

REGULAR MEETING

JULY 21, 2026

The City Council of the City of Caldwell, Burleson County, Texas convened in a Regular Meeting at the City Council Chambers, 107 S. Hill St., Caldwell, TX 77836 at 5:30P.M., July 21, 2026 with the following members present:

Members Present:	
John Rychlik	-Mayor
Kavon Novak	-Mayor Pro-Tempore
Gary M. Easter	-Alderman
Lee Glidewell	-Alderman
John Larch	-Alderman
Thomas Trnka	-Alderman
Members Absent:	

Staff Members Present:	
Amanda Frank	-City Secretary
Michael Boese	-Interim City Administrator
Bengee Trnka	-Administrative Assistant
Heidi Frazier	-Library Services Manager
Shelby Reid	-Building Official
Natalie Thamm	-City Attorney
Timothy Robertson	-City Engineer
Kaleb Hairston	-Police Sergeant
Blake Marden	-Officer
Charles Barnes	-Police Chief
Megan Stephens	-HR

Guests Present: See Registrar

The Called Meeting was conducted in compliance with the Open Meeting Law of the State of Texas. The agenda was posted within full view of the public for a time greater than three (3) business days.

A quorum being present and the time being 5:30 P.M., the Called Meeting was called to order by Mayor Rychlik.

Alderman Novak delivered the Invocation, followed by the Pledge of Allegiance to the U.S. and Texas Flags.

Presentations:

Melanie Scarpace of Scotty's House presented information on the Children's Advocacy Center (CAC) serving the Brazos Valley.

Andre Ayala of Hilltop Securities presented information on a potential tax note for the City of Caldwell and sought direction from Council. The overall financial need was reviewed along with the official recommendation from Hilltop Securities. Andre recommended structuring this debt as a 7-year instrument as opposed to the 1-year instruments we have been doing. Pre-payment with no penalty will be a condition of the financing sent out for bidding. There will be an ordinance approving the tax note, but no public hearing or public vote is required.

Citizens to be Heard:

Tony Zaccagnino addressed council regarding passing on a credit card convenience fees. He is opposed to the city passing on fees at the current provider's rate.

Proclamations:

- A proclamation expressing appreciation to Non-Ferrous Extrusions for a drone donation to Caldwell Police Department was presented to Normal Feil. Police Chief Barnes and Mayor Rychlik presented a plaque to Normal Feil of Non-Ferrous Extrusions.
- A proclamation designating National Health Center Week at the request of HealthPoint. No one was present from the organization so there was no presentation.

Consent Agenda:

- Approval of minutes from the 06.30.2026 Workshop & Called Council Meeting
- Resolution No. 2026-010 Authorizing City Staff to submit a grant application to Texas Water Development Board and designating authorized signatories
- Resolution No. 2026-011 for Kolache Festival road closure application to TxDot
- Resolution No. 2026-012 Authorizing an MHMR Funding Agreement

Motion to approve: Alderman Novak

Motion seconded: Alderman Trnka

All in favor – motion passes.

Regular Agenda:

ITEM #7A: Consider agreement with Hilltop Securities Inc. as Municipal financial advisor for the City

Andre Ayala was available to answer any questions. Council had a few questions regarding length of the agreement, payment and cancellation penalties, etc. Mike Boese stated that he has worked with them on several other projects and has never had any concerns – he highly recommends moving forward with the agreement.

Motion to approve: Alderman Novak

Motion seconded: Alderman Glidewell

All in favor – motion passes.

ITEM #7B: Consider Ordinance No. 2026-03 amending Exhibit 10B Infrastructure Design Standards, Specifications and Details, Section 702.5 Driveway Construction

Amanda Frank explained the reason for the ordinance revision, and Shelby Reid was available to answer any questions. Thomas Trnka asked a question about the requirement to have asphalt or concrete for people who have millings or alternative driveway materials. Shelby clarified that this would specifically apply to new developments and the city is able to make modifications as needed. Amanda clarified that the section being questioned has not changed and has already been approved in the existing Infrastructure Manual. Mike Boese suggested approving this existing issue to address current concerns while focusing on fixing the larger manual.

Motion to approve: Alderman Novak

Motion seconded: Alderman Larch

All in favor – motion passes.

ITEM #5C: Discuss passing through credit card charges to customers for utility billing

Amanda Frank presented the current situation with credit card processing. Gary Easter thinks that for a reasonable amount it should be passed to the customer. Mike Boese stated that a convenience fee really helps offset the overall costs and makes the increase equitable to all customers instead of disproportionately on those who pay with checks or ACH thus making it without fees. Council was supportive of Staff pursuing further research and negotiations on this topic.

No action needed at this time.

Departmental & Community Reports

No questions or concerns.

Mayor Rychlik reminded everyone about the Caldwell Fire and Rescue 140th anniversary event tomorrow. He also mentioned that the last concert series was great and they are looking forward to the last one in August.

Council recessed to Executive Session at 6:28 pm.

Pursuant to Texas Government Code § 551.074, the City Council met in executive session to discuss the appointment, employment, and hiring of a public officer or employee, to wit: Interview candidates for City Administrator.

Executive session recessed at 11:14 pm.

Motion by Novak and second by Easter to negotiate with Charles West, authorizing HR Megan and Mayor to begin negotiations. Lee Glidewell voted no, all others voted yes.

There being no further discussion, Alderman Novak moved the meeting be adjourned to the workshop. Alderman Larch seconded the motion. Mayor Rychlik declared the meeting adjourned at 11:16 P.M.

Date Approved

Amanda Frank
City Secretary
(Seal)

John Rychlik