

**CITY COUNCIL OF THE CITY OF CLARENDON, TEXAS
CALLED MEETING, JULY 15, 2025**

CALL TO ORDER: Mayor Fangman at 5:30 p.m.

PRESENT: Mayor Jacob Fangman
Alderman Tom Thompson
Alderman Ashlee Estlack
Alderman Brittney Wolfe
Alderman Chelsi Shadle
Administrator Brian Barboza
City Secretary Machiel Covey

ABSENT: None

OTHERS PRESENT: Eulaine McIntosh, Chris Topliff, Ashlee Wortham, Ashleigh Sherel, and Roger Estlack

INVOCATION: Mayor Fangman

PUBLIC FORUM: None

PUBLIC COMMENTS: Eulaine McIntosh spoke to Council about agenda item #7. Mrs. McIntosh wanted to encourage Council with a few words about the City staff. She named Public Works Director John Molder, Administrator Brian Barboza, City Clerk Kimberly Cooper, and City Secretary Machiel Covey as valuable members of the city staff. Their daily contributions are strengthened by their training with Texas Municipal League, UNT, TMCA, FEMA and many other organizations. The staff learned about government policies so that they can be reliable guides to the Council and representing the interest of the citizens. Mrs. McIntosh encouraged citizens to reach out to the staff with any questions they may have. Staff are obligated to follow the laws of the city, state, and nation. The City is staffed with good people focused on providing the best management possible for the City.

AUTHORIZATIONS BY CITY COUNCIL:

24-160

1. Discussion and possible action on award of the Lowest Bid for the City of Clarendon 2023 TXCDBG Downtown Revitalization Project (300 Block) CDM23-0292.

A motion was made by Alderman Estlack and seconded by Mayor Pro Tem Thompson to award the Lowest Bid for the City of Clarendon 2023 TXCDBG Downtown Revitalization Project (300 Block) CDM23-0292 to AAJ Concrete for three hundred and fifty thousand (\$350,000) dollars. With each Alderman voting AYE, the motion carried.

24-161

2. Discussion and possible action on acknowledging to pay remainder of Downtown Revitalization Project (300 Block) in the amount of \$197,000.00 for Construction Cost and \$30,000.00 for design fee from General Fund Texpool after grant funds have been exhausted.

A motion was made by Alderman Wolfe and seconded by Alderman Estlack to approve paying the remainder of the Downtown Revitalization Project (300 Block) in the amount of one hundred and ninety-seven (\$197,000) dollars for Construction Cost and thirty thousand (\$30,000) dollars for the design fee from General Fund Texpool after grant funds have been exhausted. With each Alderman voting AYE, the motion carried.

24-162

3. Discussion and possible action on a quote received from Bar X Contractors/ Cody Nevells for \$13,764.67 for work at City Hall- Utility Office.

No action was taken by Council.

24-163

4. Discussion and possible action on a quote received from Bar X Contractors/ Cody Nevells for \$8,162.00 for work at City Hall- City Administrator Office.

No action taken by Council.

24-164

5. Discussion and possible action on approving a Resolution on adopting the 2025 Updated Donley County Hazard Mitigation Plan.

A motion was made by Alderman Estlack and seconded by Alderman Wolfe to approve a Resolution on adopting the 2025 Updated Donley County Hazard Mitigation Plan. With each Alderman voting AYE, the motion carried.

24-165

6. Discussion and possible action on the annual performance evaluation of the City Secretary.
City Council Convened into Executive Session at 5:48 p.m. under the provision of Local Government Code, Section 551.074: Personnel Matters:

- Annual performance evaluation of the City Secretary Machiel Covey

City Council Reconvened into the Open Session at 6:33 p.m.

A motion was made by Alderman Wolfe and seconded by Alderman Estlack to approve the annual performance evaluation of City Secretary Machiel Covey and make the following amendments to the Employment Agreement.

- Salary increase of 5%
- Reinstate a phone stipend of \$30 per month
- Extend the Employment Agreement to 9/30/2027
- Amend Section 2 B of the Employment Agreement to have the City Administrator annually review and evaluate the performance of Employee and present it to City Council for action during the term of this Agreement in or about June of each year.
- Amend Section 4 A of the Employment Agreement to decrease the severance pay benefits from six (6) months to five (5) months as federal law allows.

With each Alderman voting AYE, the motion carried.

24-166

7. Discussion and possible action on appointing a qualified individual to fill the vacant unexpired term of Alderman due to the unexpected passing of Alderman Tommy Hill.

City Council Convened into Executive Session at 6:44 p.m. under the provision of Local Government Code, Section 551.074; Personnel Matters:

- Appointment of an Alderman

City Council Reconvened into the Open Session at 6:54 p.m.

A motion was made by Alderman Wolfe and seconded by Mayor Pro Tem Thompson to

appoint Christopher Topliff to the unexpired term of Alderman. With each Alderman voting A YE, the motion carried.

Mayor Fangman administered the Oath of Office to newly appointed Alderman Topliff.

MAYOR COMMENTS: None

COUNCIL COMMENTS: None

Adjournment:

There being no further business on the agenda, a motion was made by Alderman Estlack and seconded by Mayor Pro Tem Thompson to adjourn the meeting at 7:01 p.m., with each Alderman voting A YE, the motion carried.



Jacob Fangman, Mayor

Attest:



Machiel Covey, City Secretary

