

**NOTICE OF A REGULAR MEETING**  
**OF THE CITY COUNCIL OF THE CITY OF HEMPSTEAD**

**PLEASE NOTE:**

**Public comments and matters from the floor are limited to 3 minutes per person. Allotted minutes cannot be transferred to other individuals.**

**If you would like to request to speak, please do so in advance of the meeting by filling out a Request to Address Council form available upon entrance to the meeting.**

**Please silence all cell phones and electronic devices.**

Notice is hereby given that a Regular Meeting of the City Council of the City of Hempstead will be held on **Monday, the 17<sup>th</sup> day of July A.D., 2023 at 6:00 P.M.** at the **Hempstead City Hall, 1125 Austin Street, Hempstead, Texas**, at which time the following subjects will be considered, to-wit:

1. Call to order and invocation.
2. Pledge of Allegiance.
3. Public Comments.
4. Consideration and action on minutes from June 20, 2023, June 26, 2023, June 29, 2023, July 3, 2023, July 6, 2023, and July 13, 2023.
5. Amendment to the Zoning Matrix allowing for an Adult Day Care in the following manner:  
“P” - Use Permitted by right in the following zoning districts: CBD, NC, HC, and PS  
“S” – Specific Use Permit required in the following zoning districts: R-1, R-2, R-3 and MH.
  - a. Public Hearing
  - b. Consideration and action on an Ordinance amending Article 3 “Zoning Districts” Section 3.13 “Land Use Matrix” of the Zoning Ordinance to allow for the adult daycare as a use permitted by right in CBD, NC, HC, and PS and allow for adult daycare as a use with a specific use permit in R-1, R-2, R-3 and MH.
6. Discussion and action on a Resolution of the City Council of the City of Hempstead, Texas submitting a proposed City Charter amendment to increase the City Council terms from 2 years to 3 years and Mayor terms from 2 years to 4 years for a Special Election in November 2023.
7. Discussion and action to authorize and budget for elections at City Hall .
8. Discussion and action to authorize the mayor to submit a Request for Qualifications for City Attorney.
9. Consideration and action on a Resolution of the City Council of the City of Hempstead adopting the City of Hempstead Employee/Officer Confidentiality Policy.
10. Consideration and action on a Resolution of the City Council of the City of Hempstead establishing August 21, 2023, as the Public Hearing to discuss the imposition of Impact Fees.
11. Consideration and action on a Resolution of the City Council of the City of Hempstead adopting or rejecting the land use Assumptions and Capital Improvement Plan.
12. Discussion and action to authorize Mayor to terminate the lease between the City and Robert Holloman for the property located at 1222 Austin Street, Hempstead, TX 77445

and currently used by the Hempstead Economic Development Corporation. (Lease term ending August 31, 2023, HEDC recommended approval 7/10/2023)

13. Discussion and action of a Resolution amending the City of Hempstead Cemetery Policies and Procedures to eliminate interment cost creains for the resident and non-resident of Hempstead.
14. Consideration and action on a Parade Permit from Waller County Fair Association to be held on September 29, 2023.
15. Consideration and action on payment of current bills.

## **CLOSED SESSION**

16. Council will convene In Executive Session pursuant to Section 551.071 of the Texas Government Code to consult with its attorney about pending or contemplated litigation.

## **OPEN SESSION**

### 17. Presentations-

#### A. Councilmember's Report-

- a. Mildred Jefferson-We are sending our most heartfelt condolences to the family of Bobbie Garfield. Please Keep them in your prayers.
- b. Nora Hodges-Planning to attend the TML Newly Elected Officials' Orientation on July 20 -21, 2023 in Round Rock, Texas.

The City Council of the City of Hempstead reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed below 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), 551.087 (Economic Development), and 551.086 (Certain Public Power Utilities: Competitive Matters). Council may act in Open Session on any item listed for Executive Session.

### 18. Adjourn City Council Meeting.


Dated this the 14<sup>th</sup> day of July, A.D., 2023.

By: 

Sabrina Alvarez, City Secretary

I, the undersigned authority, do hereby certify that the above Notice of a Regular Meeting of the governing body of the City of Hempstead is a true and correct copy of said Notice, and that a true and correct copy of said Notice was posted on the City Hall bulletin board and entrances to City Hall, in the City Hall of said City of Hempstead, Texas, a place convenient and readily accessible to the general public at all times, and that said Notice was posted on July 14, 2023 at 3:30 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 14<sup>th</sup> day of July, A.D., 2023.

By:   
Sabrina Alvarez, City Secretary

## **PUBLIC PARTICIPATION BY TELEPHONE**

The City of Hempstead City Council **may** conduct the meeting scheduled at **6:00 P.M. on Monday the 17<sup>th</sup> day of July 2023 at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas.** The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made and will be available to the public upon written request.

The toll-free dial-in number to participate in the meeting telephonically is:

**1-346-248-7799; Access Code 989-478-2100**

**IF CITY COUNCIL MEMBERS ARE GOING TO APPEAR BY VIDEOCONFERENCE A QUORUM OF COUNCILMEMBERS MUST BE PRESENT AT THE LOCATION.**

## **NOTICE OF MEETING BY VIDEO CONFERENCE**

The City of Hempstead City Council **may** conduct the meeting scheduled at **6:00 P.M. on Monday the 17<sup>th</sup> day of July 2023 at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas** by videoconference in addition to allowing in person attendance. A quorum of the City Council will be physically present at the Hempstead City Hall, 1125 Austin Street, Hempstead. The public may participate in the City Council Meeting by using the following information:

**1-346-248-7799, Access Code 989-478-2100**



**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 20<sup>th</sup> day of June A.D., 2023 at 6:00 P.M. the City Council met in a Regular Meeting at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Mildred Jefferson, Councilmember  
Nora Hodges, Councilmember  
Karon E. Neal, Councilmember

Bridgette Begle, City Attorney  
Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 6:00 P.M. and Mayor Pro-Tem Lonnie Garfield gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

In Public Comments Shirley Thompson wished Councilmember Karon Neal a Happy Birthday! Brent Rystreon wanted to introduce himself to council. He bought the old movie theater and the business at 905 Austin Street. He is in the process of collaborating with architects and construction companies. He will use the building for various uses. Dennis VanVegal stated that he recently bought solar panels for this home and did not realize that the city does not have a buyback program. He also stated that stop signs needed to be placed on Calvit and 21<sup>st</sup> Street, people drive very fast, and it is dangerous.

**4. Consideration and action on minutes of May 15, 2023, May 22, 2023, and June 5, 2023, meetings.**

Councilmember Cindy Pearce made a motion to approve the minutes. Councilmember Nora Hodges seconded the motion and carried it unanimously.

**5. Consideration and action on Resolution of the City Council of the City of Hempstead appointing Rosa Delora and Tressey Wilson to the Hempstead Economic 4B Board.**

Councilmember Mildred Jefferson made a motion to approve the Resolution. Councilmember Nora Hodges seconded the motion and carried it unanimously.



