

**MINUTES REGULAR MEETING
MINERAL WELLS CITY COUNCIL
CITY HALL ANNEX
April 1, 2025 – 6:00 pm**

Mayor Johnson called the meeting to order at 6:00 p.m. Deacon Steve Watson led the invocation. The Pledge of Allegiance to the U.S. and Texas flags was recited.

Councilmembers present were Mayor Johnson, Pro-Tem Beth Watson, Jonathon Rusher, Kyle Kelley, and Glenn Mitchell. A quorum of City Councilmembers was present. Carlos Maldonado was absent.

Staff members present were City Manager Jason Weeks, Fire Chief Ryan Dunn, Police Chief Tim Denison, Director of Community Development Nate Dyhre, Public Works Director Scott McKennon, Marketing and Communications Manager/PIO Brittany Brown, Parks and Recreation Superintendent Carrie Stevenson, Economic Development Deputy Director David Miller, Senior Accounting Manager Bobbi Coe, Chamber CEO Seth Hobbs, Clerk Sharon McFadden, and City Attorney Eileen Hayman.

Mr. Dyhre introduced the new Economic Development Deputy Director, David Miller. Mr. Miller briefly shared his credentials with the City Council.

PRESENTATION:

1. Proclamations for April as Child Abuse Prevention Month and Go Blue Day on April 4, 2025, were presented by Mayor Johnson to the Children’s Alliance Center, Palo Pinto County Child Welfare Board and Court Appointed Special Advocates (CASA).

PUBLIC COMMENT: No one had signed up to speak.

Appoint to Office and the OATH OF OFFICE for Councilmember Ward 4:

Mrs. Watson made the motion to appoint Mr. Mike Rankin to serve as the Councilmember representing Ward 4. Mr. Mitchell seconded, and the appointment was approved 5-0. Mrs. McFadden led the Official Oath and Constitutional Statement with Mr. Rankin.

CONSENT AGENDA: Following a motion by Mr. Kelley and seconded by Mr. Mitchell, the following Consent Agenda was approved by a vote of 6-0.

2. Consider and take appropriate action on the minutes of the regular meeting held on March 18, 2025.
3. Consider and take appropriate action on budgeted items \$3500 and above.

ITEMS FOR INDIVIDUAL CONSIDERATION

4. Consider and take appropriate action on a presentation of the Fiscal Year 2023/2024 Annual Financial Report as prepared by Pattillo, Brown & Hill, LLP.

Ms. Coe introduced Ms. Mishal Majewski, CPA. Ms. Majewski mentioned that on July 22, 2024, staff executed an engagement letter for Pattillo, Brown & Hill, LLP ("PBH") to audit the City's financial statements for the fiscal year ending 2024. The audit for Fiscal Year 2023/2024 has been completed, and Ms. Majewski presented the findings to the City Council. Draft reports were provided; however, the final report was presented at the City Council meeting. Staff recommended that City Council approve the Fiscal Year 2023/2024 Audit as presented.

Mrs. Watson made the first motion to approve the audit as presented. Mr. Kelley seconded, and the motion carried 6-0.

5. Consider and take appropriate action to award contracts for Bond Counsel, Engineering and Financial Advisory services related to Texas Water Development Board projects. Provide the Mayor with authorization to execute related documents.

Mr. Weeks said the application process for the Texas Water Development Board's State Revolving Fund loan requires us to advertise a Request for Proposals (RFP) for a Bond Council, Financial Advisor, and an Engineering Firm. The City had the required information advertised in the closest local newspaper (Weatherford Democrat) on February 22, 2025, and February 26, 2025. The City Clerk received the proposals. The City Clerk opened and distributed the proposals to the committee, which included the City Manager, PPCMWD #1 Manager, and the Public Works Director. The proposals were reviewed and scored on March 24, 2025, at 9:00 a.m. at the City Annex.

The proposals with the highest ratings were:
Bond Council - McCall, Parkhurst, and Horton LLC
Engineering firm - HDR
Financial Advisor - Hilltop Securities

The committee suggested that the City Council approve the recommendations.

