

June 10, 2025

7:00 PM

Council Chambers

ATTENDEES:

Mayor	L. Kelly Jones
Council Member	Philip Poole
Council Member	Immy Kahn
Council Member	Teddy Berdan
Council Member	Robert Fitzgerald
Council Member	Halden Griffith
City Administrator	Brandy Barrett
Police Chief	Kevin Reaves
City Attorney	Tracie Kenan

ABSENT: City Secretary Crystal Dozier

CALL TO ORDER by Mayor Jones at 7:00 pm.

INVOCATION & PLEDGE OF ALLEGIANCE was led by Brian Libbey.

REGULAR SESSION:

1. Approval of the Agenda

MOTION to approve the agenda

- **MADE BY:** Philip Poole. **SECOND:** Teddy Berdan.
- **Motion passed** by a vote of 5 Ayes and 0 Nay.

2. Approval of the Consent Agenda:

All matters listed as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

A. Approval of the Minutes:

- Council Meeting – May 13, 2025

B. Approval of the Financial Reports:

- TexPool Report
- TexStar Report
- A/P Disbursements

BALANCES	GENERAL	WATER	CRIME CONTROL	CAPITAL PROJECTS	DEBT SERVICE	STREET	WRA	HCGC	GAS ROYALTIES
May-25									
Revenue *	\$181,804	\$169,129	\$68,621	\$0	\$0	\$34,311	\$34,311	\$290,284	\$0
Disbursement *	\$243,035	\$203,839	\$51,016	\$257,366	\$0	\$8,318	\$5,877	\$149,764	\$0
Cash on Hand	\$114,869	\$377,799	\$469,364	\$3,539	\$599	\$427,398	\$257,930	\$721,172	\$222,966
TexPool	\$5,180,897	\$136,127	\$0	\$116,926	\$25,274	0	\$394,185	0	0
TexStar	\$950,833	\$1,424,080	\$316,780	\$444,323	\$143,332	0	\$241,069	\$1,088,411	\$2,221,702

* Month end postings/JEs and bank reconciliation pending.

MOTION to approve the Consent Agenda

- **MADE BY:** Philip Poole. **SECOND:** Teddy Berdan.
- **Motion passed** by a vote of 5 Ayes and 0 Nay.

3. Staff Updates: *The Department Directors recapped their monthly reports.*

4. Mayor's Report *The mayor provided a brief recap of the previous 30 days was provided.*

5. Committee Updates *A brief recap of the meetings held in the previous 30 days was provided.*

6. Public Information:

A. Announcements and Proclamations

- City Hall closed on Friday, July 4th in observance of Independence Day

B. Meetings

- CCPD/PSC Meeting, June 24th at 6pm
- WRA Board Meeting, June 24th at 7pm
- Planning and Zoning Commission, July 1st at 6pm
- Finance and Long-Range Planning Committee, July 8th at 6pm
- Regular Council meeting, July 8th at 7pm
- CCPD/PSC Meeting, July 10th at 6pm
- WRA Board Meeting, July 10th at 7pm

C. Citizen Comments

This is an opportunity for citizens to address the Council on any matter, whether it is or is not posted on the agenda. The Council is not permitted to discuss or take action on any presentations made to the Council concerning an item not listed on the agenda. To address the Council, you must submit a Public Comment Form to the City Secretary prior to the Citizen Comments portion of the meeting, and you will be called to the podium to speak up to three (3) minutes or the time limit determined by the mayor or presiding officer. Topics of presentations should be limited to matters over which the Council has authority. Public Comment Forms are located in the lobby and online.

EXECUTIVE SESSION:

Mayor Jones convened at closed executive session at 7:17pm to deliberate the following items:

A. Deliberation of personnel matters pursuant to Texas Government Code Section 551.074

- Discuss the appointment of City Secretary position, due to the resignation of Crystal Dozier.
- Discuss board, committee, and commission appointments.

Mayor Jones re-convened in Regular Session at 7:53pm.

