



# CITY OF KEMPNER

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**REGULAR MEETING AGENDA TUESDAY,  
October 10, 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 TX. 76539.**

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

## **2. NON-ACTION ITEMS**

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

### **Upcoming Events:**

**Trunk or Treat – October 31<sup>st</sup>, 2023, 6PM – 8PM at Kempner City Hall**

## **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 September 26, 2023.
- B. Approval of Financials for the month of September 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-R2023-2, 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. Adoption of City Policy, Title 2, Chapter 2, Training and Travel
- C. Adoption of City Policy, Title 5, Chapter 1, Charge Card Usage

#### **5. NON-ACTION ITEMS**

- A. Staff Comments
- B. Mayor/Council Comments
- C. Next Regularly Scheduled Meeting – Tuesday, October 24, 2023.

#### **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 accommodations 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, October 6, 2023, on or before 5:00 pm.**

**Posted by: Hayleigh Talasek, City Secretary**



# CITY OF KEMPNER

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MEETING MINUTES TUESDAY,  
October 10, 2023, AT 6:00 PM

*Notice is hereby given:*

THE CITY COUNCIL CONVENE IN A REGULAR CALLED MEETING IN COUNCIL CHAMBERS, LOCATED AT 12288 E. HWY 190, KEMPNER, TX. 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), Debbie Hernandez (Place 5), and Mayor Wilkerson. Rob Green (Place 3) and Dan Long (Place 4) were not present. Both council members provided prior notice to the city of their absence. David Richardson led the invocation.

## 2. NON-ACTION ITEMS

### Reports

- City Manager Report- Presented by the City Manager- See Attached.
- Police Report- Presented by the Police chief.  
Police Chief Rodriguez reported police activity to include 77 traffic contacts and no new criminal cases. The Chief advised the state had issued reimbursement funds for the ballistic shields grant.
- Fire Chiefs report- Not present, no report given.
- Mayor's Report- No report given.

### Upcoming Events

Trunk or treat- **October 31, 2023, from 6:00pm – 8:00PM**

## 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 September 26, 2023.
- B. Approval of Financials for the month of September 2023.

Tom Combs (Place 2) made the following motion: To approve the consent agenda.

Second by: David Richardson (Place 1)

Motion passed by all present.

#### 4. **ACTION ITEMS**

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

- A. Consider the adoption of **Ordinance 2022-09-27-001-R2023-2, 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 explained that due to more citations being issued there was an increase in not guilty pleas which resulted in higher attorney fees. The funds were moved out of general fund attorney fees into the municipal court department to cover additional attorney and insurance fees.

David Richardson (Place 1) made the following motion: To approve Ordinance # 2022-09-27-001-R2023-2.

Second by: Tom Combs (Place 2)

Motion passed by all present.

- B. Adoption of City Policy, Title 2, Chapter 2, Training and Travel

Mayor Wilkerson discussed Action items B & C together. Action item B is the guidelines for travel & training. Action item C is the policy regarding city credit cards, who is issued a charge card, how detailed itemized receipts are required and the reconciliation of those expenditures by city staff in a report given to the council every month.

Tom Combs (Place 2) asked how the city currently tracks credit card purchases?

The City Secretary answered she reconciles the credit card bill with the itemized receipts received using an Excel spreadsheet.

Tom Combs stated that there is a program that is automated which would make reporting easier and offered to share more details with the city.

David Richardson (Place 1) made the following motion: To adopt City Policy, Title 2, Chapter 2, Training and Travel.

Second by: Debbie Hernandez (Place 5)

Motion passed by all present.

- C. Adoption of City Policy, Title 5, Chapter 1, Charge Card Usage

Tom Combs (Place 2) made the following motion: To Adopt City Policy, Title 5, Chapter 1, Charge Card Usage.

Second by: Debbie Hernandez (Place 5)

Motion passed by all present.

## 5. NON-ACTION ITEMS

- A. Staff Comments- none  
B. Mayor/Council Comments- Tom asked what funds would be used to purchase the VOIP phones. The City Manager responded that the expense of the VOIP phones would be covered under the telecommunications budget.  
C. Next Regularly Scheduled Meeting – Tuesday, October 24, 2023, at 6 PM

## 6. ADJOURNMENT

David Richardson (Place 1) made the following motion: To adjourn the meeting.

Second by: Debbie Hernandez (Place 5)

Motion passed by all present. The meeting adjourned at 6:17 PM.

APPROVED: \_\_\_\_\_

John (JW) Wilkerson- Mayor

ATTEST: \_\_\_\_\_

Hayleigh Talasek- City Secretary



# CITY OF KEMPNER

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**REGULAR CALL MEETING**  
**TUESDAY October 10, 2023, at 6:00 PM**

## **TRAININGS & MEETINGS**

1. Mayor Wilkerson and I attended the 2023 Texas Municipal League conference held in Dallas, TX, October 4-6, 2023. The conference offered informative training sessions and afforded me the opportunity to network with other city managers, meet with some of our current vendors, such as TMRS (Texas Municipal Retirement System), as well as meet potential vendors whose services may assist our city with future needs.