



## CITY OF CALDWELL

Kavon Novak, Mayor Pro-Tempore  
Cameron McCuller  
Lee Glidewell

JANICE EASTER, MAYOR

Jessie E. Enrique, Jr.  
Gary Easter  
Camden White, City Administrator

### REGULAR MEETING OF THE CALDWELL CITY COUNCIL APRIL 15, 2025

Notice is hereby given that the City Council of the City of Caldwell, Burleson County, Texas will convene in a Regular Meeting at the Caldwell Civic & Visitors Center, 103 West Highway 21, Caldwell, Texas 77836, thereof at 5:30P.M., April 15, 2025.

#### AGENDA:

1. **Call to Order.**
2. **Invocation and Pledges to the U.S. and Texas Flags.**
3. **Citizens to be Heard on City-Related Topics.** (Must sign in to speak, 5-minute limit)  
(The purpose of this item is to allow citizens an opportunity to address the City Council on issues that are NOT on the agenda. No discussion can be carried out on the guest's comment.)  
**Citizens to be Heard on Agenda Items Only.** (Must sign in to speak, 5-minute limit)  
(The purpose of this item is to allow citizens an opportunity to address the City Council on issues that ARE on the agenda. No discussion can be carried out on the guest's comment.)
4. **Proclamation:** A ceremonial document to formally recognize and honor significant events, individuals, or causes that contribute to the community's well-being and values.
  - A. National Fair Housing Month.
5. **Consent Agenda:** *The Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.*
  - A. Consider approval of minutes for the Workshop Meeting 10-30-24 and Regular Meeting 3-18-25.
6. **Public Hearings:**  
**Notice is hereby given that the City Council of the City of Caldwell, Burleson County, Texas will convene in a Public Hearing on a/an:**
  - A. Final Report of the in-development Zoning Ordinance associated with the Texas Community Development Block Grant (TXCDBG) Planning Contract No. 223-160-012-E306; followed by discussion and possible action.
  - B. Ordinance No. 04-15-25-A an ordinance of the City Council of the city of Caldwell, Texas, establishing regulations for zoning pursuant to Chapter 211 of the Texas Local Government Code; to regulate the location and use of buildings, structures and land for trade, industry, residence and other purposes; to regulate the height of buildings and structures; to regulate and determine the



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- area of yards and other open spaces; to regulate and determine the density of use of land and lot areas, and for the said purposes to divide the city into districts; to provide for enforcement; to provide for changes and amendments, to prescribe penalties for the violation of its provisions; and providing a severability clause; followed by discussion and possible action.
- C. Ordinance No. 04-15-25-B an ordinance of the City Council of the city of Caldwell, Texas, amending its subdivision regulations pursuant to Chapter 212 of the Texas Local Government Code; also known as land development regulations and associated procedures; repealing all ordinances to the extent they are in conflict; providing for penalties; providing for severability; and providing an effective date; followed by discussion and possible action.
- D. Ordinance No. 04-15-25-C an ordinance of the City Council of the city of Caldwell, Texas, establishing regulations for vested rights pursuant to Chapter 245 of the Texas Local Government Code; providing procedures for vested rights petitions; repealing all ordinances to the extent they are in conflict; providing for penalties; providing for severability; and providing an effective date; followed by discussion and possible action.
- E. Ordinance No. 04-15-25-D an ordinance of the City Council of the city of Caldwell, Texas, amending its existing board of adjustments regulations and associated procedures; to be renamed to the zoning board of adjustments; repealing all ordinances to the extent they are in conflict; providing for penalties; providing for severability; and providing an effective date; followed by discussion and possible action.
- F. Ordinance No. 04-15-25-E, an ordinance to amend Chapter 3: Building regulations of the code of ordinances of the city of Caldwell; to establish standards for backfilling after tunneling under a slab on grade; to establish a fee for the reinspection of a structure and its mechanical systems; to require permanent foundations for structures of a certain size; to establish standards for the foundations of temporary structures; to repeal unnecessary references to the unsafe buildings ordinance; to repeal the fire district ordinance; to provide a severability clause; and to provide an effective date; followed by discussion and possible action.
- G. Ordinance No. 04-15-25-F, an ordinance to regulate the installation, occupation, and ongoing maintenance of manufactured homes, tiny homes, and shipping container homes; to regulate the location, design, and operation of manufactured home parks and tiny home parks; to regulate the development, design, and operation of cottage court communities; to provide a severability clause; and to provide an effective date; followed by discussion and possible action.
- H. Ordinance No. 04-15-25-G, an ordinance to regulate the location, use, and safe conduct of mobile food establishments and mobile food establishment parks; to regulate mobile food establishments as a short-term and long-term accessory use; to establish a permitting procedure for mobile food establishments and mobile food establishment parks; to provide a severability clause; and to provide an effective date; followed by discussion and possible action.
- I. Preliminary plat for Edna Hills subdivision, phases 3 and 4, consisting of approximately 13.28 acres located on Parcel IDs 61133, 61131, 40750, 41507, and 41508 within the city of Caldwell, Burleson County, Texas. The request includes a variance for phase 3 to allow reduced lot depths from the required 100 feet, with the smallest lot depth proposed at approximately 95 feet, and a