7. Public Hearings, Briefings and Action Items:

A. Mayor Jones

Discuss and take action to appoint the Mayor Pro tem. *(In accordance with Local Government Code this action is to take place at the first meeting following the election.)*

MOTION to appoint Robert Fitzgerald the Mayor Pro tem.

- **MADE BY:** Philip Poole. **SECOND:** Teddy Berdan.
- **Motion passed** by a vote of 4 Ayes, 0 Nays and 1 Abstention (Griffith).

B. Mayor Jones

Discuss and take action to temporarily appoint the duties of the City Secretary to Brandy Barrett Smith, as City Administrator/City Secretary, pending a replacement. (*Crystal Dozier tendered her resignation on June 2nd.*)

MOTION to temporarily appoint the duties of the City Secretary to Brandy Barrett Smith, as City Administrator/City Secretary, pending replacement of the City Secretary.

- **MADE BY:** Immy Khan. **SECOND:** Robert Fitzgerald.
- **Motion passed** by a vote of 5 Ayes, 0 Nays.

C. Mayor Jones

Discuss and take action to appoint committee members to Planning & Zoning Commission, Finance & Long-Range Planning Commission, to terms ending May; and appoint committee members to the WRA and CCPD boards to terms ending in September, as needed. (*The council makes appointments to fill one- and two-year terms ending in May or September depending on the Board, Commission, or Committee requirements.*)

MOTION to reappoint Margaret Worthington, Darla Thornton, Jordon Collis, and Dani Briones to the Planning and Zoning Commission to terms ending May 2027.

- **MADE BY:** Robert Fitzgerald. **SECOND:** Teddy Berdan.
- **Motion passed** by a vote of 5 Ayes, 0 Nays.

MOTION to reappoint Phillip Poole and Riley Swanston and replace Geordan Strain and David Motley with Steve Bohanan and Justin Harnick, to the Finance & Long-Range Planning Committee to terms ending May 2027.

- **MADE BY:** Phillip Poole. **SECOND:** Immy Khan.
- **Motion passed** by a vote of 5 Ayes, 0 Nays.

D. Mayor Jones

Review and discuss the survey results.

- **No action was taken on this item.**

E. Mayor Jones

Mayor Jones opened the Public Hearing at 8:07pm to receive citizen comments and input on the proposed amendments regulating parking of trailers on public streets. Two people spoke on the topic, after which Mayor Jones postponed the public hearing to July 8th Council Meeting. Mayor Jones closed the public hearing at 8:23pm and directed the city attorney and staff to reconsider the ordinance language based on the comments received.

F. Mayor Jones

Discuss and take action to adopt an ordinance regulating parking of trailers on public streets.

- **This item was postponed to the July 8th council meeting following the close of the public hearing.**

G. Mayor Jones

Review and discuss the FYTD and proposed FY-25-26 CCPD, WRA, & Hawks Creek budgets.

- **No action was taken on this item.**

H. Councilman Khan

Discuss the 2021 Master Drainage Plan.

- **No action was taken on this item.**

I. Councilman Khan

Discuss and take action on establishing a Family and Community Support Program beginning with FY 2026.

- Following brief discussion this item was postponed to the July 8th council meeting, to allow the city attorney and staff to review the matter further.

EXECUTIVE SESSION:

Mayor Jones re-convened at closed executive session at 9:01pm to deliberate the following items:

B. Consultation with attorney pursuant to Texas Government Code Section 551.071.

- Receive legal advice & discuss status of the Burgess property condemnation.
- Receive legal advice & discuss status of the Kay Lane easement condemnation.
- Receive legal advice & discuss the civil lawsuit filed by Gabriel Sanchez.

Mayor Jones re-convened in Regular Session at 9:37 pm. No action was taken.

The meeting was adjourned at 9:37 pm by Mayor Jones.

MINUTE APPROVED BY:



L. Kelly Jones, Mayor



Brandy Barrett Smith, TRMC
City Administrator/City Secretary

