



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

## City Council Meeting Minutes

The City Council of Annetta met in a regularly scheduled meeting via videoconference on Thursday, December 17, 2020, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane to consider the following agenda:

**Todd Covington hosted the WebEx and gave an introduction and instructions to the panelists and attendees.**

- I. **Call to order.** Mayor Bruce Pinckard called the meeting to order at 7:04 p.m.
- II. **Pledge of Allegiance/Invocation of Prayer.** Council Member Sandy Roberts led the pledge and Mayor Bruce Pinckard gave the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Mayor Pinckard and Council Members Kent Stasey, Jim Causey, Danny Coffman (via WebEx), Shane Mudge and Sandy Roberts were all present. Also present was Jamee Long, City Secretary. Mayor Pinckard stated the meeting is being held via videoconference due to the rise in COVID cases in Parker County. Mayor Pinckard stated this was not an easy decision but was in the best interest of the citizens of Annetta.
- IV. **Public Comments:** Mayor Pinckard read citizen, Kristi Turner's, public comments regarding a possible sidewalk on Thunder Head Lane.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
  - a. Consider the approval of Minutes from the Regular City Council Meeting on November 19, 2020.
  - b. Financial Report.
  - c. Public Works Report.

Council Member Stasey moved to accept all consent items, Council Member Mudge seconded the motion, with all aye. Motion passed unanimously.

- VI. **New Business:**
  - a. **Presentation:** Presentation by George, Morgan and Sneed, P.C. regarding the annual audit. Daniel Hungerford with George, Morgan and Sneed, P.C. presented a summary of the audit report. Council Member Causey asked if there were any significant errors or corrections needed for the financial

statement. Mr. Hungerford stated there are some journal entries due the books being kept on a cash basis instead of an accrual basis and due to fund splits. Mayor Pinckard stated the Town did come in under budget due to contractor scheduling. Mayor Pinckard discussed the water tower painting project and future road work costs. Mr. Hungerford stated that 3-4 months of expenses should be kept in reserve accounts for each fund.

- b. **Discussion and Action:** Consider authorizing the Mayor to execute a letter of engagement with Jake Weber for the Town's financial reconciliations and payroll. Council Member Stasey moved to approve and authorize the Mayor to execute a letter of engagement with Jake Weber for the Town's financial reconciliations and payroll, Council Member Mudge seconded the motion, with all aye. Council Member Stasey addressed Mr. Hungerford's comments about segregation of duties and controls and how Mr. Weber provides an "extra look" at the Town's financials. Council Member Stasey stated this saves the Town money by not hiring additional staff for this type of work. Motion passed unanimously.
  
- c. **Discussion and Action:** Consider an ordinance regarding the Tri-County Electric franchise fee. Mayor Pinckard stated the council has previously approved this ordinance but since there have been some changes to the contract, this is being presented again to the council for review. Council Member Stasey moved to approve the ordinance regarding the Tri-County Electric franchise fees, Council Member Roberts seconded the motion, with all aye. Council Member Stasey stated that the prior Tri-County agreement was signed in August of 1980. He stated the new contract will allow for an audit of the franchise fees paid by Tri-County. Mayor Pinckard stated the new agreement modernizes the franchise fee agreement. Council Member Roberts asked how long is the agreement? Council Member Stasey stated the agreement is for 15 years. Motion passed unanimously.
  
- d. **Discussion and Action:** Consider resolution calling for the May 1, 2021 General Election for Mayor and Council Places 3 and 5. Council Member Mudge moved to approve the resolution calling for the May 1, 2021 General Election for Mayor and Council Places 3 and 5, Council Member Causey seconded the motion, with all aye. Motion passed unanimously.
  