**6. Consideration and action on a Budget Amendment – Salary raise given to EDC Administrative Assistant (*EDC Board approved June 12, 2023*)**

Councilmember Nora Hodges made a motion to approve the Budget Amendment for the Salary Increase. Councilmember Mildred Jefferson seconded the motion and carried unanimously.

**7. Consideration and action for purchase and installation of a monument sign to be placed on the grounds of City Hall. (EDC approved May 5, 2023; paid for by HEDC)**

Mayor Erica Gillum stated that the sign will be only used for city business. Councilmember Nora Hodges made a motion to approve the monument sign. Councilmember Mildred Jefferson seconded the motion and it carried.

**8. Consideration and action of the City Council of the City of Hempstead adopting a City Hall Monument Sign Policy.**

Councilmember Mildred Jefferson made a motion to approve the Policy. Councilmember Karon Neal seconded the motion and carried unanimously.

**9. Consideration and action on a Resolution of the City Council of the City of Hempstead establishing July 17, 2023, as the Public Hearing date for Public Hearing for Land Use Assumptions and Capital Improvements.**

Manager of Operation Kollye Kilpatrick stated that the reason for the Resolution is for possible land uses for shopping, housing, and manufacturing. It was advertised in the local paper. This will establish impact fees for future developers. Mayor Erica Gillum stated that it will allow the city to recoup the money to maintain. It will take two years to get and five years to complete construction.

Councilmember Mildred Jefferson made a motion to approve the Resolution. Councilmember Nora Hodges seconded the motion, and it was carried unanimously.

**10. Consideration and action on a recommendation from EDC to purchase historical street signs. (*EDC Approved 6-12-23*)**

Mayor Erica Gillum got pics of the street signs and the light poles for council to view on the TV. The signs will be in the downtown area. Forty-five total signs, black and white in color to match the light poles. Councilmember Mildred Jefferson made a motion to approve the street signs. Councilmember Nora Hodges seconded the motion and carried it unanimously.

**11. Discussion and consideration to authorize a City Townhall meeting for June 29, 2023, at 6 p.m. for discussion of City department updates on previously submitted questions.**

Councilmember Nora Hodges stated that at the Utility Workshop that was held in May, the questions the citizens asked were passed out to the council in the previous city council meeting. Councilmember Nora Hodges would like to have the Townhall on June 29, 2023, for council and city departments heads and supervisors answer the questions. The City Secretary will post the Townhall Meeting as an agenda within 72 hours before the meeting.

Councilmember Mildred Jefferson made a motion to approve the Townhall Meeting. Mayor Pro-Tem seconded the motion and carried unanimously.

**12. Discussion and action for the approval from Joey & Amy Williams on the facade of the building located at 809 12<sup>th</sup> Street.**

Amy Williams spoke and stated that a picture that was included in the council's packets is what the building will look like from the outside. Manager of Operations Kollye Kilpatrick stated that the drawing meets all the historical specifications as presented. The building will be used to expand her business or for office space rental. Councilmember Mildred Jefferson made a motion to approve the façade. Councilmember Nora Hodges seconded the motion and carried it unanimously.

**13. Consideration and action on RFQ's for Municipal Court Prosecutor.**

Mayor Erica Gillum stated that as we go through our city, we must enforce the violations of businesses and citizens alike with citations, letters and code enforcement. They all must follow city ordinances. Tree limbs, boats in alleyways, they all must be cleared from the alleyways. Mayor Erica Gillum had a meeting with Municipal Court Judge Barbara Stafford, and she stated city does have a prosecutor. Mayor stated that the city needs a prosecutor that is aggressive to pursue and hold businesses and citizens accountable for violations. Councilmember Cindy Pearce asked will the current prosecutor be replaced with the one the city is wanting to hire? Councilmember Nora Hodges asked is the prosecutor not aggressive enough or just too busy? Councilmember Mildred Jefferson made a motion to approve the RFQ's for Municipal Court Prosecutor. Councilmember Cindy Pearce seconded the motion and carried unanimously.

**14. Consideration and action on payment of current bills.**

Councilmember Mildred Jefferson a motion to approve the bills. Mayor Pro-Tem Lonnie Garfield seconded the motion and carried unanimously.

**15. Presentations.**

**Mayor-**

**a. Sales Tax – Sales Tax is up .33% for the month of June 2023.**

1. **Councilmembers- Karon Neal-** Thank Mayor Gillum, Mayor Pro-Tem Garfield city council members Jefferson and Hodges and school board

member Albert Garfield for the Tiff's treats hand delivered to all HISD campuses. Thank you to the Hempstead Recreation Center to Mr. James Glover, his staff and student workers... they are doing a great job!

- b. Mildred Jefferson-**We are sending our most heartfelt condolences to the family of Camille Curtis and Joyce Evans. Please keep them in your prayers.

**16. Adjourn City Council Meeting.**

There being no further business, Councilmember Mildred Jefferson made a motion to adjourn the meeting at 6:51 P.M. Mayor Pro-Tem Lonnie Garfeild seconded the motion and carried unanimously.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

/s/: Erica Gillum, Mayor

**ATTEST:**

/s/: Sabrina Alvarez, City Secretary



**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 26<sup>th</sup> day of June A.D., 2023 at 10:00 A.M. the City Council met in a Special Meeting at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Mildred Jefferson, Councilmember  
Nora Hodges, Councilmember  
Karon E. Neal, Councilmember

Bridgette Begle, City Attorney  
Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 10:06 A.M. and Mayor Pro-Tem Lonnie Garfield gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

No Public Comments

**4. Consideration and action on hiring GSLI as the consulting team for Hempstead EDC.**

Mayor Erica Gillum stated that she has met with Eric and Amanda from GLSI, and they have worked diligently to reach out to the possible growth. The website is almost completed for the EDC. The applications that were received for the Economic Development Director is nowhere near the knowledge and expertise that the EDC would get from GLSI. The Hempstead Economic Development Boards approved GLSI for the consulting. Amanda with GLSI state that they will never close a deal themselves they will put the person in front of the correct people and with their tools they will go forward. Eric stated that they are a unique opportunity for Hempstead. He stated Hempstead has a lot of potential. GLSI representatives did a representation of the upcoming website. Councilmember Cindy Pearce asked what has been the smallest population with which they have worked? Amanda with GLSI answered with 3K population. Councilmember Cindy Pearce asked who has access to the website. Amanda answered that the EDC Administrator Lilliana is the point of contact. Attorney Bridgette Begle stated that GLSI will be in the Directors position. Amanda stated that the EDC Administrator Lilliana will be the face. Councilmember Cindy Pearce asked what would be the additional investment? Eric stated that right now it would

be industrial, commercial, and retail. GLSI has 75 to 100 projects per year. Councilmember Nora Hodges stated that she was impressed by the website and all their expertise.

