



**MINUTES  
SEALY CITY COUNCIL  
W. E. HILL COMMUNITY CENTER  
1000 MAIN STREET  
SEALY, TX 77474  
TUESDAY, FEBRUARY 6, 2024  
6:00 P.M.**

The City Council of the City of Sealy, Texas, conducted the meeting scheduled for February 6, 2024, at 6:00 p.m., at the W. E. Hill Community Center located at 1000 Main Street, Sealy, Texas, 77474.

**A. Call to Order**

Mayor Bilski called the meeting to order at 6:00 p.m.

**B. Invocation and Pledges of Allegiance**

Mayor Bilski gave the Invocation and led the Pledges of Allegiance.

**C. Roll Call and Certification of a Quorum for Sealy City Council**

Present:

Carolyn Bilski  
Dee Anne Lerma  
Chris Noack  
Edward Zapalac  
Adam Burttschell

Mayor  
Councilmember, Place 1 Mayor Pro Tem  
Councilmember, Place 2  
Councilmember, Place 5  
Councilmember, Place 6 enter the meeting at 6:26 p.m.

Absent:

Bradley Miller  
Yvonne Johnson

Councilmember, Place 3  
Councilmember, Place 4

A quorum was declared present.

Staff Attending:

Kimbra Hill, City Manager  
Tim Kirwin, City Attorney  
Sandra Vrabec, City Secretary  
Krystal Sodolak, Finance Director  
Jay Reeves, Police Chief  
Russell Grimes, Administrative Sergeant  
John Fullen, Police Sergeant  
Patrick Parsons, Public Works Director  
Mike Barrow, Planning Director  
Michelle Winney, Admin Assist for Parks  
Katherine Ellis, EDC

**D. Discussion and possible action to approve the agenda order or reorder.**

A motion was made by Councilman Zapalac to approve the agenda as presented but to modify the agenda record for Sealy Convention and Visitors Bureau First Quarter of 2024 HOT Funds report to clarify that the report shows calendar year 2023 Quarter 4 results.

Councilman Noack would like to move items 7, 8, and 9 to the beginning before item 1. Councilman Zapalac concurred with Councilman Noack and modified his motion. Councilman Noack seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac

NOES: None

The motion carried.

**E. Public Comments and Petitions(s)**

Pat Bell signed up to speak representing agenda item 7 event application.

**F. Consent Agenda**

- **January 3, 2024 Regular Meeting Minutes**
- **January 17, 2024 Regular Meeting Minutes**
- **Discussion and Possible Action Amending the No Thru Truck Ordinance – (Chapter 98  
(Second of two readings)**

A motion was made by Councilwoman Lerma to approve the Consent Agenda. Councilman Noack seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac

NOES: None

The motion carried.

**G. Presentation(s)**

- **Fantasy of Lights Update by Katherine Ellis**
- **Sealy Convention and Visitors Bureau 1<sup>st</sup> Quarter of 2024 HOT Funds Report (NOTE: This report covers calendar year 2023 Quarter 4).**

Katherine Ellis with EDC gave the update on Fantasy of Lights

Ann-Marie Haley with Sealy Convention and Visitors Bureau presented the report on the "Sealy Convention and Visitors Bureau 1<sup>st</sup> Quarter of 2023 HOT Funds Report." (NOTE: This report covers calendar year 2023 Quarter 4).

## **H. Public Hearing**

**A Public Hearing will be held regarding Proposed changes to the Subdivision Ordinance (Chapter 87 of the Code of Ordinances).**

**The purpose of the Public Hearing is to receive comments from all interested individuals.**

Mayor Bilski opened the Public Hearing at 6:13 p.m.

No one spoke.

Mayor Bilski closed the Public Hearing at 6:14 p.m.

## **I. Business**

### **7. Discussion and Possible Action regarding the City-Wide Event Form for the Eggstravaganza being held on March 24, 2024, at the B&PW Park.**

A motion was made by Councilwoman Lerma to waive the fee of \$250.00 and make this a refundable deposit.

Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac

NOES: None

The motion carried.

### **8. Discussion and Possible Action regarding the City-Wide Event Form for the Bluebonnet Master Gardeners Plant Sale being held on April 13, 2024, at the Levine Park.**

A motion was made by Councilwoman Lerma to waive the fee of \$250.00 and make this a refundable deposit. Chief Reeves stated that he would pay the \$50.00 Banner fee.

Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac

NOES: None

The motion carried.

### **9. Discussion and Possible Action regarding the City-Wide Event Form for the Car Show being held April 28, 2024, in Downtown Sealy.**

A motion was made by Mayor Bilski to waive the fee of \$250.00 and make this a refundable deposit, and Suspend Ordinance No. 2016-17.

Councilwoman Lerma seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac

NOES: None



The motion carried.

**1. Discussion and Possible Action regarding an Ordinance Amending Chapter 87 for Subdivision of Land and Plats.  
(First of two readings)**

A motion was made by Councilwoman Lerma to approve Amending Chapter 87 Ordinance for Subdivision of Land and Plats. This is the first of two readings.  
Councilman Zapalac seconded the vote. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell  
NOES: None

The motion carried.

**2. Discussion and Possible Action regarding an Ordinance Amending Chapter 27.  
(First of two readings)**

A motion was made by Councilman Zapalac to approve Amending Chapter 27 Ordinance. This is the first of two readings.  
Councilwoman Lerma seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell  
NOES: None

The motion carried.

