

**MINUTES OF JANUARY 14, 2025, REGULAR MEETING**

On this, the 14<sup>th</sup> day of January, 2025, beginning at 6:00 p.m., the City Council convened in regular session in the City Council Room. The 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 Ed Bailey, Ray Dickson, David Gilbert, Leslie Ivy, and Lloyd Roberts. Council Members Melisa McIntosh and Woody Richardson were absent. Employees present were City Secretary Cindy Woodard, Public Works Director Jr Casas, Administrative Assistant Amalia Gaxiola, Police Chief Rex Plant, Municipal Judge David Aleman, Librarian Jackie Owens. Others present were Randy Hargrove, Kim Cloyd, and Jack Owens.

**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. He asked Alderman Roberts to voice the invocation and lead the Pledge of Allegiance.

**PUBLIC COMMENT**

Jack Owens discussed how his part-owned property on 500 Noel is being affected by the Old Ritz Theatre on 502 Noel. He would like to work with the city to come up with a solution together for both buildings.

**APPROVE CONSENT AGENDA ITEMS**

The consent agenda items were presented for approval: the regular meeting minutes on December 11, 2024, accept collections & pay expenditures for December 2024, Quarterly Investment Income Report ending December 31, 2024. Alderwoman Ivy moved to approve the consent agenda items, seconded by Alderman Gilbert. The vote was unanimous in favor.

**DEPARTMENT HEAD REPORTS ON MONTHLY ACTIVITIES**

Municipal Judge David Aleman read his written report. Mayor Davis asked about the new system and Judge Aleman stated it's still being implemented. Alderwoman Ivy questioned total outstanding fines and Judge Aleman will not know till he's done with Perdue.

Librarian Jackie Owens on library being busy, health getting better, and books being ordered. Mayor Davis asked about any leaks and Owens said no. Mayor questioned the discolored ceiling tiles in the meeting room and Owens mentioned the ones in the men's restroom need changing as well as needing the men's restroom repainted. Owens informed that the remote control is missing from the projection screen in the meeting room and will have to be reordered. She also informed that the meeting room is not being used as much due to higher rent cost.

Public Works Director Jr Casas reported fixing leaks. Still waiting on easements for the raw wells so extra money won't have to be spent on sampling all the wells. One complete so far. Haven't heard back from Shelton on the one with the most wells. Mayor Davis asked about having a full staff and Casas said not in 2-3 months due to sickness.

**CONTINUATION OF MINUTES JANUARY 14, 2025**

Casas stated they received a write up from TCEQ at the Landfill for excess tires. The city is not supposed to be accepting tires. Having a hard time getting the company from Denver to pick up the unit that is full. It's hard finding a place that will take tires. Casas received a certified letter stating that by March 25<sup>th</sup> he must have a resolution letter in for the tires. Mayor Davis asked what his recommendation is and Casas stated quit accepting tires and get rid of what we have. Alderwoman Ivy asked about getting a conference call in with TCEQ about tires and solutions. Alderman Roberts asked about a camping trailer in the pit and Casas stated it will get destroyed. Alderman Roberts also on customers dumping and not paying. Alderwoman Ivy asked about a fine for the write up and Casas said no with it being the first write up.

Police Chief Rex Plant read his written report. Security locks on PD doors and two security cameras were installed and they cover the front of City Hall. Proud of Animal Control Brian Watson on adopting animals and minimal euthanasia. Chief Plant talked to Casas about the school crosswalks last night because he is being asked by the school. Officer Gruwell's surgery went well and he is doing therapy. Plant reported on being off wheelchair and walker. Plant addressed Code Enforcement and junk car letters will start being sent out soon.

City Secretary Woodard stated the bid notice was in the paper for the Water Line Relocation project. Parkhill is accepting bids and will have a pre-bid conference on January 21<sup>st</sup> at their Amarillo office for contractors. Bid opening will be the following week and in the February meeting there will be agenda items to approve Parkhill's contractor selection. Construction is to begin in March and be completed by December. Woodard reminded the council of the May election coming up and sign ups to apply to be on the ballot begin tomorrow at 8:00 am at City Hall. The last day to apply is February 14<sup>th</sup> at 5:00 pm. Seats that are up is the vacant seat created by Ivey in Ward 1, Bailey in Ward 2, Ivy in Ward 3, and McIntosh in Ward 4.

