



Date: October 2025

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Human Resources

Employee Milestones

New Hires:

David LeBron, Building Official

Birthdays:

Joe Campbell, October 23rd

Lupita Gutierrez, November 17

Christy Wilson, November 26

Anniversaries (UPCOMING):

Jodi Holthe: November 15

Christy Wilson: November 26

Retirements/Departures:

HR Updates

Continuing to working on Policies and Procedures for Commissions

Administration Updates

Completed JustFOIA implementation

Leadership Glen Rose class will come to City Hall for a tour and presentation.

Municipal Court:

Court Date: Wednesday, November 12, 2025 canceled

Upcoming City Hall Closures

Date:	Reason:	Notes:
November 11, 2025	Holiday	Veterans Day
November 26-28	Holiday	Thanksgiving

Training and Development

Recent Trainings Completed

Cassandra Cox: UB and MC FundView training

Veronica Welch: Building Stronger Connections (IIMC)

Jo McFarland: Took part 3 of the court clerk test

Upcoming Opportunities

Election Law Seminar January 2026

GFOAT training in Denton

Attending the Yellow Rose Meeting in Hutchins

Budgeting & Financial Management for Municipal Clerks (IIMC) December 2025

Additional Notes or Announcements

Everyone enjoyed TML!!

ESS came out to service the voting machines.

City Secretary Welch attended the Yellow Rose Chapter Meeting on October 9, 2025.