussion, a motion was made by Alderman Kent McAllister to have a mechanic look at the shredder with the problem. The motion was seconded by Alderman Alfred Hall and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action concerning a request from Andre Joiner to subdivide his 3.255 acres located at 4487 Sealy Road into two lots. After discussion, a motion was made by Alderman Kent McAllister granting Mr. Joiner's request to subdivide his 3.255 acres into two lots. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #2-** Discussion and possible action concerning a request from Tim Ramon and Angelia Ramon to subdivide their property at 5555 Front St. within the town limits of San Felipe Austin County, Texas into a .4 acre tract of land to sell to the abutting property owner Jay Aguado. After discussion, a motion was made by Alderman Kent McAllister granting the request from Tim Ramon and Angelia Ramon to subdivide their property. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #3-** Discussion and possible action concerning a request from Jay Aguado to subdivide his 2.05 acre tract to combine the property being purchased from Tim Ramon and Angelia Ramon to constitute a 1 acre tract of land. After discussion, a motion was made by Alderman Kent McAllister to grant the request from Mr. Jay Aguado to subdivide his property. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #4-** Discussion and action granting formal access to John Baxley to use a portion of driveway owned by the Town of San Felipe, authorizing Mayor Bobby Byars to execute necessary paperwork. After discussion, a motion was made by Alderman Derrick Dabney to grant Mr. John Baxley's request and authorize Mayor Bobby Byars to execute the necessary document concerning the request. The motion was seconded by Alderman Kent McAllister and carried.

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**August 14, 2018**  
**Page 3**

**Agenda Item #5-** Discussion and possible action concerning an Emergency Order Prohibition of Outdoor Burning & Discharging of Fireworks of any kind San Felipe Austin County, Texas. After discussion, a motion was made by Alderman Kent McAllister to table the agenda item. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #6-** Discussion and possible action to purchase a patrol unit for the police department. After discussion, a motion was made by Alderman Kent McAllister to approve the purchase of a new patrol unit for the police department. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #7-** Discussion and possible action concerning road work in the lower pasture. Mayor Bobby Byars informed council of the needed repairs to the lower pasture road and the existing condition of the road. A bid was received from Seven Bar Construction LLC in the amount of \$36,000.00 and Bolten's Dozer Service in the amount of \$27,000.00. After discussion, a motion was made by Alderman Jeff Zeigler to approve the three sections of the bid from Seven Bar Construction LLC. The motion was seconded by Alderman Alfred Hall and carried. Alderman Kent McAllister abstained from the vote.

**Agenda Item #8-** Discussion and possible action concerning a building inspector for the town. Mayor Bobby Byars presented a potential candidate to be considered as building inspector for the town. Alderman Kent McAllister discussed the building permit ordinance past and present, the need for separation of the commercial and residential and building permit fees. After discussion, a motion was made by Alderman Derrick Dabney table the agenda item for further review and information and requested the presence of Mr. Randy Bayer to be present at the next regular council meeting. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #9 –** Discussion and possible action to enforce town ordinances. Alderman Kent McAllister discussed enforcing the ordinances, revisiting the ordinances, code enforcement and informing the citizens. After discussion, a motion was made by Alderman Kent McAllister to table the agenda item until the next meeting. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #10-** Discussion and possible action concerning city elections. Alderman Kent McAllister discussed the possibility of contracting with the county to conduct the town's elections. Town Secretary Sue Foley discussed the town continuing to run the elections and suggested the possibility of appointing a deputy early voting clerk to assist with the election during early voting. After discussion, a motion was made by Alderman Derrick Dabney to elect appoint a deputy early voting clerk for the 2019 election with the recommendation coming from the town council members. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #11-** Discussion and possible action to seek legal services to write and/or create job descriptions for town departments and policy manuals. Alderwoman Cynthia Kelly informed the town council of templates available to assist with creating job descriptions for town employees and personnel policy manual for the town and the necessary fees to join the

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**August 14, 2018**  
**Page 4**

TMHRA. Mayor Bobby Byars suggest seeking professional individuals to write job descriptions for town employees and personnel policies for the town. After discussion, a motion was made by Alderman Kent McAllister to seek proposals to write for the policy manual and job descriptions. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #12-** Discussion and possible authorizing Mayor Bobby Byars to renew an agreement with Blackboard Inc., for the purpose of communicating information to citizens during emergencies and non-emergencies. After discussion, a motion was made by Alderman Kent McAllister authorizing Mayor Bobby Byars to renew an agreement with Blackboard Inc. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #13-** Discussion and possible action authorizing Mayor Bobby Byars to execute a license between the Town of San Felipe and The Payment Group Service for online citation payment services for the San Felipe Municipal Court. After discussion, a motion was made by Alderman Derrick Dabney to authorize Mayor Bobby Byars to execute a license between the Town of San Felipe and The Payment Group Service for online citation payment services for the Municipal Court. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #14-** Discussion and possible action authorizing Mayor Bobby Byars to execute a contract with AT&T for phone services to include land lines, internet and cell phones. Mayor Bobby Byars informed council of the high costs associated with the existing phone bill. According to Mayor Byars the renewal contract had been presented to AT&T, the individual with AT&T left the company before the new contract was expedited on the AT&T end. After discussion, a motion was made by Alderwoman Cynthia Kelly to approve a three year contract with AT&T. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #15-** Discussion and possible action proposing a property tax for tax year 2018. After discussion, a motion was made by Alderman Kent McAllister to approve the effect tax rate for tax year 2018 at \$0.152. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #16-** Discussion and possible action to create a new administrative position. Mayor Bobby Byars recommended tabling the agenda item. After discussion, a motion was made by Alderman Alfred Hall to table the agenda item until a later date and job descriptions creation. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #17-** Budget Workshop for the purpose of discussion/planning/input and direction to staff on the proposed budget for fiscal year beginning October 1, 2018 through September 30, 2019 for the Town of San Felipe. Mayor Bobby Byars presented the proposed fiscal year budget for 2018-2019 to the town council. Mayor Bobby Byars presented the revenues and expenditures for the town. Alderman Kent McAllister made comments about the community center and the building not benefiting the town. Alderman Derrick Dabney made comments of the benefits of the building to the town. Discussions took place concerning donations to the museum, need to validate Johnny Hall's credentials as fire marshal, fire department fundraisers, park equipment, temporary help, worker's compensation, group insurance and gross payroll.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
August 14, 2018  
Page 5**

After discussion, a motion was made by Alderman Derrick Dabney to close the budget workshop. The motion was seconded by Alderman Alfred Hall and carried. Budget Workshop closed at 11:36 p.m.

