



# CITY COUNCIL AGENDA

Monday, January 05, 2026 at 6:00 PM

City Hall – Council Chambers, 200 North Fifth, Crockett, TX 75835

Dr. Ianthia Fisher, Mayor

Dennis Ivey, Council Member  
Christopher Price, Council Member  
NaTrenia Hicks Council Member  
Elbert Johnson, Council Member  
Mike Marsh, Mayor Pro Tem

Lee Standley, City Administrator  
Mitzi Stefka, City Secretary  
Donna Gordon, City Attorney  
Clayton Smith, Police Chief  
Jason Frizzell, Fire Chief

Notice is hereby given of a meeting of the City Council of Crockett to be held on **MONDAY, JANUARY 5, 2026 at 6:00 PM** at City Hall – Council Chambers, 200 North Fifth, Crockett, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

## OPEN MEETING WITH INVOCATION AND PLEDGE

## RECOGNITION OF VISITORS

**COMMENTS FROM AUDIENCE OR COUNCIL** *(At this time, anyone will be allowed to speak on City related matters only; no personal matters or matters under litigation will be allowed. The length of time may not exceed three (3) minutes. NO Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.)*

## APPROVAL OF MINUTES

1. REGULAR SESSION: DECEMBER 15, 2025

## REPORTS

2. POLICE DEPARTMENT MANPOWER & CRIMINAL INCIDENT REPORT FOR OCTOBER AND NOVEMBER 2025
3. FIRE DEPARTMENT MONTHLY ACTIVITY & STATUS REPORT FOR OCTOBER AND NOVEMBER 2025

## BUSINESS

4. CONSIDER AND APPROVE ADOPTING A CITY COUNCIL AGENDA POLICY REGARDING THE PLACEMENT OF FUTURE AGENDA ITEMS, AS PRESENTED IN THE PROPOSED DRAFT
5. CONSIDER AND APPROVE WHETHER TO TELEVISION AND/OR LIVE STREAM REGULAR AND SPECIAL MEETINGS OF THE CITY COUNCIL
6. DISCUSSION REGARDING POTENTIAL NEIGHBORHOOD WATCH PROGRAMS WITHIN THE CITY OF CROCKETT

## EXECUTIVE SESSION

7. GOV.CODE SEC. 551.071 - CONSULTATION WITH ATTORNEY REGARDING RECAPTURE OF LINCOLN LUMBER TAX ABATEMENT

## RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ON EXECUTIVE ITEMS

8. CONSIDER AND APPROVE THE SETTLEMENT AMOUNT AND TERMS FOR THE RECAPTURE OF TAX ABATEMENTS AND INCENTIVES FROM LINCOLN LUMBER, AND AUTHORIZE THE MAYOR AND/OR CITY ATTORNEY TO EXECUTE ANY NECESSARY SETTLEMENT DOCUMENTS

**ADJOURNMENT**

**In compliance with the Americans with Disabilities Act, the City of Crockett will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Mitzi Stefka, City Secretary, at 936-544-5156.**

**CERTIFICATION**

I certify that a copy of the January 5, 2026 agenda of items to be considered by the Crockett City Council was posted for viewing at Crockett City Hall on December 29, 2025 before 5:00 PM.

\_\_\_\_\_  
Mitzi Stefka, City Secretary

I certify that the agenda items to be considered by the City Council was removed from the City Hall window on the \_\_\_\_ day of \_\_\_\_\_, 2026. \_\_\_\_\_ Title \_\_\_\_\_

MINUTES OF THE CROCKETT CITY COUNCIL MEETING HELD ON THE 15<sup>th</sup> DAY OF DECEMBER 2025 IN THE CITY HALL COUNCIL CHAMBERS, LOCATED AT 200 NORTH FIFTH IN THE CITY OF CROCKETT, HOUSTON COUNTY TEXAS AT 6:00 P.M.

THE COUNCIL MET IN REGULAR SESSION WITH THE FOLLOWING MEMBERS PRESENT: IANTHIA FISHER, DENNIS IVEY, CHRISTOPHER PRICE, NATRENIA HICKS, ELBERT JOHNSON & MIKE MARSH. CITY OFFICIALS PRESENT: CITY ADMINISTRATOR LEE STANDLEY, CITY SECRETARY MITZI STEFKA, DEPUTY CITY ADMINISTRATOR JOHN ANGERSTEIN, UTILITES SUPERINTENDENT GERALD COLTER, POLICE CHIEF CLAYTON SMITH, AND CITY ATTORNEY DONNA GORDON.

