

On this the 6<sup>th</sup> day of March, 2023 at 6:30 p.m., the City Commission of the City of Hereford, Texas, convened in a regular session in the Commission Chamber in City Hall, the meeting being open to the public and notice of said meeting having been given as prescribed by Chapter 551 of the Government Code, with the following members being present and in attendance, to-wit:

Cathy Bunch, Mayor  
 Reyna Ruiz, Commissioner Place One  
 Clint Savoini, Commissioner Place Three  
 Mark Collier, Commissioner Place Four  
 James Stow, Commissioner Place Five  
 Steve Bartels, City Manager  
 Suzanne Finch, City Secretary  
 Audie Sciumbato, City Attorney

Absent: Angie Alonzo, Commissioner Place Two  
 Rocky Bhakta, Commissioner Place Six

Jim Steiert was in attendance from the Hereford Brand and Lane Formby from KPAN to witness the proceedings.

Also, in attendance were Assistant City Manager Dean Turney, Hereford Economic Development Corporation President Tim Laws, Finance Manager Wade Hawkins, Lt. Daniel Garcia, Corporal Sky Holcomb, Janice Carr, Kim Leonard, Kole Glover, Becky Martinez, Mary Varner, Rodney Penton, Carmen Nunez, Linda Castaneda, Jamie Perez, Norma Jean Cervantez, Dolores Gonzalez, Ramon Nunez, Joshua Arguijo, Robert Chavez, Maria Morales, Karla Ramirez, Juan S. Ramirez, Emanuel Ramirez, and Dayanara De Loera .

Mayor Bunch voiced the invocation and then asked Commissioner Savoini to lead the Pledge of Allegiance to the United States flag. She called the meeting to order, welcomed those in attendance, and introduced each item on the agenda.

### **REGULAR HEARING:**

#### **ITEM 1 – Public Comments.**

Dolores Gonzalez spoke again on nepotism.

Ramon Nunez suggested moving the City Commission meetings to the Civic Center and inquired about the status of the selection process for the Chief of Police position.

*(Mayor Bunch moved Item #16 to the beginning of the agenda right after public comments.)*

#### **ITEM 16 - Consider approval of action taken by Hereford Economic Development Corporation at a Special Meeting held February 8<sup>th</sup>, 2023 on bids received for sale of HEDC property.**

Mayor Bunch called upon HEDC President Tim Laws to give an explanation of this item.

Mr. Laws stated there were two bids for the second piece of property and the HEDC voted to accept the bid for \$55,000.00.

Commissioner Savoini made the motion to approve of the action taken by the HEDC Board to accept the bid in the amount of \$55,000.00 from Payton Coker. Commissioner Ruiz seconded the motion and it passed with the unanimous vote of the Commission.

**PUBLIC HEARINGS:**

*(Mayor Bunch opened the public hearing at 6:39 p.m.)*

**ITEM 2 – Consider request to rezone property located at 106 Victory Drive legally described as a 1-acre tract of land out of a 9.58-acre tract of land situated in Section 61, Block K-3, Deaf Smith County, Texas from “R-1” Single Family District to “CB” Central Business District. (Requested by Juan Ramirez and Karla Ramirez).**

Juan Ramirez questioned the Planning and Zoning Commission’s decision to deny their request and asked why they were not allowed to put a small shop for car repairs on the property.

City Manager Bartels stated the road in front of the property is not designed for truck traffic. He invited Mr. Ramirez to come by and visit with him to see if there were any other options.

Mayor Bunch stated the Planning and Zoning Board voted to deny the rezoning request and for the Commission to overturn that decision would take six commissioners.

Commissioner Ruiz also expressed concern that repair shops have a tendency to pile wrecked vehicles in the back and with houses and the golf course in such close proximity to the property she doesn’t want it to bring down their values.

Mr. Ramirez stated he does not plan to work on trucks and the jobs will be taken in and turned back out – not stored.

Commissioner Collier made the motion to accept the recommendation of the Planning and Zoning Commission to deny the rezoning. Commissioner Ruiz seconded and it passed with the unanimous vote of the Commission.

