

City Council Meeting Minutes
February 19, 2026
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 Nate Butler, Councilmember Jen Hill, City Administrator Jenni Moore, City Secretary Michelle Peterson, Public Works Director William Allen and Code Enforcement Officer Devon Kennedy.

2. Pledge of allegiance and invocation.

Mayor Cardwell led the allegiance and the invocation.

3. Mayor Update.

Mayor Cardwell spoke regarding the Heart for Park Event Easter event coming up on March 28th as well as speaking on the free food that is provided every Tuesday evening at the park by a group of volunteers (Come and Dine, formerly Feed the Need). Mayor Cardwell asked City Secretary Peterson to share about all of the events happening at the Newark Public Library. Mayor Cardwell announced that she wanted to acknowledge the newly appointed City Secretary Michelle Peterson and City Administrator Jenni Moore at this first meeting since the appointments. Mayor Cardwell shared that all 3 city council positions up for reelection are unopposed and welcomed Councilmembers Butler, Hill and Sidebottom back for another term. Lastly Mayor Cardwell shared that the new city website will be launching in a few short weeks and will have new user-friendly features for our residents.

4. Public Comments

There was one public comment:

Darla Loggains of 504 Pettit Dr. spoke regarding her concerns about the new construction that will be coming soon and how the large equipment and 18 wheelers will cause issues with city road conditions. She also requested that Pettit be closed at the end and expressed her intention to begin a petition as the road is too small for the increased traffic and large vehicles.

CONSENT AGENDA

5. Consider and act on the following items:

- A. Council Meeting Minutes for January 21, 2026**
- B. Accounts Payables for January 2026**
- C. Financial Statements for January 2026**
- D. Staff Reports- Municipal Court, Building Permits, Code Enforcement, and Public Works for January 2026**

Councilmember Hill motioned to approve the Consent Agenda, items A through D, as presented. Councilmember Butler second the motion. All approved. Motion was passed.

REGULAR AGENDA (NON-CONSENT)

6. **Presentation and discussion of the Newark Volunteer Fire Department's end-of-year review for calendar year 2025.**

NVFD Chief Jerry Taylor presented the 2025 end of year review to the council for the NVFD including the growth in the size of volunteers, number of calls, types of calls and etc. Chief Taylor also shared regarding the ESD being placed on the November election and that the petition will be coming out in the next couple of weeks.

7. **Discuss, consider and act on the Fiscal Year 2024–2025 annual audit.**

Valerie & Susan of MWH Group CPA Consultants were present and Valerie presented the annual audit information to the council. Valerie also raved about the team, City Administrator staff and the consultant Cheryl Davenport and all of their hard work on this audit. Valerie shared that there were no findings for the 2024-2025 audit. Councilmember Hill moved that the City Council approve the Fiscal year 2024-2025 annual audit as presented. Mayor Pro Tem second the motion. All approved. Motion was passed.

8. **Receive a presentation from Hayden Holbrook of Pinnacle Bank and discuss, consider, and take possible action regarding authorization of ACH payments from the City's bank account.**

Hayden Holbrook of Pinnacle Bank discussed the benefits to the City of Newark of using ACH payments. Mr. Holbrook explained that with the way the city's accounts are set up with earning credits, there will not be additional costs to using this feature. Mr. Holbrook added that there would need to be another user added as there will be dual control in this feature. Mayor Pro Tem motioned that the City Council accept the proposal from Pinnacle Bank's Hayden Holbrook and take action regarding ACH payments from the City's bank account. Councilmember Butler second the motion. All approved. Motion was passed.

9. **Discussion, consideration, and action on adding the Public Works Director William Allen and Code Enforcement Officer Devon Kennedy as authorized individuals to pick up deposit slips from Pinnacle Bank.**

City Administrator Jenni Moore explained the need for adding these employees as authorized for picking up deposit slips as they are usually already out in the field and it is easier than office staff leaving for this purpose. Councilmember Hill moved that the City Council approve adding Public Works Director William Allen and Devon Kennedy as authorized individuals to pick up deposit slips from Pinnacle Bank. Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

10. **Discussion, consideration, and action regarding approval to add wire transfer capability to the City's bank account.**

City Administrator Jenni Moore explained the need for wire transfer for the city. Mayor Pro Tem Raines motioned that the City Council act on approving the addition of wire transfer capability to the City's bank account. Councilmember Butler second the motion. All approved. Motion was passed.