#### OPEN MEETING WITH INVOCATION AND PLEDGE

Mayor Fisher called the formal session open and Council member Ivey gave the invocation. All joined in the pledge.

#### RECOGNITION OF VISITORS

Mayor Fisher recognized all visitors present.

COMMENTS FROM AUDIENCE OR COUNCIL *(At this time, anyone will be allowed to speak on City-related matters only; no personnel matters or matters under litigation will be allowed. The length of time may not exceed three minutes. NO Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.)*

- Scott Sheley – Inquired about a neighborhood watch program.
- Mayor Pro Tem Marsh made a motion to place an item on the next agenda to consider the cessation of broadcasting of City Council meetings on YouTube. Council member Ivey seconded the motion. Motion passes 4-1. Council member Hicks voted against.
- Council member Price made a motion to place an item on the next agenda to discuss a neighborhood watch program. Council member Johnson seconded the motion. Motion passes 5-0.
- Council member Hicks requested information about placing items on the agenda for future meetings and made a motion to place an item on the next agenda for council to discuss adding “New Business” to future agendas. Council member Price seconded the motion. Mr. Standley stated that he would ask the City Attorney for a legal determination on the issue and no vote was taken. Mrs. Hicks also provided information about the possibility of Hwy 287 being designated as an interstate highway by the US Dept of Transportation in the future.

#### APPROVAL OF MINUTES

1. REGULAR SESSION: NOVEMBER 3, 2025

Council member Hicks made a motion to approve the minutes with a change in wording from “waste” to “misappropriation of funds.” Mayor Fisher informed council that the minutes could only be approved or rejected as written. Motion dies for lack of a second. Council member Price made a motion to approve the minutes as written. Council member Ivey seconded the motion. Motion passes 5-0.

## BUSINESS

2. CONSIDER AND APPROVE ENGAGEMENT AGREEMENT WITH DNRBSZ, ATTORNEYS AT LAW, FOR LEGAL SERVICES REGARDING LINCOLN LUMBER

Mayor Pro Tem Marsh made a motion to approve an engagement agreement with DNRBSZ, Attorneys at Law, for legal services regarding Lincoln Lumber. Council member Price seconded the motion. Motion passes 5-0.

Mayor Fisher then moved to Item #11 on the agenda and stated Council would convene into Executive Session per Gov. Code Sec. 551.071 – Consultation with Attorney Regarding Lincoln Lumber. Time was 6:19 P.M.

Mayor Fisher reconvened the meeting into open session. Time was 6:47 P.M.

3. RECEIVE AS INFORMATION A PETITION FOR A GROUNDWATER CONSERVATION DISTRICT

Mr. Angerstein informed council that a legal petition has been submitted to the Texas Commission on Environmental Quality (TCEQ) to request a Groundwater Conservation District in Houston County, Texas. He discussed the proposed temporary board members and the letters of recommendation that were submitted. He also stated that council could also approve a resolution of support for the project if they desired to do so.

4. RECEIVE AS INFORMATION PLANNING & ZONING COMMISSION'S INITIAL REPORT OF ZONING CODE TEXT AMENDMENTS

Mr. Angerstein informed council that the City of Crockett zoning codes must be updated to meet current state laws and regulations, including those regarding accessory dwelling units, tiny homes & barndominiums. The Planning and Zoning Commission will hold public hearings on the proposed changes and present them to council for approval in the future.

5. CONSIDER AND APPROVE LEASE AGREEMENT WITH TEXAS WORKFORCE SOLUTIONS AND THE CITY OF CROCKETT FOR OFFICE SPACE AT 1505 SOUTH 4TH STREET

Mr. Angerstein explained that attorneys for both parties have signed off on a one-year lease agreement with an auto-renewal option each year. Mayor Pro Tem Marsh made a motion to approve a lease agreement with Texas Workforce Solutions and the City of

Crockett for office space at 1505 South 4<sup>th</sup> Street. Council member Price seconded the motion. Motion passes 5-0.

6. AWARD BID: GASOLINE & DIESEL FUEL, CURBING AND GUTTERS

Mr. Standley explained that Requests for Proposals/Bids had been published by the city for gasoline/diesel fuel and concrete curb/gutter construction. Bids were due by 5:00 P.M., December 8, 2025 and eligible bids were opened on December 9, 2025.