**Comments and future agenda items from council members:** Members of the board requested the presence of Mr. Randy Bayer and Doug Calame at the next meeting, update of the bank signature card to reflect Alderman Jeff Zeigler as a signer.

**Announcements:** Mayor Bobby Byars informed council of an incident involving his bull with someone opening the gate to let the bull out causing injuries to the bull. Alderman Derrick Dabney requested the streets department to clear corners for the safety of buses. Council increasing temporary help days to assist with clearing corners at Sealy Road, Nicholas Bravo, 4<sup>th</sup> Street 2<sup>nd</sup> Street and FM 1458, need an update from Mr. Steve Wilson, and Alderman McAllister contacting TCEQ concerning the burn pile.

**Adjournment:** With no other business to conduct, a motion was made by Alderwoman Cynthia Kelly and seconded by Alderman Derrick Dabney to adjourn the meeting. Motion carried and the meeting was adjourned at 11:53 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**SPECIAL COUNCIL MEETING**  
**August 28, 2018**

The Special Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, August 28, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderman Jeff Zeigler, Alderwoman Cynthia Kelly and Alderman Kent McAllister.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Citizens Comments:** There were none.

**Agenda Item #6-** Discuss, consider and adopt resolution designating an engineering service provider to complete application and project related engineering services for the General Land Office Community Development and Revitalization CDBG-Disaster Recovery funding. After discussion, a motion was made by Alderman Kent McAllister to adopt Resolution No. 2018-6 selecting Kaluza Engineering Inc. to provide Texas CDBG application and project-related professional engineering services for the CDBG-Disaster Recovery project. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #7-** Comments and future agenda items from council. Alderman Kent McAllister discussed engineering services concerning Peters/San Felipe Road. Alderwoman Cynthia Kelly discussed seeking legal counsel to prepare job descriptions for town employees and updating the Town's personnel policy manual.

**Announcements:** There were none.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Derrick Dabney and seconded by Alderwoman Cynthia Kelly to adjourn the meeting. Motion carried and the meeting was adjourned at 7:12 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**REGULAR COUNCIL MEETING/BUDGET PUBLIC HEARING**  
**September 11, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, September 11, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting(s).** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Approval of Financial Statement and Payment of Bills.** After discussion, a motion was made by Alderwoman Cynthia Kelly to approve financial statement and payment of bills for the month of August 2018. The motion was seconded by Alderman Kent McAllister and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of August 2018:** 25 total Traffic Contacts, 14 citations issued, 10 warnings issued, 39 calls for service, 24 offense reports, 1 felony arrest, 2 misdemeanor arrest, 3 accident reports, 1 city ordinance violations, 3 thefts, 1 burglary, 7 disturbances, 3 loose animals, 1 assist other agency and 11 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of August 2018:** 12 new cases filed. Revenue: State Fees: \$2,150.60, Town Fees: \$1995.45, Collection Fees: \$336.42, Municipal Tech Fees: \$108.00, Building Security: \$81.00. Total Revenue: \$4,671.47.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of August 2018:** 5 vehicle accidents, 1 house fire, 1 fire alarm, 2 assist EMS, 1 mutual aid assist and 1 car fire.

**Citizens Comments:** There were concerns about loose dogs and placing a new stop sign at Ave. A and FM 1458.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING/BUDGET PUBLIC HEARING**  
**September 11, 2018**  
**Page 2**

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was presented to council from Mr. Eric Munson to place a 24X36 storage building onto his property located at 3229 Manak Road. After discussion, a motion was made by Alderman Derrick Dabney to approve a 24X26 storage building for Mr. Eric Munson. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. An application for a key to the lower pasture was presented to council from Mr. William Cone Jr. After discussion, a motion was made by Alderman Kent McAllister to approve a key to the lower pasture for Mr. William Cone Jr. The motion was seconded by Alderman Alfred Hall and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action concerning a presentation from Mr. Randy Bayer, CPI, and GMB regarding building inspections for the town. Mayor Bobby Byars introduced Mr. Randy Bayer to the town council. Mr. Bayer's credentials and certifications were presented to Mayor Bobby Byars and the Town Council members. Mr. Bayer presented a brief overview of residential building and discussed building codes. Council members interacted with questions concerning his certifications in various aspects and areas of building, fees associated with building, fees for inspections, compliance and non-compliance issues with building codes and rules, current codes being utilized for building and plumbing certifications, differences in code year and liability insurance for Mr. Randy Bayer. After discussion, a motion was made by Alderman Derrick Dabney requesting Mr. Bayer to create a fee structure for permitting and refer back to the council with projections. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #2-** Discussion and possible action concerning a presentation from Mr. Douglas Calame Director of Business Development/Client Relations for Perdue Brandon Fielder Collins & Mott LLP. Mayor Bobby Byars introduced Mr. Douglas Calame Director of Business Development/Client Relations for Perdue Brandon Fielder Collins & Mott LLP. Mr. Calame presented an overview of cities in the area that is serviced by the company, the letters that are utilized to make contact with defendants with outstanding warrants and tickets, the number of letters recently mailed out to defendants with outstanding violations in the San Felipe Municipal Court and the collection of information from the court to compile data that expedites the contact with defendants. No action taken.

