

# CITY OF HUBBARD

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

KENNETH BALDWIN, Mayor Pro-Tem  
SIMONE JOHNSON, Alderman  
BRANDON IVY, Alderman

ROGER LYNCH, Alderman  
WAYNE TAYLOR, Alderman

## MINUTES OF REGULAR CALLED MEETING JULY 16, 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, Brandon Ivy, and Simone Johnson. Roger Lynch was absent. Followed by the Pledge of Allegiance

**INFORMAL CITIZEN COMMENTS** - None

### I. PRESENTATION/DISCUSSION

- A. Schaumburg & Polk was present to introduce their company and discuss experiences with small cities in the fields of engineering and construction services for public infrastructure projects. SPI has been in business since 1937 and their main office is in Beaumont Texas.

### II. AGENDA ITEMS

- A. Resolution authorizing the submission of a Texas Community Development Block Grant application and adopting required CDBG Civil Rights policies.

Simone Johnson made the motion to approve Resolution authorizing the submission of a Texas Community Development Block Grant application and adopting required CDBG Civil Rights policies; seconded by Brandon Ivy. The vote was 4 to 0. Motion carried.

- B. Increasing water and sewer rates beginning October 1, 2024.

City Manager, Jason Patrick is recommending a \$5 monthly base rate increase in water and sewer. Also decreasing gallons on minimum base from 2,000 to 1,500. Brandon Ivy made the motion to approve water and sewer rate changes effective October 1, 2024; seconded by Wayne Taylor. The vote was 4 to 0. Motion carried.

- C. Agreement with KSA Engineers for professional services including terms and conditions and governs any future projects – task order edition.

Whitney Rivers, KSA representative was present and stated the last agreement was in 2008 and it was time to revisit and update. Simone Johnson made the motion to approve agreement with KSA Engineers for professional services including terms and conditions and governs any future projects – task order edition; seconded by Kenneth Baldwin. The vote was 4 to 0. Motion carried.

D. Task Order No. 103255 – Water System CCN Amendment and Prairielands Groundwater Conservation District Permitting.

Wayne Taylor made the motion to approve Task Order No. 103255 – Water System CCN Amendment and Prairielands Groundwater Conservation District Permitting; seconded by Brandon Ivy. The vote was 4 to 0. Motion carried.

E. Purchasing one (1) AC/Heat unit for the Wheatley Recreation center.

City Manager, Jason Patrick reported both AC units were not working at Wheatley Recreation Center. One was fixable but the other is not and needs to be replaced. Brandon Ivy made the motion to approve purchasing a new AC/Heat unit for the Wheatley Recreation Center; seconded by Simone Johnson. The vote was 4 to 0. Motion carried.

F. Scheduling a budget workshop.

Simone Johnson made the motion to schedule a budget workshop for August 1, 2024; seconded by Brandon Ivy. The vote was 4 to 0. Motion carried.

G. Minutes of June 4, 2024.

Kenneth Baldwin made the motion to approve the minutes of June 4, 2024; seconded by Wayne Taylor. The vote was 4 to 0. Motion carried.

H. June 2024 financials.

Simone Johnson made the motion to approve the June 2024 financials; seconded by Wayne Taylor. The vote was 4 to 0. Motion carried.

### III. MONTHLY REPORTS

Jason Patrick, Chief of Police/City Manager provided the Police Department's monthly activity: 148 calls for service, 3 felony arrests, 9 misdemeanor narcotic arrests, investigated several thefts at Family Dollar and pursuing a grant that will help obtain new technology and software to maintain and operate an emergency drone.

Simone Johson provided the Wheatley Recreation Center's monthly activity: Served 339 individuals in June 2024 for the food give away; daily attendance for the summer program is 15-30 kids; every Friday is free day at Hubbard Pool and Annual Back to School Rally will be held on August 10, 2024 from 11:00 a.m. to 2:00 p.m.

Kenneth Baldwin provided the Fire Department's monthly activity: 36 calls for service and spent \$42,000 in repairs.

### IV. ADJOURNMENT

Kenneth Baldwin made the motion to adjourn the regular session; seconded by Simone Johnson. The vote was 4 to 0. Motion carried.

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Mary Alderman, Mayor

ATTEST:

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Diana Hall, City Secretary