

City Council Meeting Minutes
September 18, 2025
7:00 p.m.

1. Call to order and announce quorum is present.

Mayor Cardwell called the meeting to order at 7:00 p.m. and announced a quorum was present. Those present were Mayor Crystal Cardwell, Mayor Pro Tem Chris Raines, Councilmember Melanie Payne, Councilmember Jen Hill, City Secretary Jenni Moore, Public Works Director William Allen, Code Enforcement Officer Devon Kennedy, City Admin Staff Brittany Mayhue and City Admin Staff Michelle Peterson.

2. Pledge of allegiance and invocation.

Mayor Cardwell led the allegiance and the invocation.

3. Mayor Update.

Mayor Cardwell shared that the bond was funded and that we are ready to move forward with the plans for City Hall and the new Fire Hall, as well as the water infrastructure. Mayor Cardwell thanked the staff for all of their hard work in helping to get the funding approved and moving forward.

4. Public Comments

No public comments

CONSENT AGENDA

5. Consider and act on the following items:

A. Council Meeting Minutes for August 21, 2025

B. Budget Meeting Minutes for August 21, August 28, September 9, and September 11, 2025

C. Accounts Payables for August 2025

D. Financial Statements for August 2025

E. Staff Reports- Municipal Court, Building Permits, Code Enforcement, and Public Works for August 2025

Councilmember Hill motioned to approve Item 5, subsections A through E, as presented. Mayor Pro Tem second the motion. All approved. Motion was passed.

REGULAR AGENDA (NON-CONSENT)

6. Discuss, consider and act on Ordinance No. A-573, an ordinance approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division.

Mayor Pro Tem Raines motioned to approve Ordinance No. A-573, approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division. Councilmember Hill second the motion. All approved. Motion was passed.

7. Public Hearing: Voluntary annexation request from ODT Holdings, LLC to enlarge and extend the boundary limits of the City of Newark to include approximately 18.62 acres of land, legally described as being in the C.R. Huff Survey, Abstract No. 448, described as Wise County Appraisal District Property

ID Nos. 780040 and 740208, and generally located immediately south of 802 Rogers Road.

Mayor Cardwell opened the public hearing at 7:08 p.m. There were no comments. Mayor Cardwell closed the public hearing at 7:09 p.m.

8. **Discuss consider and act on Ordinance No. A-574, a voluntary annexation request from ODT Holdings, LLC, enlarging and extending the boundary limits of the City of Newark. Amending the official map to include approximately 18.62 acres of land, described as Wise County Appraisal District Property ID Nos. 780040 and 740208, and generally located immediately south of 802 Rogers Road.**

Mayor Pro Tem Raines moved to approve Ordinance No. A-574, a voluntary annexation request from ODT Holdings, LLC, enlarging and extending the boundary limits of the City of Newark to include approximately 18.62 acres of land, as legally described. Councilmember Hill second the motion. All approved. Motion was passed.

9. **Public Hearing: Zoning change request from ODT Holdings, LLC to consider an initial zoning designation of Planned Development (PD) with a base zoning of Single-Family Residential District (SF-2) for approximately 18.62 acres of land legally described as being in the C.R. Huff Survey, Abstract No. 448, also described as Wise County Appraisal District Property ID Nos. 780040 and 740208, and generally located immediately south of 802 Rogers Road.**

Mayor Cardwell opened the public hearing at 7:11 p.m. There were no comments. Mayor Cardwell closed the public hearing at 7:12 p.m.

10. **Discussion, consideration and action on the city's sponsorship for the annual Cruisin Days event to be held on October 4, 2025.**

Laura Pixler with the Heart for Park committee spoke to the council regarding the details of this years event. Councilmember Hill motioned to approve the City's sponsorship for the annual Cruisin' Days event to be held on October 4, 2025 as presented in the amount of \$5,000.

11. **Discuss consider and act on Resolution No. 378, a resolution increasing the city's capitalization threshold from \$1,000 to \$5,000.**

Mayor Pro Tem moved to approve Resolution No. 378, increasing the City's capitalization threshold from \$1,000 to \$5,000. Councilmember Hill second the motion. All approved. Motion was passed.

12. **Receive an update and consider any necessary action regarding the steps to form the West Fork Public Utility Agency (PUA).**

Councilmember Hill moved to receive the update and authorize staff to proceed with the necessary steps toward the formation of the West Fork Public Utility Commission (PUA). Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

13. **Discuss, consider, and act on the approval of a contract with Hayes Engineering, Inc. for engineering services related to the elevated storage tanks, raw water line, and new wells.**

Councilmember Payne moved to approve the contract with Hayes Engineering, Inc. for engineering services related to the elevated storage tanks, raw water line, and

new wells, as presented. Councilmember Hill second the motion. All approved. Motion was passed.

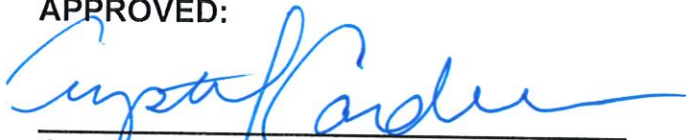
14. Discuss, consider, and take action on engaging an architect to provide design and planning services for the City Municipal Complex.

Councilmember Hill moved to authorize the mayor to review, negotiate, and execute a contract with the selected architect for the City Municipal Complex project, subject to final staff review. Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

15. Meeting adjourn.

Mayor Cardwell adjourned the meeting at 7:24 p.m.

APPROVED:



Crystal Cardwell, Mayor



Jenni Moore, City Secretary



Date