**NEW BUSINESS**

**CONSIDER WAIVER OF FEES FOR DEMOLITION DISPOSAL – RANDY HARGROVE**

Randy Hargrove stated his son, Jett Hargrove, couldn't be here. Jett lives on 5<sup>th</sup> street, and he bought an old lot in the spring. Two months later code enforcement posted a letter to clean up. He had 13 semi loads taken to the landfill where he was charged \$100 per load. Council members Ivy and Bailey questioned why he was charged. Secretary Woodard stated that two years ago during the budget the council decided to charge \$25 for a demolition permit and charge per load for disposal. The Public Works Director Casas stated the charges offset the cost, space, and time taken at landfill. Alderman Bailey made the motion to revisit, seconded by Alderwoman Ivy. The vote was unanimous in favor.

**CONSIDER APPOINTMENT TO THE VACANT BOARD MEMBER'S SEAT FOR WARD 1**

Mayor Davis stated there is one month to sign up for the May election. Alderman Roberts reported he has confirmation from Mark Sweatt that he is willing to serve and would like to appoint him to ensure a quorum at future meetings. Alderman Bailey made the motion to leave vacant, seconded by Alderwoman Ivy. All in favor except Alderman Roberts who opposed.



**CONTINUATION OF MINUTES JANUARY 14, 2025**

**CONSIDER RESOLUTION 1-13-25A APPROVING THE PROJECT OF THE MEMPHIS ECONOMIC DEVELOPMENT CORPORATION TO RENE CANTU TO PURCHASE J & J LUBE & DETAIL**

Alderman Bailey moved to consider Resolution 1-13-25A, seconded by Alderwoman Ivy. The vote was unanimous in favor. A copy of the Resolution follows these minutes.

**CONSIDER ACCEPTING BIDS ON DELINQUENT TAX PROPERTIES**

Secretary Woodard provided a bid sheet which included the tax appraisal value for each property. Mayor Davis questioned Public Works Director Casas on the condition of each property. For the property on S. 12<sup>th</sup>, Alderman Bailey moved to accept a bid of \$500 from Arturo Martinez and Maria Reyes Perez, seconded by Alderman Gilbert. All in favor. For the property on 203 E. Main, Alderman Bailey moved to reject a bid of \$600, seconded by Alderman Gilbert. All in favor. For the property on Magnolia Street, Alderman Bailey moved to accept a bid of \$500 from Roman Buckner, seconded by Alderwoman Ivy. All in favor. For the property on 310 E. Davis, Alderman Bailey moved to reject a bid of \$700, seconded by Alderwoman Ivy. All in favor. Secretary Woodard suggested setting a minimum bid on the rejected properties. Alderman Bailey moved to add to next months meeting with minimum bids.

**CONSIDER PROVIDING MATCHING FUNDS TO PURCHASE A NEW EMERGENCY SIREN THROUGH A HAZARD MITIGATION GRANT**

Secretary Woodard mentioned not receiving an email till 20<sup>th</sup> of December. PRPC reached out on having a Hazard Mitigation Grant to purchase sirens and provided a list of what the city would need. The city would have to provide a 25% match and the grant pays the other 75%. Fireman Nick provided quotes from sirens previously purchased. Woodard stated we have \$55,000 in Emergency Funds to use for emergency situations. \$9,487 is the 25% match. Woodard mentioned the area by the Golf Course is in need. If approved to take the money out of the Emergency Funds for the match, the council would pass the resolution next, and documents will be sent in to PRPC to meet the deadline. Alderman Roberts made the motion to provide the 25% match of \$9,487 out of the Emergency Funds for the purchase of a new emergency siren through the grant, seconded by Alderman Bailey. The vote was unanimous in favor.

