

## **MINUTES OF FEBRUARY 12, 2024, REGULAR MEETING**

On this, the 12<sup>th</sup> day of February 2024, beginning at 6:00 p.m., the City Council convened in regular session in the City Council Room. The meeting being open to the public and notice of said meeting having been given as prescribed by Chapter 51 of the Government Code with the following being present and in attendance to wit:

Mayor Joe Davis, Council Members Ed Bailey, Jill Cromwell, Ray Dickson, C.W. Ivey, Leslie Ivy, Mollie Moffitt and Woody Richardson. Employees present were City Secretary Cindy Woodard, Fireman Nick Narvaez, Public Works Director Junior Casas, Police Chief Rex Plant, Municipal Court Judge David Aleman, Water Technician Shayne Branigan and Water Clerk Marla Green. Others present were Kim Cloyd, Cason Cartwright, Lorel Rogers, April Foard, Terry Altman, James McIntosh and Zack Altman.

Absent: Melisa McIntosh

### **CALL TO ORDER AND INVOCATION**

Mayor Davis called the regular meeting to order and noted a quorum present. He welcomed all in attendance and asked Alderman Richardson to voice the invocation. The following items were presented.

### **PUBLIC COMMENT**

No comments were made.

### **APPROVE CONSENT AGENDA ITEMS**

The consent agenda items were presented for approval: the regular meeting minutes from January 8, 2024, accept collections and pay expenditures for January 2024. Alderman Bailey moved to approve the consent agenda items, seconded by Alderwoman Moffitt. The vote was unanimous in favor.

### **PRESENTATION & ACCEPTANCE OF 2023 FISCAL YEAR AUDIT – TRACY LAMBERT**

Tracy Lambert could not attend, so April Foard with Foster, Lambert & Foard, LLC presented the 2023 Fiscal Year Audit. Alderwoman Ivy moved to accept the 2023 Fiscal Year Audit as presented, seconded by Alderman Richardson. The vote was unanimous in favor.

### **DEPARTMENT HEAD REPORTS ON MONTHLY ACTIVITIES**

Public Works Director Junior Casas reported the front-end loader will need repairs and they are getting quotes from several companies. The water meter replacement project did not cover all the meters in the city, and they are looking at \$58,000 to purchase additional meters. He would like to use the remaining ARP funds to purchase what they can, then budget the remaining into next

**CONTINUATION OF MINUTES FEBRUARY 12, 2024**

year. The street sweeper broke down during the laundry mat cleanup, so as soon as they get the replacement part they will finish up. He has received some patching material from the state and will start filling potholes once it dries out.

Judge David Aleman presented his written report to the council.

Police Chief Rex Plant presented his written report. He reported the old tasers have been sent in for a refund. He is waiting on the DA for permission to purge the evidence room. Brian Watson has completed the code enforcement class and they are going to start sending letters out for non-compliant properties. They are planning a pet vaccination clinic for May 4<sup>th</sup> and he would like to make it a citizens appreciation day as well and serve hot dogs. He is considering selling the animal control box and trailer that they no longer have use for.

Fireman Nick Narvaez presented his written report to the council. He reported things have been wet which helps keep down the fire calls.

City Secretary Woodard reported property tax collections are right at 80% with \$70,000 still uncollected. The filing period for city council applications is open and the last day is this Friday, February 16<sup>th</sup>. As of today, Alderman Woody Richardson and Victor Flores have filed in Ward 1, Alderwoman Jill Cromwell has filed for Mayor and Alderman C.W. Ivey has filed for the special one-year term in Ward 1.

**CONSIDER AMENDMENT TO SH256 UTILITY RELOCATION PROJECT AGREEMENT WITH PARKHILL**

Cason Cartwright with Parkhill explained the utility relocation project and this amendment was needed to move forward. He expects they should be ready to start in November with completion by July 2025. Alderman Richardson moved approve the amendment to SH256 utility relocation project agreement with Parkhill, seconded by Alderman Dickson. The vote was unanimous in favor.