**Agenda Item #3-** Discussion and possible action to designate a representative and alternate for the purpose of attending the Houston – Galveston area Council 2019 General Assembly. After discussion, a motion was made by Alderwoman Cynthia Kelly to nominate Mayor Bobby Byars as representative for the town to the H-GAC 2019 General Assembly. The motion was seconded by Alderman Kent McAllister and carried. After discussion, a motion was made by Alderwoman Cynthia Kelly to nominate Alderman Derrick Dabney to serve alternate for the town

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING/BUDGET PUBLIC HEARING**  
**September 11, 2018**  
**Page 3**

to the H-GAC 2019 General Assembly. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #4-** Discussion and action to expedite the bid process for health, life, and dental insurance for town employees for fiscal year 2018-2019. After discussion, a motion was made by Alderman Derrick Dabney to expedite the process for health, life and dental insurance for town employees for fiscal year 2018-2019. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #5-** Discussion and possible action to enforce town ordinances. Alderman Kent McAllister discussed the creation of an ordinance for slot machines and games, deciding on the current ordinances to start the enforcement process. After discussion, a motion was made by Alderman Kent McAllister to postpone the discussion and action of ordinance enforcement. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #6-** Public Hearing on Town of San Felipe Budget for the fiscal year beginning October 1, 2018 through September 30, 2019. The Public Hearing on the Town of San Felipe Budget for the fiscal year beginning October 1, 2018 through September 30, 2019 was opened to the public for discussion. Mayor Bobby Byars presented an overview of each line item beginning with revenues and expenditures to include line item allocations. After discussion, a motion was made by Alderman Alfred Hall to close the Public Hearing on the Town of San Felipe Budget for fiscal year beginning October 1, 2018 through September 30, 2019. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #7-** Discussion and possible action on an ordinance adopting a budget for fiscal year 2018-2019. After discussion, a motion was made by Alderman Derrick Dabney to adopt an ordinance adopting a budget for fiscal year 2018-2019. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #8-** Discussion and possible action to adopt an ordinance setting a property tax rate for the Town of San Felipe, Texas for 2018 tax year at \$0.152 per \$100.00 valuation. After discussion, a motion was made by Alderman Kent McAllister to adopt an ordinance setting a property tax rate for the Town of San Felipe, Texas for 2018 tax year at \$0.152 per \$100.00 valuation. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #9 –** Discussion and possible action to adopt an ordinance adopting a homestead exemption for residents of the Town of San Felipe, Texas who are disabled or over 65 years of age as allowed by Texas Tax Code Chapter 11. After discussion, a motion was made by Alderman Kent McAllister to adopt an ordinance adopting a homestead exemption for residents of the Town of San Felipe, Texas who are disabled or over 65 years of age as allowed by Texas Tax Code Chapter 11. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #10-** Discussion and possible action to retain legal counsel to prepare job descriptions for the Town's employees and officers, and to update the Town's personnel policies. Alderwoman Cynthia Kelly presented three candidates for the purpose of retaining



**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING/BUDGET PUBLIC HEARING**  
**September 11, 2018**  
**Page 4**

legal counsel to prepare job descriptions for the Town's employees and officers, to update the Town's personnel policies. Alderman Cynthia Kelly stated the candidates were recommended by the Texas Municipal League (TML). The list of candidates included the following: Vanessa A. Gonzalez, Julia Gannaway and Sheila B. Gladstone. After discussion, a motion was made by Alderwoman Cynthia Kelly to obtain fees for services from each candidate and to refer back to the council members. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #11-** Discussion concerning town property behind festival grounds. Alderman Kent McAllister presented information pertaining to the acreage and/or land located behind the festival grounds, the digging of amenity lakes, how the lakes function, and contractors putting in a water well. Alderman Jeff Zeigler inquired about the pros and cons of the amenity lakes and maintenance of the lakes. No action taken.

**Agenda Item #12-** Discussion and possible action adopting an Ordinance ratifying the closure, vacation and abandonment a portion of Lucas Aleman Street; acknowledging a public hearing; ratifying the Mayor's execution of a Quitclaim Deed; directing that the proceeds from the sale of the city's interest in said street be deposited in the street improvement fund of the city; and authorizing a changed location for the town's reserved utility easement. After discussion, a motion was made by Derrick Dabney to adopt an ordinance ratifying the closure, vacation and abandonment a portion of Lucas Aleman Street; acknowledging a public hearing; ratifying Mayor's execution of a Quitclaim Deed; directing that the proceeds from the sale of the city's interest in said street be deposited in the street improvement fund of the city; and authorizing a changed location for the town's reserved utility easement. The motion was seconded by Alderman Kent McAllister and carried.

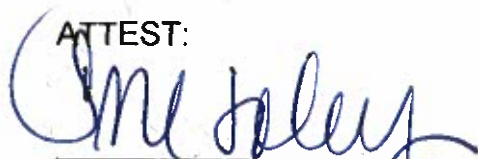
**Comments and future agenda items from council members:** Alderman Derrick Dabney discussed purchasing a digital voice recorder for the town council meetings.

**Announcements:** There were none.

**Adjournment:** With no other business to conduct, a motion was made by Alderwoman Cynthia Kelly and seconded by Alderman Kent McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 10:00 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**SPECIAL COUNCIL MEETING**  
**September 17, 2018**

The Special Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, September 17, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderman Jeff Zeigler, Alderwoman Cynthia Kelly and Alderman Kenton McAllister.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Citizens Comments:** There were none.