**ITEM 3 - Consider request to rezone property located at 110 Victory Drive legally described as a 1-acre tract of land out of a 9.58-acre tract of land situated in Section 61, Block K-3, Deaf Smith County, Texas from “R-1” Single Family District to “CB” Central Business District. (Requested by Juan Ramirez and Karla Ramirez).**

Commissioner Savoini made the motion to uphold the decision of the Planning and Zoning Commission to deny the request. Commissioner Collier seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 4 - Consider request to rezone property (Ordinance No. 03.06.23) legally described as Womble Block 1 TR A, E262.10’ S226.5’ N421.5’ located west of Trinity Fellowship Church (401 W. Park Avenue) from “C-2” Restricted Commercial Retail**

**District to "CB" Central Business District. (Requested by Wayne Kniffen/Trinity Fellowship Church).**

ORDINANCE NO. 03.06.23

AN ORDINANCE AMENDING ORDINANCE NO. 1193, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF HEREFORD REZONING CERTAIN DESCRIBED PROPERTY FROM "C-2" RESTRICTED COMMERCIAL RETAIL DISTRICT TO "CB" CENTRAL BUSINESS DISTRICT

Commissioner Ruiz made the motion to rezone the property legally described as Womble Block 1 TR A, E262.10' S226.5' N421.5' from "C-2" Restricted Commercial Retail District to "CB" Central Business District. Commissioner Savoini seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 5 - Consider request to rezone property (Ordinance No. 03.06.23A) legally described as Womble Block 2, Lot 1 (W650' N/2) TR 1 A located directly behind the Trinity Fellowship Church (401 W. Park Avenue) from "R-1" Single Family District to "CB" Central Business District. (Requested by Wayne Kniffen/Trinity Fellowship Church).**

ORDINANCE NO. 03.06.23A

AN ORDINANCE AMENDING ORDINANCE NO. 1193, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF HEREFORD REZONING CERTAIN DESCRIBED PROPERTY FROM "R-1" SINGLE FAMILY DISTRICT TO "CB" CENTRAL BUSINESS DISTRICT

Mayor Bunch, in response to an inquiry from Lane Formby, stated the Planning and Zoning Commission had approved the change.

Commissioner Savoini made the motion to rezone property legally described as Womble Block 2, Lot 1 (W650' N/2) TR 1 A from "R-1" Single Family District to "CB" Central Business District. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

*(Mayor Bunch closed the public hearing at 6:59 p.m.)*

**REGULAR HEARINGS:**

**ITEM 6 – Consider approval of minutes for the February 6th, 2023 Regular meeting.**

Commissioner Collier made the motion to approve the minutes as presented. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 7 - Consider approval of Deaf Smith County Humane Society Request.**

Rodney Penton and Kim Leonard of the Deaf Smith County Humane Society gave an overview of their organization and the money they have donated to the City of Hereford in the form of shots and the money saved by adopting the animals out versus the cost to have them euthanized. They stated their work is done by 100% volunteers and donations and thanked Merrick Pet Foods for providing the pet food. They requested the City of Hereford put in the

budget for the Humane Society to receive an annual payment from the city in the amount of \$20,000.00.

Mrs. Leonard also suggested using the bare space where the old community center used to be located as a dog park.

Mr. Penton, in response to an inquiry from Mayor Bunch, went over the procedures in place for when an animal is received. He stated animals are sent all over the place (Colorado, Wisconsin, South Dakota, New Jersey, etc.) utilizing the Pilots for Paws program – the pilots donate their time and fuel to pick up and deliver the animals.

Police Lt. Daniel Garcia stated he oversees the Animal Control Department and went over briefly his staff, their hours, the Facebook page created last October, the shelter hours, the number of calls received, tethering laws, penalties for violating the law, how to get an owner's animal back, the cost to euthanize animals, and statistics on how many animals they handled in the last three years.

Commissioner Ruiz suggested considering using some of the animals for service animals for veterans.

Commissioner Savoini made the motion to budget approximately \$20,000.00 in the next fiscal year's budget (2023-2024) for the Deaf Smith County Humane Society. Commissioner Ruiz seconded the motion and it passed with the unanimous vote of the Commission.

#### **ITEM 8 - Consider approval of structure for Hereford Aquatic Center.**

City Manager Bartels explained the vote today is to approve just the structure over the existing pool to be paid for by the \$700,000.00 of insurance proceeds from the hailstorm; the other parts of the rendition include what the structure would look like if we later added some other features such as a permanent outdoor pool, splash pad, and a small lazy river.

Dolores Gonzalez spoke against the structure in favor of the dome and questioned the cost and the funding.

Dayanara De Loera spoke against it stating the additions would raise the ticket prices.

