

MINUTES

A regular meeting of the City Council of the City of Pinehurst was held on June 9, 2026, at 6:00 pm at Pinehurst City Hall Council Room. The following council members were present: Mayor Lee Hayes, Cynthia Adams, J. Michael Shahan, Joey Vance, Troy Pierce and Greg Willis. Mayor Lee Hayes called the meeting to order and established a quorum. Councilwoman Cynthia Adams gave the invocation followed by the reciting of the United States and Texas Pledges of Allegiance. The following business was transacted.

On the motion made by Councilman Greg Willis and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the minutes of the Regular Session held on May 12, 2026.

On the motion made by Councilman Joey Vance and seconded by Mayor Pro-Tem Troy Pierce, council members unanimously voted to approve the minutes of the Special Session held on May 19, 2026.

There were citizen comments made by Jerry Hood concerning the city employees going back to a 5-day work week.

City Secretary Michele Andreu reviewed the Budgeted Expenditures for April 2026.

City Attorney Tommy Gunn swore in Officer Scott Duncan.

On the discussion/presentation/update regarding the City of Pinehurst General Land Office (GLO) Community Development Block Grant – Resilient Communities Program (CDBG-RCP) Grant Project, including project status, planning activities, and community engagement opportunities, and receive input. Lauren Anderson gave the presentation for CDBG-RCP and stated we are in phase 1 of the project and are gathering information.

On the discussion and possible action to award the City of Pinehurst's GLO CDBG-DRRP (25-147-005-F359) Water System Improvements Construction Contract, a motion was made by Councilman Joey Vance to award the City of Pinehurst's GLO CDBG-DRRP (25-147-005-F359) Water System Improvements Construction Contract to Experts Underground Solutions, LLC in the amount of \$826,800.00 and have the mayor execute the contract. Councilman Greg Willis seconded the motion and the motion unanimously carried.

On consideration of approving a Rerate Agreement with TML Health to provide Medical Insurance Benefits to the City of Pinehurst Employees, Liz McKee with TK Insurance Services stated that the renewal rate was 25% and this was also for companies outside the TML Health Benefits Pool. Ms. McKee also stated that staying within the TML Health Benefits Pool that there are programs that the pool offers such as imaging and surgery that could be no cost to the employee if they use the programs. Councilman Joey Vance made a motion to approve the rerate agreement with TML Health to provide Medical Insurance Benefits to the City of Pinehurst Employees. Councilman Greg Willis seconded the motion and the motion unanimously carried.

Department Head Reports:

Chief of Police, Jason Hollyfield stated the Police Department now has a full staff. The Officers have lots of years of experience between all of them. Chief Hollyfield stated that the ticket writers are now operational. Chief Hollyfield stated he is implementing an Officer of the Quarter and for the 1st Quarter is LT. Charles Willis.

Will Cothran with the Fire Department stated that they had 24 calls for the month of May and have 14 new members since January 14, 2026. Mr. Cothran stated that they would like to create a Women's Auxiliary and have 3 applicants. Mr. Cothran also stated that they have been cleaning and painting the Fire Department with the Grant from Sherwin Williams.

Public Works Director, Greg May, stated that all leaks have been repaired. Mr. May stated that 75% of the 40th Street pipe bursting is completed. The Water Department personnel delivered the Consumer Quality Reports along with other important information to the citizens when reading meters. Mr. May stated that he is getting bids for the concrete work for Camelot and Harding area.

Code Enforcement Officer, Adam Good stated that Pinehurst Villa has had all inspections and will have their final walk through and open July 1, 2026. Mr. Good stated O'Reilly's has been framed, the Early Learning Center will begin the pad and has mats to put on the road to help with the dirt. Mr. Good also stated that for mowing his process is to call and give the residents a verbal to mow their grass, then a letter will be mailed and then a citation will be issued. Mr. Good stated when a citation goes out, he has exhausted all sources to get the property cleaned up.