Mrs. Watson made the motion to approve the recommendations as presented. Mr. Mitchell seconded, and the motion carried 6-0.

6. Consider and take appropriate action of acceptance of 0.343 acres of real property containing "dog park" at the address of 116 NW 4th Street, Mineral Wells, Texas 76067, currently owned by Crazy Water Hotel PBC, Inc., to donate, assign, convey, and deliver ownership of the Property and Dog Park to the City.

Mr. Weeks said that the Mineral Wells Chamber of Commerce Leadership Class #27 in 2022, sought donations to design and construct a dog park on the Crazy Water Hotel Property at 116 NW 4th Street. Construction began in May 2023 and has now been completed. Envision Mineral Wells and Friends of the Dog Park will continue to raise money and maintain the upkeep as well as all maintenance of the Dog Park for three (3)

years. At that time, those responsibilities will pass to the City of Mineral Wells Parks and Recreation Department. During the three years, Envision Mineral Wells will comply with the Parks and Recreation Department's guidelines in maintaining the park. Beginning in Year four (4) the City will be responsible for all costs to maintain the park, including utilities, routine maintenance, cleaning, mowing, and any issues that may arise.

Mr. Kelley made the first motion to approve the acceptance of the real property. Mr. Mitchell seconded, and the motion carried 6-0.

7. Consider and take appropriate action on accepting the services agreement from Terracon for Grant Writing Services. Mr. Liem Dial, the representative from Terracon, provided a presentation about their services.

Mr. Dyhre said that Terracon is an engineering firm that provides services within the environmental, geological, and site assessment/management industries. Mineral Wells EDC contacted them to assess the condition of the Devon Property and the old USO/North Oak Community Center building with the idea of providing services for both properties. During the assessment, we discussed some of the history of Fort Wolters and the Airport, as well as some of the needs to improve both sites for the future. Terracon explained the grant-writing services they provide to communities where brownfield sites exist and the community is seeking federal assistance. Terracon's strong background in grant writing and experience in securing federal dollars make them an ideal fit to assist us with our current and future brownfield cleanup assistance needs.

Mrs. Watson made the first motion to approve the Terracon service agreement, and Mr. Mitchell seconded. The motion carried 6-0.

8. Consider and take appropriate action on selecting two (2) Council Members to serve on the EMS Subcommittee.

Mayor Johnson said that the resignation of the former Ward 1 Council Member and the expiring term of Council Member Ward 2, the City Council needs to appoint two (2) Council Members to serve on the EMS Subcommittee.

Mayor Johnson recommended the item be considered on the May 20, 2025 agenda. No action was taken.

9. Future Agenda Items/Requests by Councilmembers to be on the next agenda.

No items were requested.

10. **EXECUTIVE SESSION:** In accordance with the Texas Government Code, Section 551.001, et seq., the City Council recessed into Executive Session (closed meeting) at

7:00 p.m. to discuss the following:

- a. § 551.071(2): Consultation with the Attorney on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act regarding: (i) municipal drainage utility system.
- b. § 551.074: To deliberate on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee, regarding:
 - (i) City Boards/Commissions: Tax Increment Investment Zone #2 (TIRZ #2) appointment of a board chair to a one-year term ending September 30, 2025.

11. **RECONVENE INTO OPEN SESSION:** In accordance with the Texas Government Code, Chapter 551, the City Council reconvened into Regular Session at 7:28 p.m. to consider action, if any, on matters discussed in the Executive Session.

Mr. Kelley made a motion to remove all drainage utility fee charges from all customers outside of city limits and provide credit back to those customers. Mrs. Watson seconded, and the motion passed 6-0.

Mrs. Watson made a motion to appoint Mr. Scott Elder as the Chair of the TIRZ #2 board with the one-year term ending on September 30, 2025. Mr. Mitchell seconded, and the motion carried 6-0.

12. There was no further business, and the meeting was adjourned at 7:30 p.m.

Regan Johnson, Mayor

ATTEST:

Sharon McFadden, City Clerk

APPROVED: _____