

**MINUTES OF REGULAR MEETING
OF THE GOVERNING BODY OF THE
CITY OF HAMILTON, TEXAS
MARCH 12, 2026**

A regular Council Meeting of the Governing Body of the City of Hamilton, Texas was held on the 12th day of March 2026 at 6:00 p.m. in City Hall, 200 East Main St., Hamilton, Texas.

The City Council meeting was open to the public. To allow for remote participation, people could view and listen to the meeting live via Zoom or Facebook. Citizens could also provide a citizen's presentation and address the council via Zoom connection. Instructions were given during the meeting about how to address the Council. Citizens could sign in prior to the meeting date from their computer, tablet or smartphone at <https://tinyurl.com/ycy8sjjz>

Present for the meeting:

Mayor Richard Buchanan
Mayor Pro-Tem Doug Baker
City Administrator Stacey Norris
City Secretary Brooke Waters

City Attorney Adam Miles
Council Member Vacant
Council Member James Hooper
Council Member Danny Whitehead

Absent: Jacob Robertson

Others present: Code Enforcement/Permitting Officer Brad Wise, CFO Peter James, Public Works Director Clay Boatwright, Hamilton Fire Department Todd Jordan, Kate Edwards, John Couch

Item No. I: Mayor Buchanan opened the meeting with a Prayer and Pledge of Allegiance.

Item No. II: Public Comments: No Comments

Item No. III: Administrator Report:

- Looke presented the February 2026 Hamilton County Sheriff Report, outlining the total calls they received, and violations assessed for the month.
- Gomez presented the February 2026 Hamilton Volunteer Fire Department report, summarizing the total number of calls received and overall responder time for the year. The report also highlighted grants the department received and outlined newly upgraded tools and equipment that have improved their ability to respond more quickly to emergency and fire calls.
- Boatwright presented the February 2026 Water/Wastewater Report, outlining the number of leak calls, water loss totals, and updates on current projects, including progress on the water plant Clear Well and the anticipated arrival of the new belt press. He also reported that the recent TCEQ inspection was successfully completed.

Item No. IV: Consent Agenda:

Whitehead made a Motion to approve the Consent Agenda. Baker seconded the Motion, and it passed unanimously.

1. Approving the February 12, 2026, Regular Council Meeting Minutes.
2. Approving February 12, 2026, Certified Council Meeting Minutes.
3. Resolution #22-26 suspending the effective date for Atmos Energy Corporation – MidTex Division's GRIP rate increase application.
4. Resolution #23-26 Appointing Election Judges.
5. Resolution #24-26 approving Joint Election Agreement between the City of Hamilton and Hamilton Independent School District.
6. Resolution #25-26 approving a road closure time extension for an Earth Day vendor market through Pecan Creek Outfitters.
7. Resolution #26-26 approving a road closure time extension for Rattles & Roots Event through St. John Lutheran Academy.

Item No. V: The following agenda deliberations were discussed and/or action taken:

1. Whitehead made a Motion to approve the February 2026 Financial Report. Hooper seconded the Motion, and it passed unanimously.
2. Resolution approving a road closure time extension for a vendor market and live music event through Pecan Creek Outfitters. Hooper made a Motion to table the item until the April 2026 meeting. Baker seconded the Motion and it passed unanimously.
3. Resolution #27-26, appointing Carly Shaver as City Secretary, passed unanimously with a Motion from Hooper and a second from Baker.
4. Resolution #28-26, approving the City of Hamilton's membership in TRRA, and it passed unanimously with a Motion from Baker and a second from Hooper.
5. Resolution #29-26, accepting a gifted Connex box for the Hamilton Animal Shelter, and it passed unanimously with a Motion from Baker and a second from Whitehead.
6. Briefing and Discussion concerning Govdeals website advertisement for surplus vehicles. No action taken.
7. Resolution #30-26, approving contract for the Water Plant Generator, passed unanimously with a Motion from Hooper and a second from Baker.
8. Baker made a Motion to postpone penalties in utility billing until 7:30 a.m. on the second business day after a holiday or weekend if the penalty date coincides with a date the City office is closed. Whitehead seconded the Motion and it passed unanimously.
9. Briefing and Discussion concerning SB785, amending a residential zoning classification to permit manufactured homes by right without a specific use permit. No action was taken.
10. Resolution #31-26, selecting an engineer for the roads and streets project, passed unanimously with a Motion from Baker and a second from Hooper.
11. Hooper made a Motion to table selecting an engineer for the swimming pool improvements project until the April 2026 meeting. Baker seconded the Motion and it passed unanimously.

Item No. VI: City Council convened into Executive Session at 6:50 p.m. in accordance with the following provisions of the Government Code, Section 551.074 for City Administrator review.

Item No. VII: City Council reconvened into Open Session at 7:22 p.m. to consider and/or take action on Executive Session agenda deliberations.

1. Whitehead made a Motion to authorize the recruitment and advertisement for the position of City Administrator, to approve the First Amendment to the City Administrator Employment Agreement establishing a transition framework during the recruitment process, and to authorize the Mayor to execute the amendment on behalf of the City. Baker seconded the Motion and it passed unanimously.

Item No. VIII: Future Agenda Items: No items.

Item No. IX: Mayor Buchanan adjourned the meeting at 7:29 p.m. with a Motion from Baker and a second from Hooper.

Richard Buchanan, Mayor

Brooke Waters, City Secretary