**New Business:**

**Agenda Item #1-** Consider and act on adoption of Citizen Participation Plan to be followed during implementation of Texas Community Development Block Grant Programs projects. Ms. Shrileen Bonacci of GrantWorks presented information pertaining to a Citizen Participation Plan. After discussion, a motion was made by Alderman Jeff Zeigler to approve a Citizen Participation Plan. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item#2-** Consider and act on resolution that authorizes submission of a Texas Community Development Block Grant Program application of the Texas General Land Office for Floods Disaster Recovery Fund Grant award to construct street and drainage improvements. After discussion, a motion was made by Alderman Derrick Dabney to adopt a resolution that authorizes submission of a Texas Community Development Block Grant Program application of the Texas General Land Office for Floods Disaster Recovery Fund Grant award to construct street and drainage improvements. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item#3-** Discussion and possible action authorizing negotiation of an agreement between the Town of San Felipe and Webber LLC for use of a portion of the Town's festival grounds for use during the I-10 expansion project, and consideration therefore. Alderman Kenton McAllister presented a proposed agreement to the Town Council for the Town of San Felipe to enter into an agreement with Webber LLC. A copy of the proposed agreement presented to Mayor and Council from Alderman McAllister will be attached to the original minutes to be included as a part of the record. Mayor Bobby Byars and the members of the town council discussed the following issues and concerns: digging ditches along the railroad tracts, possibility of a steel casing under I-10 for future water supply to the south side of I-10 businesses, Webber developing a parking lot and putting up a privacy fence, jogging trail, placement for the amenity lakes. Mayor Bobby Byars suggested that a meeting be set between the Town of San Felipe, TxDot, and Webber LLC. After discussion, a motion was made by Alderman Kenton McAllister to set a meeting between the Town of San Felipe officials, TxDot and Webber LLC. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**TOWN OF SAN FELIPE  
SPECIAL COUNCIL MEETING  
September 17, 2018  
Page 2**

**Announcements:** Alderwoman Cynthia Kelly announced a potential buyer for the house west of the town hall. Mr. and Mrs. Sims stated they had been approached by an individual wanting to purchase the Hill House.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Alfred Hall and seconded by Alderman Kenton McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 8:20 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

*Allderman Center  
me Allister*

I make a motion for the Town of San Felipe to enter into an agreement with Webber LLC as outlined in the following terms:

#### **EAST AMENITY LAKE**

San Felipe to provide:

1. 100,000 cy of earthen material.

Webber LLC to provide:

1. An 8-acre amenity lake with tree lined perimeter walking trail, two foot bridges, and small parking area. Clay layer and sealed pond bottom required.
2. Privacy Fence for land owner adjacent to project.
3. Construct water well and related accessories.
4. Install electrical service.
5. Hydro mulch seeding of completed areas disturbed by construction.

#### **FESTIVAL GROUND AREA**

San Felipe to provide:

1. A 7-acre laydown area for offices, concrete batch plant, pug mill, material storage and equipment for a four-year term.
2. Right of Way, deeds, easements to be obtained by San Felipe.

Webber LLC to provide:

1. Three phase commercial power supply for festival grounds.
2. Install 6 to 8" water well (gpm?) with pump and related accessories.
3. A steel casing (24" <) to be constructed under I-10 along existing storm water easement.
4. Uniform layer of base material spread and compacted for the 7-acre lease space at completion of project.
5. Contractor to provide security fence around laydown area.

#### **WEST AMENITY LAKE**

San Felipe to provide:

1. 100,000 cy of earthen material.

Webber LLC to provide:

1. Perform land clearing of proposed amenity lake. Clay layer and sealed pond bottom required.
2. Construct flood control ditch between proposed amenity lake and I-10 outfall channel.
3. Hydro mulch seeding of completed areas disturbed by construction.

**REGULAR COUNCIL MEETING**  
**October 9, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, October 9, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting(s).** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Approval of Financial Statement and Payment of Bills.** After discussion, a motion was made by Alderman Derrick Dabney to approve financial statement and payment of bills. The motion was seconded by Alderman Kent McAllister and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of September 2018:** 23 total Traffic Contacts, 27 citations issued, 12 warnings issued, 24 calls for service, 19 offense reports, 2 felony arrest, 1 misdemeanor arrest, 2 vehicle impounds, 1 accident reports, 1 city ordinance violations, 2 thefts, 2 burglary, 3 disturbances, 4 loose animals, 2 assist other agency and 9 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of September 2018:** 12 new cases filed. Revenue: State Fees: \$3,036.94, Town Fees: \$4,252.44, Collection Fees: \$1,929.06, Municipal Tech Fees: \$160.08, Building Security: \$120.11. Total Revenue: \$9,498.63.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of September 2018:** Report was given verbally in the meeting, but was not available to include in the written minutes.

**Citizens Comments:** Mr. Steven Silver commented about the invoice concerning the water well at the fire station and lights not working, Mr. Loyd Currens commented on the financials, Mr. Alonzo Johnson commented on Johnny Hall and the fire department, Mr. Harold Carr commented on the road closure signs, traffic and trucks, Mr. Bradley Hall commented on the fire department what had changed to render Mr. Johnny Hall of his duties, what are the qualifications and presented a quote from the Rev. Dr. Martin King and Mr. Eddie Basey declined to comment.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
October 9, 2018  
Page 2**

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning On-Site Sewage applications. All applications are under review by the DR (designated representative).

**Agenda Item #2-** Discussion and possible action concerning Building Permit applications. An application was presented to council from Ms. Samantha Rivera to place two storage containers with a 40x12 carport onto her property at 3960 Campos Santo Street. After discussion, a motion was made by Alderman Kent McAllister to approve a building permit for Ms. Samantha Rivera. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #3-** Discussion/possible action concerning keys to the lower pasture. There were none.

