MINUTES REGULAR MEETING
MINERAL WELLS CITY COUNCIL
CITY HALL ANNEX
August 19, 2025 – 6:00 pm

Mayor Pro-Tem Watson called the meeting to order at 6:00 p.m. Father Jeff Logan of St. Luke's Anglican Church led the invocation, which included the recitation of the Pledge of Allegiance to the U.S. and Texas flags.

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

Staff members present were City Manager Jason Weeks, Fire Chief Ryan Dunn, Police Chief Tim Denison, Finance Director/Assistant City Manager Aaron Bovos, Director of Community Development Nate Dyhre, Economic Development Director David Miller, Main Street Manager Kristen Jaworski, Police Lieutenant Jeremy Hamscher, Building Inspector Michael Dunn, Public Works Director Scott McKennon, Public Works Administration David Morgan, Public Works Administration Chris Thibault, Public Works Administration Dakota York, Public Works Staff Member David Fitzhugh, Public Works Staff Member Kelle Nimmo, Public Works Administrator Trevor Smith, Airport Manager Haley Cuevas, Parks & Recreation Superintendent Carrie Stevenson, Library Assistant Kathryn Lipsey, City Clerk Sharon McFadden, and City Attorney Eileen Hayman.

PRESENTATION: None.

PUBLIC COMMENT: No one had signed up to speak.

STAFF REPORTS:

1. Introduction of new City employees.

   Police Chief Denison introduced Lieutenant Jeremy Hamscher, who is being promoted to Assistant Police Chief.

2. Recognition for City employees' years of service.

   Police Chief Denison said Corporal Glover has been with the City as a Police Officer for 6 years, but has been with the City for 10 years.

CONSENT AGENDA: Mr. Kelley recommended moving agenda item #15 to individual consideration due to a typographical error requiring an explanation. Following a motion by Mr. Kelley and seconded by Mr. Mitchell, the Consent Agenda, excluding item #15, was approved by a vote of 6-0.

3. Consider and take appropriate action on the minutes of the special budget workshop

meeting held on August 5, 2025.

4. Consider and take appropriate action on the minutes of the regular meeting held on August 5, 2025.

5. Consider and take appropriate action on Pay Application No. 4 from Peachtree Construction LTD in the amount of $500.517.87 for the MH379 West Reconstruction Project.

6. Consider and take appropriate action authorizing the Mayor to execute an Interlocal

   Agreement with Mineral Wells Independent School District for EMS services during the 2025 football season.

7. Consider and take appropriate action on a resolution for the acceptance of ten (10) Dell Mobile Precision laptop computers.

8. Consider and take appropriate action on a resolution for a grant application to reward each police officer with a one-time incentive of $6,500 for holding their Master Peace Officer Certification.

9. Consider and take appropriate action on an Interlocal Agreement for Jail Services and authorize the Mayor to execute the agreement.

10. Consider and take appropriate action on the approval of an Easement and Right of Way to Oncor Electric Delivery Company LLC, at the Mineral Wells Regional Airport.

11. Consider and take appropriate action on a Master Cooperative Purchasing Agreement with the Alliance for Innovative Purchasing Cooperative.

12. Consider and take appropriate action on an Interlocal Cooperative Purchasing Agreement with the City of Fort Worth, Texas.

13. Consider and take appropriate action on items to be ratified.

14. Consider and take appropriate action to approve expenditures to Messer Fort, the Municipal Law Firm, for the remainder of fiscal year 2025 in an amount not to exceed $150,000 and for fiscal year 2026 in an amount not to exceed $255,000.

15. Consider and take appropriate action to approve expenditures to McLane Intelligent Solutions for the remainder of fiscal year 2025 in an amount not to exceed $60,000 **(moved to Individual Consideration).**

16. Consider and take appropriate action to approve expenditures to Frontier Waste Solutions for the remainder of fiscal year 2025 in an amount not to exceed

$255,000 and for fiscal year 2026 in an amount not to exceed $845,000.

17. Consider and take appropriate action to approve expenditures to Patillo, Brown, and Hill, LLP, for external audit services associated with fiscal year 2025, in an amount not to exceed $57,440.

ITEMS FOR INDIVIDUAL CONSIDERATION

15. Consider and take appropriate action to approve expenditures to McLane Intelligent Solutions for the remainder of fiscal year 2025 in an amount not to exceed $60,000.