- e. **Discussion and Action:** Consider electronic billing and the format for emailing new and late water bills. City Secretary, Jamee Long, discussed the new and late bill mailing process. She stated that the Town currently sends out approximately 800 water bills and approximately 95 late bills. She stated the proposed software would enable customers to "opt in" to a program that would email water bills to customers. Ms. Long stated the software addition being considered would require a one time fee of \$6,541 and a recurring annual license fee of \$1,101. Council Member Stasey asked if there would be any cost savings. Ms. Long stated that notices would still be sent out and the current cost for the bulk mailout each month is approximately \$200 for new bills. Mayor Pinckard stated this would be an extra expense and there are only a few customers that complain each month about not receiving bills timely. Ms. Long stated that all bills are processed in-house and stated the bills are mailed out near the last day of the month unless that day falls on the weekend and then they are mailed out the prior day. Council Member Coffman asked Ms. Long how many customers have expressed an interest in receiving their bills via email. Ms. Long stated that there are only a couple of customers that complain each month. Council Member Roberts moved to open this item up for further discussion, Council Member Stasey seconded the motion. Council Member Roberts asked if bids were received from any other vendors. Ms. Long stated this software works with our current software which is Incode. Citizen, Mike Brasovan, also asked if there were additional bids. Mayor Pinckard stated that all billing is ran through Tyler Technologies and Incode, and this is their offer for the service. Citizen, Brian Berryhill, asked if it would be possible to send some bills with tracking to find out when they arrive. Mayor Pinckard stated that it would be possible. Mayor Pinckard stated this extra cost would be passed on to all the rate payers and would be due to the customers that pay their bills late. Council Member Stasey discussed additional research regarding the

mandatory mailout of water bills and the possibility of opting out of the mailed bill. Citizen, Al Gloer, asked if multiple options have been explored and stated that it seems excessive in cost. Mayor Pinckard stated this would be a cost and the city would not benefit from this expense. He stated this would be an extra expense as a courtesy to the customer. Council Member Roberts asked why the bills would need to be mailed out if customers opted into the software. Mayor Pinckard stated that there are rules from the state that we must follow as a utility provider regarding notice to customers. Council Member Stasey stated that additional research would need to be done if this option is considered. He stated that he is challenged about voting for something that would not pay for itself. Council Member Causey agreed and stated that staff time would also need to be considered if this was an extra step in the billing process. Ms. Long stated that this would be an extra step in the billing process for staff. Citizen, Mike Brasovan, stated the bills do not have to be mailed if the customer opts in. Citizen, Brian Berryhill, stated he is having trouble justifying the additional expense since customers can log into Municipal Online Payments and see their bill already and having the ability to email seems like a “low return on investment.” Citizen, Kristi Turner, stated “the cost seems high for 85 people.” She asked if the Town could promote the online payment options. Mayor Pinckard stated the Town does promote the options and sends each customer a “welcome letter” explaining all options. Mayor Pinckard discussed the advantages of AMI and leak detection for water customers. Council Member Roberts withdrew her motion, Council Member Stasey withdrew his second to the motion. No action taken.

- f. **Discussion and Action:** Consider scheduling a Community Clean-Up and Beautification Day. Mayor Pinckard discussed the challenges of scheduling the community project due to COVID. Council Member Coffman suggested scheduling the project in the Fall. Council Member Mudge moved to schedule the Community Clean-Up and Beautification Day for October 9, 2021, Council Member Roberts seconded the motion, with all aye. Motion passed unanimously.
- g. **Discussion and Action:** Consider an ordinance lowering the speed limit on FM 5 at the new elementary school. Mayor Pinckard read an email from TXDOT discussing a speed study and read the ordinance. Council Member Mudge moved to approve an ordinance lowering the speed limit on FM 5 at the new elementary school, Council Member Roberts seconded the motion, with all aye. Citizen, Mike Brasovan, requested Council not to approve the ordinance. Motion passed unanimously.

## VII. Old Business:

- h. **Discussion and Action:** Discuss Annetta Park Concept and consider scheduling a Public Workshop to address a proposed sidewalk along Thunder Head Lane. Council Member Roberts discussed possible dates in January for the workshop and stated she would like the entire community to participate in the meeting. Mayor Pinckard stated the Town has received a cost estimate and the engineering fees would need to be approved so the Town would have a plan to request bids. Mayor Pinckard discussed a possible new petition with all data regarding costs. Council Member Roberts stated that the entire community needs to provide input about incurring this expense. She also discussed a possible survey prior to the meeting. Mayor Pinckard discussed a “petition of interest” for Annetta citizens with a complete format that can be validated. Council Member Stasey stated the “engineering study alone would require a budget amendment.” He stated the petition needs to be complete with all data prior to any action. Council Member Causey stated that the citizens need to be informed about the cost and how this would be paid. He stated citizens need to decide if they would rather share in the cost for the citizens that will use the sidewalk or will the cost cause a delay in road repairs for 3-4 years. Council Member Causey stated the citizens need to “truly be made aware of the ramifications of heading down this path.” Council Member Stasey stated that data has been reviewed regarding accidents and injuries and the public needs to know all information, what is being asked for and why. Council Member Roberts stated that this expense is not “just the up front money.” She stated that it will need to be considered the “cost for upkeep in future