Commissioner Stow stated the architect's rendition shows a path moving forward for growth.

Josh Arguijo stated he moved to Hereford from Amarillo ten years ago. Mr. Arguijo spoke in favor of the pool improvements and the beautiful park there for his son to enjoy.

Janice Carr and Norma Jean Cervantez inquired about the timing, the possibility of delaying the installation of the new structure until after the summer so patrons can enjoy the sun, and the specifics of the project.

City Manager Bartels stated we do not have an exact timeline, but he is hoping to have the structure over the existing pool no later than mid-June of this year. He stated it will have tin on top, faux stone, and a difference in colors to break it up, the old blower from the dome will be used to control moisture (as a dehumidifier), the interior will have no "hidden corners" and

will be more visible to pool management and staff, and the doors will be able to be opened on pretty days.

Commissioner Ruiz stated she would like to have an invoice for the structure. Assistant City Manager Dean Turney advised those bids went to the insurance company.

Commissioner Stow made the motion to approve the structure over the existing swimming pool to replace the dome destroyed by the hailstorm. Commissioner Savoini seconded the motion and it passed with the following vote: Mayor Bunch – aye; Commissioner Ruiz – nay; Commissioner Savoini – aye; Commissioner Collier – aye; and Commissioner Stow – aye.

**ITEM 9 - Consider approval of Resolution No. 03.06.23 by the City of Hereford, Texas ("City") suspending Southwestern Public Service Company's proposed effective date in connection with its Statement of Intent submitted on about February 8, 2023; authorizing the City's continued participation with other cities in the Alliance of Xcel Municipalities ("AXM") to direct the activities of lawyers and consultants and participation in related rate proceedings; authorizing the hiring of attorneys and consultants; requiring reimbursement of reasonable legal and consultant expenses; requiring proof of notice; finding that the meeting complies with the Open Meetings Act; making other findings and provisions related to the subject; and declaring an effective date.**

**RESOLUTION NO. 03.06.23**

**A RESOLUTION BY THE CITY OF HEREFORD, TEXAS ("CITY") SUSPENDING SOUTHWESTERN PUBLIC SERVICE COMPANY'S PROPOSED EFFECTIVE DATE IN CONNECTION WITH ITS STATEMENT OF INTENT SUBMITTED ON ABOUT FEBRUARY 8, 2023; AUTHORIZING THE CITY'S CONTINUED PARTICIPATION WITH OTHER CITIES IN THE ALLIANCE OF XCEL MUNICIPALITIES ("AXM") TO DIRECT THE ACTIVITIES OF LAWYERS AND CONSULTANTS AND PARTICIPATION IN RELATED RATE PROCEEDINGS; AUTHORIZING THE HIRING OF ATTORNEYS AND CONSULTANTS; REQUIRING REIMBURSEMENT OF REASONABLE LEGAL AND CONSULTANT EXPENSES; REQUIRING PROOF OF NOTICE; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE**

**WHEREAS**, Southwestern Public Service Company ("SPS" or the "Company") filed a Statement of Intent with the City and with the Public Utility Commission of Texas ("PUCT") on or about February 8, 2023, to increase its base revenues for its Texas retail service area by approximately \$148.5 million, which is an increase in base revenue of about 23%; and

**WHEREAS**, the City is a regulatory authority under the Public Utility Regulatory Act ("PURA") and under Chapter 33, §33.001 et seq. of PURA has exclusive original jurisdiction over SPS's rates, operations, and services within the municipality; and

**WHEREAS**, under PURA § 33.025(a), the City has standing in each case before the Public Utility Commission of Texas that relates to an electric utility providing service in the City; and

**WHEREAS**, in order to maximize the efficient use of resources and expertise in reviewing, analyzing, and investigating SPS's rate request and its changes in tariffs it is prudent to coordinate the City's efforts with a coalition of similarly situated municipalities; and

**WHEREAS**, the City, in matters regarding applications by SPS to change rates, has in the past joined with other local regulatory authorities to form the Alliance of Xcel Municipalities ("AXM") and hereby continues its participation in AXM; and

**WHEREAS**, SPS's rate request consists of a voluminous amount of information including SPS's rate-filing package, pre-filed direct testimony, exhibits, schedules, and workpapers; and

**WHEREAS**, SPS proposed March 15, 2023, as the effective date for its requested increase in rates, which is the 35<sup>th</sup> day after the date SPS submitted its application; and