    Mr. Bovos explained the typographical error. The date of contract termination is October 1, 2025, and not October 1, 2026, as stated in the Agenda Item Commentary – Background.

    Mr. Kelley made the motion to approve the item with the correct date of October 1, 2025. Mr. Rankin seconded, and the motion carried 6-0.

18. Continuation of the Special Workshop Meeting, where the City Manager presented the Proposed Fiscal Year 2025-2026 Budget.

    Mr. Weeks said that this agenda item is a carry-over from the Workshop Presentation of the Proposed Fiscal Year 2025-26 Budget, in case staff are not able to complete the presentation. Also, this is an opportunity for the City Council to provide further feedback on the proposed budget. Mr. McKennon presented the staffing, expenses, and major budget items for the Street Department, Sanitation, Water/Sewer Fund, Public Works Administration, Water Distribution, Hilltop Water Treatment Plant, Wastewater Treatment Plant Operations, and Facilities Maintenance. Mr. Bovos presented the staff, expenses, and major budget items for Utility Billing, Drainage Utility Fund, Hotel/Motel Occupancy Tax Fund, Woodland Park Trust Fund, and the General Debt Service (Interest & Sinking) Fund. Police Chief Denison presented the Statement of Revenues and Major Budget Items for the Police Department Forfeiture Fund. Mr. Bovos presented the revenues, expenditures, and major budget items for the Insurance Fund, Library Trust Fund, and the Expendable Trust Fund. Ms. Cuevas presented the revenues, expenditures, income statement, staffing, and major budget items for the Airport Fund. Mr. Bovos presented revenues and expenditures for the Coronavirus Recovery Fund. Mr. Bovos presented the Waterworks & Sewer CIP Fund and General Fund/Streets CIP Fund. Mr. Miller presented the revenues, expenditures, and major budget items for the Economic Development Corporation Fund. Mr. Weeks ended the presentation with the budget and tax rate timeline and the next steps for the processes.

    There was no action required on this item.

19. Consider and take appropriate action on scheduling public hearings related to the City's Fiscal Year 2025-2026 Annual Budget and 2025 Property Tax Rate.

Mr. Bovos informed the Council that the budget and property tax setting process is governed by three specific areas of law, including:

1. The Charter of the City of Mineral Wells.
2. Texas Local Government Code, Chapter 102: Municipal Budget.
3. Texas Tax Code – Chapter 26: Property Tax Rates.

Under state law, the City Council is required to formally set the date for the public hearing on the budget and the tax rate. Based on the calendar that has been developed for this year's process, both public hearings are scheduled on September 16, 2025. Once formally approved, staff will complete the required notices such that both events will be published in the Weatherford Democrat. The subsequent schedule of events will then be as follows:

1. September 2, 2025 City Council Meeting:
    a. Continued Discussion on the Fiscal Year 2025-2026 Budget
    b. Continued Discussion on the 2025 Tax Rate.
2. September 16, 2025 City Council Meeting:
    a. Conduct a Public Hearing on Fiscal Year 2025-2026 Budget.
    b. Adoption of an Ordinance Establishing the Fiscal Year 2025-2026 Budget.
    c. Approval of a Resolution Ratifying the 2025 Property Tax Rate.
    d. Consider and Take Appropriate Action on the Approval of the Mineral Wells Area Chamber of Commerce Tourism Budget for FY 2025-2026.
    e. Consider and Take Appropriate Action on the Approval of the Mineral Wells Economic Development Corporation Budget for FY 2025-2026.
    f. Consider and Take Appropriate Action on the Approval of the Tax Increment Reinvestment Zone #2 Budget for FY 2025-2026.
    g. Consider and Take Appropriate Action on the Palo Pinto County Municipal Water District Budget No. 1 for FY 2025-2026.
    h. Conduct a Public Hearing on the Property Tax Rate.
    i. Adoption of an Ordinance setting the 2025 Property Tax Rate.

RECOMMENDATION:
It is recommended that the City Council set a public hearing on the proposed budget for Fiscal Year 2025–2026 and the proposed Property Tax Rate for Tuesday, September 16, 2025, at the Mineral Wells City Hall Annex during the regularly scheduled City Council Meeting, which begins at 6:00 p.m.