**New Business:**

**Agenda Item #1-** Public Hearing: GrantWorks will present maps and text produced for the City's TxCDBG Planning Study Contract No. 7216104. Ms. Natalie Booth from GrantWorks presented the following topics during the public hearing: The process, comprehensive plan structure, housing and land use analysis, infrastructure analysis, capital improvements program analysis, parks and recreation analysis, economic development analysis and zoning analysis. After discussion, a motion was made by Alderman Kent McAllister to close the public hearing. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #2-** Review, discussion and possible action concerning texts and maps associated with TxCDBG Planning Grant Contract No. 7216104 and adopt resolution required by TDA affirming review of the plan and its suitability to guide future policy decisions. After discussion, a motion was made by Alderman Derrick Dabney to adopt Ordinance No.2018-8. The motion was seconded by Alderman Kent McAllister and carried.

Mayor Bobby Byars announced the reorganization of the agenda item under executive session to be moved and proceed with the deliberations as stated in the executive session caption. (Please reference the executive session item)

**XI. Executive Session:**

1. Pursuant to Texas Government Code Section 551.074 (Personnel), the Town will meet in closed session to deliberate the appointment, employment, evaluation, compensation, and/or duties, of the Town Fire Marshal. Mayor Bobby Byars read the executive session item(s) to be deliberated. Mayor Bobby Byars and the town council convened into executive session at 7:40 p.m.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
October 9, 2018  
Page 3**

**XII. Open Session:**

1. The Town Council may take action on items discussed in closed session. Mayor Bobby Byars and the town council reconvened into open session at 7:44 p.m. Mayor Bobby Byars announced that the fire marshal had requested in writing for the deliberation to be held in open session. Alderman Ken McAllister stated that questions had been asked about Johnny Hall's certification and qualifications. Alderman Kent McAllister asked what the definition of a fire marshal and what were the qualifications of a fire marshal. Mayor Bobby Byars had to ask the public to sustain themselves and maintain order during the meeting. Mayor Bobby Byars stated that he had spoken with the town attorney (Ross Fischer) the position of fire marshal was created in 1988. There were no qualifications or training that was required providing the fire marshal was not performing any official duties. Mayor Bobby Byars read the ordinance creating the fire marshal's position. Various comments were expressed by Alderman Derrick Dabney, Fire Chief Steven Silver, Alderwoman Cynthia Kelly and former Alderwoman Brenda Newsome. After discussion, a motion was made by Alderman Kent McAllister to close the topic. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #3-** Discussion and possible action to employ reserve officers for the San Police Department. Chief Randle presented three candidates to the Town Council for consideration of reserve patrol officers. After discussion, Alderman Derrick Dabney made a motion to approve the three candidates as reserve patrol officers pending background completions from the police department. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #4-** Discussion and action concerning changes to the Lower Pasture Ordinance. Alderwoman Cynthia Kelly presented the agenda item to Mayor and Council. Alderwoman Cynthia Kelly discussed creating a hunting program, the use of fire arms in the lower pasture. Citizens interacted with council concerning the lower pasture and the changes presented to the town council. Mayor Bobby Byars expressed his concerns about the lower pasture. After discussion, a motion was made by Alderman Kent McAllister to table the item. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #5-** Discussion and possible action to retain legal counsel to prepare job descriptions for the Town's employees and officers, and to update the Town's personnel policies. The town received two proposals from Julia Gannaway and Shelia B. Gladstone. After discussion, a motion was made by Alderman Derrick Dabney authorized staff to contact the candidates to clarify legal fees and to make contact with Vanessa A. Gonzalez. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #6-** Discussion and possible action concerning the creation of the following ordinances: development rules and regulations, commercial signage regulation, commercial detention and drainage regulation, gaming regulations and zoning. After discussion, a motion was made by Alderwoman Cynthia Kelly to present the information to the town attorney for legal direction and creation of the ordinances discussed. The motion was seconded by Alderman Kent McAllister and carried.

**TOWN OF SAN FELIPE**  
**REGULAR COUNCIL MEETING**  
**October 9, 2018**  
**Page 4**

**Agenda Item #7-** Discussion and possible action to enforce town ordinances. Alderman Kent McAllister discussed ordinances referencing cars on FM 1458 and the parking on state right-of-way, individuals working on lawnmowers along or within the FM 1458 right-of-way naming certain individuals. Alderman Derrick Dabney suggested contacting the city attorney for direction. Alderman Kent McAllister focused on the parking of cars on FM 1458 right-of-way and individuals working on lawnmowers and individuals cooking. Mayor Bobby Byars suggested that council submit to him the ordinance of their concern. After discussion, a motion was made by Aldermen Kent McAllister to rely the information to Mayor Byars as he suggested. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #8-** Discussion and possible action regarding building permitting, inspection and enforcement. After discussion, a motion was made by Alderman Derrick Dabney to send the building ordinance to Attorney Fischer and to table the agenda item. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #9 –** Discussion and possible action concerning repairs to Peters/San Felipe Road. Mayor Bobby Byars updated the Town Council on the Peters/San Felipe Road repairs. Mayor Byars stated the town had been awarded \$300,000.00, but the town had not been given the money providing the town spends their own funds first. Mayor Byars informed council of FEMA input and the allocation of the funds and his working with Mr. Steve Wilson and Alderman Kent McAllister on the plans for repairs. Mayor Bobby Byars suggest approaching FEMA for additional funds for the project. Mayor Byars asked Alderman Kent McAllister for a cost estimate of the proposed project. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item to obtain quotes and pricing for the repairs in stages to Peters/San Felipe Road. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #10-** Discussion to obtain appraisals for town owned property (behind festival grounds). Alderman Kent McAllister suggested obtaining appraisals for the property owned by the town behind the festival grounds. After discussion, a motion was made by Alderman Jeff Zeigler to move forward with the process to obtain the appraisal. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #11-** Discussion to form a planning committee. Alderwoman Cynthia Kelly presented information pertaining to a planning committee. Town Secretary Foley presented the idea of utilizing a suggestion box for citizens to express their concerns/thoughts. After discussion, a motion was made by Alderman Derrick Dabney to utilize a suggestion box. The motion was seconded by Alderman Kent McAllister and carried.