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variance in phase 4 to allow for a lot with a sharp angle; followed by discussion and possible action.

- J. Replat with a variance request for side setback requirements for a proposed duplex multi-family residential subdivision on approximately 0.44 acres, located at 1001 N. Temple Street on Parcel ID 17246 at the corner of North Temple Street and Old San Antonio Road (OSR), within the town of west Caldwell subdivision; followed by discussion and possible action.

### THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:

#### 7. **Regular Agenda:**

##### **Discuss, Consider, and Possible Take Action Regarding:**

- A. Adoption of the city of Caldwell Development Manual, establishing procedures, standards, and guidelines for subdivision and development review in accordance with the land development ordinances (Subdivision, Zoning, and the Infrastructure Design Manual).
- B. Award a Time Warrant in the amount of \$600,000.00 to a financial institution for Capital Improvement Projects and Assets and authorize the execution of all necessary documents. (Time Warrant and Ordinance)

#### 8. **Department and Community Reports:** *These are informative reports that require no action.*

- A. Finance Reports
1. Sales Tax Report.
  2. Property Tax Report.
  3. Cash Analysis Report.
  4. Monthly Financial Report.
  5. Customer Service – Utility Billing Report.
- B. Library Services.
1. Library Programs
  2. Library Services
- C. Planning & Development Service Reports
1. Development
  2. Permits & Inspections.
  3. Code Enforcement Report.
  4. Main Street Report.
- D. Municipal Court Report.
- E. Police Report.
- F. Chamber of Commerce Report.



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- 9. Administrative/Elected Officials Reports.** *Any oral report provided by the Administrative and Elected Officials will be informational only and not for council action. Updates on community or upcoming city events, the status of the operation of individual departments, any unusual activity from any specific department which has occurred since the posting of the agenda, or to provide potential topics of discussion which may appear on a future agenda.*

### **10. Adjourn.**

This meeting will be conducted pursuant to the Texas Government Code Section 551.001 et seq. At any time during the meeting the Council reserves the right to adjourn into executive session on any of the above posted agenda items in accordance with the sections 551.071 [litigation and certain consultation with attorney], 551.072 [acquisition of interest in real property], 551.073 [contract for gift to city], 551.074 [certain personnel deliberations] 551.076 [deployment/implementation of security personnel or devices], or 551.087 [economic development negotiations].

After discussion of any matters in executive session, any final action or vote taken will be in public by the City Council.

**City Council shall have the right at any time to seek legal advice in Executive Session from its Attorney on any agenda item, whether posted for Executive Session or not.**

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the city secretary's office at (979)567-3271 ext. 106, or fax (979)567-9233, or email [mgonzalez@caldwelltx.gov](mailto:mgonzalez@caldwelltx.gov) for further information. This Notice and Meeting Agenda are posted online at [www.caldwelltx.gov/agendas-minutes/](http://www.caldwelltx.gov/agendas-minutes/)

Camden White, City Administrator

### **CERTIFICATION**

I certify that the above notice of meeting was posted on the city's website and the bulletin board at Caldwell City Hall at 114 S. Echols St. and Caldwell Civic & Visitors Center, 103 Highway 21, Caldwell, TX on Thursday, April 10, 2025 at 4:00P.M.

(SEAL)

Melissa Gonzalez, TRMC  
City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 at \_\_\_\_\_ AM PM.

Signature