Mr. Kelley made the motion, and Mr. Mitchell seconded to set the recommended schedule. Motion carried 6-0.

20. Consider and take appropriate action to conduct a vote to approve the 2025 Tax Rate.

Mr. Bovos said the Palo Pinto County Tax Assessor-Collector, Margaret Griffith, certified the Truth in Taxation Calculations to the City of Mineral Wells on August 4, 2025. That certification included the following data:

Tax Rates:
- No-New Revenue Rate: 0.5521916/$100
- Voter-Approval Tax Rate: 0.5717881/$100
- Voter-Approval Tax Rate using Unused Increment Rate: 0.6136011/$100
- De Minimis Rate: 0.5925277/$100

Taxable Base Value:
- 2025 Taxable Base Value: 1,173,548,283
- 2025 Frozen Tax Levy: 632,118

Each of these tax rates and the associated revenue generated were presented to the Mayor and Council on August 5, 2025, during a special called meeting to discuss the fiscal year 2026 financial plan.

OPTION A – VOTER APPROVAL TAX RATE
The total voter approval tax rate of 0.5717881/$100, would be less than the current tax rate this year by 0.00150638 and yield the City total revenue in the amount of $7,850,818, of which $467,337 would go to the Tax Increment Reinvestment Zone, $7,032,865 would go to the General Fund, and $350,616 would go to debt service. Under this scenario, the average home would receive a $21.53 increase from the average home in tax year 2024.
Motion: “I move that the proposed property tax rate be set at a tax rate of $0.57178810, which is effectively a 3.55 percent increase in the tax rate.”

OPTION B – VOTER APPROVAL TAX RATE PLUS UNUSED INCREMENT RATE
The total voter approval tax rate plus the unused increment rate of 0.61360110/$100, would be more than the current tax rate this year by 0.0430662 and yield the City total revenue in the amount of $8,378,698, of which $467,337 would go to the Tax Increment Reinvestment Zone, $7,560,745 would go to the General Fund, and $350,616 would go to debt service. Under this scenario, an additional $527,880 would be used for street repair and rehabilitation. The average home would receive a $96.31 increase from the average home in tax year 2024.
Motion: “I move that the proposed property tax rate be set at a tax rate of $0.61360110, which is effectively an 11.12 percent increase in the tax rate.”

Mr. Rankin made the motion: “I move that the proposed property tax rate be set at a tax rate of $0.57178810, which is effectively a 3.55 percent increase in the tax rate.” Mr. Kelley seconded.

RECORD VOTE:
Mayor Johnson: Absent
Councilmember Rusher: Aye
Councilmember Ramsay: Aye
Councilmember Kelley: Aye
Councilmember Mitchell: Aye
Councilmember/Mayor Pro-Tem Watson: Aye
Councilmember Rankin: Aye

The motion carried 6-0.

21. Palo Pinto County Municipal Water District No. 1 Presentation of the Proposed Fiscal Year 2026 Budget.

    Howard Huffman, General Manager of the Palo Pinto County Municipal Water District No. 1 ("District"), presented the District's Fiscal Year 2025-2026 Budget. On August 8, 2025, the District approved Resolution No. 2025.08.08A Palo Pinto County Municipal Water District No. 1 Budget for Fiscal Year 2025-2026.

    There was no action requested by the City Council; they only received the presentation. The City Council is scheduled to act upon this proposed budget on September 2, 2025.

22. Palo Pinto County Municipal Water District No. 1 Presentation on the Capital Improvement Plan.

    Howard Huffman, General Manager of the Palo Pinto County Municipal Water District No. 1 ("District"), presented to Council an update on the District's Capital Improvement Plan. The presentation covered the Brazos Pump Station & Raw Water Pipeline and Water Treatment Plant.

    There was no action required on this item.

23. Tax Increment Reinvestment Zone No. 2 (TIRZ #2) presentation of the Proposed Fiscal Year 2026 Budget.

    Mr. David Hawes presented the attached Fiscal Year 2026 TIRZ #2 budget to the TIRZ #2 Board at their meeting held on August 5, 2025. The TIRZ #2 Board recommended sending the attached Fiscal Year 2025-26 Budget to the City Council for approval. The Proposed Fiscal Year 2025-2026 Mineral Wells Tax Increment Reinvestment Zone No. 2 Budget was presented to the City Council by Mr. Hawes.