One (1) bid was received from Crockett Farm & Fuel for gasoline and diesel fuel for city vehicles and equipment:

Gasoline and On-Road Diesel: Rack Price + \$0.50  
Off-Road Diesel: Rack Price + \$0.30

Mayor Pro Tem Marsh made a motion to award the bid for gasoline and diesel fuel to Crockett Farm & Fuel. Council member Ivey seconded the motion. Motion passes 5-0.

Two (2) bids were received for concrete curb & gutter construction:

Velazquez Brothers Construction: \$27.00 per linear foot (200ft minimum)  
Site Utilities & Construction: \$25.00 per linear foot (400ft minimum)

Mayor Pro Tem Marsh made a motion to award the bid for concrete curb & gutter construction to Velazquez Brothers Construction. Council member Ivey seconded the motion. Motion passes 5-0.

7. CONSIDER AND APPROVE AMENDMENT NO. 1 TO DRINKING WATER STATE REVOLVING FUND PROJECT NO. 63201 ENGINEERING CONTRACT WITH KSA ENGINEERS TO INCLUDE HOUSTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #1 IN ASSET MANAGEMENT PLAN

Mr. Angerstein explained that this was the result of council's desire to investigate the feasibility of taking over operation of Houston County Water Control and Improvement District #1 (WCID #1) instead of/in addition to drilling a new water well. Approval of this item would allow the city to get a better understanding of WCID #1's assets and the condition of those assets. Mayor Pro Tem Marsh made a motion to approve Amendment No. 1 to Drinking Water State Revolving Fund Project No. 63201 Engineering Contract with KSA Engineers to include Houston County Water Control and Improvement District #1 in Asset Management Plan. Council member Ivey seconded the motion. Motion passes 4-1. Council member Hicks voted against.

8. CONSIDER AND APPROVE FUNDING ALLOCATIONS FOR NEW STREET CONSTRUCTION BY PRECINCT

Mr. Standley informed council that \$544,042 was available for construction and maintenance of streets. Mr. Colter suggested using \$116,644.22 for maintenance of existing roads city-wide and ~\$425,000 to be allocated among all five precincts for new

construction. Mayor Pro Tem Marsh made a motion to allocate the \$425,000 for new construction equally between all five precincts (\$85,000 per precinct). Council member Johnson seconded the motion. Motion passes 4-1. Council member Hicks voted against.

9. CONSIDER AND APPROVE LIST OF ITEMS TO BE DECLARED AS SURPLUS AND AUCTIONED OR TO BE SCRAPPED

Mr. Standley presented a list of city equipment/vehicles to be declared surplus. Mayor Pro Tem Marsh made a motion to approve the list of items to be declared as surplus and auctioned or scrapped. Council member Price seconded the motion. Motion passes 5-0.

10. CONSIDER AND APPROVE AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CITY OF CROCKETT, TEXAS, BY THE AMENDMENT OF CHAPTER 13, LICENSES AND BUSINESS REGULATIONS, BY REPLACING AND RESTATING THE ENTIRE SPECIAL EVENTS AND BLOCK PARTY ORDINANCE IN ITS ENTIRETY; PROVIDING DEFINITIONS, PERMITTING REQUIREMENTS, DISTANCE AND IMPACT STANDARDS, CONDITIONS OF APPROVAL, INSURANCE, INDEMNIFICATION, DENIAL AND REVOCATION PROCEDURES, PENALTIES, SEVERABILITY, A REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE

Chief Smith explained the city does not currently have an ordinance in place to regulate special events/block parties. The purpose of this ordinance is not to ban these events, but to establish guidelines for event organizers and keep the city aware of these events so relevant departments can be prepared in advance. Permits must be obtained at least 30 days in advance of the event and liability insurance must be obtained. There will be no fee for a permit under this ordinance. Mayor Pro Tem Marsh made a motion to approve an ordinance amending the Code of Ordinances, City of Crockett, Texas, by the amendment of Chapter 13, Licenses and Business Regulations, by replacing and restating the entire Special Events and Block Party ordinance in its entirety; providing definitions, permitting requirements, distance and impact standards, conditions of approval, insurance, indemnification, denial and revocation procedures, penalties, severability, a repealing clause, and providing an effective date. Council member Price seconded the motion. Council member Hicks expressed concerns with the insurance requirement for event organizers. After much debate, Mayor Pro Tem Marsh moved the previous question to end the discussion and vote on the original motion. Council member Price seconded the motion to end the discussion. Motion passes 4-1. Council member Hicks voted against. Vote on the original motion passes 4-1. Council member Hicks voted against.

