



CITY OF KEMPNER

REGULAR MEETING AGENDA TUESDAY, September 12, 2023, AT 6:00 PM

Notice is hereby given:

THE CITY COUNCIL WILL CONVENE IN A REGULAR MEETING IN COUNCIL CHAMBERS, LOCATED AT 12288 E. Hwy 190 Kempner, Texas 76539.

1. CALL TO ORDER, INVOCATION, AND PLEDGES TO FLAGS

2. NON-ACTION ITEMS

Public Hearing: Tax Rate & Proposed Budget FY 2023-2024 with a tax rate of 0.2800

Citizen Comments: Any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting.

This is an opportunity for members of the public to suggest the addition of topics for discussion or to address topics of interest, with the presentation limited to three (3) minutes. All speakers will conduct themselves in an orderly and lawful manner. No profane or threatening language will be tolerated. All speakers will be recognized prior to speaking and will announce their name for the minutes' purpose.

Reports

- City Manager – Presented by the Interim City Manager or designee.
- Police Report - Presented by the Police Chief or designee.
- Mayor's Report – Presented by the Mayor or designee.
- Fire Chiefs Report- Presented by the Chief or designee.

Upcoming Events:

National Night Out- October 3, 2023

Trunk or Treat- October 31, 2023

3. CONSENT AGENDA

(All items on the Consent agenda are considered routine and may be approved by a single motion. The items listed below need not be approved independently, however any of the items may be removed and considered in an independent motion upon request of any member of the City Council)

- A. Approval of meeting minutes from the meeting held on August 25, 2023.
- B. Approval of Financials for the month of August 2023.

4. ACTION ITEMS

The Council will discuss, and MAY take action on the following:

- A. Consider the adoption of **Ordinance 2022-09-27-001-R2023-1, AN ORDINANCE OF THE CITY OF KEMPNER, TEXAS, AMENDING THE FISCAL YEAR 2022-2023 ANNUAL BUDGET, WHICH WAS PREVIOUSLY ADOPTED BY THE CITY IN ORDINANCE 2022-09-27-001.**
- B. Council to provide directive(s) to City Staff regarding the City's Official position regarding the Hamilton County Electric Cooperative Association Ballot for Election of Directors.
- C. Council to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; To wit: Interim City Manager Rebecca Ramos.
- D. Direction of Council to update financial accounts to add Rebecca Ramos as a signatory to the following accounts owned and/or under the control of the City of Kempner:
 - Cadence Bank General Fund
 - Cadence Bank Street Fund
 - Cadence Bank Building and Technology Fund
 - Cadence Bank Debt Service Fund
 - Cadence Bank Savings Account
 - Cadence Bank Cable Fee Fund
 - Cadence Bank Forfeiture Fund
- E. Direction of the council to update City Financial account(s) to add Rebecca Ramos to Bank of America Credit Card Accounts as an administrator of the account.
- F. Approve, reject, or modify and issue directives regarding the 'Truth in Taxation' state mandated notices as presented by the City Manager.
- G. Adoption of the City of Kempner fiscal year 2023-2024 adopted tax rate of .2800 (record vote).
- H. Approval of the renewal Agreement between French's Lawncare and The City of Kempner.
- I. Approval of Resolution 2023-09-12-001 **A resolution of the city of Kempner, Texas, for the Ballistic Shield Grant.**

5. NON-ACTION ITEMS

- A. Staff Comments
- B. Mayor/Council Comments
- C. Next Regularly Scheduled Meeting – Tuesday, September 26, 2023, where the Kempner City Council anticipates the approval and adopt the FY 2023-2024 budget.

6. ADJOURNMENT

All items on the agenda are for discussion and/or action. The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

The City of Kempner is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodation and equal access to communications will be provided to those who provide notice to the City Secretary at (512)932-2180 at least 48 hours in advance.

**Agenda Posted by Friday, September 8, 2023, on or before 5:00 pm.
Posted by: Hayleigh Talasek, City Secretary**



CITY OF KEMPNER

REGULAR MEETING MINUTES

September 12, 2023, AT 6:00 PM

Notice is hereby given:

THE CITY COUNCIL CONVENED IN A REGULAR CALLED MEETING IN COUNCIL CHAMBERS, LOCATED AT 12288 E. Hwy 190 Kempner, Texas 76539.

1. CALL TO ORDER, INVOCATION, AND PLEDGES TO FLAGS

The meeting started at 6:02 PM. The quorum consisted of David Richardson (Place 1), Tom Combs (Place 2), Rob Green (Place 3), Debbie Hernandez (Place 5), and Mayor Wilkerson. Dan Long (Place 4) was not present. David Richardson led the invocation.

2. NON-ACTION ITEMS

Public Hearing Tax Rate & Proposed Budget FY 2023-2024 with a tax rate of 0.2800

Opened public hearing at: 6:03 PM

Closed public hearing at 6:09 PM, no citizens in attendance, which resulted in no comments provided.