**XIII. Comments and future agenda items from council members:** There were none.

**Announcements:** There were none.




**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
October 9, 2018  
Page 5**

**Adjournment:** With no other business to conduct, a motion was made by Alderwoman Cynthia Kelly and seconded by Alderman Kent McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 10:58 p.m.

  
Bobby Byars, Mayor

ATTEST:

  
Sue Foley, Town Secretary

**SPECIAL COUNCIL MEETING**  
**October 22, 2018**

The Special Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Monday, October 22, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Jeff Zeigler, Alderwoman Cynthia Kelly and Alderman Kent McAllister. Alderman Derrick Dabney was absent.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Citizens Comments:** David Melton commented on the following: playground area/equipment, 2<sup>nd</sup> Street construction, police presence at night, police following the school buses, condition of the old town hall, water well building behind town hall and building up keep, weeds in gutters, businesses on FM 1458, the number of cars on FM 1458 and trash blowing all over.

**Agenda Item #1-** Discussion and possible action authorizing a cost-sharing agreement between the Town of San Felipe and Webber, LLC for services of an environmental consultant. Mayor Bobby Byars inquired about the presence of a representative from the Webber, LLC contractors. Alderman Kent McAllister stated that the agreement needed to be figured out first and Webber, LLC was not present because the details of the contract had not been resolved. Town attorney Ross Fischer addressed the town council with recommendations of: creating separate cost sharing agreements for the projects (the amenity lakes), discussed the lease with Webber, LLC, the determination of the wetlands, and recommended two environmental consultants. Alderwoman Cynthia Kelly stated that she could not understand why the town was doing an environmental study when there was no signed agreement. Attorney Fischer stated that an environmental study should be done prior to the contract execution. Mr. Steve Wilson of Wilson, Engineering discussed the permitting process for the project. Mayor Bobby Byars discussed the noise and dust associated with the lay down yard, citizens input and requesting that representatives from Webber, LLC and TxDot is present at the meeting. Alderman Jeff Zeigler discussed the amenity lakes and the fees. Former Alderwoman Brenda Newsome requested a public hearing concerning the lakes. Alderman Alfred Hall discussed his disagreement of a potential subdivision being developed behind the festival grounds. After discussion, a motion was made by Alderman Kent McAllister to approve Robert Esenwein CEP contingent with the agreement of Webber LLC. The motion was seconded by Alderwoman Cynthia Kelly and carried. Alderman Kent McAllister, Alderwoman Cynthia Kelly and Alderman Jeff Zeigler voted for agenda items #1 and #2. Alderman Alfred Hall voted against agenda items #1 and #2. Alderman Derrick Dabney was absent.

**Agenda Item #2-** Discussion and possible action regarding the selection of an environmental consultant to perform floodplain analysis, wetlands delineation, and jurisdictional determination. The motion was covered in Agenda Item#1.

**TOWN OF SAN FELIPE  
SPECIAL COUNCIL MEETING  
October 22, 2018  
Page 2**

**Agenda Item #3-** Discussion and direction on terms of contemplated lease with Webber, LLC. Town Attorney Ross Fischer received direction concerning the lease with Webber, LLC. No action was taken on the agenda item.

**Agenda Item #4-** Discussion and possible action to adopt Austin County's Hazard Mitigation Plan. After discussion, a motion was made by Alderman Jeff Zeigler to adopt Resolution No.R2018-9. The motion was seconded by Alderman Kent McAllister and carried.


**Agenda Item #5-** Pursuant to Texas Government Code 551.071, the Town Council reserves the right to adjourn into closed session to seek the advice of its legal counsel on any matter posted on this agenda. Mayor Byars and the Town Council did not utilize this agenda item.

**Announcements:** There were none.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Alfred Hall and seconded by Alderwoman Cynthia Kelly to adjourn the meeting. Motion carried and the meeting was adjourned at 8:04 p.m.

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**REGULAR COUNCIL MEETING**  
**November 13, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, November 13, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting(s).** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderman Derrick Dabney and carried.

**Approval of Financial Statement and Payment of Bills.** After discussion, a motion was made by Alderwoman Cynthia Kelly to approve financial statement and payment of bills. The motion was seconded by Alderman Derrick Dabney and carried. Alderman Kent McAllister was opposed of paying the bill for the attorney.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of October 2018:** Report was given verbally in the meeting, but was not available to include in the written minutes.

**Municipal Court Report- Mayor Bobby Byars reported for the month of October 2018:** 47 new cases filed. Revenue: State Fees: \$1,965.59, Town Fees: \$2,401.67, Collection Fees: \$677.28, Municipal Tech Fees: \$104.79, Building Security: \$78.60. Total Revenue: \$5,227.93.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of October 2018:** 5 vehicle accidents, 3 assist EMS, 1 car fire, 1 control burn and tornado spotted.

**Citizens Comments:** Ms. Barbara Zeigler made comments concerning drainage, Mr. Michael Elliot talked about the drainage in the upper pasture and the 2016 Maps, Mr. David Melton talked about the drainage and Ms. Vivian Williams discussed the bridge at 6<sup>th</sup> Street.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning Building Permit applications. An application was presented to council from Ms. Samantha Rivera to place two storage containers with a 40x12 carport onto her property at 3960 Campos Santo Street. After discussion, a motion was made by Alderman Kent McAllister to approve a building permit for Ms. Samantha Rivera. The motion was seconded by Alderman Derrick Dabney and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
November 13, 2018  
Page 2**

**Agenda Item #2-** Discussion/possible action concerning keys to the lower pasture. There were none.

**Agenda Item #3-** Discussion and possible action to retain legal counsel to prepare job descriptions for the Town's employees and officers, and to update the Town's personnel policies. After discussion, a motion was made by Alderman Derrick Dabney to move forward in retaining Ms. Julia Gannaway to prepare job descriptions for the Town's employees and officers, and to update the Town's personnel policies. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #4-** Discussion and possible action concerning town ordinances enforcement. After discussion, a motion was made by Alderman Cynthia Kelly to enforce dog ordinance and update the keys to the lower pasture by January 1<sup>st</sup> 2019. The motion was seconded by Alderman Derrick Dabney and carried. Alderman Kent McAllister opposed.

