



City of Howe, Texas

AGENDA
REGULAR CITY COUNCIL MEETING

January 16, 2024
6:00 pm

Summit Gardens – City Council Chambers
100 E. O’Connell Street, Howe, Texas 75459

Citizens may appear before the City Council to address items not listed on the agenda, in accordance with procedural rules as determined by the meeting Chair and by submitting a “Public Comment Form” to the mayor no later than the conclusion of Agenda Item (Call to Order).

CALL MEETING TO ORDER

INVOCATION

PLEDGE TO FLAGS

“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.”

“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

PUBLIC RECOGNITION: Eagle Scouts Gage Troxtell and Alex Jones.

CITIZEN COMMENTS: *The City Council invites citizens to speak to the Council on topics not already scheduled for public hearing or on the agenda. Citizens may address the Council for a **maximum of two minutes**. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statement of specific factual information in response to a citizen’s inquiry or to recite existing policy in response to the inquiry.*

MAYOR COMMENTS: *The City of Howe has three city council seats up for election and the first day to pick up a packet is Wednesday, January 17. Packets can be picked up at City Hall at 116 E. Haning Street, Howe, Texas. Early voting begins April 22-26 and April 29-30. Voting day is Saturday, May 4 – same as the Founders Day Festival.*

CONSENT ITEMS: These items consist of non-controversial, or “housekeeping” items required by law. Items may be considered individual by any Council member making such request prior to a motion and vote on the Consent Items:

1. Discuss, consider, and approve consent items which are marked by an *.
 - * Minutes of Regular Council Meeting November 14, 2023.
 - * Minutes of Special Council Meeting November 28, 2023.
 - * Bills being paid for the month.
- ELECTION ITEMS**
- * Joint Election Contract with Howe ISD
 - * Notice of General Election
 - * Order of Election May 4, 2024
- GRAYSON COUNTY TAX-ASSESSOR REPORTS**
- * 2023 Certified Annual Tax Report
 - * 2024 Tax Roll Values

ACTION ITEMS:

1. Discuss, consider, and approve the hiring of Monte Walker as City Administrator.

ORDINANCE NO. 811

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOWE, TEXAS, ESTABLISHING THE MOBILE FOOD VENDOR PERMIT, FEE, AND PROVISIONS; AND PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED (\$500.00) FOR VIOLATION OF THIS ORDINANCE.

Public Hearing for Ordinance No. 811

2. Discuss, consider, and approve Ordinance No. 811 Establishing the Mobile Food Vendor Permit Fee, Provisions, and Penalties.

ORDINANCE NO. 812

AN ORDINANCE OF THE CITY OF HOWE, TEXAS, AMENDING ORDINANCE No. 809; THE BUDGET AMENDMENT ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, FOR THE CITY OF HOWE, TEXAS, FUNDING ACCOUNTS IN BUDGET DUE TO UNFORESEEN SITUATIONS; CONTAINING FINDINGS; PROVIDING FOR SAVINGS AND SEVERABILITY.

Public Hearing for Ordinance No. 812

3. Discuss, consider, and approve Ordinance No. 812 Budget Amendment.

RESOLUTION NO. 2024-0001

A RESOLUTION OF THE CITY OF HOWE, TEXAS, GRANTING OWNERS' VOLUNTARY PETITION FOR ANNEXATION, APPROVING A PROPOSED SERVICE PLAN, INITIATING PROCEEDINGS ON VOLUNTARY PETITION FOR ANNEXATION AND REQUIRED ANNEXATION OF ABUTTING COUNTY ROAD; SETTING A DATE, TIME, AND PLACE FOR PUBLIC HEARINGS ON THE PROPOSED VOLUNTARY ANNEXATION OF ANNEXATION AREAS AND REQUIRED ANNEXATION OF ABUTTING COUNTY ROAD BY THE CITY OF HOWE, TEXAS, AUTHORIZING AND DIRECTING THE MAYOR/CITY SECRETARY TO PUBLISH AND POST NOTICE OF SUCH PUBLIC HEARINGS, AND AUTHORIZING OTHER NECESSARY ACTION.

Public Hearing for Resolution No. 2024-0001

4. Discuss, consider, and approve the approval of Resolution 2024-0001
5. Discuss, consider, and approve correction of plat document and authorize signature. (Connections Park Addition)
6. Discuss, consider, and approve Joy Stevens serving as interim City Secretary on a part-time basis.
7. Discuss, consider, and approve the City Secretary Job Description.
8. Discuss, consider, and approve the City Secretary Job Posting.
9. Discuss, consider, and approve the accepting of applications for City Secretary for up to 60 days or until the position is filled.
10. Discuss, consider, and approve the Court Clerk/Permit Clerk Job Description.
11. Discuss, consider, and approve the Court/Permit Clerk Job Posting.
12. Discuss, consider, and approve the accepting of applications for Court Clerk/Permit Clerk for up to 60 days or until the position is filled.
13. Discuss, consider, and approve the Howe Fire Department Paramedic Job Description with the intent of a target date of April 1, 2024.
14. Discuss, consider, and approve the Howe Fire Department Paramedic Job Posting with the intent of a target date of April 1, 2024.

15. Discuss, consider, and approve the accepting of applications for Howe Fire Department Paramedics for up to 60 days or until the position is filled with the intent of a target date of April 1, 2024.
16. Discuss, consider, and approve the Howe Fire Department EMT Job Description with the intent of a target date of April 1, 2024.
17. Discuss, consider, and approve the Howe Fire Department EMT Job Posting with the intent of a target date of April 1, 2024.
18. Discuss, consider, and approve the accepting of applications for Howe Fire Department EMT for up to 60 days or until the position is filled with the intent of a target date of April 1, 2024.
19. Discuss, consider, and approve the lease/purchase agreement between the City of Howe and Independent Financial to purchase a Ford F-150 from Silsbee Ford for \$62,999.98, and authorize the City Administrator to execute and sign all documents pertaining to the purchase.
20. Discuss, consider, and approve Preliminary Plat for Noble Ridge Phase 1B BEING A 29.734 ACRES SITUATED IN THE MARY MILLER SURVEY, ABSTRACT NUMBER 776 IN THE CITY OF HOWE, GRAYSON COUNTY, TEXAS.
- 21.
22. Departmental Reports:
 - i. Police Department
 - ii. Fire Department
 - iii. Code Enforcement
 - iv. Public Works
 - v. Economic Development
 - vi. Municipal Court
 - vii. Administration
 - viii. Utility Department

EXECUTIVE SESSION:

The City Council will convene in closed session pursuant to the provisions of the Open Meeting Act, Chapter 551, Texas Government Code. Executive Session as authorized by Texas Government Code Sec. 551.071, Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter (Open Meetings Act), Section 551.072-Deliberation regarding real property.

- Noble Ridge
- Impression Homes/Howe Meadows
- Real Estate Matters

END EXECUTIVE SESSION AND RETURN TO OPEN SESSION

22. Discuss, Consider, and Approve any items listed under closed or executive session, if needed.

ADJOURNMENT:

Respectfully submitted,

**Karla McDonald, Mayor
City of Howe**

I the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Howe, is a true and correct copy of said Notice: and that I posted a true and correct copy of said notice on a bulletin board, located at a place convenient and readily accessible to the general public at all times at **HOWE CITY HALL** located at **116 EAST HANING STREET Howe, Texas** a place convenient to the public, and said Notice was posted

no later than the **12th day of January, 2024 at 5:30 P.M.** and remained so posted for at least 72 hours preceding the scheduled time of said meeting.

Dated this 12th day of January 2024

Bookkeeper Joy Stevens _____