**WHEREAS**, it is not possible for the City to complete its review of SPS's filing within 35 days; and

**WHEREAS**, SPS's application to increase rates includes estimated data that SPS will update within 45 days after the date it filed its application to increase rates; and

**WHEREAS**, because SPS included estimated data it intends to update, under State law, the suspension period may be extended by an additional 45 days, for a total suspension period of 135 days; and

**WHEREAS**, the City will need an adequate amount of time to review and evaluate SPS's rate application to enable the City to adopt a final decision as a local regulatory authority with regard to SPS's requested rate increase; and

**WHEREAS**, SPS filed its Statement of Intent to raise rates with the City and with the Public Utility Commission of Texas on the same date, February 8, 2023, and it is important to intervene in the PUCT proceeding because the PUCT's decisions could impact rates within the City.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION FOR THE CITY OF HEREFORD, TEXAS THAT:**

**Section 1.** The findings set out in the preamble are in all things hereby approved.

**Section 2.** Consistent with PURA § 36.108(a)(1) and § 36.112(d), SPS's proposed effective date of March 15, 2023, to increase base rates, is hereby suspended one hundred and thirty-five (135) days, or at least until July 28, 2023.

**Section 3.** The statutory suspension period will be extended automatically day for day should SPS extend its proposed effective date, and may be further extended if SPS does not provide timely, meaningful, and proper public notice of its request to increase rates, or if its rate-filing package is materially deficient.

**Section 4.** The City authorizes intervention in proceedings related to SPS's Statement of Intent before the Public Utility Commission of Texas and any related proceedings, including proceedings in any courts of law.

**Section 5.** The City continues its participation with other cities in a coalition of cities known as the Alliance of Xcel Municipalities ("AXM") with the understanding that the Steering Committee of AXM is to provide direction and guidance to Special Counsel representing said cities.

**Section 6.** The City hereby retains Herrera Law & Associates, PLLC as Special Counsel to represent the City with regard to SPS's statement of intent to increase rates and related proceedings, including before local and state regulatory authorities and any court of law and authorizes Special Counsel to employ such rate experts as may be necessary for review and evaluation of SPS's rate application.

**Section 7.** The City, in coordination with the Steering Committee, shall review the invoices of the lawyers and rate experts for reasonableness before submitting the invoices to SPS for reimbursement.

**Section 8.** SPS shall reimburse the City on a monthly basis, through AXM's coordinating city, the City of Amarillo, Texas, for the reasonable costs of attorneys and consultants and expenses related thereto, upon the presentation of invoices reviewed by the City of Amarillo.

**Section 9.** Not later than seven days after SPS has completed publication of notice of its proposed increase in rates, SPS shall notify AXM that it has completed notice by providing proof of notice to AXM's Special Counsel, Herrera Law & Associates, PLLC, and such proof shall be in the form of an affidavit from a representative from SPS that has personal knowledge that SPS has published notice; such affidavit shall include a copy of notice SPS published.

**Section 10.** The City Secretary or other appropriate city official shall provide a copy of this Resolution to **Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, 4524 Burnet Road, Austin, Texas 78756**, and as a courtesy, provide SPS a copy of this Resolution by **sending a copy of the Resolution to Mr. Jeremiah W. Cunningham, Rate Case Manager, Southwestern Public Service Company, 790 S. Buchanan St. Amarillo, Texas 79101.**

**Section 12.** The meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Section 13.** To the extent any Resolution previously adopted by the City Council is inconsistent with this Resolution, it is hereby superseded.

**Section 14.** The findings set out in the preamble are in all things hereby approved.

**Section 15.** This Resolution shall become effective from and after its passage.

**PASSED AND APPROVED this 6TH day of MARCH, 2023.**

/s/ Cathy Bunch  
Cathy Bunch, Mayor

ATTEST:

/s/ Suzanne Finch  
Suzanne Finch, City Secretary

Ramon Nunez asked for an explanation of this item. City Manager Bartels stated the cities have a group that act together to negotiate with Xcel on proposed rate increases and this resolution suspends the rate increase until they can negotiate a settlement to keep rates low.

Commissioner Collier made the motion to approve Resolution No. 03.06.23. Commissioner Ruiz seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 10 - Consider approval of award of bid for the hangar doors at the Hereford Municipal Airport.**

Mayor Bunch stated only one bid was received for this project.