EXECUTIVE SESSION

11. GOV. CODE SEC. 551.071 – CONSULTATION WITH ATTORNEY REGARDING LINCOLN LUMBER

RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION, IF ANY, ON  
EXECUTIVE ITEMS

No action taken.

ADJOURNMENT

Without objection, Mayor Fisher adjourned the meeting at 7:58 P.M.

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Dr. Ianthia Fisher, Mayor

ATTEST:

\_\_\_\_\_  
Mitzi Stefka, City Secretary



City of Crockett  
**POLICE DEPARTMENT**



Item 2.

COURTESY  
PROTECTION  
DEDICATION

**CHIEF OF POLICE**  
Clayton Smith

CROCKETT, TEXAS 75835  
936-544-2021 \* 200 NORTH FIFTH STREET

**Mayor**  
Dr. Ianthia Flisher

**October 2025**

Manpower: 15

Manpower Hours: 2420

Calls: 423

Accidents: 8

Arrests: 50

Traffic: 323

Reports: 82

Alarm Calls: 17

False Alarms: 14

No Fault Alarms: 3

Assault: 3

Burglary: 2

Criminal Mischief: 1

Criminal Trespass: 4

Disorderly Conduct: 2

Driving While Intoxicated: 0

Forgery: 0

Possession of Controlled Substance: 5

Possession of Drug Paraphernalia: 5

Possession of Marijuana: 6

Public Intoxication: 0

Resisting Arrest: 3

Theft: 8

Unlawful Possession of Firearm: 0

Unauthorized use of Motor Vehicle: 1

Miscellaneous Offenses: 58

Comments: REPORTING PERIOD: OCTOBER 1-31, 2025 MISCELLANEOUS OFFENSES INCLUDES 17 WARRANT SERVICES.



City of Crockett  
**POLICE DEPARTMENT**



Item 2.

COURTESY  
PROTECTION  
DEDICATION

CROCKETT, TEXAS 75835

**CHIEF OF POLICE**  
Clayton Smith

936-544-2021 \* 200 NORTH FIFTH STREET

**Mayor**  
Dr. Ianthia Flsher

**November 2025**

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Manpower: 15

Manpower Hours: 2218

Calls: 396

Accidents: 10

Arrests: 34

Traffic: 265

Reports: 65

Alarm Calls: 24

False Alarms: 20

No Fault Alarms: 4

Assault: 1

Burglary: 2

Criminal Mischief: 3

Criminal Trespass: 6

Disorderly Conduct: 0

Driving While Intoxicated: 0

Forgery: 1

Possession of Controlled Substance: 4

Possession of Drug Paraphernalia: 3

Possession of Marijuana: 7

Public Intoxication: 3

Resisting Arrest: 1

Theft: 7

Unlawful Possession of Firearm: 2

Unauthorized use of Motor Vehicle: 0

Miscellaneous Offenses: 31

Comments: REPORTING PERIOD: NOVEMBER 1-30, 2025 MISCELLANEOUS OFFENSES INCLUDES 10 WARRANT SERVICES.

CROCKETT FIRE DEPT. MONTHLY ACTIVITY AND STATUS REPORT FOR 2025

Item 3.

