



Notice of Meeting
Regular Meeting of the Keene City Council

Thursday, June 15, 2023

Lisa Parrish
Mayor

Ray Johnson
Place I

Thomas Gutwa
Place II

James Belz
Mayor Pro-Tem, Place III

Rob Foster
Ward I

Gwen Beeson
Ward II

Owen Larson
Ward III

Notice is hereby given that a Special Called Meeting of the City Council of the City of Keene will be held on Thursday, June 15, 2023, at 6:00 PM at the Keene City Hall, located at 1000 N Old Betsy Rd (FM 2280), Cleburne, Texas, in the City Council Chambers.

City Hall is wheelchair accessible. The entry ramp is at the front, with entry at the front entrance to City Hall. Reasonable accommodation to furnish auxiliary aids or assistance to assist persons with special needs will be provided when seventy-two (72) hours advance notice is given. Please contact the City Secretary at 817-641-3336 ext. 105.

The City Council of the City of Keene, Texas, reserves the right to meet in a closed executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code.

Call to order and certification of quorum

Invocation & Pledge of Allegiance

1. Mayor Comments:

2. Public Comments:

(Citizens are invited to speak on any topic; however, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to one of the following: Responding with a statement of specific factual information or reciting the City's existing policy on that Issue or Directing the person inquiring to visit with City Staff about the issue. (No council deliberation is permitted)

*Citizens are required to stand when speaking, state their name and address, and the comment time is limited to three (3) minutes. **The amount of time given to the public to speak may be changed at any time at the mayor's discretion.***

3. Consideration and approval of City Council Minutes dated June 8, 2023.
4. Discussion and take action to dismiss the current Interim City Manager designee and/or to appoint a new designee for Interim City Manager.
5. Discussion adopting rules on the procedures for setting the agenda.
6. Department Reports
 - Development Services
 - Finance Department
7. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into a closed, Executive Session in accordance with the following authority:

| | | |
|--|----------------------------|--------------------------------|
| 551.071 (consultation with the attorney) | 551.072 (real property) | 551.073 (prospective gifts) |
| 551.074 (personnel matters) | 551.076 (security matters) | 551.087 (economic development) |

Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop, and/or Special Session, or at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting.

8. Reconvene into Open Session for possible action resulting from any item posted or discussed in Executive Session.
9. Requests for future items on the agenda.
10. Adjourn.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of Keene, Texas is a true and correct copy of said Notice and that I posted a true and correct copy of the said notice on the official bulletin board of City Hall, a place convenient and readily accessible to the general public at all times, and that said notice was posted on or before 6:00 P.M., Monday, June 12, 2023.

By: Tabatha Mansell Tabatha Mansell, City Secretary

Confirmation of Agenda removed by _____ at _____ a.m./p.m. on _____, 2023.



City Council Agenda Item 3 Report

June 15, 2023

Contact – Tabatha Mansell at
citysecretary@keenetx.com

SUBJECT: Consideration and approval of City Council Minutes dated June 8, 2023.

ENCLOSURES

- Minutes 06.08.2023

**MINUTES
of the
KEENE CITY COUNCIL**

THURSDAY, JUNE 8, 2023

PRESENT: Mayor Lisa Parrish, James Belz, Ray Johnson, Thomas Gutwa, Owen Larson, and Gwen Beeson.

ABSENT: Rob Foster.

CALL TO ORDER: The meeting was called to order at 6 p.m.

Invocation – Councilmember Gutwa.

Pledge of Allegiance & Pledge to the Texas Flag – Council and Public.

1. Mayor Comments:

- Chief Kidd introduced Lieutenant Steele.
- Lieutenant Steele introduced himself to the Council.

2. Public Comments:

- Jameye Jones spoke to the Council about the Pioneers and Old Settlers Reunion.

3. Consideration and approval of City Council minutes dated May 30, 2023, and June 1, 2023.

- Councilmember Gutwa made a motion to approve the City Council Minutes dated May 30, 2023, and June 1, 2023.
- Councilmember Belz seconded the motion.
- Motion carried unanimously 5-0-0.

4. Discussion and take action adopting Ordinance No. 2023-656 authorizing the issuance and sale of City of Keene, Texas public property finance contractual obligation, series 2023; Levying an annual ad valorem tax for payment of said obligations; providing an effective date; and enacting other provisions relating to the subject.

- Finance Director Charles Williams spoke on the topic.
- Hilltop Securities Managing Director Jim Sabonis spoke on the topic.
- Councilmember Belz spoke on the topic.
- Chief Warner spoke on the topic.
- Councilmember Larson spoke on the topic.
- Councilmember Beeson spoke on the topic.
- Councilmember Gutwa spoke on the topic.
- Mayor Parrish spoke on the topic.
- Troy Smith spoke on the topic.