Commissioner Savoini made the motion to approve the bid from Top of Texas, Inc. in the amount of \$184,066.00 (\$79,428.00 for Hangar Row A and \$104,638.00 for Hangar Row B). Commissioner Stow seconded the motion and it passed with the following vote: Mayor Bunch – aye; Commissioner Ruiz – aye; Commissioner Savoini – aye; Commissioner Collier – abstained; and Commissioner Stow – aye.

**ITEM 11 - Consider approval of budget amendment for the hangar doors at the Hereford Municipal Airport.**

Commissioner Stow made the motion to approve the budget amendment in the amount of a \$75,000.00 increase in capital for the Hereford Municipal Airport. Commissioner Savoini seconded the motion and it passed with the following vote: Mayor Bunch – aye; Commissioner Ruiz – aye; Commissioner Savoini – aye; Commissioner Collier – abstained; and Commissioner Stow – aye.

**ITEM 12 - Consider approval of Ordinance No. 03.06.23B an ordinance of the City of Hereford, Texas declaring Cathy Bunch elected to the office of Mayor of the City of Hereford, Texas, declaring Clint Savoini elected to the office of Commissioner Place Three of the City of Hereford, Texas and canceling the May 6, 2023 City of Hereford, Texas Officers' Election only as to these two offices. (*Considerar la aprobación de la Ordenanza No.03.06.23B una ordenanza de la Ciudad de Hereford, Texas, declarando Cathy Bunch elegida a la oficina de Alcalde de la Ciudad de Hereford, Texas, declarando Clint Savoini elegido a la oficina de Comisionado, Lugar Tres de la Ciudad de Hereford, Texas, y cancelando la Elección de Oficiales de Texas el día 6 de mayo de 2023 de la Ciudad de Hereford, Texas solamente por estas dos oficinas.*)**

**ORDINANCE NO. 3.06.23B**

AN ORDINANCE OF THE CITY OF HEREFORD, TEXAS DECLARING CATHY BUNCH ELECTED TO THE OFFICE OF MAYOR OF THE CITY OF HEREFORD, TEXAS, DECLARING CLINT SAVOINI ELECTED TO THE OFFICE OF COMMISSIONER PLACE THREE OF THE CITY OF HEREFORD, TEXAS AND CANCELING THE MAY 6, 2023 CITY OF HEREFORD, TEXAS OFFICERS' ELECTION ONLY AS TO THESE TWO OFFICES

Commissioner Collier made the motion to approve Ordinance No. 03.06.23B. Commissioner Ruiz seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 13 - Consider approval of Joint Election Agreement between the City of Hereford and Deaf Smith County. (*Considerar la aprobación del Acuerdo de Elección Conjunto entre la Ciudad de Hereford y el Condado de Deaf Smith.*)**

Commissioner Savoini made the motion to approve the Joint Election Agreement between the City of Hereford and Deaf Smith County. Commissioner Collier seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 14 - Consider approval of Resolution No. 03.06.23A appointing the Election Officials for the City Officer's Election to be held May 6, 2023; setting the rate of pay for the Election Officials; the maximum number of Election Clerks for the polling place, and designating the Early Voting Ballot Board. (*Considerar la aprobación de la***



***Resolución No. 03.06.23A por la que se nombra a los funcionarios electorales para la elección del oficial de la ciudad que se llevará a cabo el 6 de mayo de 2023; fijar la tarifa de pago para los funcionarios electorales; el número máximo de secretarios electorales para el lugar de votación, y la de designación de la Junta de Votación Anticipada.)***

Mayor Bunch read the following resolution:

**RESOLUTION NO. 03.06.23A**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HEREFORD, TEXAS, APPOINTING THE ELECTION OFFICIALS FOR THE MAY 6, 2023 CITY OFFICERS' ELECTION, SETTING THE RATE OF PAY FOR THE ELECTION OFFICIALS, THE MAXIMUM NUMBER OF ELECTION CLERKS FOR THE POLLING PLACE, AND DESIGNATION OF THE EARLY VOTING BALLOT BOARD.**

**WHEREAS**, on January 16th, 2023 the City Commission of the City of Hereford, Texas, ordered an election to be held on Saturday, May 6, 2023 for the purpose of electing three (3) members of the City Commission (Mayor, City Commissioner Place One, and City Commissioner Place Three); and

**WHEREAS**, on March 6th, 2023 the City Commission of the City of Hereford cancelled the unopposed races for Mayor and City Commissioner Place Three and ordered that the May 6, 2023 City Officers' Election shall be held only for the office City Commissioner Place One of the City of Hereford, Texas as set forth by Ordinance No. 03.06.23B:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HEREFORD, TEXAS, THAT:**

**Section 1.** This City, having one (1) opposed election place shall hold said election at the following polling places on Election Day: Hereford Civic Center, 1001 West 15<sup>th</sup> Street, Banquet Room, Hereford, Texas and Deaf Smith County Courthouse, 235 E. 3<sup>rd</sup> Street, First Floor, Hereford, Texas.

