

On this the 19th day of May, 2025 at 6:30 p.m., the City Commission of the City of Hereford, Texas, convened in a regular session in the Commission Chamber in City Hall, the meeting being open to the public and notice of said meeting having been given as prescribed by Chapter 551 of the Government Code, with the following members being present and in attendance, to-wit:

Cathy Bunch, Mayor
 Rose Mary Barrett, Commissioner Place One
 Angie Alonzo, Commissioner Place Two
 Clint Savoini, Commissioner Place Three
 Mark Collier, Commissioner Place Four
 James Stow, Commissioner Place Five
 Deven Black, Commissioner Place Six
 Ryan Polster, City Manager
 Steve Bartels, City Manager
 Wade Hawkins, Assistant City Manager
 Franchesca Jimenez, City Secretary
 Audie Sciumbato, City Attorney

Also in attendance were Landon Swan, Todd Murray, Chris Grotegut, and Alex Guerrero.

Jim Steiert from Hereford Brand was in attendance to witness the proceedings.

Mayor Bunch voiced the invocation and then called upon Commissioner Savoini to lead the Pledge of Allegiance to the United States flag. She called the meeting to order and welcomed those in attendance.

REGULAR HEARINGS:

ITEM 1 – Public Comments.

Mayor Bunch reminded the audience of the 3-minute limit and also the rule that the public is not allowed to approach the dais and will be escorted out of the chamber after the meeting adjourns.

There were no public comments.

ITEM 2 – Consider approval of minutes for the May 5th, 2025 Regular meeting.

Commissioner Collier made the motion to approve the minutes as presented. Commissioner Barrett seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 3 – Administer Oath of Office to Mayor, City Commissioner Place One, and City Commissioner Place Three.

City Secretary Jimenez administered the Oath of Office to Mayor, City Commissioner Place One, and City Commissioner Place Three.

ITEM 4 – Elect mayor pro tem.

Commissioner Savoini nominated Commissioner Stow to serve as mayor pro tem. Commissioner Barrett seconded the nomination and it passed with the following vote of the Commission: Mayor Bunch-aye; Commissioner Barrett – aye, Commissioner Alonzo – aye; Commissioner Savoni – aye; Commissioner Collier – aye; Commissioner Stow – abstained; and Commissioner Black – aye.

ITEM 5 – Discuss and consider appointment of the City’s Health Authority.

City Manager Polster stated Dr. Rohm verbally agreed to serve as the City’s Health Authority.

Commissioner Alonzo made the motion to approve the appointment of Dr. Trevor Rohm as the City’s Health Authority. Commissioner Savoini seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 6 – Discuss and consider re-appointment of Jessie Martinez and consider appointment of Butch Casey and Robert Estrada, Sr. to the Plumbing and Mechanical Board of Adjustments and Appeals.

Commissioner Collier made the motion to approve the re-appointment of Jessie Martinez and approve the appointment of Butch Casey and Robert Estrada, Sr. to the Plumbing and Mechanical Board of Adjustments and Appeals. Commissioner Alonzo seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 7 – Discuss and consider Resolution No. 05.19.25 authorizing Advance Funding Agreement for Local Government Maintenance of Railroad Approaches.

Commissioner Barrett made the motion to approve Resolution No. 05.19.25. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 8 – Discuss and consider advertising a Request for Proposals (RFP) and receiving bids to lease land for use at City Farm.

Commissioner Savoini made the motion to approve the advertising of the request for proposals (RFP) and receiving bids to lease land for use at City Farm. Commissioner Collier seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 9 – Discuss and consider action on the Interlocal Agreement between the City of Hereford and the Panhandle Regional Planning Commission (PRPC) for professional services related to the development and delivery of a Strategic Plan for the City of Hereford.

City Manager Polster called upon Alex Guerrero from the Panhandle Regional Planning Commission to discuss a strategic plan for the city.