Reports

- City Manager report- No report given. The interim city manager is on the agenda to be approved tonight and was not up to date on the reporting.
- Chiefs report- The Chief was not present, Mayor stated Chief will provide his report to the council in an email this week.
- Mayor's Report – No report given.
- Fire Chiefs Report- Chief nor designee were present. No report given.

Upcoming Events

National Night Out- October 3, 2023

Trunk or Treat- October 31, 2023

3. CONSENT AGENDA

(All items on the Consent agenda are considered routine and may be approved by a single motion. The items listed below need not be approved independently, however any of the items may be removed and considered in an independent motion upon request of any member of the City Council)

- A. Approval of meeting minutes from the meeting held on August 25, 2023.
- B. Approval of Financials for the month of August 2023.

David Richardson (Place 1) made the following motion: To approve the consent agenda.

Second by: Tom Combs (Place 2)

Motion passed unanimously.

4. ACTION ITEMS

The Council will discuss, and MAY take action on the following:

- A. Consider the adoption of **Ordinance 2022-09-27-001-R2023-1, AN ORDINANCE OF THE CITY OF KEMPNER, TEXAS, AMENDING THE FISCAL YEAR 2022-2023 ANNUAL BUDGET, WHICH WAS PREVIOUSLY ADOPTED BY THE CITY IN ORDINANCE 2022-09-27-001.**

Mayor Wilkerson discussed the line items being amended by this ordinance. Council member Tom Combs (Place 2) asked if any changes will be made to the overall budget of FY 2022-2023. Mayor Wilkerson stated after meeting with the City Manager the anticipation is being approximately \$10,000 under budget. Tom Combs (Place 2) then asked if the amendment will have any effect on the FY 2023-2024 budget. Mayor Wilkerson explained how the adopted ordinance could affect the upcoming budget due to not paying for a multiple year audit, and the police equipment could be higher or lower based on state grants availability and whether our police chief applies for and receives them.

Rob Green (Mayor pro tem) made the following motion: To adopt Ordinance 2022-09-27-001-R2023-1.

Second by: Tom Combs (Place 2)

Motion passed unanimously.

- B. Council to provide directive(s) to City Staff regarding the City's Official position regarding the Hamilton County Electric Cooperative Association Ballot for Election of Directors.

No motion was made on this matter, therefore no official action was taken on this matter.

- C. Council to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; To wit: Interim City Manager Rebecca Ramos.

Mayor Wilkerson asked Mrs. Ramos if she would prefer the council to go into executive session, Mrs. Ramos declined, and session remained open. Mayor Wilkerson informed the council that in the brief time she has been interim city manager, he has been impressed with her job performance, and by her suggestions for improvements of personnel matters.

Mayor stated effective October 1, 2023, we will move to a full-time City Manager position, and he believes we are within budget to make the move to put Mrs. Ramos as the interim City Manager now and then reevaluate the appointment in 90 days, where the council would make the decision whether to move her fully into the City Manager position.

Tom Combs made the following motion: To confirm Rebecca Ramos as the interim city manager.

Second by: Rob Green (Mayor pro- tem)

Mayor Wilkerson asked Tom Combs (Place 2) if he wanted to move forward with the 90-day evaluation. Tom combs stated he did not feel the 90-day evaluation would be necessary considering she would be evaluated constantly at meetings, and we will see her progression. He suggested that instead of an evaluation of 90 days, we need confirmation. Rob Green (Mayor Pro-tem) asked if since we are moving to a full-time city manager on October 1, 2023, could she just become city manager then. Mayor said no, considering they have not decided who that position will go to. Mayor recommended approving the interim city manager now and for the final confirmation to be revisited at whatever meeting the council chooses. Rob Green (Mayor pro-tem) suggested revisiting the confirmation of City Manager during the last meeting of the month.

Tom Combs vacates his original motion. Rob Green consents to the motion being withdrawn.

Tom Combs (Place 2) made the following motion: To approve Rebecca Ramos as the interim city manager and to have an action item at the next meeting for the appointment of her as the full city manager.

Second by: Rob Green (Mayor pro-tem)

Motion passed unanimously.

D. Direction of Council to update financial accounts to add Rebecca Ramos as a signatory to the following accounts owned and/or under the control of the City of Kempner:

- Cadence Bank General Fund
- Cadence Bank Street Fund
- Cadence Bank Building and Technology Fund
- Cadence Bank Debt Service Fund
- Cadence Bank Savings Account
- Cadence Bank Cable Fee Fund
- Cadence Bank Forfeiture Fund

Mayor Wilkerson said the city manager is responsible for these accounts. Tom Combs (Place 2) asked if we need to have an action item at the next meeting to remove the former city manager from the accounts. The mayor stated it does not have to be an action item, but if Mrs. Ramos informed him of it needing to be addressed, it would be placed on a future agenda.

Rob Green (Mayor pro-tem) made the following motion: To approve the updated financial accounts to add Rebecca Ramos as a signatory for all accounts listed under 4D.

Second by: David Richardson (Place 1)

Motion passed unanimously.