**5. Adjourn City Council Meeting.**

There being no further business, Councilmember Mildred Jefferson made a motion to adjourn the meeting at 11:08 A.M. Councilmember Nora Hodges seconded the motion and carried unanimously.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

**/s/: Erica Gillum, Mayor**

**ATTEST:**

**/s/: Sabrina Alvarez, City Secretary**

**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 29<sup>th</sup> day of June A.D., 2023 at 4:00 P.M. the City Council met in a Workshop Meeting at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Mildred Jefferson, Councilmember  
Nora Hodges, Councilmember  
Karon E. Neal, Councilmember

Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 4:03 A.M. and Public Works Director Frederick Alexander gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Discussion and action on Travel Policy for the City of Hempstead.**

Councilmember Cindy Pearce stated that she reviewed City of Brenham, City of Katy travel policies and that those cities must present within 30 days' notice of the travel. They have no laundry costs, if the employees cancel then they should be held accountable for the fees associated with that travel, and to set meal prices. Councilmember Nora Hodges stated that the 30 days' notice should be stated, when possible, because when emergencies are presented the 30 days' notice may not be feasible to do. Councilmember Nora Hodges also stated that the city needs a travel policy for consistency and transparency and to set a per diem account. Councilmember Nora Hodges also stated that when we book hotels, we can book at government rates. Mayor Erica Gillum stated we could leave it as it is budgeted per department or produce a travel policy for the city. Mayor Erica Gillum stated a travel policy would not be beneficial to her. Manager of Operations Kollye Kilpatrick stated that it would be best to form a committee and work on a travel policy of what is best for the City of Hempstead. Councilmember Nora Hodges stated that she will get HGAC's travel policy so she can share with council. Councilmember Nora Hodges made a motion to approve that the City form a committee to fit a travel policy for the City of Hempstead. Councilmember Cindy Pearce seconded the motion and carried unanimously.

**4. Adjourn City Council Meeting.**



There being no further business, Councilmember Mildred Jefferson made a motion to adjourn the meeting at 4:32 P.M. Councilmember Karon Neal seconded the motion and carried unanimously.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

**/s/: Erica Gillum, Mayor**

**ATTEST:**

**/s/: Sabrina Alvarez, City Secretary**

**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 3<sup>rd</sup> day of July A.D., 2023 at 6:00 P.M. the City Council met in a Regular Meeting at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Karon Neal, Councilmember  
Nora Hodges, Councilmember (Via Zoom)  
Mildred Jefferson, Councilmember

Bridgette Begle, City Attorney  
Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 6:04 P.M. and Mayor Pro-Tem Lonnie Garfield gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

Jay Lewis runs a local youth ministry and wants to help the citizens with getting their yards cut free of charge. David Burky would like to give a presentation before the City Council to explain the benefits of hemp. He also stated that driving around town he sees a lot of stop signs that are faded or missing.

**4. Consideration and action on Professional Services Agreement with Johnny Wallin for a Heavy Equipment Operator on an as-needed basis for the Public Works Department.**

Public Works Director Fredrick Alexander stated that in order to get caught up with all the damage Nextlink has done in the city, he would like to hire a contractor as a needed basis for a Heavy Equipment Operator. The city would rent a piece of equipment and use him as needed. Mayor Erica Gillum stated it was a good decision. Councilmember Mildred Jefferson made a motion to approve the Professional Services Agreement. Mayor Pro-Tem Lonnie Garfield seconded the motion and carried unanimously.

**5. Discussion and action on a Resolution of the City Council of the City of Hempstead, Texas submitting a proposed City Charter amendment to increase the City Council terms from 2 years to 3 years and Mayor terms from 2 years to 4 years.**

Attorney Bridgette Begle stated that the first step would be to amend the Charter, we would call a Special Election on November 7, 2023, and the voters would vote on the change. We would have to bring an Ordinance in July and call the election in August. If the voters do vote for the amendment, then the change would commence in May 2024. Councilmember Nora Hodges asked about the terms and the cost for the special election. Councilmember Cindy Pearce stated she did research and said that the school board has 3-year terms, Mayor terms in Brenham, TX is 4-year terms. Attorney Bridgette Begle stated that it would be the following May 2026 when it would take effect. Councilmember Nora Hodges stated that a City Administrator would eliminate the cost to do an amended Charter. Councilmember Mildred Jefferson made a motion to approve the Resolution with a May election. Mayor Pro-Tem Lonnie Garfield seconded the motion and carried unanimously.

**6. Discussion and action to authorize the mayor to submit a Request for Qualifications for City Attorney.**

Councilmember Cindy Pearce asked what the purpose was of wanting the RFQ's. Mayor Erica Gillum stated that there are projects in the city. She stated as we grow with new developments, we need counsel that can deliver the service who is experienced in PID's and TIRZ's. Mayor Pro-Tem Lonnie Garfield made a motion to table the RFQ's. Councilmember Cindy Pearce seconded the motion. The motion carried with ayes with the exception of Councilmember Mildred Jefferson.

**7. Discussion and action on a Resolution amending the City of Hempstead Cemetery Policies and Procedures to eliminate interment cost cremains for residents and non-residents of Hempstead.**

Councilmember Mildred Jefferson made a motion to table the Resolution. Councilmember Karon Neal seconded the motion and carried unanimously.

**8. Consideration and action on Walk Permit for the Watermelon Festival.**

Councilmember Mildred Jefferson made a motion to approve the Walk Permit subject to the getting the liability insurance. Councilmember Cindy Pearce seconded the motion, and it was carried.

**9. Discussion and action on an Internal Policy for any employee that communicates or releases sensitive or restricted personnel or customer information without going through Public Information Request Act may be subject to disciplinary action to include immediate termination.**

Councilmember Cindy Pearce stated that it is a much-needed policy, the city needs to operate in dignity and by law. Councilmember Mildred Jefferson made a motion to approve the policy. Mayor Pro-Tem seconded the motion and carried unanimously.



## **10. Presentations-**

### **A. Mayor's Reports-**

1. Watermelon Festival- July 14th-15<sup>th</sup>. – Everyone is invited, lots of vendors, the Brown Sugar Band will be performing. There are 16 candidates.
2. July 4 Fireworks at the Park-The Annual July 4 fireworks will be at the City Park; First Baptist Church will be giving out snow cones.
3. August 5, 2023 – Family Fun Day at the Park. 9:00 AM to 12 PM; Sponsors are welcome to donate. - Anyone that is willing to donate school supplies, please do.
4. External and Internal Utility Forensic Audit being executed-future Townhall to discuss when Audit is completed. -External AND Internal audit being performed, Mayor Erica Gillum will have a future townhall meeting to explain findings.
5. Award on Master Drainage Plan. - The city got awarded the grant, this is much needed so when the city goes out for future grants its gives points.