**Agenda Item #5-** Discussion and possible action authorizing Mayor Bobby Byars to execute a Land Lease of public property with Webber, LLC. After discussion, a motion was made by Alderwoman Cynthia Kelly to authorize Mayor Bobby Byars to execute a Land Lease of public property with Webber, LLC with agreed changes. The motion was seconded by Alderman Kent McAllister and carried. Alderman Alfred Hall was opposed.

**New Business:**

**Agenda Item #1-** Discussion and possible action to award insurance bids for town employees. After discussion, a motion was made by Alderman Kent McAllister to accept the current renewal plan with BlueCross Blue Shield. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #2-** Discussion and possible action concerning Interlocal Agreements for Law Enforcement. After discussion, a motion was made by Alderman Jeff Zeigler to authorize Mayor Bobby Byars to execute Interlocal Agreements for Law Enforcement. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #3-** Discussion and possible action to set a clean-up day for San Felipe residents and the number of dumpsters to be utilized. After discussion, a motion was made by Alderman Derrick Dabney to set Saturday December 1<sup>st</sup> and clean up day for San Felipe residents and to utilize five dumpsters. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #4-** Discussion and possible action concerning bids to repair the water well located at the town office area. After discussion, a motion was made by Alderman Jeff Zeigler to approve the bid from Clay Water Well. The motion was seconded by Alderman Kent McAllister and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
November 13, 2018  
Page 3**

**Agenda Item #5-** Discussion and possible action to adopt an ordinance regulating game rooms and amusement machines. After discussion, a motion was made by Alderman Jeff Zeigler to adopt Ordinance No. 2018-12 to include license fees. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda item #6-** Discussion and possible action concerning street signs. After discussion, a motion was made by Alderman Derrick Dabney to table the agenda item. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #7-** Discussion concerning Ordinance No.2017-2-AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF THE TOWN OF SAN FELIPE, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATED OF OBLIGATION, SERIES 2017. After discussion, a motion was made by Alderman Kent McAllister to postpone the agenda item. The motion was seconded by Alderman Cynthia Kelly and carried.

**Executive Session:**

1. Pursuant to Texas Government Code Section 551.071, the Town will meet in closed executive session to seek the advice of its attorney about a proposed settlement offer relating to threatened litigation, to wit: TMLIRP Claim #LB\*0739, Claimant Sue Foley. Mayor Bobby Byars and the town council convened in executive session at 8:33 p.m.

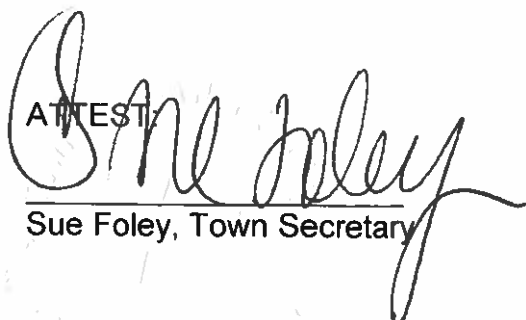
**Open Session:**

1. The Town Council may take action on items discussed in closed session. Mayor Bobby Byars and the town council reconvened into open session at 9:20 p.m. Mayor Bobby Byars announced no action was taken.

**Comments and future agenda items from council members:** There were none.

**Announcements:** There were none.

**Adjournment:** With no other business to conduct, a motion was made by Alderwoman Cynthia Kelly and seconded by Alderman Kent McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 10:58 p.m.

ATTEST  
  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor

**REGULAR COUNCIL MEETING**  
**December 11, 2018**

The Regular Council Meeting of the Town of San Felipe was held at 7:00 P.M. on Tuesday, December 11, 2018 at the Town Council Meeting Room located at 927 Sixth Street.

The meeting was called to order by Mayor Bobby Byars. Present Alderman Alfred Hall, Alderman Derrick Dabney, Alderwoman Cynthia Kelly, Alderman Kent McAllister and Alderman Jeff Ziegler.

Mayor Bobby Byars led the opening prayer and the Pledge of Allegiance was recited.

**Approval of Minutes of previous meeting(s).** A motion was made by Alderman Alfred Hall to approve the minutes of the previous meetings. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Approval of Financial Statement and Payment of Bills.** After discussion, a motion was made by Alderwoman Cynthia Kelly to approve financial statement and payment of bills. The motion was seconded by Alderman Kent McAllister and carried.

**Reports:**

**Police Department Reports- Officer R. Mamou reported for the month of November 2018:** 71 total traffic contacts, 46 citations issued, 25 warnings issued, 17 calls for service, 8 offense reports, 2 felony arrest, 1 misdemeanor arrest, 3 vehicle impounds, 5 accident reports, 8 city ordinance violations, 1 burglary, 9 residence close patrols, 3 disturbances, 3 loose livestock, 3 assist other agency and 2 forward cases from other agencies.

**Municipal Court Report- Mayor Bobby Byars reported for the month of November 2018:** 37 new cases filed. Revenue: State Fees: \$1,520.24 Town Fees: \$1,673.99, Collection Fees: \$541.08, Municipal Tech Fees: \$80.20, Building Security: \$60.14. Total Revenue: \$3,875.65.

**San Felipe/Frydek Volunteer Fire Department – Fire Marshal Johnny Hall reported for the month of November 2018:** 3 vehicle accidents, 1 fire alarm, 6 EMS assist, 1 car fire and 1 control burn.

**Citizens Comments:** Mr. Michael Elliot expressed his concerns about property development. Mr. Malcolm Upfield expressed his concerns about building permits.