On discussion and possible action for city employees to work 5 days a week, Mayor Pro-Tem Troy Pierce stated that he had given papers with the pros and cons and attached a study of employees working 4 days a week. Mayor Pro-Tem explained that in our situation a happy employee is a more productive employee. He stated we may not be able to pay what other cities pay but we can give them incentives and that helps with recruitment and retention. This helps the employee balance work and home life. Mayor Pro-Tem Troy Pierce also stated that one of the disadvantages is fatigue among employees working 10 hours days opposed to 8 hour days, and the reduced service of availability. Mayor Pro-Tem Troy Pierce continued to say that in our situation the reduction is the citizens have less days to conduct city business, but they have more before and after normal business hours. Mayor Lee Hayes stated that when you run a business no one works 4 days a week, they are open 5 days a week. Mayor Lee Hayes stated that it's a convenience for the employees not for the citizens. Councilman Joey Vance asked the City Administrator Robbie Hood if he has had any complaints about the 4-day work week from citizens City Administrator Robbie Hood stated that he has not had any complaints. Councilman Joey Vance stated that if we are not receiving complaints and have positive comments from the employees then he does not see the benefit on going back to a 5-day work week. Mayor Lee Hayes asked if we are working 4 days 10 hours a day if we are bringing someone in on the 5th day at time and half. Mayor Lee Hayes stated that he is trying to make it convenient for the citizens and he has gone door to door and he knows what the citizens need within their city. Mayor Lee Hayes stated that we need to change and there is a reason other city do not work 4-day work weeks. City Administrator Robbie Hood stated he would like to address the overtime and there is no overtime on Fridays. The employees that must work on Fridays adjust their schedule during the week to make those regular hours and complete their 40-hour week. The employees that must work Saturday and Sunday that is overtime regardless if it is 4 days or 5 days a week. City Administrator also stated about

work life balance, we mentioned Nederland which is way bigger than the City of Pinehurst, there was a mention of West Orange and Orange, and these cities make more money than our employees. We cannot compare ourselves to these bigger cities. There are other city employees that want to work here for the 4-day work week schedule. Mr. Hood stated that we have several citizens who come in between 7:00-8:00 and 5:00-5:30 to make payments. Mr. Hood stated there are many citizens that want to come in and interact with the staff and not put their payment in the drop box. Mr. Hood stated that the topic of fatigue has not been mentioned to him the City Secretary, Public Works or Chief of Police by any employee and needing to rearrange their work schedule. If this happens Mr. Hood as City Administrator would be the one to arrange those schedules. Mr. Hood stated that working 10 hours has helped the Water Department. He stated if they are out on a leak, most days, they can complete that job because they are working until 5:30 and that is without any overtime. Mr. Hood stated that there is a big benefit for working 10-hour days. He stated that we cannot put money in their pockets because if we did that, we would have to raise property taxes which we do not want to do, we want to keep it level and everyone needs to promote sales tax. Mr. Hood stated there is no fatigue and no one has mentioned it at all, but we cannot compare ourselves to bigger cities and say just because they're not doing it is not a reason in his opinion to go back to 5 days a week. Councilman Greg Willis stated that we have had a lot of talk about trajectory and that Mr. Hood has brought it up many times over the last few months and you have heard it from the Fire Department and Police Department. This 4-day work week was implemented as part of the trajectory to keep us moving forward and positive. Mr. Willis stated that it has been mentioned that other businesses work 5 days a week, he stated that some businesses work 24/7 like refineries and hospitals. Mr. Willis stated we cannot compete with those businesses and those wages. Mr. Willis stated so what we did to attract and retain employees was to make conditions better. Mr. Willis stated that is why the 4 day a week work week was done. Mr. Willis stated that when he says this is he is not asking everyone to agree he would like everyone to understand why the decision was made and it's to keep us moving in a positive direction. Councilman J. Michael Shahan stated that he would like to echo Councilman Greg Willis comment and that he has been on the council many years and every year the council adopts a budget and his biggest concern with those budgets is that we are unable to do more for our employees. Mr. Shahan stated if you look at what the cost of living is over the last 6 to 7 years everything has skyrocketed. Mr. Shahan stated he can only remember one year where a 2% raise was given. He stated that this was a positive step that he thought rewarded employees for their loyalty to the city for their hard work and dedication. Mr. Shahan stated it did not cost us a dime which we didn't have but it was a way for us to say thank you and that we appreciate what you do and we will do what we can to keep you and make you happy because the employees are the reason that Pinehurst succeeds. Mr. Shahan stated he thought it was a positive step and he still thinks it is. Councilwoman Cynthia Adams made a motion to table Item 10 for city employees to work five days a week for further study to be done. There was not a second and the motion did not carry.