### **B. Councilmember's Report-** Mildred Jefferson- We are sending our most heartfelt condolences to the family of Rev. Cube Charleston. Please keep them in your prayers.

Nora Hodges-Expression of Appreciation to everyone who attended and participated in the Townhall Meeting.

Karon Neal- I would like to thank Mr. Frederick (Kookee) Alexander for the follow up with a citizen that had an issue with water at her residence that he was informed about at the utility workshop. Ms. Nora Hodges and I attended the newly elected officials training on June 28, it was highly informative.

## **11. Adjourn City Council Meeting.**

Councilmember Karon Neal made a motion to adjourn the meeting at 7:06 P.M.  
Councilmember Mildred Jefferson seconded the motion, and it was carried.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

**/s/: Erica Gillum, Mayor**

**ATTEST:**

**/s/: Sabrina Alvarez, City Secretary**

**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 6<sup>th</sup> day of July A.D., 2023 at 3:00 P.M. the City Council met in a Budget Workshop at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem (Absent)  
Cindy Pearce, Councilmember  
Karon Neal, Councilmember  
Nora Hodges, Councilmember (Via Zoom)  
Mildred Jefferson, Councilmember

Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 3:03 P.M. and Public Works Director Fredrick Alexander gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

No Public Comments.

**4. Discussion on 2023-2024 Budget**

Donald Coronado with TML made a presentation about our health insurance. There is a 50% increase on the plan that we are currently on for the 2023-2024 year. He represented a plan that will lower the costs to the city. Councilmember Nora Hodges made a motion to approve plan number 5 on the sheet that was presented to council. Councilmember Mildred Jefferson seconded the motion and carried unanimously.

The Manager of Operations Kollye Kilpatrick went through the budget department by department explaining what is needed in each department.

Animal Control Department- the city is proposing to have a full-time employee work and take care of the animals. Currently the city is in an Interlocal Agreement with the county. The facilities the city has now would have to be updated and up to par. The city would also implement a chip program for the strays.

Police Department- Chief David Hartley stated that he would like to implement a step program for his police officers. He is wanting four new Tahoe's to be leased.

General Administration- City Secretary Sabrina Alvarez stated that the department needed a vehicle to be leased as well for travel and training. Other departments can also use the vehicle for travel and training as well as the City Council. Budgeted items were city hall roof, upgrade our restrooms to ADA standards, renovate city hall, she also stated that a Finance Director is needed to help with audits, a second eye on the money coming in and out, and to help with the budget process as well.

Municipal Court- they are asking for shelves, additional file cabinets, and a storage container since they are running out of room.

Street Department- that department needs a street sweeper, two trucks with dump bed, mini excavator, medium size tractor, and a chipper truck, to increase production, maintain cutting and mowing of ditch lines, haul material and chip tress for mulch.

Grounds Department- the department needs five mowers. The current mowers they have now reached over 120,000 hours and the maintenance on the wear and tear has reached over \$9,447.65; they are no longer efficient to operate.

Electrical Department- discussion was had on a small bucket truck that is needed in that department.

Water Department- discussion was had on pumps and hoses that are needed to work on water leaks, a mini excavator and 16-foot trailer to haul equipment to and from jobs.

Gas Department- discussion was had on the two vehicles, a backhoe, and another employee.

## **5. Adjourn City Council Meeting.**

Councilmember Karon Neal made a motion to adjourn the meeting at 5:00 P.M.  
Councilmember Cindy Pearce seconded the motion and it carried.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

**/s/: Erica Gillum, Mayor**

**ATTEST:**



**/s/: Sabrina Alvarez, City Secretary**

**STATE OF TEXAS  
COUNTY OF WALLER  
CITY OF HEMPSTEAD**

**BE IT REMEMBERED** that on the 13<sup>th</sup> day of July A.D., 2023 at 2:00 P.M. the City Council met in a Budget Workshop at the Hempstead City Hall, 1125 Austin Street, Hempstead, Texas, there being present, to-wit:

Erica Gillum, Mayor  
Lonnie Garfield, Mayor Pro-Tem  
Cindy Pearce, Councilmember  
Karon Neal, Councilmember  
Nora Hodges, Councilmember  
Mildred Jefferson, Councilmember

Sabrina Alvarez, City Secretary

**1. Call to order and invocation.**

Mayor Erica Gillum called the meeting to order at 3:03 P.M. and Public Works Director Fredrick Alexander gave the invocation.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was given.

**3. Public Comments.**

No Public Comments.

**4. Discussion on 2023-2024 Budget**

Park & Recreation- Parks & Recreation Director James Glover discussed that he was needing two lawnmowers, tables and chairs, workout equipment, strip the lines for parking, a 16-passenger van to transport kids to and from activities in the summertime, he needs to have two full time employees. Plumbing at the Recreation center needs to be fixed correctly. Councilmember Nora Hodges asked if the two full time positions were budgeted in the budget.

Building Department-Building Inspector and Fire Marshall Frank Rodriguez discussed that his department is needing another code enforcement officer and a building inspector as well to help with reviewing plans, and inspections. One vehicle leased as well, a drone to help with the flood plains and a full-time position in conjunction with city hall to help with scanning plans and documents that are needed to digitize. Frank Rodriguez stated to the council that so far this year 346 permits have been issued; 983 were issued in 2022; and 999 in 2021.

Public Works Director Fredrick Alexander stated to the council that he would like to suggest that the council takes into consideration the items that are proposed for the various

departments. He stated the growth is coming and it will soon be here, and we will have to be ready. He will get pricing on leasing the equipment, so the costs will not be such a hit and compare what is more feasible to the city. Mayor Erica Gillum stated that we are having been patching up things just to get through and it gets harder and harder for the employees to be efficient. We have older equipment that has been patched up over the years, we need the equipment to be ready to serve the citizens. She asked the council to be mindful of this budget. Councilmember Cindy Pearce stated that patching and repairing also gets expensive. Mayor Pro-Tem Lonnie Garfield stated that changes are needed, and we must move forward, the decisions made today will be the future of Hempstead.

**5. Adjourn City Council Meeting.**

Mayor Pro-Tem Lonnie Garfield made a motion to adjourn the meeting at 3:03 P.M. Councilmember Karon Neal seconded the motion, and it was carried.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, A.D., 2023.

**APPROVED:**

/s/: Erica Gillum, Mayor

**ATTEST:**

/s/: Sabrina Alvarez, City Secretary



# City of Hempstead

1125 Austin Street • Hempstead, Texas 77445 • Tel: 979-826-2486 • Fax: 979-826-6703

## ORDINANCE NO. 23-\_\_\_\_\_

**AN ORDINANCE OF THE CITY OF HEMPSTEAD, TEXAS AMENDING ARTICLE 3 “ZONING DISTRICTS”, SECTION 3.13 “LAND USE MATRIX” OF THE ZONING ORDINANCE TO ALLOW FOR ADULT DAY CARE AS A USE PERMITTED BY RIGHT IN CBD, NC, HC, AND PS AND ALLOW FOR ADULT DAY CARE AS A USE WITH A SPECIFIC USE PERMIT IN R-1, R-2, R-3, AND MH; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR SEVERABILITY AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS:**

**Section 1:** That Article 3 “Zoning Districts” of Exhibit 9B “Zoning Ordinance” of the Code of Ordinances of the City of Hempstead, Texas is hereby amended to read as shown in **Exhibit A** with additions being **bold and underlined**.

