



450 Thunder Head Lane • P.O. Box 1150 • Annetta, Texas 76008 • (817) 441-5770

City Council Meeting Minutes

The City Council met in a scheduled meeting on Thursday, October 19, 2023, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane to consider the following agenda:

- I. **Call to order.** Mayor Sandy Roberts called the meeting to order at 7:00 p.m.
- II. **Pledge of Allegiance/Invocation of Prayer.** Council Member Shane Mudge led the pledge and Council Member Bruce Pinckard gave the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Mayor Roberts and Council Members, Shane Mudge, Bruce Pinckard, Kent Stasey, Jim Causey and Danny Coffman were all present. Also present was Jamee Long, City Secretary/Administrator.
- IV. **Public Comments:** There were no public comments.
- V. **Consent Items: Reports from City Staff and Commission or Committees:**
 - a. Consider the approval of Minutes from the Regular City Council Meeting on September 21, 2023.
 - b. Public Works Report.
 - c. Financial Report.

Council Member Coffman moved to accept the consent items as written, Council Member Pinckard seconded the motion, with all aye. Council Member Causey stated that the Town met their 2022-23 budget, underspent budgeted expenses, and stated that he is proud of the Town's staff for their business management. Mayor Roberts pointed out that leak notifications were down in September. Motion passed unanimously.

- VI. **New Business:**
 - a. **Presentation:** Recognize Parker County Master Gardener, Gay Larson, for her work and dedication to the Town of Annetta. Mayor Roberts presented Ms. Larson with a card and plant and thanked her for the years of volunteer service to Annetta. Ms. Larson discussed planting the trees and flower beds around Town Hall. She thanked the other master gardeners for their hard work in assisting with the plantings. Ms. Larson also thanked the Town's staff for their support of her projects. Council Member Coffman thanked Ms. Larson for also decorating the entry to Deer Creek Plantation.

- b. **Public hearing to reauthorize the Town of Annetta's Fee Schedule.** The public hearing began at 7:09 p.m. City Secretary/Administrator, Jamee Long, stated that this is a requirement due to the recent legislative update. There were no public comments. The public hearing ended at 7:10 p.m.
- c. **Discussion and Action:** Consider reauthorizing Town of Annetta's Fee Schedule. Council Member Stasey asked if there were any changes to the Fee Schedule. Ms. Long stated that there are no changes. Council Member Stasey moved to reauthorize the Town's Fee Schedule, Council Member Pinckard seconded the motion, with all aye. Motion passed unanimously.
- d. **Discussion and Action:** Consider a resolution designating The Community News as the official newspaper for Fiscal Year 2023-24 for publication of matters pertaining to the Town of Annetta. Council Member Causey moved to approve a resolution designating The Community News as the official newspaper for Fiscal Year 2023-24 for publication of matters pertaining to the Town of Annetta, Council Member Coffman seconded the motion, with all aye. Motion passed unanimously.
- e. **Discussion and Action:** Consider an encroachment agreement regarding accessory building encroachment in utility easement at 106 Hillside Drive. Council Member Pinckard moved to open this item for discussion, Council Member Coffman seconded the motion. The property owner, Nellie Villalpando, stated that they needed a small shed for their backyard. She stated that they had the building designed and decided to make the accessory building a nice structure with a slab and brick exterior. When they applied with Oncor for the electricity, Oncor asked for their Annetta permit information. Ms. Villalpando stated that she is here to get the building approved so they can apply for a permit. Council Member Pinckard stated that the easement is a public dedication for utilities. Ms. Long stated that no permit has been pulled and the encroachment agreement is the first step in obtaining a permit. Council Member Causey stated that the Town's Planning Consultant has reviewed but this agreement may not fix issues in the future. Council Member Coffman asked how far the building is in the easement. The property owner stated that the corner of the accessory building is 14 inches into the easement. Council Member Causey stated that the potential is there that the building may need to be torn down if the entire utility easement is needed in the future. Mayor Roberts stated that this is not a fix but is a path forward. Council Member Pinckard stated that the property owner has a risk of the utility easement being used in the future. Ms. Villalpando stated that she understands the risk. Council Member Pinckard moved to approve an encroachment agreement regarding accessory building encroachment in utility easement at 106 Hillside Drive with a change in #3 to "acknowledge" instead of "consent" pending legal review, Council Member Coffman seconded the motion, with all aye. Motion passed unanimously.
- f. **Discussion and Action:** Consider an expenditure for the Lakeview PRV by-pass using CLFR Grant Funds. Council Member Pinckard moved to open this item for discussion, Council Member Causey seconded the motion. Ms. Long stated that the Town received three estimates. She stated that the Town's engineer recommended using JRM Construction in the amount \$24,092.40 because their quote was more detail. Ms. Long stated that the Town's water operator, Roger Crutcher, recommends using C.H.M Construction because he has used them on many projects and their quote is \$13,300. Council Member Stasey asked Mr. Crutcher why a by-pass is needed at this location. Mr. Crutcher stated that the by-pass is needed so when future repairs are needed for the PRV, there will not be a negative impact on the customers in this area. Council Member Pinckard moved to approve an expenditure in the amount of \$13,300 to C.H.M. Construction for the Lakeview PRV by-pass using CLFR Grant Funds, Council Member Causey seconded the motion, with all aye. Motion passed unanimously.
- g. **Discussion and Action:** Nomination and appointments of Planning & Zoning Commission, Places 2 and 5, and Alternate #2. Council Member Coffman moved to open this item for discussion, Council Member Pinckard seconded the motion. Ms. Long stated that Mike Herring, Place 2, and Traci Fambrough, Place