**DISCUSS ALLEY ISSUE IN ROYWOOD ADDITION ON LEE STREET**

Lorel Rogers reported he purchased his house in 1972 and there was an alley between his property and the property to the south. His neighbor to the south has put up a fence across the back part of the alley and he is concerned about not being to access his sewer line. Public Works Director Casas confirmed there is a sewer line between the properties and the city should have a right of way. After some discussion, Alderman Bailey moved to contact the attorney to see about getting a survey to make an alley where the sewer line is, seconded by Alderman Dickson. The vote was unanimous in favor.

**CONSIDER SALE OF OLD TRASH TRUCK**

Public Works Director Casas reported the city does not need four trash trucks and recommended selling the 1995 Ford trash truck. Alderwoman Moffitt moved to approve the sale of the old trash truck, seconded by Alderman Dickson. The vote was unanimous in favor.

**CONTINUATION OF MINUTES FEBRUARY 12, 2024**

**CONSIDER SALE OF FIRE DEPARTMENT SUBURBAN**

Fireman Narvaez reported the Volunteer Fire Department would like to sell the 1994 suburban they no longer use. Zack Altman is interested in purchasing the vehicle. Alderman Bailey moved to approve the VFD to sell the suburban, seconded by Alderwoman Cromwell. The vote was unanimous in favor.

**CONSIDER PURCHASE OF USED SEMI-TRUCK TO REPLACE DAMAGED ONE**

Zack Altman reported he has a 1991 Peterbilt semi-truck he is willing to sell for \$10,000. He would like to have the Fire Department's suburban. He would take \$9,000 plus the suburban for the semi-truck. City Secretary Woodard reported the city will receive insurance proceeds for the truck damaged in the accident last August. Alderman Bailey moved to approve the purchase of the used semi-truck from Zack Altman for \$9,000 and the 1994 Suburban, seconded by Alderman Richardson. The vote was unanimous in favor.

**CONSIDER UPDATE TO FIRE CODE ARTICLE 6.02.001 AND 6.03.001**

The update to the Fire Code was presented. Alderwoman Cromwell moved to approve the changes to the Fire Code 6.02.001 to include the Fire Marshall reports to the city council and approve 6.03.001 as written, seconded by Alderwoman Ivy. The vote was unanimous in favor.

**CONSIDER UPDATE TO ANIMAL CONTROL ARTICLE 3.05.002**

The update to the Animal Control Article was presented. Alderman Ivey moved to approve the update to Animal Control Article 3.05.002 as presented, seconded by Alderwoman Moffitt. The vote was unanimous in favor.

**DISCUSS ANIMAL TAG FEES FOR RABIES VACCINATION CLINIC**

There was a discussion regarding city animal tag fees continuing to be free at the vaccination clinic since the fee has increased. Alderman Ivey moved to approve the city animal tag continue to be free for the one day at the vaccination clinic, seconded by Alderwoman Ivy. The vote was unanimous in favor.

**CONSIDER UPDATES TO CITY PARK CODE ARTICLE 10.02 DIVISION 3 PARK HOURS**

Changes to the City Park Codes were discussed. Alderwoman Cromwell moved to write up a proposal to change the wording in the City Park Ordinance, seconded by Alderwoman Moffitt. The vote was unanimous in favor.

**CONTINUATION OF MINUTES FEBRUARY 12, 2024**

**DISCUSS LEASE AGREEMENT WITH SPORTSMAN'S CLUB FOR PARK PROPERTY**

The current lease with the Rolling Plains Sportsman Club was discussed. Alderwoman Cromwell moved to revisit the lease agreement with the Sportsman Club for the park property at the next meeting, seconded by Alderwoman Ivy. The vote was unanimous in favor.

**ORDER CITY OFFICERS GENERAL ELECTION FOR MAY 4, 2024**

Mayor Davis read the election order. Alderman Bailey moved to order the City Officers General Election for May 4, 2024, seconded by Alderwoman Moffitt. The vote was unanimous in favor. A copy of the order follows these minutes.

**ORDER CITY OFFICER SPECIAL ELECTION FOR MAY 4, 2024**

Mayor Davis read the special election order. Alderman Bailey moved to order the City Officer Special Election for May 4, 2024, seconded by Alderwoman Moffitt. The vote was unanimous in favor. A copy of the order follows these minutes.