**Section 2.** All portions of the City of Hempstead Code of Ordinances not in conflict with this Ordinance remain in effect.

**Section 3.** In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Hempstead, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 4.** All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 5.** This Ordinance shall become effective on \_\_\_\_\_.

**PASSED AND APPROVED** this the 17<sup>th</sup> day of July, 2023.

**APPROVED:**

---

Erica Gillum, Mayor

**ATTEST:**

---

Sabrina Alvarez, City Secretary



## EXHIBIT A

**ARTICLE 3**  
**Zoning Districts**

**§ 3.13. Land Use Matrix.**

P = use permitted by right

S = Specific Use Permit required

PUD = Planned Unit Development permitted

	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Accessory buildings	P	P	P	P	P	P	P	P	P	P
Accountants						P	P	P	P	
<u>Adult Day Care</u>		S	S	S	S	P	P	P	P	
Adult Use										
Advertising agencies						P		S		S
Air compressors (commercial)								P	P	
Air conditioning parts & service								P		P
Airline ticket agencies								P		P
Airline ticket agencies						P		P	P	
Alcoholic beverage (liquor store)						P		P	P	
Alterations, clothing						P	P	P	P	
Ambulance service						P		P		
Antique shops & dealers; Retail, wholesale						P		P	P	
Apartments			P	P		S				
Apartment rental agencies						P		P	P	
Appliance dealers						P		P	P	
Architects						P	P	P	P	
Art galleries & dealers						P	P	P	P	
Artist Studios				S	S	P	S	P	P	
Arts & crafts supplies	S	S	S			P		P	P	
Attorneys						P	S	P	P	
Auction house						P		P	P	
Auto body painting						S	S	P		
Auto body repair						S	S	P		
Auto clean-up & detail service						P			P	
Auto dealers, new vehicles								P	P	
Auto dealers, used vehicles								P		P

	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Auto engine repair						S	S	P		
Auto muffler shop								P		
Auto parts and supplies						P		P	P	
Auto rental & leasing						P		P	P	
Auto seat covers, tops & upholstery						P		P	P	
Auto salvage and wrecking yards										P
Auto service stations						S	S	P	P	
Auto wheel & brake service								P		
Auto wrecker service								P		P
Auto undercoating & rustproofing								P		
Automatic teller machine				P		P	P	P	P	P
Bait & tackle shops						P		P	P	
Bakers, retail						P	P	P	P	
Bakers, wholesale								P		P
Banks or financial services						P	S	P	P	
Barbers & beauty shops						P	P	P	P	
Bars						P		P	P	
Battery (car and boat) shop						P		P	P	
Bed & breakfast	S	S	S	S		P				
Bicycle sales and service						P	P	P	P	
Billiard parlor						P		P	P	
Bingo parlor						P		P	P	
Boat engine repair & service								P		
Boat equipment & supplies						P		P	P	
Boat sales								P	P	
Book dealers, retail						P	S	P	P	
Bowling alleys						P		P	P	
Building material sales								P	P	P
Cabinet makers & millwork shops								P	P	P
Cafes						P		P	P	

	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Candy & confection, retail						P	P	P	P	
Carpet & rug dealers						P		P	P	
Caterers						P	S	P	P	
Cellular communication and personal wireless facilities	S	S				S		S	S	S
Cemetery or mausoleum	P									
Child care & day care nurseries		S	S	S	S	P	P	P	P	
Chiropractors						P		P	P	
Church or place of worship						P	S	P	P	
Civic club or fraternal organization	S	S	S	S	S	P		P	P	
Clothing store						P		P	P	
Coin dealers						P		P	P	
Commercial garage						P		P	P	
Commercial parking lot						P		P	P	
Computer sales and services						P		P	P	
Condominium	PUD	PUD	PUD	PUD	PUD	P	S	P	P	P
Contractors						P		P	P	
Convenience stores						P	P	P	P	
Copy & duplicating services						P	P	P	P	
Dance halls						P		P	P	
Dance instruction						P		P	P	
Delivery services						P	P	P	P	P
Dental laboratories						P		P	P	P
Dentists						P		P	P	
Department stores						P		P	P	
Dinner theater						P		P	P	
Discount stores						P		P	P	
Doctor's office						P		P	P	
Domestic animal grooming						P	S	P	P	
Domestic animal training schools	S					P		P	P	



	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Grocery & food stores						P		P	P	
Group home				S						
Gunsmiths						P		P	P	
Handicraft shop						P		P	P	
Hardware stores						P		P	P	
Health club						P		P	P	
Heavy machinery sales								P		P
Hospice office						P		P	P	
Hospital						P		P	P	
Hotels & motels						P		P	P	
Insurance agencies						P		P	P	P
Interior decorators						P	S	P	P	
Janitorial services & supplies						P		P	P	P
Jewelers, retail & repair						P		P	P	
Junk and salvage yards						P		P	P	
Kennels, outdoor								P		P
Keys, lock & locksmiths						P		P	P	
Laundry, self-service						P	P	P	P	
Lawn mowers, retail & repair						P		P	P	
Libraries				P		P	P	P	P	
Limousine service						P		P	P	
Liquor stores						P		P	P	
Lounges						P		P	P	
Lumber sales								P		P
Machine shops & welding								P		P
Mailbox rentals							P	P	P	
Manufactured home					P	P		P		
Manufactured homes sales								P		
Marriage & family counselors						P	P	P	P	
Medical clinics		S				P		P	P	



	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Medical emergency clinics										
Medical equipment & supplies						P		P	P	
Mining, quarries, and pits						P		P	P	P
Monastery or convent	P									S
Motion picture theater				P						
Motorcycle sales & repair						P		P	P	
Museums						P		P	P	
Musical instrument dealers						P		P	P	
Needlework and materials						P	P	P	P	
Newsstands						P		P	P	
Notaries public						P	P	P	P	
Nurseries	P					P	P	P	P	
Nursing homes								P		
Office buildings (multiple tenants)						P		P	P	
Office furniture & equipment						P		P	P	
Office supply stores						P		P	P	
Optical goods and opticians						P		P	P	
Optometrists						P		P	P	
Paint stores, retail						P		P	P	
Pawnbrokers						P		P	P	
Personal care home for the aged (assisted living)			P	P						
Pet shops, indoors only						P		P	P	
Pharmacies						P	S	P	P	
Photo finishing, retail						P		P	P	
Photographic studio						P		P	P	
Physical fitness centers						P		P	P	
Physicians						P		P	P	
Picture frames and framing						P		P	P	
Plant sales						P		P	P	
Private clubs (as per TABC)						P		P	P	