years and the damage heavy rains could cause to the sidewalk.” She discussed maintenance and the need to work with the Lion’s Club and Aledo ISD. Council Member Stasey stated there are not sidewalks at the school that connect the roadways and stated the proposed sidewalk “goes nowhere and puts people in close proximity to traffic.” Citizen, Al Gloer and Kristi Turner, asked if there were any bids and if this can be placed on the ballot? Council Member Roberts stated that we are “only scheduling a workshop at this point.” Citizen, Kristi Turner, stated “a petition does nothing, we’ve done this, it’s time to move along.” Council Member Stasey stated there has not been a petition for the citizens of Annetta. Mayor Pinckard stated “no, we have not received bids” and bids cannot be obtained because there is no plan. He stated we have only received an engineering cost estimate. Mayor Pinckard stated that Ms. Turner’s petition did not state a price estimate and only asked “do you want a sidewalk.” He stated that the Council wants to do what the citizens want us to do but want to show all aspects and especially the cost of the project. Council Member Roberts asked Mr. Covington how to handle a Town Hall meeting. Mr. Covington stated there would “just need to be another WebEx.” Marcy Galle stated “a petition would be something residents provide ... a survey is something the city requests feedback from the residents.” She also stated “I believe there is some miscommunication between use of wording.” Citizen, Kristi Turner, stated “I understand ... I just ask that before a Town Hall that we have multiple prices.” Ms. Galle stated “the conversation needs to stay on the agenda.” Citizen, Brian Berryhill, stated that he would attend a WebEx workshop. Council Member Coffman stated he is in favor of a Town Hall meeting where everything can be presented and also have the Lion’s Club and Aledo ISD present. He also discussed a possible survey of Annetta citizens. Council discussed multiple dates and playoff football game dates. Council Member Coffman and Mayor Pinckard discussed the timeline of placing this item on the May 2021 ballot. Citizen, Kristi Turner, asked “when is the ballot deadline and is there a rush?” Mayor Pinckard stated there must be a determination first of what could be placed on the ballot. Ms. Turner stated “Aledo ISD holiday ends January 5 ... I hate saying this, but there is no rush.” Mayor Pinckard stated the workshop needs to take place prior to the January 21 City Council meeting in case there is an action that needs to be taken to place this item on the ballot. Council Member Stasey stated that the Aledo ISD needs to “weigh in on the safety at their school.” Council Member Roberts moved to schedule the workshop for January 7, 2021 via WebEx at 7:00 p.m., Council Member Coffman seconded the motion, with all aye. Motion passed unanimously.

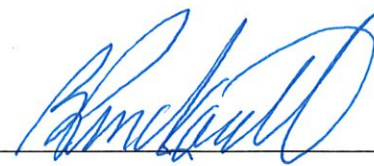
**VIII. Items of Community Interest.** Mayor Pinckard apologized again for conducting the meeting via videoconference due to the increase in COVID cases in Parker County. Mr. Covington stated that the masks are making it difficult for some to hear via WebEx. Citizen, Brian Berryhill, stated this WebEx was better. Citizen, Mike Brasovan, stated there is an “echo when Kent is speaking.”

**IX. Adjournment:** With no further business before the council, the Mayor adjourned the meeting at 8:35 p.m.

*These minutes were approved on the 21<sup>st</sup> day of January, 2021.*

  
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Jamee Long, City Secretary



  
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Bruce Pinckard, Mayor

## December 2020 comments

My name is Kristi Turner, and I am here again to ask for a sidewalk along Thunderhead Lane.

In July I was asked to show that there was community support for this, to date there are over 500 signatures on the petition.

Last month I was told that the petition is not legally binding and told to have Annetta residents individually email their legal names and addresses to the town email to show their support. I have checked state law, and this is not legally binding either.

What I have been asked to do is to show community support. I have. It is that simple.

In November there was an estimate available for review. In this estimate, the cost of concrete alone was more than double of what I have been told to expect from a local developer.

I ask the Annetta council to get a real and clear look into this matter. Multiple bids. Only then may we as a town have a real conversation about this and pursue the matter.