Mr. Guerrero outlined a 3-5 year plan focused on internal coordination to prepare the city for applying for grants and loans for infrastructure improvements. This six-month process will include a SWOT analysis to establish actionable goals for each department. As a living document, it should be revised every few years, as doing so demonstrates community involvement, which is beneficial for securing grants.

Commissioner Savoini made the motion to take action on the Interlocal Agreement between the City of Hereford and the Panhandle Regional Planning Commission. Commissioner Stow seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 10 – Discuss and consider signatory changes, designating Ryan Polster, Franchesca Jimenez, and Wade Hawkins as signatories for the City of Hereford.

Commissioner Barrett made the motion to approve the signatory changes. Commissioner Black seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 11 – Discuss and consider consolidating the regular utility bill and utility late notice.

City Manager Polster stated approximately 1,000 late notices are mailed out each month. By consolidating the regular utility bill with the late notice, the city could save around \$750 monthly.

Commissioner Collier made the motion to approve consolidating the regular utility bill and the utility late notice. Commissioner Barrett seconded the motion and it passed with the following vote of the Commission: Mayor Bunch – nay; Commissioner Barrett – aye; Commissioner Alonzo – nay; Commissioner Savoini – aye; Commissioner Collier – aye; Commissioner Stow – aye; and Commissioner Black – aye.

Mayor Bunch stated her goal is to implement a six-month trial and put it back on the agenda in six months.

ITEM 12 – Hear report from Hereford Economic Development Corporation.

HEDC Director Jones reported on the following:

- Still in conversation with Mungia Sports Center and will propose an incentive at our next meeting.
- Engaging engineering firms to prepare a water plan for the city.
- Still looking at data centers.
- Conversation with few small businesses.
- Provided an update on motels, RV parks, and commercial stores.

ITEM 13 – Discuss and consider approving Hereford Economic Development Corporation's expenditures for the City of Hereford water plan.

HEDC President Dr. Grotegut stated the EDC approved a budget of \$250,000 for a long-term water supply and related infrastructure plan. The plan addresses sewage and water supply issues in the town. Two engineering firms involved in the process are Parkhill and the contracted team led by HDR Engineering, Inc., Paula Jo Lemonds.

Commissioner Stow made the motion to approve \$250,000.00 for the Hereford Economic Development Corporation's expenditure for the City of Hereford water plan. Commissioner Savoini seconded the motion and it passed with the unanimous vote of the Commission.

ITEM 14 – Announcements and comments from Mayor and City Commissioners.

Commissioner Savoini welcomed City Manager Polster and thanked City Manager Bartels for his years of service. He stated he had a suggestion from a user of the dog park requesting a water fountain at the dog park.

Commissioner Alonzo thanked City Manager Bartels for his 42 years of service to the city.

Commissioner Barrett expressed gratitude to City Manager Bartels and recommended that the golf course and side-by-side ordinance be published in the newspaper and on the website for better enforcement.

Commissioner Stow thanked City Manager Bartels and acknowledged the strategic plan as the first step in the right direction, also expressing gratitude to Dr. Grotegut and HEDC for the water development plan.

Commissioner Black congratulated City Manager Bartels on his retirement.

Mayor Bunch provided an update on the ballpark, requested suggestions from the Commission and City Manager on simplifying the financial statements.

ITEM 15 – Announcement and comments from City Staff.

City Manager Polster updated the Commission on the potential Incode 10 upgrade. The 911 system is set to go live in mid-June. Judge Eggen has retired, and efforts are ongoing to find a replacement.

City Attorney Sciumbato recommended compiling a list of areas with frequent ATV sightings to share with the Police Department as a solution.

Assistant City Manager Hawkins thanked Mr. Bartels for his guidance and congratulated him.

Fire Marshal Murray also thanked Mr. Bartels.

City Manager Polster thanked Mr. Bartels for his vast amount of knowledge and appreciated everything he has taught him.

City Manager Bartels thanked the Commission and the Mayor for supporting city employees and commended the Commission for their excellent decision in selecting Mr. Polster as the new City Manager.

There being no further business before the Commission, the meeting was adjourned at approximately 7:26 p.m.