	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Private schools		S				P		P	P	
Product assembly plants (manufacturing)										P
Psychologists & psychotherapists						P		P	P	
Public use (governmental)	P	P	P	P	P	P	P	P	P	P
Pumps, industrial sales & service										P
Quick lube/oil change										
Radio communications equipment, retail								P	P	
Radio/television transmission tower (commercial)						P		P	P	
Real estate agents & brokers						S		S	S	S
Recreational vehicle sales, rental & repair						P		P	P	
Rehabilitation center				S				P		P
Rental service stores (no heavy equipment)										
Rental service, commercial & industrial								P		P
Restaurants						P		P	P	P
Restaurants (delivery & pick-up)						P	P	P	P	
Restaurant equipment & supplies						P		P		
Retirement center/community	P	P	P	P						
Satellite receiving antenna (commercial)						S		S	S	S
Secretarial & answering services						P		P	P	
Sexually oriented business										S
Shoe repair						P	P	P	P	
Shopping centers						P		P	P	
Signs, manufacturing										
Single-family detached residence	P	P	P	P	P	S	S	S	S	P
Single-family attached residence			P	P						S
Skating rinks								P	P	
Sporting goods						P		P	P	
Stables	P									
State vehicle inspection center						P		P	P	
Stationary stores						P		P	P	

	AR	R-1	R-2	R-3	MH	CBD	NC	HC	PS	LM
Stocks and bonds brokers						P		P	P	
Storage, auto & boat						P		P	P	
Swimming pool & spa sales & supplies						P		P	P	
Tailor shop						P	P	P	P	
Taverns						P		P	P	
Telephone equipment & sales						P		P	P	
Tele-video production						P		P	P	P
Theater						P		P	P	
Tire dealers and service						P		P	P	
Title companies						P		P	P	
Townhouse	PUD	PUD	P	P						
Travel agencies						P		P	P	
Truck sales, rental and leasing						P		P	P	
Trucking company								P		
Upholstery shop						P		P	P	P
Variety stores						P		P	P	
Veterinarians & animal hospitals	S					P	P	P	P	
Video rental stores						P	S	P	P	
Wallpapering & wall covering, retail						P		P	P	
Warehouse								P		P
Warehouses, office & mini						P		P		P
Welding shop								P		P
Wholesale services						P		P	P	
Women's/men's shelter				S						
Wood products manufacture										P
Woodwork shops for artisan crafts								P		P
Zero lot line homes	PUD	PUD	PUD	PUD						



# City of Hempstead

1125 Austin Street • Hempstead, Texas 77445 • Tel: 979-826-2486 • Fax: 979-826-6703

RESOLUTION NO. \_23-\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS SUBMITTING A PROPOSED CHARTER AMENDMENT TO INCREASE THE CITY COUNCIL TERMS FROM TWO (2) YEARS TO THREE (3) YEARS AND TO INCREASE THE MAYOR TERM FROM (2) TWO YEARS TO FOUR (4) YEARS.**

**WHEREAS**, the City Council of the City of Hempstead, Texas became a Home Rule City and adopted, by election, a City Charter on or about **May 11, 2013**; and

**WHEREAS**, the City Council now desires to amend the City Charter pursuant to Section 9.004 of the Texas Local Government Code and submit a proposed City Charter amendment to the City's qualified voters for their approval at an election; and

**WHEREAS**, the City Council believes it to be in the best interest of the City to amend the City Charter to increase the term limits of the City Council from two (2) years to three (3) years; and

**WHEREAS**, the City Council believes it to be in the best interest of the City to amend the City Charter to increase the term limits of the Mayor from two (2) years to four (4) years. Now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS THAT:**

**Section 1.** That the above and foregoing recitals are found to be true and correct and incorporated herein.

**Section 2.** The City Council directs the City Secretary to prepare an Ordinance for City Council consideration ordering a special election for November 7, 2023, pursuant to Section 9.004 of the Texas Local Government Code

PASSED AND APPROVED in Hempstead, Texas this 17<sup>th</sup> day of July, 2023.

CITY OF HEMPSTEAD, TEXAS

\_\_\_\_\_  
Erica Gillum, Mayor

ATTEST:

---

Sabrina Alvarez, City Secretary



# City of Hempstead

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RESOLUTION NO. \_23-\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS ADOPTING THE CITY OF HEMPSTEAD EMPLOYEE/OFFICER CONFIDENTIALITY POLICY.**

**WHEREAS**, the City Council of the City of Hempstead, Texas, finds that it is in the best interest of the City to adopt a Confidentiality Policy to protect City information to the extent it does not conflict with the Texas Public Information Act. Now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS THAT:**

**Section 1.** That the above and foregoing recital is found to be true and correct and incorporated herein.

**Section 2.** The City of Hempstead, Texas, Employee/Officer Confidentiality Policy as shown in **Exhibit A**, is hereby adopted.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED in Hempstead, Texas this 17<sup>th</sup> day of July, 2023.

CITY OF HEMPSTEAD, TEXAS

\_\_\_\_\_  
Erica Gillum, Mayor

ATTEST:

\_\_\_\_\_  
Sabrina Alvarez, City Secretary

## EXHIBIT A



## **CITY OF HEMPSTEAD, TEXAS**

### **Employee/Officer Confidentiality Policy**

I, \_\_\_\_\_, an employee or officer of the City of Hempstead, Texas, have read and fully understand the Confidentiality Policy.

The City of Hempstead, Texas, (the “City”) is the custodian of many types of information, including information that is confidential and private. If you have access to such information, be familiar with and comply with all applicable laws pertaining to access, use, protection, and disclosure of the information. Employees and officers must maintain the confidentiality of information the City holds as private or confidential. Do not post internal reports, policies, procedures, or other internal business-related confidential communications.

Public information shall only be distributed in response to a valid Texas Public Information Act request. Only the City Secretary, or the City Secretary’s designee, is authorized to respond to Public Information Act requests. Should you receive a written request for information, you are required to immediately send the written request to the City Secretary or the City Secretary’s designee. The City does not accept verbal requests for information.

As a general rule, confidential, private, or proprietary information may not leave the City premises. If it is necessary for data to be downloaded or transported to be used off-site, employees must obtain approval of their supervisor and inform them of the methods being used to safeguard the information.

Employees and officers must maintain the confidentiality of City information and documents, prevent unauthorized access to any City system or information, and dispose of work-related documents in a manner that will not jeopardize the interest of the City nor violate the Public Information Act or any State or City retention policy. Failure to use due care in safeguarding confidential, private, or proprietary information may be considered a performance matter that could subject the employee or officer to disciplinary action.

Contact your supervisor or the City Secretary if you have any questions about compliance with the Confidentiality Policy.