5, have agreed to another term on the Planning & Zoning Commission. She stated that Lori Fowler has moved outside the city limits so there is an opening for Alternate #2. Ms. Fowler recommended James Falconer as her replacement due to his real estate experience. Mr. Falconer addressed the Council and stated that he has lived in the area since 1998 and works closely with Ms. Fowler in real estate. He stated that he lives at 162 The Lakes. He stated that it is important to him that we continue with a 2-acre minimum requirement for future development within the city limits. Council Member Coffman moved to appoint Mike Herring to Place 2, Traci Fambrough to Place 5, and James Falconer to Alternate #2 of the Planning & Zoning Commission, Council Member Pinckard seconded the motion, with all aye. Motion passed unanimously.

- h. Discussion and Action:** Nomination and appointments of Zoning Board of Adjustment, Places 1, 3 and 5. Ms. Long stated that Brian Losos, Place 1, Perry Malik, Place 3, and Ricky Bradshaw, Place 5, have agreed to another term on the Zoning Board of Adjustment. Council Member Pinckard moved to appoint Brian Losos to Place 1, Perry Malik to Place 3, and Ricky Bradshaw to Place 5 of the Zoning Board of Adjustment, Council Member Stasey seconded the motion, with all aye. Motion passed unanimously.
- i. Discussion and Action:** Consider an ordinance amending the Drought Contingency Plan. Council Member Coffman moved to open this item for discussion, Council Member Stasey seconded the motion. Mayor Roberts stated that this may need further review prior to a decision. Discussion regarding Stage 1 being “voluntary” or “mild.” Discussion regarding the language in the emergency outreach notifications. Council Member Pinckard stated that all outreach needs to be directed to the Town’s website. Council Member Stasey discussed reviewing the data from the past summer regarding the updates to the Plan. He also discussed spreading out irrigation days to better improve recovery of the water system. Council Member Coffman moved to table this item until the next regular City Council meeting on November 16, 2023 at 7:00 p.m., Council Member Stasey seconded the motion, with all aye. Motion passed unanimously.
- j. Announce information on 16th Annual Mayors’ Food Drive.** Mayor Roberts handed out bags for the food drive. She stated that the food drive ends on October 31, 2023. Council Member Coffman stated that centers that conduct food drives can also accept donations of money.
- k. Announced winner of children’s book contest.** This month’s book, The Good, The Bad, and The Spooky, was won by the residents of 166 Lakeview Drive.

VII. Old Business:

- a. Discussion:** Discussion with representatives from Open Infra regarding possible fiber network in Annetta. Allen and Felix, account managers with Open Infra, stated that they are managers from the Dallas area and are here to answer questions. He said that Open Infra is a company from Sweden. He said they are installing fiber in the area and especially in rural areas. He displayed a piece of the type of wire Open Infra uses and discussed the type of materials in the wire. Council Member Stasey asked questions about the right-of-way and franchise fees. The representative stated that Open Infra would follow all rules and regulations. He stated that the Town would be contacted by their licensing department if they move forward with the project. Council Member Coffman asked about the cost for the fiber network. The representative stated that the cost is usually \$99 a customer per month for the first 24 months. Council Member Pinckard reminded the representatives to obtain solicitation permits prior to going door to door. Council Member Coffman asked when they are going to begin canvassing the area for interest in their network. The representatives said “very soon.”

b. **Discussion and Action:** Consider a municipal services agreement with Aledo Independent School District regarding the AISD Water Facilities. Mayor Roberts stated that the Town's attorney is still in discussions with the school district's attorney. Council Member Pinckard moved to table this item until the November 16, 2023 regular City Council meeting, Council Member Mudge seconded the motion, with all aye. Motion passed unanimously.

VIII. **Items of Community Interest.** Mayor Roberts discussed the First Annual Seed Bomb Event scheduled for Saturday, October 21, 2023, at Town Hall. She stated that participants in this event will make milkweed seed bombs to assist in the migration of the Monarch Butterflies. She stated that the event is from 9:00 a.m. until noon and lunch will be provided. Council Member Pinckard asked about the luminary bags for cancer awareness. Ms. Long stated that the Town is not collecting donations and that Cindy Pierce is leading this event. Ms. Long stated that the Town's audit is scheduled for Monday, October 23, 2023. Council Member Stasey discussed the success of the Texas Rangers baseball team. Mayor Roberts reminded everyone about the Halloween contests.

IX. **Adjournment:** With no further business before the council, the Mayor adjourned the meeting at 8:36 p.m.

These minutes were approved on the 16th day of November, 2023.



Jamee Long, City Secretary/Administrator



Sandy Roberts, Mayor