## MINUTES OF OCTOBER 13, 2026, REGULAR MEETING

On this 13th day of October 2026, the City Council convened in regular session in the City Council Room. The regular 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 Micah Casas, Melissa Hibbitts, Winfred McQueen, Lloyd Roberts, and Mark Sweatt. Council members absent were Zack Altman and Melisa McIntosh. Employees present were City Administrator Jack Owens and City Secretary Amalia Gaxiola. Others present were Zack Wilson, Esther Martinez, Kila Manuel, and Roger Estlack.

### 1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Davis called the meeting to order at 6:00 p.m. and noted a quorum present. Alderman Sweatt voiced the invocation, and Alderman Roberts led the pledge of allegiance.

### 2. PUBLIC COMMENT

No comment.

### 3. HEARING FOR DILAPIDATED PROPERTIES AND ABANDONED VEHICLES

No hearing.

### 4. APPROVE CONSENT AGENDA ITEMS

Alderman McQueen made the motion to approve the consent agenda items, seconded by Alderman Roberts. The vote passed unanimously.

### 5. DEPARTMENT HEAD REPORTS ON MONTHLY ACTIVITIES

Administrator Owens proceeded with reading the written reports for library, judicial, fire, police, and he read his written report which included admin, water, landfill, street, parks/rec, airport, and the TxDOT waterline relocation project.

### 6. NEW BUSINESS

### a. DISCUSS/CONSIDER AUDIT ENGAGEMENT SERVICES WITH FOSTER, LAMBERT, & FOARD, LLC FOR FISCAL YEAR 2025/2026

Administrator Owens said it went up a little from last year. Alderman Sweatt made the motion to consider audit engagement services with Foster, Lambert & Foard for fiscal year 2025/2026, seconded by Alderman Casas. The vote passed unanimously.

**b. CONSIDER ACCEPTING SEALED BIDS FOR DELINQUENT TAX PROPERTY – 221 N 14TH**

Alderman Roberts made the motion to accept sealed bids for 221 N 14th, seconded by Alderman McQueen. The vote passed unanimously.

**c. CONSIDER BUDGET AMENDMENT FOR WATER DEPARTMENT**

Administrator Owens asked council to look at exhibit a. He talked about the budget for water and informed council that they brought Randy Lambert back and the funds are being moved around in the water department for this. Alderman Casas made the motion to accept the budget amendment, seconded by Alderwoman Hibbitts. The vote passed unanimously. A copy of this ordinance will follow these minutes.

**d. DISCUSS/CONSIDER THE ESTABLISHMENT OF A FOOD PANTRY IN MEMPHIS**

Executive Director Zack Wilson informed council on the food bank, partnerships, Memphis' numbers, grant options that are available, and talked about how having a something here will bring more to the citizens. Mayor Davis asked about hours, and Wilson stated that the city would regulate that. Kay Manuel went over some concerns she had with the Meals on Wheels building if the city were to use it for this food pantry. Alderman Sweatt asked about the required space needed for a food pantry and Zack said it could be any size we wanted it to be like the size of a small closet or the size of the council room. Zack Wilson wanted to thank the City of Memphis employees for helping with the food distribution. No action was taken at this time.

**e. DISCUSS/CONSIDER APPOINTMENT IN WARD 3**

Council and mayor had no recommendations. No action was taken.

**f. DISCUSS/CONSIDER ADOPTING UPDATE TO PERSONNEL POLICIES & PROCEDURE MANUAL**

Administrator Owens informed council that the policy did not define retirement as far as eligibility to receive sick pay at half the rate. Owens stated that the proposed definition for eligibility to receive retirement sick pay is sixty years of age with five years of service with the City of Memphis or any age with twenty years of service with the City of Memphis. Owens expressed that this discussion was had with Attorney Murray, and he believed this helps define and clearly state the eligibility to receive sick pay if one retires. Alderwoman Hibbitts made the motion to accept as presented, seconded by Alderman Roberts. The vote passed unanimously. A copy of the updated pages will follow these minutes.

## g. CONSIDER FREE USE OF COMMUNITY CENTER FOR HEALTH FAIR

Administrator Owens said the Health Fair is coming up on the 15th, and the free use list does not have the Health Fair on there and he asked council if they would like to add it as it benefits the community. Alderman Roberts made the motion to give the Health Fair free use of the community center, seconded by Alderman McQueen. The vote passed unanimously.

## h. DISCUSS/CONSIDER FREE USE LIST FOR COMMUNITY CENTER

Administrator Owens went over the free use list and who has used it in the past that may need to be on there. Alderman Sweatt made the motion to remove Boys Scouts, Police Department, Relay for Life and add Health Fair, Little Theatre Play practice days, Emergency Management, and Hall County Home Delivered Meals for emergency kitchen use, seconded by Alderwoman Hibbitts. The vote passed unanimously.

## i. DISCUSS/CONSIDER ADOPTING CHANGES TO THE COMMUNITY BUILDING RULES

Administrator Owens went over the proposed changes to number 5 which adds missing items, broken property, and incur additional charges to the rule, number 8 which adds bounce houses are allowed inside the building if they do not touch the fans or ceiling, and number 18 which changes it to all types of dances can be held in the community building. Council and Mayor talked about a liability form for renters to sign. Alderman Sweatt made the motion to adopt the changes to the community building as presented and talk with the attorney for a indemnification clause, seconded by Alderman Roberts. The vote passed unanimously.

## j. CONSIDER MAYOR AND COUNCIL ITEMS OF COMMUNITY INTEREST

Alderman Sweatt thanked Kay and Zack for coming and hopes they can work it out. He also was glad everything went good even though not everyone was present. Alderman McQueen thanked everyone for being here and thanked council. Alderman Roberts thanked everyone and thanked Zack for being supportive and sees a need so he will try his hardest. He also thanked Jack and Amalia and told Amalia she has their support and will hopefully have help coming. Mayor Davis said there are some good points brought up from Kay for the Home Delivered Meals building and may need to understand how things are done, especially if a food pantry goes over there. Alderman Roberts talked about grants. Alderman Casas thanked everyone for showing up and everything needing to be said has been said and he believes the pantry can get rolling and it's a great opportunity that can help a lot of people. Alderwoman Hibbitts thanked everyone for coming and hopes Jack can come back to next month's meeting and how the food pantry can help the town. Administrator Owens thanked council and mayor for everything, and they have done a lot of good work here and a lot of work to do still. Mayor Davis said he looks forward to seeing everyone next month and getting the committee together to get someone here and keep things going.

**k. ADJOURN**

Alderman McQueen made the motion to adjourn, seconded by Alderman Roberts. The vote passed unanimously. The meeting was adjourned at 7:41 p.m.

Approved: _____
Joe Davis, Mayor

Attest: _____
Amalia Gaxiola, City Secretary