**3. Discussion and Possible Action regarding a request from Austin County to allow Early Voting (April 22-30, 2024, Monday-Friday) and Election Day Voting (Saturday, May 4, 2024 7:00 a.m.-7:00 p.m.) at the W. E. Hill Community Center for the 2024 Election Year.**

A motion was made by Councilwoman Lerma to allow Early Voting and Election Day Voting at the W. E. Hill Community Center for the 2024 Election year.  
Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell  
NOES: None

The motion carried.

**4. Discussion and Possible Action regarding a Contract for Election Services with Austin County.**

A motion was made by Councilman Zapalac to approve the Contract for Election Services with Austin County.

Councilwoman Lerma seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**5. Discussion and Possible Action regarding a Joint Election Agreement with Austin County.**

A motion was made by Councilwoman Lerma to approve a Joint Election Agreement with Austin County.

Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**6. Discussion and Possible Action regarding an Ordinance of which the caption reads: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEALY, TEXAS, CALLING AND ORDERING A GENERAL ELECTION TO BE HELD ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING THREE (3) COUNCILMEMBERS; DESIGNATING THE POLLING PLACE FOR SUCH ELECTION; PROVIDING THE FORM OF THE BALLOT FOR SUCH ELECTIONS; DIRECTING THE GIVING OF NOTICE OF SUCH ELECTIONS; AND PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTIONS. (According to the City of Sealy Home Rule Charter, Section 3.12(3) – Procedures to Enact Legislation, only one reading is required for final passage of this ordinance)**

A motion was made by Councilman Zapalac to approve the Ordinance to Calling and Ordering a General Election for May 4, 2024.

Councilwoman Lerma seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**10. Discussion and Possible Action regarding Resolution for Surplus Property.**

A motion was made by Councilwoman Lerma to approve the Resolution for Surplus Property for the Christmas Sled.

Councilman Burttschell seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None



The motion carried.

**11. Discussion and Possible Action regarding a Resolution Declaring the Closing Out of the Bancorp Bank Account, Dissolution of the Self-Insurance Fund, and Transferring the Self-Insurance Fund Balance.**

A motion was made by Councilwoman Lerma to approve the Resolution Declaring the Closing Out of the Bancorp Bank Account, Dissolution of the Self-Insurance Fund, and Transferring the Self-Insurance Fund Balance.

Councilman Noack seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**12. Discussion and Possible Action regarding Strand Task Order for Roof at City Hall and Planning Building.**

No action was taken.

**13. Discussion and Possible Action regarding Strand Task Order No. 24-01 for Splash Pad Conversion at Cryan Memorial Park.**

A motion was made by Councilman Noack to approve the Strand Task Order No. 24-01 for Splash Pad Conversion at Cryan Memorial Park.

Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**J. EXECUTIVE SESSION: A closed meeting will be held concerning the following item(s):**

- a) **Personnel Matters under Texas Government Code, Section 551.074 (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee).**

- **EDC Executive Director**

- b) **Texas Government Code, Section 551.071, CONSULTATION WITH ATTORNEY: A governmental body may conduct a private consultation with its attorney when the governmental body seeks the advice of its attorney about: pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code.**

- **Texas Open Meeting Law**

A motion was made by Councilwoman Lerma to recess into Executive Session. Councilman Burttschell seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried. The City Council entered into Executive Session at 7:57 p.m.

**14. Reconvene into regular session and consider action, if any, on items discussed in Executive Session.**

The City Council reconvened into Open Session at 8:48 p.m.

No action under this agenda item.

**15. Discussion and Possible Action to concur with the City Manager and Economic Development Corporation Board to appoint an EDC Executive Director.**

Kimbra Hill, City Manager made a recommendation to appoint Bill Atkinson as the EDC Executive Director.

A motion was made by Councilwoman Lerma to concur with the City Manager. Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**16. Discussion and Possible Action regarding Amending Chapter 2 Code of Ordinances.**

A motion was made by Councilwoman Lerma to Amend Chapter 2 Code of Ordinances. This is the first of two readings.

Councilman Zapalac seconded the vote. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell

NOES: None

The motion carried.

**17. Requests for future agenda items, comments, and announcements.**

Mayor Bilski	None
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Councilwoman Lerma	None
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Councilman Noack	Need to look into getting the video fixed for presentations
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Councilman Miller	Absent
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Councilwoman Johnson

Absent

Councilman Zapalac

Before any proposal to repair/replace the City Hall roof (agenda item 12) is modified to include expanding Council Chambers or office space, Council should first address the Police Department humidity issues. Requested that if the City Manager returns to Council with a quote to expand City Hall as part of the roof work that she includes a quote to fix PD humidity issues using remaining available funds.

Councilman Burttschell

#### K. Adjourn

A motion was made by Councilwoman Lerma to adjourn.  
Councilman Zapalac seconded the motion. Mayor Bilski called for the vote.

AYES: Bilski, Lerma, Noack, Zapalac, Burttschell  
NOES: None

The motion carried. The meeting adjourned at 8:50 p.m.

**PASSED AND APPROVED** this 21<sup>st</sup> day of February 2024.



A handwritten signature in blue ink, appearing to read "Carolyn Bilski", is written over a horizontal line.

Carolyn Bilski, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Jennifer Matura", is written over a horizontal line.

Jennifer Matura, Deputy City Secretary