**CONSIDER RESOLUTION 1-13-25B AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM) FOR FUNDS FROM THE HAZARD MITIGATION PROGRAM (HMGP) TO INSALL AN EMERGENCY SIREN AND DESIGNATING AND AUTHORIZING THE MAYOR TO REPRESENT THE CITY IN ALL PERTAINING TO THE APPLICATION**

Alderman Bailey made the motion to approve Resolution 1-13-25B, seconded by Alderman Roberts. The vote was unanimous in favor. A copy of the Resolution follows these minutes.

**CONTINUATION OF MINUTES JANUARY 14, 2025**

**CONSIDER SALE OF CEMETERY PROPERTY**

Secretary Woodard mentioned having several lots in the Azalia section and several other sections where proof of ownership cannot be found. In the past, when people inquired about buying lots with no owners, we advertised for sale, and if no one comes forward we go ahead and sell them. If an owner comes forward after the sale, we give them equal traded lots in the newer section. Alderman Gilbert moved to approve the sale of cemetery property, seconded by Alderwoman Ivy. The vote was unanimous in favor.

**DISCUSS FUTURE CITY ADMINISTRATOR POSITION**

Secretary Woodard stated that after long consideration, talking with her family, and her bad accident, she is going to retire in June. She will have 20 years at the end of May. She wants the council to consider hiring a City Administrator. Woodard reported she has started to turn things over to Administrative Assistant Amalia and she is confident she can handle what is entitled of a City Secretary. Woodard informed the council that the job she does is Secretary and Administrator combined, which leads to a lot of stress and she feels the jobs need to be separated. Alderman Roberts mentioned having an ordinance to list the qualifications and duties of City Administrator and Woodard agreed. Roberts mentioned looking into budget to set a salary and looking at an increase in salary for Amalia. Alderwoman Ivy mentioned that if considering the City Administrator route, that person would need to spend some training time with Cindy to learn the position. She feels this is something we should consider and a city administrator would be more effective than the committees. Mayor Davis mentioned we need to figure out the duties of each job and we can work on this for the next few months.

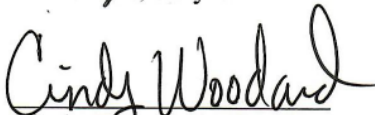
**ADJOURN**

Alderman Bailey made the motion to adjourn, seconded by Alderman Gilbert. The vote was unanimous in favor. The meeting was adjourned at 7:15 p.m.

Approved:

  
Joe Davis, Mayor

Attest:

  
Cindy Woodard, City Secretary



RESOLUTION NO. 1-13-25A

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEMPHIS, TEXAS: APPROVING A PROJECT OF THE MEMPHIS ECONOMIC DEVELOPMENT CORPORATION; PROVIDING A SEVERABILITY CLAUSE, A SAVINGS CLAUSE, AND AN EFFECTIVE DATE.**

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**WHEREAS**, the Memphis Economic Development Corporation (the "EDC") has presented a request for approval of that certain Economic Development Agreement with the associated promissory notes, security agreement and/or deed of trust, and continuing guaranty of Rene R. Cantu (collectively the "Agreement") between the EDC and Rene R. Cantu dba J & J Lube & Detail; and

**WHEREAS**, through the Agreement, the EDC seeks to promote business development in the Memphis, Texas area by making a \$141,000.00 loan to Mr. Cantu to purchase J & J Lube & Detail and by making a \$30,000.00 loan to Mr. Cantu for equipment, inventory, and improvements to the building located at 105 S. Boykin (the "Project"), which is expected to have a substantial stimulative effect on the Memphis economy and to promote new or expanded business development in and near the City of Memphis; and

**WHEREAS**, the EDC held a public hearing on December 11, 2024, at which no one spoke in opposition to the Project; and

**WHEREAS**, the City Council finds that it is in the best interest of promoting economic development of the City of Memphis to approve the Project; and

**WHEREAS**, Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution two separate readings; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEMPHIS, TEXAS:**

SECTION 1. That the statements set forth in the recitals of this Resolution are true and correct and are hereby incorporated into this Resolution.