**DISCUSS UPDATES TO PERSONNEL POLICY**

Alderwoman Cromwell reported there are some areas of the policy that need to be addressed for some clarification such as who department heads report to when they will be absent from work. Alderwoman Ivy moved to discuss updates at the next meeting, seconded by Alderwoman Cromwell. The vote was unanimous in favor.

**DISCUSS BUILDING REQUIREMENTS FOR DOWNTOWN SQUARE**

Alderwoman Ivy discussed her concern for what is going to be built on the square where the fire was. She feels with the courthouse restoration they should follow the façade of the rest of the square. It was discussed that the city might have to be zoned. Alderwoman Ivy moved to follow up with the city attorney to see about zoning the downtown square, seconded by Alderwoman Cromwell. The vote was unanimous in favor.

**CONSIDER APPROVING THE PROJECT OF THE MEMPHIS ECONOMIC DEVELOPMENT CORPORATION TO DAENA SANTOS TO PURCHASE BLOOMS & BOLLS FLOWER SHOP**

Mayor Davis reported the Memphis Economic Development Corporation approved a business loan to Daena Santos to purchase Blooms & Bolls Flower Shop on the square from Kortni Hale. The loan will be for \$75,000 at 7.5 percent interest for sixteen years with the building and her

**CONTINUATION OF MINUTES FEBRUARY 12, 2024**

new pickup as collateral. The first year's loan payments will be fixed at \$500 per month. Alderwoman Cromwell moved to approve the Economic Development Corporation business loan to Daena Santos in the amount of \$75,000 at 7.5 percent interest for sixteen years to purchase Blooms & Bolls Flower Shop with the building and pickup as collateral, and the first year's loan payments fixed at \$500 per month, seconded by Alderwoman Moffitt. The vote was unanimous in favor.

**MAYOR AND COUNCIL ITEMS OF COMMUNITY INTEREST**

Alderman Ivey had no comments. Alderman Dickson stated he loved everyone and wished them a blessed life. Alderwoman Moffitt thanked everyone and wished them a Happy Valentine's Day. Alderman Richardson wished everyone a blessed life as well. Alderman Bailey commented everyone is doing good. He is glad we still have a police department and thanked Chief Plant for all he does. Alderwoman Ivy thanked everyone for all that they do. Alderwoman Cromwell reported she appreciates everyone. Mayor Davis reported he appreciates what Junior has been doing. He stated how important it is for our community to have house numbers for emergency purposes. He appreciates what everyone does.

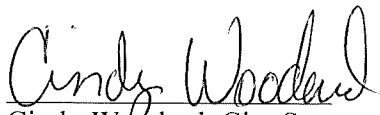
**ADJOURN**

Alderman Bailey moved to adjourn the meeting, seconded by Alderman Dickson. The vote was unanimous in favor. The meeting was adjourned at 8:35 p.m.

Approved:

  
Joe Davis, Mayor

Attest:

  
Cindy Woodard, City Secretary



Applications for ballot by mail shall be mailed to:  
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Kaci Mills  
Name of Early Voting Clerk  
(Nombre del Secretario/a de la Votación Adelantada)

101 South 9th Street, Suite 8  
Address (Dirección)

Memphis 79245  
City (Ciudad) Zip Code (Código Postal)

806-259-2627  
Telephone Number (Número de teléfono)

k Mills@co.hall.tx.us  
Email Address (Dirección de Correo Electrónico)

www.co.hall.tx.us  
Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:  
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)


04 / 24 / 2024  
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:  
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

04 / 15 / 2024  
(date)(fecha)

Issued this 12 day of February, 2024.  
(day) (month) (year)

(Emitida este día 12 de febrero, 2024.)  
(día) (mes) (año)

  
Signature of Mayor (Firma del Alcalde)

C.W. Avery  
Signature of Councilperson  
(Firma del Concejal)

Ray Dickson  
Signature of Councilperson  
(Firma del Concejal)