2025	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CITY CALLS</b>	<b>27</b>	<b>21</b>	<b>19</b>	<b>35</b>	<b>33</b>	<b>27</b>	<b>29</b>	<b>23</b>	<b>35</b>	<b>18</b>	<b>28</b>	<b>0</b>	<b>295</b>
STRUCTURE FIRES:	0	0	0	0	0	0	0	0	0	0	0	0	0
Business	0	0	0	0	1	0	0	0	0	1	0	0	2
Residential	0	0	1	0	0	0	0	1	0	0	1	0	3
VEHICLE FIRES	0	1	0	0	0	0	1	1	0	0	0	0	3
GRASS / WOODS FIRES	0	0	1	0	0	0	0	1	2	0	0	0	4
REFUSE / TRASH FIRE	0	0	0	0	0	0	0	0	0	0	1	0	1
VEHICLE ACCIDENT	5	1	4	6	3	3	4	4	11	4	7	0	52
VEHICLE ACCIDENT w/RESCUE	0	0	0	0	0	0	0	0	0	0	0	0	0
TECHNICAL RESCUE	1	0	0	0	0	1	2	0	0	1	0	0	5
POWERLINE EMERGENCIES	0	0	0	8	9	3	1	3	2	3	1	0	30
TREES DOWN	0	0	0	1	5	1	0	0	0	0	0	0	7
NATURAL/LPG GAS LEAK	3	2	3	3	0	5	2	0	8	2	2	0	30
HAZ-MAT SPILL / LEAK	0	1	1	0	2	1	1	0	1	0	0	0	37
CARBON MONOXIDE ALARM	0	0	0	0	0	0	0	0	0	0	0	0	0
EMS FIRST RESPONDER	6	7	4	5	4	4	4	7	7	3	6	0	57
EMS LIFT ASSIST	6	4	1	5	3	3	9	3	0	0	3	0	37
LANDING ZONE SET-UP	0	0	0	0	0	0	0	0	0	0	0	0	0
FALSE ALARM BUSINESS	3	1	4	0	2	1	2	0	0	1	1	0	15
FALSE ALARM RESIDENTIAL	1	2	0	2	1	2	0	0	0	0	3	0	11
TERRORISTIC/BOMB THREAT	0	0	0	0	0	0	0	0	0	0	0	0	0
FIRE / SMOKE INVESTIGATION	2	1	0	5	3	2	2	1	4	2	3	0	25
CONTROL BURN	0	0	0	0	0	0	0	0	0	0	0	0	0
TRAFFIC CONTROL	0	0	0	0	0	1	0	0	0	1	0	0	2
AGENCY ASSIST	0	1	0	0	0	0	1	2	0	0	1	0	5
ARSON ARREST	0	0	0	0	0	0	0	0	0	0	0	0	0

CROCKETT FIRE DEPT. MONTHLY ACTIVITY AND STATUS REPORT FOR 2025

2025	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>COUNTY CALLS</b>	<b>11</b>	<b>15</b>	<b>13</b>	<b>16</b>	<b>14</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>9</b>	<b>16</b>	<b>17</b>	<b>0</b>	<b>152</b>
STRUCTURE FIRES:	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
Business	0	1	0	0	0	0	0	0	0	1	0	0	2
Residential	1	0	1	3	0	0	0	0	0	0	0	0	5
VEHICLE FIRES	1	2	2	0	1	0	2	1	2	2	1	0	14
GRASS / WOODS FIRES	6	5	2	0	1	0	2	7	3	6	11	0	43
REFUSE / TRASH FIRE	0	0	0	0	0	0	0	0	0	0	0	0	0
VEHICLE ACCIDENT	1	3	4	5	3	5	6	4	3	5	4	0	43
VEHICLE ACCIDENT w/Extrication	0	0	1	0	0	0	0	0	0	0	0	0	1
TECHNICAL RESCUE	0	0	0	0	0	0	0	0	0	1	0	0	1
LANDING ZONE SET-UP	0	0	0	0	0	0	0	0	0	0	0	0	0
HAZ-MAT SPILL / LEAK	0	0	0	0	0	0	0	0	0	0	0	0	0
POWERLINE EMERGENCIES	0	0	0	1	3	2	0	0	0	0	0	0	0
TREES DOWN	0	0	1	2	4	6	2	0	0	0	0	0	15
NATURAL/LPG GAS LEAK	0	0	0	0	0	0	0	0	0	0	0	0	0
OIL/GAS WELL FIRE	0	0	0	0	0	0	0	0	0	0	0	0	0
CARBON MONOXIDE ALARM	0	0	0	0	0	0	0	0	0	0	0	0	0
EMS FIRST RESPONDER	1	0	1	0	1	0	1	2	0	0	0	0	6
EMS LIFT ASSIST	0	0	0	2	0	0	0	0	0	0	0	0	2
FALSE ALARM BUSINESS	0	0	0	0	0	0	0	0	0	0	0	0	0
FALSE ALARM RESIDENTIAL	0	2	0	0	0	0	1	0	0	0	1	0	4
TERRORISTIC THREAT	0	0	0	0	0	0	0	0	0	0	0	0	0
FIRE / SMOKE INVESTIGATION	0	1	0	0	1	0	0	0	1	1	0	0	4
TRAFFIC CONTROL	0	0	0	0	0	0	0	0	0	0	0	0	0
CONTROL BURN	0	0	0	0	0	0	0	0	0	0	0	0	0

CROCKETT FIRE DEPT. MONTHLY ACTIVITY AND STATUS REPORT FOR 2025

Item 3.

