



**NOTICE OF AGENDA
GRANITE SHOALS CITY COUNCIL
REGULAR CALLED MEETING**

TUESDAY, DECEMBER 9, 2025 AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 6:00 PM.

Invocation

Given by Mayor Munos.

Pledge of Allegiance, Pledge to Texas Flag

2. Citizen Comments

In accordance with the Open Meetings Act, City Council is prohibited from acting or discussing (other than factual responses to specific questions) any items not on the agenda.

Joyce Atchley - 1104 N. Mystic - Questions about the decibel level and times of the City noise ordinance.

Dawn Wright will email the information to her on 12/10/25.

3. Items of Community Interest

December 13th ~ Breakfast with Santa at Community Center 10:00am

December 15th ~ Merry Monday 5pm-6:30pm

December 24th ~ Closing at 11am for holiday

December 25th, 26th and Jan. 1st~ City Hall Closed

Update on *Operation Fill the Boat* and *Christmas Outreach*

4. Reports

4.a. Department Reports

Humberto Mejia answered questions from the City Council.

5. Consent Agenda

Moved by Judy Salvaggio; seconded by Catherine Bell to approve the minutes from 11/18/25 and the youth application.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen,

Michael Berg, Catherine Bell

- 5.a. Discuss and consider approval of meeting minutes from November 18, 2025.
- 5.b. Discuss and consider approval of Amaris Mitchell-Ochoa to the Airport Committee as a Youth Advisory Member.

6. Presentations

- 6.a. Short Term Rental (STR) software update

Finance Director, Kevin Rule presented the new STR software and processes being put in place to support the City with registration and compliance.

7. Action Items

- 7.a. Discuss, consider, and take appropriate action regarding proposed amendments to Chapter 40: Zoning, and to create Chapter 10: Article VIII, Short Term Rentals and Article IX Home Based Businesses.

Becky Sims presented the Council with the proposed changes and modifications to Chapter 40, and answered questions.

- New max detached garage size (3,000 sq ft), but deferred the requirement for manufactured homes to include a one-car garage.
- Noted need for future workshops for further refinement.

Moved by Steve Hougen; seconded by Catherine Bell to approve proposed amendments to Chapter 40: Zoning, and to create Chapter 10: Article VIII, Short Term Rentals and Article iX Home Based Businesses as presented.

Council discussion. Motion revised by Dr. Hougen.

Moved by Steve Hougen; seconded by Catherine Bell to approve as amended with the removal of detached garage requirements in mobile and manufactured homes.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.b. Discuss, consider, and take appropriate action regarding Resolution 716 Municipal Advisory Committee Spending and Purchasing Policy.

Committee spending authority:

- Up to \$500 — Advisory committee & department liaison approval.

- \$501–\$5,000 — Also requires city manager approval.
- Over \$5,000 — Requires City Council approval.

Purchases conducted by staff liaisons; direct committee member reimbursement is no longer allowed.

Two written quotes are required for purchases above certain thresholds; tax-exempt purchasing is enforced whenever possible.

Moved by Steve Hougen; seconded by Mike Pfister to adopt Resolution 716 Municipal Advisory Committee Spending and Purchasing Policy, with the revised approval thresholds as stated.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.c. Discuss, consider, and take appropriate action regarding Resolution 717 Adoption of a Donation Policy.

Procedures:

- All donations are recorded in a dedicated Donation Fund—earmarked for donor-specified uses and maintained across fiscal years.
- Only City staff and council members are authorized to solicit donations on the City's behalf.
- Use of funds requires explicit council appropriation unless allocated in annual budgeting.
- In-kind and minor volunteer contributions are handled with discretion by the City Manager.
- Excludes donations to auxiliary organizations (e.g., Fire or Police Auxiliaries).
- Naming and sponsorship rights for large donations to be brought to Council.

Moved by Brian Edwards; seconded by Mike Pfister to approve Resolution 717 Adoption of a Donation Policy.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

- 7.d. Discuss, consider, and take appropriate action regarding Ordinance 886 Hotel Occupancy Tax

- Clarifies responsibility of STR operators for HOT tax collection/payment.
- Codifies state guidelines regarding exemptions (e.g., rentals >30 days).

- Establishes late penalties, criminal misdemeanor consequences for non-compliance.

Moved by Mike Pfister; seconded by Judy Salvaggio to approve Ordinance 886 Hotel Occupancy Tax.

Motion Passed: 7 - 0

Voting For: Ron Munos, Brian Edwards, Mike Pfister, Judy Salvaggio, Steve Hougen, Michael Berg, Catherine Bell

8. Executive Session (Closed to the Public)

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as 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/or 418.183 (homeland security).

No executive session.

9. Future Agenda Items

- Discussion on potential modification to city council meeting frequency (consideration for reducing to once per month). Staff recommendation to be provided at upcoming meeting on January 13, 2026.

10. Adjournment

With no further business or discussion, the meeting was adjourned at 7:53PM.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the City Council meeting of December 9, 2025.

Mayor Ron Munos _____

Attest:

Dawn Wright - City Secretary _____