**Section 2.** Argelia Alaniz, 401 Brevard, Hereford, Texas, will serve as Presiding Judge and Elena Mungia, 3776 County Road 8, Hereford, Texas, will serve as Alternate Presiding Judge, and the clerks of the election will be appointed by the Presiding Judge in a number not to exceed four (4).

**Section 3.** In accordance with Section 32.091 of the Texas Election Code, the judges shall be paid at the rate of \$14.00 per hour and shall receive an additional \$25 for delivery of the returns of the election. The election clerks shall be paid at the rate of \$12.00 per hour.

**Section 4.** Rachel Garman, County Clerk, Deaf Smith County Courthouse, Hereford, Texas, is hereby appointed Clerk for early voting. The early voting shall be at the Deaf Smith County Courthouse, First Floor, 235 E. 3<sup>rd</sup> Street, Hereford, Texas. Early voting by personal appearance shall be conducted during the regular business hours of the County Clerk each weekday from 8:00 a.m. until 5:00 p.m. Monday, April 24, 2023 through Tuesday, May 2<sup>nd</sup>, 2023. The early voting clerk's address to which ballot applications and ballots voted by mail may be sent is Rachel Garman, County Clerk, Deaf Smith County Courthouse, 235 E. 3<sup>rd</sup> Street, Hereford, Texas 79045 and must be received no later than close of business on April 25, 2023.

**Section 5.** Early voting by mail shall be by paper ballots and Early Voting by personal appearance shall be by Verity DUO voting machine with at least one Verity DUO Disabled Access voting unit made available in each polling

place and shall be canvassed by an Early Voting Ballot Board. The central count personnel are hereby appointed to serve as the Early Voting Ballot Board under the direction of the presiding judge of the central count station.

**PASSED, APPROVED AND ADOPTED** this 6th day of March 2023.

APPROVED:

/s/ Cathy Bunch  
Cathy Bunch, Mayor  
City Of Hereford, Texas

ATTEST:

/s/ Suzanne Finch  
Suzanne Finch, City Secretary

Commissioner Ruiz made the motion to approve Resolution No. 03.06.23A. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

**ITEM 15 - Consider approval of Ordinance No. 03.06.23C establishing a Records Management Program to be administered by the Records Management Officer (RMO) as required by the Texas Local Government Records Act.**

**ORDINANCE NO. 03.06.23C**

**AN ORDINANCE OF THE CITY OF HEREFORD ESTABLISHING A RECORDS MANAGEMENT PROGRAM TO BE ADMINISTERED BY THE RECORDS MANAGEMENT OFFICER (RMO) AS REQUIRED BY THE TEXAS LOCAL GOVERNMENT RECORDS ACT.**

City Manager Bartels stated we are required to have a records management officer and the old ordinance from 1990 called for appointment of the Records Management Officer (RMO) to the position by name; the new standards recommend designating by position, in this case the city secretary now and in the future. He noted this cleans up the language of an outdated 30-year-old ordinance.

Commissioner Stow made the motion to approve Ordinance No. 03.06.23C. Commissioner Collier seconded the motion and it passed with the unanimous vote of the Commission.

*(Mayor Bunch moved Item 16 up on the agenda, right after the public comments item.)*

**ITEM 17 - Announcements and comments from Mayor and City Commissioners.**

Mayor Bunch thanked the audience for coming out and stated she appreciates the comments and encouraged them to come see City Manager Bartels with any questions or concerns. She noted she is passionate about Hereford and making it an even better place to live.

Commissioner Ruiz also expressed her appreciation to the audience for wanting to know and understand.

Commissioner Stow thanked the audience and stated our goal moving forward is to enhance the quality of life.

**ITEM 18 – Announcements and comments from City Staff.**

City Manager Bartels also thanked everyone.

There being no further business before the Commission, the meeting was adjourned at approximately 7:50 p.m.