11. Consider and act on a request for a special event permit submitted by Brian Sanders on behalf of Eagle Mountain International Church for an event to be held in the park February 26 through February 28.

Brian Sanders of Eagle Mountain International Church shared how this event was an outreach to try to reach the youth of Newark and is open to everyone. There was discussion regarding street closures and the fire department being able to get trucks out in the event of an emergency during this event. It was agreed that the Fire Chief could close Hudson St. in front of the fire hall during this event. In addition to this, Mr. Sanders agreed to meet with Public Works Director Allen to discuss the placement of the tent as to avoid hitting any public utilities during installation. Councilmember Hill moved that the City Council approve the Special Event Permit request submitted by Brian Sanders of Eagle Mountain International Church for park usage as presented as well as giving Jerry (Taylor) permission to close roads as needed. Councilmember Butler second the motion. All approved. Motion was passed.

12. Public Hearing: Receive public comments on the preliminary plat request submitted by Ron Ramirez of Evolving Texas, on behalf of ODT Holdings LLC, for property located within the City of Newark. The request seeks approval to replat two (2) existing lots into fifty-eight (58) separate lots, described as follows:

- **Property ID: 740208, A448 CR Huff – 1.6160 acres**
- **Property ID: 780040, A448 CR Huff – 17.0040 acres.**

Mayor Cardwell opened the public hearing at 7:52 p.m.

There were not public comments.

Mayor Cardwell closed the public hearing at 7:52 p.m.

13. Discuss, consider and take action on the preliminary plat request submitted by Ron Ramirez of Evolving Texas, on behalf of ODT Holdings LLC, for property located within the City of Newark. The request seeks approval to replat two (2) existing lots into fifty-eight (58) separate lots, described as follows:

- **Property ID: 740208, A448 CR Huff – 1.6160 acres**
- **Property ID: 780040, A448 CR Huff – 17.0040 acres.**

Ron Ramirez discussed the request as a part of the development process. Mr. Ramirez also expressed that the intention is to annex and zone the additional 5 acres that was purchased for drainage of this development and include this in the final plat. Mayor Pro Tem Raines moved to approve the preliminary plat request submitted by Ron Ramirez of Evolving Texas on behalf of ODT Holdings LLC, for the land located within the City of Newark for the property stated. Councilmember Hill second the motion. All approved. Motion was passed.

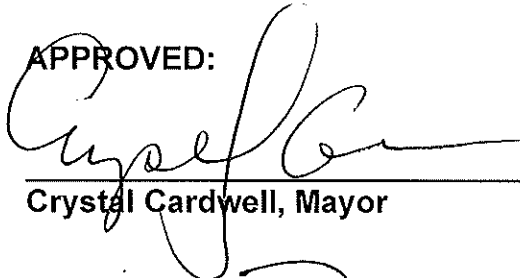
14. Discussion, consideration, and action on Ordinance No. A-581, an ordinance of the City Council of the City Of Newark Texas, amending Ordinance No. A-576 creating the West Fork Public Utility Agency to authorize an amendment to the concurrent ordinance; making findings of fact; providing for related matters; providing for an effective date and proper notice and meeting.

City Administrator Moore explained the details of the amendment. Councilmember Hill moved that the City Council adopt Ordinance No. A-581 approving the amendment to the West Fork Public Utility agreement as presented. Councilmember Butler second the motion. All approved. Motion was passed.

15. Adjourn meeting.

Mayor Cardwell adjourned the meeting at 8:01 p.m.


APPROVED:



Crystal Cardwell, Mayor

3-19-26

Date


Michelle Peterson, City Secretary