---

Employee/Officer Signature

---

Date



# *City of Hempstead*

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## **RESOLUTION NO. 23-\_\_**

### **RESOLUTION ESTABLISHING AUGUST 21, 2023, AS THE PUBLIC HEARING TO DISCUSS THE IMPOSITION OF IMPACT FEES**

#### **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS:**

“The City Council of the City of Hempstead establishing August 21, 2023, as the Public Hearing date to discuss the imposition of impact fees.”

**PASSED AND ADOPTED** this the 20<sup>th</sup> day of , A.D., 2023.

**APPROVED:**

\_\_\_\_\_  
**Erica Gillum, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sabrina Alvarez, City Secretary**



# *City of Hempstead*

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## **RESOLUTION NO. 23-\_\_\_\_\_**

### **RESOLUTION ADOPTING OR REJECTING THE LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN**

#### **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS:**

“The City Council of the City of Hempstead adopting or rejecting the Land Use Assumptions and Capital Improvements Plan.”

**PASSED AND ADOPTED** this the 17<sup>th</sup> day of July , A.D., 2023.

**APPROVED:**

\_\_\_\_\_  
**Erica Gillum, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sabrina Alvarez, City Secretary**



# City of Hempstead

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RESOLUTION NO. \_23-\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS AMENDING THE HEMPSTEAD CEMETERY, HEMPSTEAD JEWISH CEMETERY, HEMPSTEAD HOUSTON CEMETERY AND HEMPSTEAD OAKWOOD CEMETERY POLICY REMOVING THE INTERMENT COSTS FOR BURIAL OF CREMATED REMAINS FOR HEMPSTEAD RESIDENTS AND NON-RESIDENTS.**

**WHEREAS**, the City Council of the City of Hempstead, Texas adopted the Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery and Hempstead Oakwood Cemetery Policy (the “Policy”) on or about [10/5/2021]; and

**WHEREAS**, the City Council now desires to amend the Policy to remove the interment costs for burial of cremated remains for both Hempstead residents and non-residents. Now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEMPSTEAD, TEXAS THAT:**

**Section 1.** That the above and foregoing recitals are found to be true and correct and incorporated herein.

**Section 2.** The Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery and Hempstead Oakwood Cemetery Policy is amended to read as shown in the attached **Exhibit A** with deletions being ~~struck~~.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

PASSED AND APPROVED in Hempstead, Texas this 17<sup>th</sup> day of July, 2023.

CITY OF HEMPSTEAD, TEXAS

\_\_\_\_\_  
Erica Gillum, Mayor

ATTEST:

\_\_\_\_\_  
Sabrina Alvarez, City Secretary

## **EXHIBIT A**

**HEMPSTEAD CEMETERY, HEMPSTEAD JEWISH CEMETERY,  
HEMPSTEAD HOUSTON CEMETERY AND  
HEMPSTEAD OAKWOOD CEMETERY**

**PLANTING AND GRAVE REGULATIONS**

**1. CONTAINERS**

Glass or breakable containers and unsightly cans may not be placed on graves, and one week after the interment, no more than three (3) containers of flowers may be placed on grave. The superintendent may remove any other such container or can placed on the grave.

**2. POTTED PLANTS, WREATHS, AND OTHER DECORATIONS**

- (a) Potted plants and cut flowers are permitted any time provided they are in appropriate, self-supporting containers or vases that can be readily removed. Sub-surface vases, which can be inverted in the ground and mowed over when not in use, are recommended.
- (b) Wreaths and other decorations may be put out two (2) weeks before and two (2) weeks after for these special days: Christmas, Easter, Mother's Day, Father's Day, Veteran's Day and special days of Recognition: Orthodox and Jewish Holidays.
- (c) The lot owner(s) should remove artificial flowers placed for the special days within two (2) weeks; otherwise the City will remove them.
- (d) Glass containers are not permitted. Also, use of pins or making holes in the sod to hold the containers or vases in place are not permitted. Wire pins and glass are hazards in mowing. **No Wooden Crosses permitted.**
- (e) The City has the authority to remove any items, which are contrary to the regulations on which, in its judgment, have deteriorated and no longer contribute to the beauty and dignity of your cemetery. The City is not responsible for items so removed.

### 3. REMOVAL OF FLOWERS

Flowers and wreaths will be removed from the grave(s) when, in the judgment of the superintendent, they become unsightly. Members of the family desiring to retain flowers or wreaths from the grave must remove them within two (2) weeks after the interment. Christmas ornaments will be removed from the grave(s) two (2) weeks after Christmas.

### 4. GRAVE SPACES STAKED

All burial spaces shall be located and staked by the City of Hempstead personnel before opening the grave space.

### 5. GRAVES

No annuals may be planted but evergreens and trees, with the approval of the City. Flags placed on graves of Veterans will be permitted to remain one (1) week preceding and one (1) week following Memorial Day and Veteran's Day.

### 6. WASTE DISPOSAL

All debris, rubbish and waste must be placed in containers provided by the City for this purpose.

### 7. VIOLATIONS

The City may remove any planting, grave decoration, effigy, structure, or other object placed on a grave contrary to these Rules and Regulations.

### 8. NO LIABILITY

The City shall not be liable for lost, misplaced or broken flowers, ornaments, vases or containers.

### 9. CEMENT CURB



There will be no more cement curbs placed around grave sites. Corner stones may be used to mark lot(s).

#### 10. ABOVE GROUND STRUCTURES

No above ground structures (benches, decorations, etc.) shall be allowed.

#### 11. ENFORCEMENT

All Rules and Regulations of the Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery and Hempstead Oakwood Cemetery shall be enforced by the City of Hempstead and/or any person designated by the City to have such authority.

#### RESERVED RIGHTS

The City of Hempstead reserves the right from time to time, to enlarge, reduce, replat or change the boundaries or grading of the cemetery or any section thereof, including the right to modify or change the location of, remove or regrade roads, drives and/or change pipelines, sprinkler systems and drainage systems. The City reserves the right to use and to place trees, shrubs, features, monuments and works of art on portions of the Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery and Hempstead Oakwood Cemetery not sold to individual lot owners. The City reserves unto itself a perpetual right on ingress and egress over graves, grave spaces and lots for purposes of maintenance and for any and all lawful purposes.

#### AMENDMENTS

The City Council may amend, alter, repeal, or adopt new Rules and Regulations for the Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery and Hempstead Oakwood Cemetery at any time during any regular or special meeting of such Council.

#### MODIFICATION

Special circumstances may and probably will arise in which the literal enforcement of a rule or regulation may impose an unreasonable hardship and/or not accomplish the worthwhile purposes of the Rules and Regulations. The City Council, therefore, within the good faith exercise of its judgment, reserves the right to make exception, suspensions or modifications in any of these Rules and Regulations except, suspension or modification shall not impair in any way general application of such rule or regulation.