**OLD BUSINESS:**

**Agenda Item #1-** Discussion and possible action concerning Building Permit applications. An application was presented to council from Mr. Andre Joiner to construct a 4126 sq. ft. home onto his property located at 4487 Sealy Road. After discussion, a motion was made by Alderman Kent McAllister to approve a building permit for Mr. Andre Joiner. The motion was seconded by Alderman Derrick Dabney and carried.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
December 11, 2018  
Page 2**

**Agenda Item #2-** Discussion/possible action concerning keys to the lower pasture. There were none.

**Agenda Item #3-** Discussion and action concerning Ordinance No2017-2- AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF THE TOWN OF SAN FELIPE, TEXAS COMBINATION TAX LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2017. After discussion, a motion was made by Derrick Dabney to table the agenda item until the January 2019 council meeting. The motion was seconded b Alderman Kent McAllister and carried.

**Agenda Item #4-** Discussion and possible action concerning building code ordinance. After discussion, a motion was made by Alderwoman Cynthia Kelly to table the agenda until the January 2019 council meeting. The motion was seconded by Alderman Derrick Dabney and carried.

**New Business:**

**Agenda Item #1-** Discussion and possible action concerning an Emergency Order Prohibition of Outdoor Burning & Discharging of Fireworks of any kind San Felipe Austin County, Texas. Fire Marshal Johnny Hall recommended rescinding the burn ban request. After discussion, a motion was made by Alderman Derrick Dabney to rescind the burn ban request. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #2-** Consider and take action to adopt Procurement Policies and Procedures to be followed during implementation of federal grant projects. After discussion, a motion was made by Alderman Kent McAllister to adopt Procurement Policies and Procedures to be followed during implementation of federal grant projects. The motion was seconded by Alderman Jeff Zeigler and carried.

**Agenda Item #3-** Discussion and possible action concerning request from Jeffery and Brenda Davidson to subdivide their property of 3.006 acres into 1.16 acres and 1.846 acres located at 1967 Manak Road San Felipe Austin County, Texas. After discussion, a motion was made by Alderman Kent McAllister to deny the request from Jeffery and Brenda Davidson, the motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #4-** Discussion and possible action concerning a request from Kyle Lambert to subdivide his property of 2.3359 acres into 1.0 acre and 1.3359 acres located 3965 Alvin Street San Felipe Austin County, Texas. After discussion, a motion was made by Alderman Kent McAllister to table the item until Mayor Byars makes contact with the land owner. The motion was seconded by Alderman Jeff Zeigler and carried.



**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
December 11, 2018  
Page 3**

**Agenda Item #5-** Discussion and possible action concerning a request from Frank and Victoria Chou to subdivide their property of 39.832 acres into a 5 acre tract of land located off Manak Road within the town limits of San Felipe Austin County, Texas. After discussion, a motion was made by Alderman Kent McAllister to approve the request from Frank and Victoria Chou. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #6-** Discussion and possible action to adopt an ordinance governing signs, policies, and procedures for signs in the city limits and the extraterritorial jurisdiction; providing for the following: findings of fact; amendment; repealer; severability; codification; effective date; and proper notice and meeting. After discussion, a motion was made by Alderman Jeff Zeigler to move forward with the ordinance and changes and to make contact with Mr. Randy Bayer concerning sign enforcement. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #7-** Discussion and possible action concerning changing the lock at the lower pasture. After discussion, a motion was made by Alderwoman Cynthia Kelly to move forward with changing the lock. The motion was seconded by Alderman Kent McAllister and carried.

**Agenda Item #8-** Discussion and possible action concerning the Old Town Hall. After discussion, a motion was made by Alderman Derrick Dabney to seek a structural engineer, check into the possibility of donors for renovations of building, have building inspected for termites. The motion was seconded by Alderwoman Cynthia Kelly and carried.

**Agenda Item #9-** Discussion and possible action concerning mowing contract for 2019 including scheduled dates or frequency by month for the entire year. After discussion, a motion was made by Alderman Kent McAllister to obtain pricing for new lawn equipment. The motion was seconded by Alderman Alfred Hall and carried.

**Agenda Item #10-** Discussion and possible action to amend the 2018-2019 fiscal year budget for legal expense. After discussion, a motion was made by Alderwoman Cynthia Kelly to table the agenda item. The motion was seconded by Alderman Derrick Dabney and carried.

**Agenda Item #11-** Discussion and possible action concerning bid for culvert installation and ditch repair in designated areas of town. After discussion, a motion was made by Alderman Kent McAllister to allow improvements on Alvin Street to include the installation of a culvert for Mr. Alvin Clay and require the installer to present liability insurance. The motion was seconded by Alderwoman Cynthia Kelly and carried.

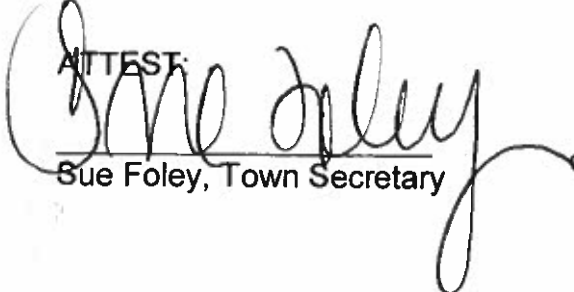
**Comments and future agenda items from council members:** There were none.


**Announcements:** There were none.

**Adjournment:** With no other business to conduct, a motion was made by Alderman Alfred Hall and seconded by Alderman Kent McAllister to adjourn the meeting. Motion carried and the meeting was adjourned at 8:35 p.m.

**TOWN OF SAN FELIPE  
REGULAR COUNCIL MEETING  
December 11, 2018  
Page 4**

ATTEST:

  
Sue Foley, Town Secretary

  
Bobby Byars, Mayor