

On this the 21st day of October, 2024 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
Rose Mary Barrett, Commissioner Place One
Angie Alonzo, Commissioner Place Two
Mark Collier, Commissioner Place Four
James Stow, Commissioner Place Five
Steve Bartels, City Manager
Franchesca Jimenez, City Secretary
Audie Sciumbato, City Attorney

Absent: Clint Savoini, Commissioner Place Three

Also in attendance were Wade Hawkins, Todd Murray, Johnny Torres, Robert Jones, Gabrielle Bustamante, Jeronimo Ruiz, Dalton Brown, Oscar Pena, Parker Collins, Jonah Arriazola, Caleb Baker, Mona Hernandez, and Ramon Nunez.

Mayor Bunch voiced the invocation and then asked Commissioner Stow to lead the Pledge of Allegiance to the United States flag. She called the meeting to order and welcomed those in attendance.

Mayor Bunch introduced Gabrielle Bustamante as the new pool manager. City Manager Bartels called upon Lieutenant Ruiz to introduce the city's five newest patrol officers: Caleb Baker, Jonah Arriazola, Oscar Pena, Parker Collins, and Dalton Brown.

Mayor Bunch introduced each item on the agenda.

REGULAR HEARINGS:

ITEM 1 – Public Comments.

Mayor Bunch reminded the audience of the 3-minute limit and also the rule that the public is not allowed to approach the dais and will be escorted out of the chamber after the meeting adjourns.

Mona Hernandez remarked on the new pool manager engaging in personal activities during working hours. She suggested a solution to prevent people from placing junk by the dumpsters.

Ramon Nunez stated there is an upcoming election, emphasizing the importance of avoiding favoritism and nepotism. He asked for board information to be posted for those interested in applying. He then inquired about the functions of the Board of Adjustments.

ITEM 2 - Consider approval of minutes for the October 7th, 2024 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 3 - Discuss and consider approval of city manager job description.

Mayor Bunch suggested adding the following underlined changes to the city manager job description:

- Must have a valid Texas Class C Drivers License
- Must be a United States Citizen
- City of Hereford currently employs 100 full-time, 20 part-time, and up to 3 seasonal employees
- Must reside within the city limits of Hereford per city charter
- Benefits: include health insurance, life insurance, TMRS retirement, paid vacation, paid sick leave, and vehicle allowance

Commissioner Barrett made the motion to approve the city manager job description subject to changes. Commissioner Black seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 4 - Consider approval of appointment of Wade Hawkins as assistant city manager.

Commissioner Alonzo made the motion to appoint Wade Hawkins as assistant city manager. Commissioner Barrett seconded the motion and it passed with the unanimous vote of the Commission.

Mayor Bunch thanked Wade Hawkins.

ITEM 5 - Consider re-appointment of members to the Planning and Zoning Commission.

Commissioner Collier inquired about how members are selected. City Manager Bartels stated it is related to their occupation, however, there is no set list of qualifications.

City Attorney Sciumbato stated per the code of ordinance a board consists of five members who must reside in the city and be approved by the Commission.

Commissioner Collier made the motion to re-appoint Dodd Scroggin and Johnny Brownlow to serve a two-year term on the Planning and Zoning Commission. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 6 - Consider re-appointment of members to the Board of Adjustments.

City Manager Bartels stated the Board of Adjustments is responsible for granting variances for residents who may want to add on to their home but do not meet the setback requirements. The boards decision is binding and in order for a variance to be granted, at least four out of the five members must vote in favor.

Commissioner Alonzo made the motion to re-appoint Josh Lucio and David Smalts to serve another two-year term on the Board of Adjustments. Commissioner Stow seconded the motion and it passed with the following votes of the Commission: Mayor Bunch – aye, Commissioner Barrett – aye, Commissioner Alonzo – aye, Commissioner Collier – abstained, Commissioner Stow – aye, Commissioner Black – aye.

ITEM 7 - Announcements and comments from Mayor and City Commissioners.

Mayor Bunch stated she has had several meetings with Hellas and she has provided them with a punch list of items for the baseball complex. She stated Hellas would be back in three weeks to address those items, Hellas has to turn the keys over before the city can proceed.

Mayor Bunch read a letter from Mr. Boiko in Clovis, New Mexico commending the John Pitman Golf Course staff for their outstanding customer service.

ITEM 8 - Announcements and comments from City Staff.

City Manager Bartels gave an update on the dog park; the shade structure is in and the concrete has been poured. The park will have obstacles, benches, and receptacles. There is no signage up yet, but we are getting there. He stated the Animal Control Department has been moved to Public Works and is under the supervision of Street Superintendent Rick Mendez. Nino Salomon is now the lead animal control officer.

City Manager Bartels expressed his excitement about the Police Department. They are currently one dispatcher short and have reached full staffing for the first time in ten years.

City Manager Bartels announced the Fall Fiesta Down Main is Saturday, October 26th, from 2 p.m. until 6:00 p.m.

There being no further business before the Commission, the meeting was adjourned at approximately 7:06 p.m.