SECTION 2. That the Agreement and the Project are hereby APPROVED.

SECTION 3. Should any part of this resolution conflict with any other resolution, then such other resolution is repealed to the extent of the conflict with this resolution.

SECTION 4. Should any word, phrase, or part of this resolution be found to be invalid or unconstitutional, such finding shall not affect any other word, phrase, or part hereof and such shall be and continue in effect.

SECTION 5. That this Resolution shall take effect immediately from and after its passage at a second separate reading.

SECTION 6. That this Resolution is read and adopted at meetings that were open to the public and notice of the time, place, and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

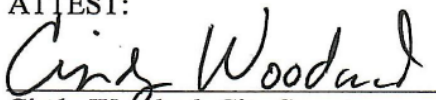
**INTRODUCED, READ, AND APPROVED** by the City Council of the City of Memphis, Texas at first reading on the 11<sup>th</sup> day of December 2024.

**READ, APPROVED, AND ADOPTED** by the City Council of the City of Memphis, Texas at second reading on the 14<sup>th</sup> day of January 2025.

**CITY OF MEMPHIS**

  
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Joe Davis, Mayor

ATTEST:

  
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Cindy Woodard, City Secretary

**RESOLUTION NO. 1-13-2025B**

**A RESOLUTION OF THE CITY OF MEMPHIS OF THE COUNTY OF HALL, TEXAS, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM) FOR FUNDS FROM THE HAZARD MITIGATION GRANTS PROGRAM (HMGP) TO INSTALL AN EMERGENCY SIREN AND DESIGNATING AND AUTHORIZING THE MAYOR TO REPRESENT THE CITY IN ALL MATTERS PERTAINING TO THIS APPLICATION.**

**WHEREAS**, the purpose of the HMGP is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster; and

**WHEREAS**, the **CITY OF MEMPHIS, TEXAS** by virtue of its 2019 FEMA-approved Hazard Mitigation Plan, is eligible to receive HMGP funds; and

**WHEREAS**, the **CITY OF MEMPHIS, TEXAS** is vulnerable to a wide array of natural hazards including severe thunderstorms, tornados, wildfires and winter storms which can arise with little warning and inflict costly damages to property while placing the lives of residents at-risk; and

**WHEREAS**, the **CITY OF MEMPHIS, TEXAS** desires to utilize HMGP funding to address a hazard mitigation action identified in the 2019 FEMA-approved Hazard Mitigation Plan by implementing a project to install a new emergency siren of the **CITY OF MEMPHIS, TEXAS**, and

**WHEREAS**, the implementation of this project will help to mitigate known natural hazard vulnerabilities in **CITY OF MEMPHIS, TEXAS**.

**WHEREAS**, if this application is approved for funding, the **CITY OF MEMPHIS, TEXAS** will be obliged to provide 25% of the costs of installing a siren.

**WHEREAS**, the adoption of this resolution entrusts the ability of the **MAYOR** to fully and faithfully enter into an Interlocal Governmental Cooperation Contract for Professional Services with the Panhandle Regional Planning Commission if the application is funded.

**NOW THEREFORE**, be it resolved by the **CITY COUNCIL** of the **CITY OF MEMPHIS, TEXAS**:

1. That the City Council has reviewed the project details and has duly authorized the submission of a related grant application to the PRPC.
2. That the **CITY OF MEMPHIS, TEXAS** is applying for funds to equip and implement a program to be known as the **EMERGENCY SIREN PROJECT**.
3. That the **CITY OF MEMPHIS** designates the **MAYOR** to act as it's duly authorized representative in all matters pertaining to this application.
4. That any grant funds received will be used for their intended purpose.
5. That the **CITY COUNCIL** designates the **MAYOR** to enter into an Interlocal Governmental Cooperation Contract with the PRPC.

CONSIDERED AND APPROVED THIS 14 DAY OF JANUARY, 2025

ATTEST:  
  
CINDY WOODARD, CITY SECRETARY

  
JOE DAVIS, MAYOR