Mollie Maxwell  
Signature of Councilperson  
(Firma del Concejal)

[Signature]  
Signature of Councilperson  
(Firma del Concejal)

[Signature]  
Signature of Councilperson  
(Firma del Concejal)

Quil Cromwell  
Signature of Councilperson  
(Firma del Concejal)

[Signature]  
Signature of Councilperson  
(Firma del Concejal)

\_\_\_\_\_  
Signature of Councilperson  
(Firma de Concejal)

\_\_\_\_\_  
Signature of Councilperson  
(Firma del Concejal)

\_\_\_\_\_  
Signature of Councilperson  
(Firma de Concejal)





Applications for ballot by mail shall be mailed to:  
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Kaci Mills

Name of Early Voting Clerk  
(Nombre del Secretario/a de la Votación Adelantada)

101 South 9th Street, Suite 8  
Address (Dirección)

Memphis 79245  
City (Ciudad) Zip Code (Código Postal)

806-259-2627  
Telephone Number (Número de teléfono)

kmills@co.hall.tx.us  
Email Address (Dirección de Correo Electrónico)

www.co.hall.tx.us  
Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBM) must be received no later than the close of business on:  
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

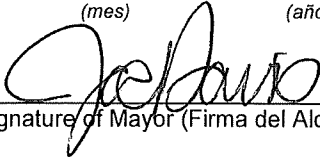
04 / 23 / 2024  
(date)(fecha)

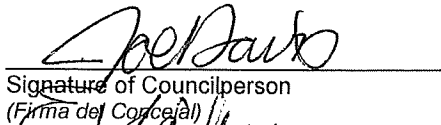
Federal Post Card Applications (FPCAs) must be received no later than the close of business on:  
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

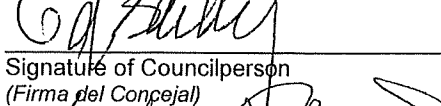
04 / 15 / 2024  
(date)(fecha)

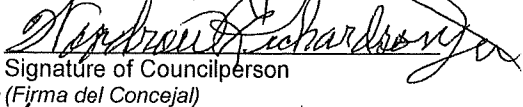
Issued this 12 day of February, 20 24.  
(day) (month) (year)

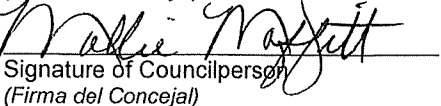
(Emitida este día 12 de febrero, 20 24.)  
(día) (mes) (año)

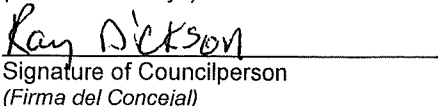
  
Signature of Mayor (Firma del Alcalde)

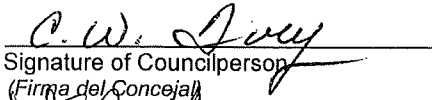
  
Signature of Councilperson  
(Firma del Concejal)

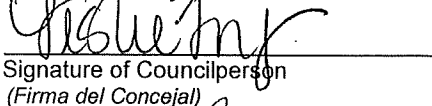
  
Signature of Councilperson  
(Firma del Concejal)

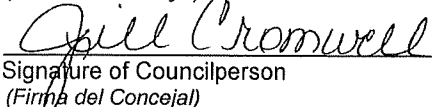
  
Signature of Councilperson  
(Firma del Concejal)

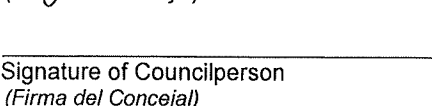
  
Signature of Councilperson  
(Firma del Concejal)

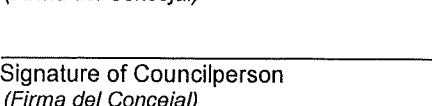
  
Signature of Councilperson  
(Firma del Concejal)

  
Signature of Councilperson  
(Firma del Concejal)

  
Signature of Councilperson  
(Firma del Concejal)

  
Signature of Councilperson  
(Firma del Concejal)

  
Signature of Councilperson  
(Firma del Concejal)

  
Signature of Councilperson  
(Firma del Concejal)