    There was no action required on this item.

24. Consider and take appropriate action on an Interlocal Agreement with the Mineral Wells ISD for the School Resource Officer (SRO) Program and authorize the City Manager to execute the agreement.

    Mr. Weeks explained that the State of Texas passed House Bill 3, which requires all school districts to have an armed Security Guard, Guardian, or Police Officer at each school campus during normal operating hours. The City and Mineral Wells ISD ("District") have agreed to jointly participate in the School Resource Officer Program for the District's fiscal year from September 1, 2025, through August 31, 2026. Unlike previous years' agreements, the City will provide MWISD with SROs consistent with the level of officers provided during fiscal year 2025, and for every year this agreement is in effect, at no cost to MWISD pursuant to the Interlocal Agreement between the City and MWISD for the provision of Technology Services to the City. These officers will be assigned to work at a designated school within the District that will be agreed upon by both parties. The SROs shall be City employees, and the City shall retain responsibility for their hiring, supervision, compensation, and any disciplinary actions. They shall be under the direction of the Chief of Police. Unless mutually agreed by the City and the District, SROs will be assigned to Mineral Wells High School, Mineral Wells Junior High School, Travis Elementary School, Houston Elementary School, and Lamar Elementary School. They will continue to be under the general supervision/coordination of job assignments of the Chief of Police for MWPD or their designee. The SROs will work each of the 157 days that students will be on campus for the regular school year, totaling 1413 hours per officer, or 7,065 hours for all five officers. Should the State of Texas change the required number of days and/or hours for students, the City and the District will finalize the total days/hours in June of each year. Beginning in the fiscal year 2025-26, SROs will work summer school hours as follows, with the total number of summer school hours being 335 for all schools combined:

High School (134.5 hours)
Lamar Elementary (112.5 hours)
Jr. High School (44 hours)
Travis Elementary (44 hours)

MWISD will be responsible for paying officers in an off-duty capacity for any extracurricular activities where the district must provide security coverage over and above the hours previously identified. This will include sporting events, dances, graduation, etc. The SRO shall be assigned and focus their full attention on the MWISD; however, the Officer may be assigned other duties by the Mineral Wells Police Department during those periods when school is not in session. Staff recommends that City Council authorize the City Manager to execute the attached Interlocal Agreement between the City of Mineral Wells and Mineral Wells Independent School District to provide Student Resource Officers to MWISD.

Mr. Kelley made the first motion to approve the interlocal agreement. Mr. Mitchell seconded, and the motion carried 6-0.

25. Consider and take appropriate action on HB 1522 regarding the New Deadline effective on September 2, 2025, changing the 72-hour posting of agendas to "at least three business days before the date."

    Mr. Weeks said the new deadline: As of September 1, 2025, agendas must be posted “at least three business days before the date” of a meeting, rather than 72 hours before the time of the meeting (HB 1522).

    - The day of the meeting and weekends are not included in this calculation.
    - Posting Deadlines (will change in case of a holiday):

- Monday meeting – Prior Tuesday
- Tuesday meeting – Prior Wednesday
- Wednesday meeting – Prior Thursday
- Thursday meeting – Prior Friday
- Friday meeting – Prior Monday

Several cities have decided to combat this new legislation by moving their city council meetings from Monday/Tuesday to Thursdays. Therefore, staff wanted to have a discussion with City Council to see if there was a desire to possibly change the regular meeting day each month.

Council briefly discussed and decided not to take action on the item.

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

    No agenda items/requests were provided.

27. **EXECUTIVE SESSION:** In accordance with the Texas Government Code, Section 551.001, et seq., the City Council recessed into Executive Session (closed meeting) at 8:19 p.m. to discuss the following:

    a. §551.074 Deliberate 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: (1) City Manager.

28. **RECONVENE INTO OPEN SESSION:** In accordance with the Texas Government Code, Chapter 551, the City Council reconvened into Regular Session at 8:27 p.m. to consider action, if any, on matters discussed in the Executive Session.

    Mr. Kelley made the motion to amend the City Manager's Employment Agreement. Mr. Rankin seconded, and the motion passed 6-0.

29. There was no further business, and the meeting was adjourned at 8:28 p.m.

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Regan Johnson, Mayor

ATTEST:

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Sharon McFadden, City Clerk

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APPROVED