

**City Council Meeting
February 24, 2026 –7 :00 PM
Pendergrass City Hall**

- I. **Call to Order- Determination of a quorum. Motion to proceed made by Sylvia Basak. Seconded by Bob Carter. All in favor**

<u>Attendee Name</u>	<u>Position</u>	<u>Present</u>	<u>Absent</u>
Bill Ellis	Mayor	X	
Sylvia Basak	Council Post	X	
Gabriel Gomez	Council Post /Mayor Pro Tem	X	
Bob Carter	Council Post	X	
Kathryn Robinson	Council Post	X	
Laura Bigley	Council Post	X	
Holly Geiman	Council Post		Resigned

- II. **Pledge to Flag and Invocation**

- III. **Review Minutes from November and December council meeting. Review minutes from January 2026 Work Session. Mayor Ellis asks for a motion to approve the minutes.**

Mover: Bigley

Seconded: Robinson

Result: Approved

Ayes: Basak, Bigley, Carter, Gomez, Robinson

Nays: None

Abstain: None

- IV. **Treasury Report- December 2025 and January 2026 Mayor Ellis asks for a motion to received for filing-**

Mover: Basak

Seconded: Carter

Result: Received for Filing

Ayes: Basak, Bigley, Carter, Gomez, Robinson

Nays: None

Abstain: None

V. Library Report- Report given by Renee Martinez

VI. Old Business:

- Town Square: The Mayor met with East Co to review plans for new downtown shops. They currently have two pads ready for development. East Co would like to hold a ribbon cutting ceremony in March.
- Mayor Pro Tem: Mayor Ellis called for nominations for Mayor Pro Tem. Bob Carter nominated Gabriel Gomez, and Sylvia Basak seconded the motion. All in favor; the motion carried.
- Holly Geiman resigned from the Council. Qualifying information for a Special Election will be provided at the next meeting.
- Pay Policy Resolution- Mayor Ellis reads the Pay Policy Resolution.

VII. New Business:

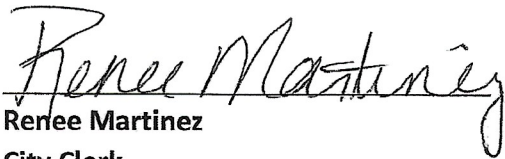
- Vote on Resolution 2026-02-24A Payment Policy- This policy sets rules for how the City handles payments to prevent mistakes, fraud, and misuse of funds. It covers everything from setting up vendors and approving invoices to how payments and payroll are processed. The policy requires approvals, separation of duties, and proper documentation to make sure everything is reviewed and accounted for. It also outlines specific payment methods, including checks, ACH, and purchasing cards, with safeguards like dual signatures and verification steps. Monthly financial reports and record retention requirements help provide oversight and ensure transparency.
Motion to adopt the resolution made by Gabriel Gomez; seconded by Bob Carter. All in favor.
- Vote on Resolution 2026-02-24B Town Square Streets- This resolution allows the City of Pendergrass to officially accept ownership of several streets from the Town Square development, including Anthem St, Constitution Avenue, Mission Boulevard, Honor Ct, Freemont Rd, Prospect St, Banner Rd, Town Square Blvd, and Star Ct. The developer (STKR) has already transferred these streets to the city through a legal document, along with related improvements like rights-of-way.
Mayor Ellis reads the resolution to accept the streets in Town Square. Motion made by Laura Bigley; Seconded by Bob Carter. All in favor.
- Vote on Resolution 2026-02-24 Budget amendment- The budget amendment adjusts both revenues and expenses to better reflect the City's current financial situation. Revenue decreased slightly in General Government but increased in

Court and Police. On the expense side, General Government was significantly reduced, while Court, Police, and Public Works all saw increases. The largest increase was in the Police Department, followed by Public Works. Overall, the changes reallocate funds across departments without changing the total budget. Mayor Ellis reads the resolution to amend the budget and asks for a motion to approve. Motion made by Bob Carter; seconded by Gabriel Gomez. All in favor.

- Scannell- There are 284 acres on US Hwy 129 being purchased by Scannell for the development of six warehouse buildings. The City owns approximately half an acre within the property and is open to exchanging it for land on the hill across the street owned by Scannell. Scannell has also requested that the City take ownership of the streets once constructed; however, the City has been advised against this and does not want to assume responsibility for the streets.

VIII. **Public Comment:** - Kathryn Robinson asked when the City became aware that the wedding venue would not be built. Mayor Ellis stated that Rich Atkinson received a call that evening confirming the plans would not move forward. Kathryn Robinson expressed that it would be nice to find someone else to develop something similar on that property.

Adjourn – 7:35pm Motion to adjourn made by Laura Bigley; seconded by Sylvia Basak. Those in favor: Sylvia Basak, Laura Bigley, Gabriel Gomez, and Kathryn Robinson. Opposed: Bob Carter.



Renee Martinez

City Clerk

March 11, 2026