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THE STATE OF TEXAS   §  
COUNTY OF FANNIN   §

October 26, 2021

**BE IT REMEMBERED THAT the City Council of the City of Leonard, Fannin County, Texas held in the Council Chambers of City Hall on October 26, 2021, a Special Meeting at 6:30 P.M.**

**Members Present:** Mayor Michael Pye, Mayor Pro Tem Noel Nixon, Council members Garry Doyle, Billy Wayne Martin, Debra Wilcox, and Al Stephens.

**Staff present:** Melissa Verde, Kim Davis, Police Officer Marco Robles

**Guests Present:** Gaye Doyle, Teresa Nixon, Margy Hall

**MINUTES OF THE SPECIAL SESSION**

**1. Invocation, Pledges of Allegiance to the United States and Texas Flags, Call to Order, Proof of posting of Notice of Meeting, Verification of Quorum**

Mayor Pye called the meeting to order at 6:30 P.M.

**2. Discuss and consider adoption of Resolution 10262021-1 regarding Police Department Vehicle Financing with Government Capital**

Councilmember Wilcox motioned to adopt Resolution 10262021-1. Second by Councilmember Martin. Mayor Pye called for a vote – all were in favor and the motion carried.

**3. Discuss and consider approval of Contract with Kimley-Horn and Associates, Inc. for professional services regarding Texas Water Development Board's CWSRF Collection System Improvements Project**

Councilmember Martin motioned to approve contract with Kimley-Horn and Associates, Inc. for professional services regarding Texas Water Development Board's CWSRF Collection System Improvements Project. Second by Mayor Pro Tem Nixon. Mayor Pye called for a vote – all were in favor and the motion carried.

**4. Discuss and consider appointing an acting City Secretary**

Mayor Pro Tem Nixon motioned to appoint Melissa Verde as Acting City Secretary. Second by Councilmember Wilcox. Mayor Pye called for a vote – all were in favor and the motion carried.

**5. Discuss and consider adoption of Resolution 10262021-2 authorizing application for financial assistance from the Texas Water Development Board; and making certain findings in connection therewith**

Mayor Pro Tem Nixon motioned to adopt Resolution 10262021-2 authorizing application for financial assistance from the Texas Water Development Board; and making certain findings in connection therewith. Second by Councilmember Wilcox. Mayor Pye called for a vote – all were in favor and the motion carried.

**6. Discuss and possible action on Engagement Letter for Mike Ward, CPA to perform annual audit of financial reports fiscal year ending September 30, 2021**

Councilmember Stephens motioned to table and look at other options. Second by Mayor Pro Tem Nixon. Mayor Pye called for a vote – all were in favor and the motion carried.

**7. Discuss and possible action on Resolution 10262021-3 adopting Procurement Policies and Procedures**

Mayor Pro Tem Nixon motioned to approve Resolution 10262021-3 adopting Procurement Policies and Procedures for Federal Grant-Funded Contracts. Second by Councilmember Wilcox. Mayor Pye called for a vote – all were in favor and the motion carried.

**8. Discuss and possible action on approving termination letter to previous city engineer firm Freeman-Millican, Inc.**

Councilmember Martin motioned to send a termination letter to previous city engineer firm Freeman-Millican, Inc. after checking contract. Second by Councilmember Wilcox. Mayor Pye called for a vote – all were in favor and the motion carried.

**9. Executive Session – under Texas Government Code Section 551.074 Personnel matters, deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.**

**i. City Administrator Interviews**

Mayor Pro Tem Nixon motioned to go to executive session. Second by Councilmember Wilcox. Mayor Pye called for a vote – all were in favor and the motion carried at 7:02 P.M.

**10. Reconvene into open session.**

Open session reconvened at 7:43 P.M.

**11. Discussion and possible action on matters discussed in executive session:**

**i. City Administrator Interviews**

Councilmember Wilcox motioned to entertain offers. Second by Councilmember Martin. Mayor Pye called for a vote – all were in favor and the motion carried.

**12. Adjournment**

Councilmember Stephens motioned to adjourn. Second by Mayor Pro Tem Nixon. Mayor Pye called for a vote – all were in favor and the motion carried at 7:45 P.M.

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**THE CITY OF LEONARD, TEXAS**

  
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**Michael Pye, Mayor**

**ATTEST:**

  
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**Kim Davis, City Clerk**