### FUNERAL HOMES

All funeral homes that go through the City of Hempstead for burials must set a temporary marker.

### LOTS TO BUY (ENDOWED) Effective 10/1/2020

	<u>Hempstead Residents</u>	<u>Non-Residents</u>
1 grave in Baby Land	\$ 300.00	\$ 900.00 *
	<u>Hempstead Residents</u>	<u>Non-Residents</u>
1 grave space	\$ 500.00	\$1,500.00
2 grave spaces or ¼ lot	\$1,000.00	\$3,000.00
3 grave spaces or 1/3 lot	\$1,500.00	\$4,500.00
4 grave spaces or ½ lot	\$2,000.00	\$6,000.00
6 grave spaces or ¾ lot	\$3,000.00	\$9,000.00
8 grave spaces or 1 lot	\$4,000.00	\$12,000.00

*The purchase of a grave space does not include interment costs for burial.*

### INTERMENT COSTS (Effective October 1, 2020)

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<u>Hempstead Residents</u>	<u>Non-Residents</u>
----------------------------	----------------------

Interment for 1 grave (including burial of  
cremated remains). \_\_\_\_\_ \$ 350.00 — \$1,050.00

\* INTERMENT IN BABYLAND (AT HEMPSTEAD CEMETERY):

The City shall be solely responsible for interment of all grave spaces in Baby land located in Hempstead Cemetery.

INTERMENT OF CREMATED REMAINS:

The City shall be solely responsible for all cremated remains buried in the Hempstead Cemetery, Hempstead Jewish Cemetery, Hempstead Houston Cemetery, and Hempstead Oakwood Cemetery.

# CITY OF HEMPSTEAD



## PARADE, MOTORCADE, and RUN (EVENT) PERMIT

Date of Application Submittal: 7-14-23  
ORGANIZATION NAME: Waller County Fair Assoc.  
ADDRESS: P.O. Box 911 Hempstead, Tx. 77445  
PHONE: 979-826-2825

### Contact Information

(This information will be used as the direct contact for coordination, communication, and full application and permit process of the event.)

Organization Contact Name: Buckie Wimberly  
Title: Parade Chairman  
E-mail Address: bwimberly1979@gmail.com  
Phone Number: 281-851-6332

### Event Information

(Should this information significantly change after submittal of this application, you are obligated to communicate the changes with the Office of the City Secretary. The Office of the City Secretary will determine if a new application needs to be submitted.)

Please select the type of event:

- ☒ Parade  
☐ Motorcade  
☐ Run/Walk  
☐ Trail Ride

Event Name/Title: Waller County Fair Parade

If the Event has been held before in Hempstead, please list the date(s) of the previous Event(s): Sept. 24, 2022

Number of Persons Participating (please be as specific as possible; for example, "100 race participants, 50 race volunteers, 10 vendor tents with anticipated 15 vendor persons"):

60-80

Requested Date(s) of Event: Sept. 30, 2023

Requested Start and Finish Time of Event: 10 a.m. to 11 a.m.

Description of Requested Route (Please include as much detail as possible including the start point and the end point and the portion of the street to be traversed):

Beginning at FM 159 (Bellville Hwy.) and San Antonio Street. Parade will end Hempstead Elementary School parking lot on FM 1887.

Description of Other Areas of Assembly Needed for Event (This does not include spectators, but does include locations of vendors, or assembly areas before the start and after the finish, etc.):

We will have a table set up at the EMS office across from City Hall for judging.

If Motorcade or Parade, Interval of Space to be Maintained Between Units:

4 miles

Additional Information for Council's Consideration:

Fee Payment

(To be completed by City Staff)

Fee due at time of submittal of application: \$100.00

Fee Amount Paid: \$100.00 Date of Payment: 7/13/23

Date of Hearing

(To be completed by City Staff)

Date of Hearing/Consideration at Council Meeting: July 17, 2023

#### Applicant Acknowledgment

I, Buckie Wimberly, the representative submitting this Event application, understand that, pursuant to the City Parade Ordinance, I am required to submit this application and the associated fee not less than sixty (60) days before the date on which the Event shall occur. I understand that Council may still consider my application within the sixty (60) days leading up to my Event if good cause is shown by me. I understand that the application fee is non-refundable and will be used for the purpose of defraying the City's expenses in regulating and inspecting the event and cleaning any public facilities used by the Event.

I further understand that I am required to show proof of insurance, with the City, its employees, officers, and officials added as an additional insured, in the amounts required by the Parade Ordinance. I understand that Council will not hear my application and request for permit unless and until proof of such insurance is submitted to the Office of the City Secretary. The certification of insurance shall include a statement the effect of:

*"The comprehensive general liability policy listed above includes coverage of designated premises and coverage for contractual liability in compliance with the provisions of article 11.05 of the City Code of Hempstead, Texas, for a parade to be held on the 30 day of September, 2023."*

I understand that City Council or City Staff are authorized to modify the route, time, and manner of the Event as may be deemed necessary to protect the safety and welfare of the public, including preservation of access to public buildings and maintenance of vehicular and pedestrian traffic flow.

By my signature below, I understand and have read all of the above information and have filled out this Application to the best of my ability and I understand that if any significant changes are made to the Event information, it is my duty to update

the Office of the City Secretary immediately and if I do not, my Permit may be revoked or amended.

Buckie Winklerby  
Applicant Signature

7-14-23  
Date

(For completion by City Staff)

Date of Receipt of Application: 7/14/23

Name of City Staff Recipient: Sabrina Alvarez

Communication to Applicant concerning Council Hearing on Permit Application:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



RECEIPT

City Of Hempstead  
1125 Austin Street  
Hempstead, Texas 77445  
979-826-2486

1414

DATE 7/13/23

RECEIVED FROM Water Carty Fair \$ 100.00

FOR Parade Permit CK# 28161 DOLLARS

AMOUNT OF ACCOUNT		
THIS PAYMENT	100.00	
BALANCE DUE		

- ☐ CASH
- ☒ CHECK
- ☐ CREDIT CARD
- ☐ MONEY ORDER

BY Stivarez

THANK YOU



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Edmonds Insurance Agency P.O. Box 949 Waller, TX 77484	<b>CONTACT NAME:</b> Amy Hurry <b>PHONE (A/C, No, Ext):</b> 281-404-3132 <b>FAX (A/C, No):</b> 713-559-6029 <b>E-MAIL ADDRESS:</b> ahurry@edmondsins.com														
<b>INSURED</b> Waller County Fair Association PO Box 911 Hempstead, TX 77445	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: NATIONAL CASUALTY COMPANY</td><td>11991</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: NATIONAL CASUALTY COMPANY	11991	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MKP0000500662700	04/01/2023	04/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ 5,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b> City of Hempstead, its employees, Officers and officials 1015 11th St Hempstead, TX 77445	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# Waller County Fair Parade Route (Approximately 4 miles)