- Councilmember Belz made a motion to approve adopting Ordinance No. 2023-656 authorizing the issuance and sale of City of Keene, Texas public property finance contractual obligation, series 2023; Levying an annual ad valorem tax for payment of said obligations; providing an effective date; and enacting other provisions relating to the subject.
- Councilmember Gutwa seconded the motion.
- Motion carried unanimously 5-0-0.

5. Discussion and take possible action canceling the Regular City Council Meeting on June 15, 2023.
 - Mayor Parrish spoke on the topic.
 - Councilmember Beeson spoke on the topic.
 - Councilmember Belz spoke on the topic.
 - Councilmember Johnson spoke on the topic.

 - Councilmember Beeson made a motion to deny canceling the Regular City Council Meeting on June 15, 2023.
 - Councilmember Johnson seconded the motion.
 - Motion carried 3-2-0 (Gutwa and Larson against).

6. Discussion and give direction to staff on advertising time frame for the Zoning Board of Adjustment positions with the term expiration of June 2023.
 - Staff was directed to advertise on Facebook and Keene website, from June 12th to June 23rd, then bring applications to Council on July 6, 2023.

7. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into a closed, Executive Session in accordance with the following authority:

551.071 (consultation with the attorney) 551.072 (real property) 551.073 (prospective gifts)
 551.074 (personnel matters) 551.076 (security matters) 551.087 (economic development)

8. Reconvene into Open Session for possible action resulting from any item posted or discussed in Executive Session.

9. Requests for future items on the agenda.
 - Councilmember Johnson requested to discuss the possible dismissal of the Interim City Manager.
 - Samantha Gillin requested this topic to be added to the agenda.
 - Mayor polled the Council and consensus was not met.
 - Councilmember Belz requested to ensure all appointed and elected City officials have an Oath of Office on file.
 - Councilmember Gutwa wants to know which department is responsible for maintaining the trees along the roadside on N Eastland Street, between Pecan and E Oakdale streets.
 - Councilmember Beeson requested to discuss avenues to use the CARES Act Funds.

10. Meeting adjourned at 6:50 p.m.

By: _____

Lisa Parrish, Mayor

Attest: _____

Tabatha Mansell, City Secretary



City Council Agenda Item 4 Report

June 15, 2023

**Contact – Tabatha Mansell at
citysecretary@keenetx.com**

SUBJECT: Discussion and take action to dismiss the current Interim City Manager designee and/or to appoint a new designee for Interim City Manager.



City Council Agenda Item 4 Report

June 15, 2023

Contact – Tabatha Mansell at
citysecretary@keenetx.com

SUBJECT: Discussion adopting rules on the procedures for setting the agenda.

ENCLOSURES

- Previous ordinance draft.

CITY OF KEENE, TEXAS

ORDINANCE NO. 2019-590

AN ORDINANCE OF THE CITY OF KEENE, TEXAS CREATING SECTION 30.03 “COUNCIL AGENDA SETTING PROCEDURES” UNDER “GENERAL PROVISIONS” OF CHAPTER 30: “OFFICIALS AND ORGANIZATIONS; COMPENSATION”; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Keene, Texas, is a duly organized political subdivision of the State of Texas engaged in the provision of municipal government and related services for the benefit of the citizens of the City of Keene, TX; and

WHEREAS, the City Council wishes to adopt amended rules governing its operations in an effort to ensure consistency.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KEENE, TEXAS, THAT:

SECTION 1

All of the above premises are hereby found to be true and correct and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

From and after the effective date of this Ordinance, the City Council of Keene, Texas, hereby creates Section 30.03 “Council Agenda Setting Procedures” under “General Provisions” of Chapter 30: “Officials and Organizations; Compensation” to read as follows:

Sec. 30.03 Council Agenda Setting Procedures

(a) The City Manager, in conjunction with the Mayor, shall establish and set agenda items for all special call and regular City Council meetings. An item at the request of two City Council members in writing or email to the Mayor and City Manager shall be placed on the agenda. Unless the request is withdrawn, the items shall be placed on the next regular agenda provided the request item with all necessary supporting documentation is submitted no later than by 5pm on the Thursday before the regular scheduled Council meeting or no later than seven (7) business days prior to a special call Council meeting.

SECTION 3

All ordinances, orders or resolutions heretofore passed and adopted by the Keene Council of Keene, Texas, are hereby repealed to the extent that said ordinances, resolutions, or parts thereof, are in conflict herewith.

SECTION 4

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 5

This Ordinance shall take effect and be in full force from and after its passage, as provided by the Revised Civil Statutes of the State of Texas.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF KEENE, THIS
_____ DAY OF _____, 2019.**

Gary Heinrich, Mayor

ATTEST:

Holly Owens, City Secretary