2025	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>TOTAL CALLS</b>	38	36	32	51	47	40	43	37	44	34	45	0	447
ACTIVE MEMBERS (PAID / VOL.)	17	17	17	17	17	18	18	19	18	17	17	0	0
<b>PAYROLL</b>	<b>\$1,120</b>	<b>\$400</b>	<b>\$850</b>	<b>\$300</b>	<b>\$291</b>	<b>\$700</b>	<b>\$1,425</b>	<b>\$3,000</b>	<b>\$2,050</b>	<b>\$1,000</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>
<b>VOLUNTEER MAN HOURS</b>	<b>105</b>	<b>30</b>	<b>90</b>	<b>30</b>	<b>25</b>	<b>56</b>	<b>125</b>	<b>345</b>	<b>225</b>	<b>120</b>	<b>242</b>	<b>0</b>	<b>0</b>
<b>COST PER MAN HOUR</b>	<b>\$11.20</b>	<b>\$13.33</b>	<b>\$9.44</b>	<b>\$10.00</b>	<b>\$11.64</b>	<b>\$12.50</b>	<b>\$11.40</b>	<b>\$8.69</b>	<b>\$9.11</b>	<b>\$8.33</b>	<b>\$8.26</b>	<b>\$0.00</b>	<b>\$0.00</b>
FIREFIGHTER INJURIES	0	0	0	0	0	0	0	0	0	1	0	0	0
FIREFIGHTER FATALITIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CIVILIAN INJURIES	0	0	0	0	0	0	0	0	0	0	0	0	0
CIVILIAN FATALITIES	1	0	0	0	0	0	0	0	0	0	0	0	0
MUTUAL AID GIVEN	1	7	3	2	2	3	0	2	2	2	2	0	0
MUTUAL AID RECEIVED	0	0	0	2	0	0	0	2	1	2	3	0	0
OUT OF COUNTY CALLS	0	0	0	0	0	0	0	0	0	0	0	0	0

Notes:

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# **New Business – Placement of Items on Future Agendas**

## **Section 1. Authority**

Pursuant to the City’s home-rule authority under Article XI, Section 5 of the Texas Constitution, and consistent with the City Charter, this policy establishes a procedure by which City Council Members may request the placement of items on future City Council agendas, while preserving the Mayor’s agenda-setting authority.

## **Section 2. Council-Initiated Requests**

During the *New Business* portion of a duly posted City Council meeting, any City Council Member may make a motion requesting that a specific item be placed on the agenda of a future City Council meeting.

## **Section 3. Form and Limitations of Motion**

- A. The motion shall be limited solely to identifying the subject matter to be placed on a future agenda.
- B. No discussion, debate, or deliberation regarding the substance or merits of the proposed item shall occur at the time the motion is made or voted upon.
- C. This limitation is intended to ensure compliance with the Texas Open Meetings Act and to prevent deliberation on matters not properly posted.

## **Section 4. Second and Vote Requirement**

- A. A motion to place an item on a future agenda must receive a second.
- B. Approval requires an affirmative vote of a majority of the City Council members present and voting at the meeting.

## **Section 5. Agenda Placement**

Upon approval of the motion, the City Administrator, in coordination with the City Secretary, shall place the approved item on the agenda of the next regular City Council meeting, or another future meeting as directed by the Council, subject to statutory posting deadlines, administrative feasibility, and staff availability.

## **Section 6. Limitation on Reintroduction of Failed Requests**

- A. If a motion to place an item on a future agenda fails to receive majority approval, the same or substantially similar item shall not be reintroduced for consideration under *New Business* for a period of thirty (30) days from the date of the failed motion.
- B. For purposes of this section, an item shall be considered “substantially similar” if it involves the same subject matter or seeks materially the same action or outcome as the previously rejected request.

C. This limitation shall not apply to agenda items placed by the Mayor pursuant to the City Charter or applicable law.

### **Section 7. Mayor's Agenda Authority**

Nothing in this policy shall be construed to limit, restrict, or impair the Mayor's authority to place items on a City Council agenda as provided by the City Charter, applicable ordinances, or state law.

### **Section 8. Legal Compliance**

All agenda items placed pursuant to this policy shall be posted in accordance with the Texas Open Meetings Act. No discussion or action shall occur on any matter unless it has been properly posted.

DRAFT