

# CITY OF HUBBARD

118 North Magnolia Avenue - Hubbard, Texas 76648

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MARY ALDERMAN, Mayor  
KENNETH BALDWIN, Mayor Pro-Tem  
BRANDON IVY, Alderman  
ROGER "SCOOTER" LYNCH, Alderman  
SIMONE JOHNSON, Alderman  
WAYNE TAYLOR, Alderman

JASON PATRICK, Chief of Police/City Manager  
DIANA HALL, City Secretary  
CAROL WALLACE, Court Clerk  
MARY MCCAGHREN, Utility Clerk

## MINUTES OF MEETING REGULAR SESSION APRIL 14, 2026

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**Call to Order, Proof of Posting, Proof of Notification** Mayor Mary Alderman called the Regular Meeting to order and announced a quorum was present with Kenneth Baldwin, Wayne Taylor, Roger Lynch and Simone Johnson. Brandon Ivy absent. Followed by the Pledge of Allegiance

**I. Informal Citizen Comments** – Basil Zangare with BZ Watchdog requested City Attorney and Council to be aware of case law Pulliam vs. Fort Bend County, Texas (4:22-cv-04210) regarding First and Fourteenth Amendments from United States Constitution in relation to journalists and media platforms. Also, he wanted the council to be made aware of an incident that took place outside of the city's jurisdiction involving Hubbard PD personnel. Mr. Zangare requested dashcam/bodycam video footage of the traffic stop. Chief Patrick stated it is an active investigation and any requests for videos or documents would have to be requested from the Hill County.

### II. AGENDA

1. 2024-2025 financial audit.

Donald Allman CPA presented the 2024-2025 financial audit by teleconference. Mr. Allman noted the City is doing very well financially.

Kenneth Baldwin made the motion to approve the 2024-2025 financial audit; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

2. Joint Election Agreement and Contract for Election Services.

The Hill County Elections Administration office will now handle all aspects of city elections with the exception of any require orders or notices.

Brandon Ivy made the motion to authorize entering into an agreement with Hill County Elections Administration for the purpose of handling city elections, under the terms presented; seconded by Kenneth Baldwin. The vote was 5 to 0. Motion carried.

3. **Resolution No R2025-02-14 REMOVING THE CITY SECRETARY AS THE EARLY VOTING CLERK AND DESIGNATING HILL COUNTY ELECTION ADMINISTRATOR AS EARLY VOTING CLERK; REESTABLISHING EARLY VOTING LOCATION, DAYS AND TIMES TO BE CONDUCTED; REDESIGNATING WHERE APPLICATIONS FOR BALLOT BY MAIL SHOULD BE MAILED AND ESTABLISHING THE LOCATION OF ELECTION DAY, PROVIDING FOR NOTICE OF SAID ELECTION; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

Simone Johnson made the motion to approve Resolution No R2025-02-14 REMOVING THE CITY SECRETARY AS THE EARLY VOTING CLERK AND DESIGNATING HILL COUNTY ELECTION ADMINISTRATOR AS EARLY VOTING CLERK; REESTABLISHING EARLY VOTING LOCATION, DAYS AND TIMES TO BE CONDUCTED; REDESIGNATING WHERE APPLICATIONS FOR BALLOT BY MAIL SHOULD BE MAILED AND ESTABLISHING THE LOCATION OF ELECTION DAY, PROVIDING FOR NOTICE OF SAID ELECTION; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE; seconded by Roger Lynch. The vote was 5 to 0. Motion carried.

4. Amending Notice of Election to reflect changes in early voting clerk and early voting locations.

Roger Lynch made the motion to approve amending Notice of Election for May 2, 2026; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

Mayor Alderman stated with a quorum of the governmental body present, she requested the council to convene into Executive Session under Section 551.071 of the Texas Government Code for consultation with City Attorney to discuss legal matters pertaining to the open records act and procedures.

At 6:11 p.m. Kenneth Baldwin made the motion to convene into Executive Session; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

At 6:37 p.m. Kenneth Baldwin made the motion to reconvene into Open Session; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

After deliberation the council moved forward to Item 5 of the agenda

5. **Ordinance 03-2026-61 AN ORDINANCE ESTABLISHING A CHARGE AND REQUIRING PRIOR PAYMENT BEFORE THE CITY RESPONDS TO CERTAIN REQUESTS FOR THE PRODUCTION OF PUBLIC INFORMATION OR FOR COPIES OF PUBLIC INFORMATION IN ACCORDANCE WITH AND PURSUANT TO CHAPTER 552.275 OF THE TEXAS GOVERNMENT CODE; ESTABLISHING A REASONABLE LIMIT ON THE AMOUNT OF TIME SPEND PRODUCING PUBLIC INFORMATION FOR INSPECTION OR DUPLICATION TO A REQUESTOR, AND/OR PROVIDE COPIES OF PUBLIC INFORMATION TO A REQUESTOR; ESTABLISHING COSTS TO BE PAID BY THE PUBLIC FOR REQUESTS THAT EXCEED THE REASONABLE LIMIT; PROVIDING AN EFFECTIVE DATE.**