On discussion and possible action to allow the City Administrator, Chief of Police and the City Attorney to approve police policies, Chief of Police Jason Hollyfield stated that we are contracted with Lexipol to revamp and update policies through Lexipol. The goal is to get the department Accreditation which means it is the best practices and best policies in law enforcement in the State of Texas. If you can get your agency accredited that means you are among higher standards through the Texas Police Chief Association. Chief Hollyfield stated he has already given City Attorney Tommy Gunn 3 chapters every policy is vetted, it has every federal, state law and the best practices. It is vetted by multiple attorneys through Lexipol and if we add or change we have our City Attorney review it as well. Once the change is made it Lexipol and their Attorneys make sure it does not contradict any state or federal laws. Chief Hollyfield stated he has not

had to make a lot of changes but has made changes in the Police Department to get us up to best practices. Chief Hollyfield stated he is making sure the department is doing everything by the book and have the best policy and procedures. Chief Hollyfield stated that in the State of Texas right now there are not 100 agencies that are accredited through Texas Police Chiefs Association. Chief Hollyfield stated that his goal is to get us to that standard, it raises the responsibilities of our officers it holds us to a higher standard. Chief Hollyfield stated that it is even higher standard than most agencies because it will hold your feet to the fire and if you are not doing it right the book will get you. Chief Hollyfield states it spells out every single rule and regulation, state law, federal law and best practices on how to do everything the officers are responsible for from patrol, handling of evidence and code of conduct. A motion was made by councilwoman Cynthia Adams to allow the City Administrator, Chief of Police and the City Attorney to approve police policies. Councilman Joey Vance seconded the motion and the motion unanimously carried.

Discussion and possible action to adopt Mayor and Council Code of Conduct, Mayor Pro-Tem Troy Pierce that an amendment be made to B. Conduct, 1. Overview of Elected Officials Roles and Responsibilities, Mayor Pro-Tem, last item: All duties assigned by the Mayor be removed. Mayor Pro-Tem Troy Pierce made a motion to amend the Code of Conduct by removing B. Conduct, 1. Overview of Elected Officials Roles and Responsibilities, Mayor Pro-Tem, last item: All duties assigned by the Mayor be removed. Councilman Greg Willis seconded the motion and the motion unanimously carried. City Attorney, Tommy Gunn read the resolution in its entirety. Councilman J. Michael Shahan made a motion to adopt the Mayor and Council Code of Conduct. Councilman Joey Vance seconded the motion and the motion unanimously carried.

To ratify a resolution for Law Enforcement Software Implementation, City Attorney, Tommy Gunn read the resolution in its entirety. Councilwoman Cynthia Adams made a motion to ratify the resolution. Mayor Pro-Tem Troy Pierce seconded the motion and the motion unanimously carried.

On discussion and possible action to create a business committee to retain current businesses and future business development, the Mayor Lee Hayes and Councilman Joey Vance were appointed to this committee. Councilman Greg Willis made a motion to create a business committee. Councilman J. Michael Shahan seconded the motion and the motion unanimously carried.

Discussion on upcoming events, City Administrator Robbie Hood stated that we would be sponsoring Trunk or Treat, National Night Out and Country Christmas.

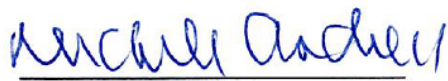
On discussion and possible action to authorize the City Administrator to solicit RFP for IT services, a motion was made by Councilman Joey Vance. Councilwoman Cynthia Adams seconded the motion and the motion unanimously carried.

On discussion and possible action to amend Section 58-40 procedures for variance requirements for the placement of a mobile home on a single-family lot, City Attorney, Tommy Gunn read the amended Ordinance in its entirety. Councilman J. Michael Shahan made a motion to amend Section 58-40 procedures for variance requirements for the placement of mobile homes on single family lot. Councilman Greg Willis seconded the motion and the motion unanimously carried.

There being no further business to transact, Councilwoman Cynthia Adams made a motion to adjourn, and Councilman Greg Willis seconded the motion and the motion unanimously carried. Mayor Lee Hayes adjourned the meeting at 7:48 p.m.



Mayor



Michelle Archer
City Secretary