- E. Direction of the council to update City Financial account(s) to add Rebecca Ramos to Bank of America Credit Card Accounts as an administrator of the account.

Rob Green (Mayor pro-tem) made the following motion: to update City Financial account(s) to add Rebecca Ramos to Bank of America Credit Card Accounts as an administrator of the account.

Seconded by: Debbie Hernandez (Place 5)

Motion passed unanimously.

- F. Approve, reject, or modify and issue directives regarding the 'Truth in Taxation' state mandated notices as presented by the City Manager.

Mayor Wilkerson explained this form was provided by the Lampasas Central Appraisal District. The numbers supplied are a detailed breakdown of our total taxable values, our adjusted values, the voter approved tax rate, and the de minimis rate, which we operate from. Even though we are exempt from this and do not require it mayor Wilkerson believes in transparency, this is why we publish this information in the newspaper and present it to the council annually.

Tom Combs (Place 2) made the following motion: To approve the 2023 Tax rate calculation Truth in Taxation state mandated notice.

Seconded by: David Richardson (Place 1)

Motion passed unanimously.

- G. Adoption of the City of Kempner fiscal year 2023-2024 adopted tax rate of .2800 (record vote).

Tom Combs made the following motion: To adopt the City of Kempner fiscal year 2023-2024 adopted tax rate of .2800.

Seconded by: Debbie Hernandez (Place 5)

David Richardson (Place 1)- FOR

Tom Combs (Place 2)- FOR

Rob Green (Mayor pro-tem)- FOR

Debbie Hernandez (Place 5)-FOR

Mayor Wilkerson-FOR

Motion passes.

- H. Approval of the renewal Agreement between French's Lawncare and The City of Kempner.

Mayor Wilkerson stated that Mr. French requested an adjustment in his contract. The adjustment from \$772.50 to \$800 comes right at 3% and it sounds like a reasonable request. The mayor also stated that Mr. French has done any and everything that the city has asked of him. The mayor has reviewed the budget, and this increase will not require an adjustment. The mayor stated that there were some other minor modifications added to the agreement like the form we have been working on that will generate from the city and end with the city.

David Richardson (Place 1) made the following motion: To approve the agreement between

French's Lawncare and The City of Kempner.

Seconded by: Rob Green (Mayor pro-tem)

Motion passed unanimously.

- I. Approval of Resolution 2023-09-12-001 **A resolution of the city of Kempner, Texas, for the Ballistic Shield Grant.**

Mayor Wilkerson stated that since we now have a new city manager, this resolution will enable Mrs. Ramos to approve, submit documentation, and to receive funds from the state of Texas for the city of Kempner. Tom Combs (Place 2) asked in moving forward will the city manager do all grants for the police department and the city? Mayor Wilkerson stated the Chief of Police and/or City Manager can do them. If we have a Police Chief capable of doing that, it will be his responsibility. Rob Green (Place 3) asks if all grants will be given to the City of Kempner instead of to the police department and admin department. Mayor Wilkerson stated yes, all grants will be to the city.

David Richardson (Place 1) made the following motion: To approve Resolution 2023-09-12-001.

Seconded by: Tom Combs (Place 2)

Motion passed unanimously.

5. NON-ACTION ITEMS

- A. Staff Comments- City Manager R. Ramos thanked the council for the opportunity and informed them she is still working with Tracie to ensure she (Mrs. Ramos) is up to date with the municipal court clerk duties in case we have a time lapse between Tracie leaving and a new hire beginning. Mrs. Ramos also advised she was spending time with Hayleigh learning the duties of the City Secretary and utilizing the mayor for guidance regarding city matters.
- B. Mayor/Council Comments- Tom combs (Place 2) asked the status of hiring a new court clerk. The mayor stated that he and the city manager reviewed the other applicants that were interviewed, and they had reached out to the second runner up and she is no longer available. Mrs. Ramos will be reaching out to other applicants that went through the interview process and if that is not productive, the city will reopen the position. Tom Combs (Place 2) asked what an anticipated hire date might be. Mrs. Ramos stated she will contact the next candidate tomorrow, and if they are still available, schedule a time to meet. Tom Combs (Place 2) asked if we can financially afford it? Mayor stated yes, it was in the budget. He explained the change in salary from chief/city manager position to chief only allows us to pay Mrs. Ramos' new rate from that line item. The money that was approved by the council for the court clerk position new hire is still there. With no more questions from the council, Mayor Wilkerson stated his guidance to Mrs. Ramos is based on the historical direction of the council and guidance given to

him (by the council) and directed to previous city managers.

- C. Next Regularly Scheduled Meeting – Tuesday, September 26, 2023, at 6 PM, where the Kempner City Council anticipates the approval and adoption of the FY 2023-2024 budget.

6. ADJOURNMENT

Tom Combs (Place 2) made the following motion: To adjourn the meeting.

Seconded by: David Richardson (Place 1)

Motion passed by all present.

Meeting adjourned at 7:00 PM

APPROVED: 
John (JW) Wilkerson- Mayor

ATTEST: 
Hayleigh Talasek- City Secretary