

CITY OF HUBBARD

MARY ALDERMAN, Mayor
JASON PATRICK, City Manager
DIANA HALL, City Secretary
CAROL WALLACE, Utility Clerk

KENNETH BALDWIN, Mayor Pro-Tem
SIMONE JOHNSON, Alderman
CHRIS WILKINS-SPIGENER, Court Clerk

ROGER LYNCH, Alderman
WAYNE TAYLOR, Alderman
MARTY KIMBROUGH, Alderman

MINUTES OF REGULAR CALLED MEETING FEBRUARY 6, 2024

Call to Order, Proof of Posting, Proof of Notification

Mayor, Mary Alderman called the Regular Meeting to order at 6:00 p.m. and announced a quorum was present with Kenneth Baldwin, Wayne Taylor, Marty Kimbrough, Roger Lynch and Simone Johnson. Followed by the Pledge of Allegiance

INFORMAL CITIZEN COMMENTS (open for 5 minutes only) - **Theresa Rainey** discussed her concerns with the flood lights located at 304 NW 4th street. At night the lights radiate towards the back of her house and driving into this area is hazardous. Ms. Rainey requested if anything could be done and suggested dimmer lights. **Shannon Skilling** extended her appreciation to Kenneth Baldwin for his assistance during calls whether it is day or night he will stay there until she is done. **Guyla McClinton** discussed reinstating the landmark committee and acknowledge the Council, City Manager and City Secretary are doing an exceptional job and appreciated all that has been done.

I. DISCUSSION

- A. Phillis Olson to discuss 5th street deteriorating condition. – Mrs. Olson was present and stated she lives at 502 West 5th Street. Mrs. Olson is having issues with neighbor using a portion of her property to get to theirs. She stated in 1967 Mr. Horn built the private road to her address and there shouldn't be any traffic except her and would like to take back that portion of the road.
- B. Brandon Cody Newman was present to discuss the unused alleyway behind his property located at 900 NE 4th Street and requested council to consider issuing a Quit Claim Deed to him for the purpose of expanding his property line by approximately 100x20 feet.
- C. Jerry Pierce was present to discuss food trucks wanting to setup on his property located at 201-207 NE Fourth Street and wanted to know if this would be allowable by the city. He also discussed a new idea for Hubbard called "Slap-Out Tx", might bring in more revenue for Hubbard.
- D. Jordan Alonso was present to discuss unused alleyway off of Wells Avenue and requesting council to consider deeding him a portion of the alleyway for the purpose of expanding his property line.

City Manager stated council needs to review all requests before doing Quit Claims due to future infrastructure projects.

II. AGENDA ITEMS

- A. Authorization to issue requests for proposals for administrative services (RFP) and requests for qualifications (RFQ) for professional services for the 2024 Texas Community Development Block Grant Program, Downtown Revitalization Program administered by the Texas Department of Agriculture.

Simone Johnson made the motion to approve issuing requests for proposals for administrative services (RFP) and requests for qualifications (RFQ) for professional services for the 2024 Texas Community Development Block Grant Program, Downtown Revitalization Program administered by the Texas Department of Agriculture; seconded by Marty Kimbrough. The vote was 5 to 0. Motion carried.

- B. Resolution No: R2024-02-01 Calling for a Municipal Election to be Held on May 4, 2024 for the Purpose of Electing, Three City Councilmembers Elected at Large for a 2-year term.

Wayne Taylor made the motion to approve Resolution : R2024-02-01 Calling for a Municipal Election to be Held on May 4, 2024 for the Purpose of Electing, Three City Councilmembers Elected at Large for a 2-year term; Establishing the Location, Days and Times Where Early Voting by Personal Appearance Will Be Conducted and Establishing the Location, Day and Time Where Election Day Will Be Conducted; Designating Where Applications for Ballot by Mail Should Be Mailed; and Naming the City Secretary as the Early Voting Clerk; seconded by Roger Lynch. The vote was 5 to 0. Motion carried.

- C. Minutes of November 14, 2023 and December 5, 2023.

Wayne Taylor made the motion to approve the minutes of November 14, 2023 and December 5, 2023; seconded by Roger Lynch. The vote was 5 to 0. Motion carried.

- D. November, December 2023 financials.

Roger Lynch made the motion to approve the November and December 2023 financials; seconded by Simone Johnson. The vote was 5 to 0. Motion carried.

III. EXECUTIVE SESSION

Kenneth Baldwin made the motion to go into Closed Session under Section 551.084 of the Texas Government Code, Personnel Matters to: deliberate complaints, duties and actions of Council Member Marty Kimbrough; seconded by Simone Johnson. The vote was 5 to 0. Motion carried.

Wayne Taylor made the motion to go into Open Session; seconded by Roger Lynch. The vote was 5 to 0. Motion carried.

Matters of deliberation in Executive Session.

Kenneth Baldwin made the motion to take no action at this time; seconded by Simone Johnson. The vote was 5 to 0. Motion carried.

IV. MONTHLY REPORTS

Jason Patrick presented the monthly activities for the city and police: currently doing road repairs; KSA Water Supply Study reveals a 2nd well and storage tank will be needed for growth and will seek other grants for finishing up projects; no police department report available but had 186 citations and 254 calls of service and extended an appreciation out to those who attend city meetings.

Wheatley Recreation Center monthly activities consisted the following: annual Christmas give-away was a success; November thru December Food Give-Away was provided to 1,143 family members; a lapse in equipment maintenance but corrective measures have been implemented and Food Give-Aways are held on the 3rd Saturday of each month at 9:00 a.m.

Fire Department's monthly activity was 511 calls for service in 2023, 62 calls in January 2024 and now Narcan available in each vehicle.

V. ADJOURNMENT

Roger Lynch made the motion to adjourn the Regular Session; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

Mary Alderman, Mayor

ATTEST:

Diana Hall, City Secretary