With no further discussion, Kenneth Baldwin made the motion to approve Ordinance 03-2026-61 AN ORDINANCE ESTABLISHING A CHARGE AND REQUIRING PRIOR PAYMENT BEFORE THE CITY RESPONDS TO CERTAIN REQUESTS FOR THE PRODUCTION OF PUBLIC INFORMATION OR FOR COPIES OF PUBLIC INFORMATION IN ACCORDANCE WITH AND PURSUANT TO CHAPTER 552.275 OF THE TEXAS GOVERNMENT CODE; ESTABLISHING A REASONABLE LIMIT ON THE AMOUNT OF TIME SPEND PRODUCING PUBLIC INFORMATION FOR INSPECTION OR

DUPLICATION TO A REQUESTOR, AND/OR PROVIDE COPIES OF PUBLIC INFORMATION TO A REQUESTOR; ESTABLISHING COSTS TO BE PAID BY THE PUBLIC FOR REQUESTS THAT EXCEED THE REASONABLE LIMIT; PROVIDING AN EFFECTIVE DATE; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

6. Donation Policy.

After reviewing the policy, Council Member Ivy recommended that all donations be received by the Business Office rather than the City Manager, and that the term "cash donations" be revised to simply read "donations."

Brandon Ivy made the motion to approve the Donation Policy with stated amendments; seconded Simone Johnson. The vote was 5 to 0. Motion carried.

7. **AN ORDINANCE AMENDING APPENDIX A FEE SCHEDULE ARTICLE A4.000 BUILDING RELATED FEES CODE OF ORDINANCES OF THE CITY OF HUBBARD, TEXAS. SECTION A4.001 BUILDING PERMIT FEES (F) INSPECTION FEES FOR NEW CONSTRUCTION AND REPEALING ALL OTHER ORDINANCES IN CONFLICT.**

City Manager, Jason Patrick stated the amended ordinance is to increase inspection fees from \$100 to \$125 to cover the Building Inspector's costs.

Wayne Taylor made the motion to approve AN ORDINANCE AMENDING APPENDIX A FEE SCHEDULE ARTICLE A4.000 BUILDING RELATED FEES CODE OF ORDINANCES OF THE CITY OF HUBBARD, TEXAS. SECTION A4.001 BUILDING PERMIT FEES (F) INSPECTION FEES FOR NEW CONSTRUCTION AND REPEALING ALL OTHER ORDINANCES IN CONFLICT; seconded by Roger Lynch. The vote was 5 to 0. Motion carried.

8. Minutes of March 17, 2026.

Council noted that a correction to the minutes was necessary to reflect the removal of Donald Allman, a non-voting member, as the maker of a motion.

Simone Johnson made the motion to approve the minutes of March 17, 2026 with stated amendments; seconded by Brandon Ivy. The vote was 5 to 0. Motion carried.

9. Financials for March 2026.

Roger Lynch made the motion to approve the March 2026 financials; seconded by Wayne Taylor. The vote was 5 to 0. Motion carried.

### III. MONTHLY REPORTS

City Manager, Jason Patrick reported the following monthly activities: The police department responded to 186 calls for service and issued 103 violations; water line replacement work is progressing; the city is strengthening its policy regarding waterline breaks; and the current city well is down due to power surges, with the city currently using Post Oak water, which is experiencing issues.

Danny Hayes with KSA was present and provided an update on the following: the sidewalk project is on schedule; there are still contractor-related issues with the new sewer lift station; he has been in contact with the groundwater district regarding permits; the Public Utility Commission has introduced a new form for CCN requests, which is currently being completed; the CCN will include "no-man's land"; and if Lake One property falls within Post Oak's CCN, Post Oak will supply water, though Mr. Hayes is exploring the possibility of a dual CCN with Post Oak.

Larry Hawthorne presented the monthly activities for the Wheatly Recreation Center: 128 families participated in the food-give-away; Nexus Data Center has agreed to donate \$500 per month for the food pantry and \$1000 per month for expanding the summer program for kids; and next Food-Give-Away is scheduled for May 16, 2026.

#### **IV. ADJOURNMENT**

Roger Lynch made the motion to adjourn the regular session; seconded by Brandon Ivy. The vote was 5 to 0. Motion carried.

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Mary Alderman, Mayor

ATTEST:

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Diana Hall, City Secretary

Council approved minutes with the following amendment:

Kenneth Baldwin presented the monthly activities for the Fire Department: 46 calls for service with 10 grass fires, 1 lock car with kids and dogs, 3 stretcher calls.