

**CITY OF ALEDO, TEXAS
CITY COUNCIL MINUTES
MEETING LOCATION: ALEDO COMMUNITY CENTER
104 ROBINSON COURT
ALEDO, TEXAS 76008
THURSDAY, MARCH 25, 2021
6:00 P.M.**

The City Council Meeting was scheduled for 6:00 p.m. March 25, 2021 at the Aledo Community Center and was conducted as a public meeting, and the public was invited to attend. However, some of the Councilmembers and staff may be participating remotely via WebEx. The City did enforce the social distancing requirements.

The public was permitted to offer public comments telephonically on any agenda item as permitted by the presiding officer during the meeting. A recording of the telephone/video meeting was made and was available to the public in accordance with the Open Meeting Act within 24 hours after the end of the meeting.

CALL TO ORDER

The Aledo City Council met in regular session on March 25, 2020, at the Aledo Community Center, 104 Robinson Court, Aledo, TX 76008. Mayor Kit Marshall called the meeting to order at 6:10 p.m. with the following members present Councilmember Spencer Perry and Mayor Pro Tem Kimberly Hiebert, Councilmember Matt Ribitzki, Councilmember Dan Herbert and Councilmember Clint Robinson.

Staff members who were present at the meeting were: City Administrator Bill Funderburk and City Secretary Deana McMullen, Parks Director Toni Fisher, Director of Public Works Gretchen Vazquez, and City Planner Betty Chew and City Attorney Betsy Elam who attended via WebEx.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Barrett Grebing from the Summit gave the Invocation and Councilmember Clint Robinson led the Pledge of Allegiance.

PROCLAMATIONS & PRESENTATIONS

Proclamation declaring April 2021 as Sexual Assault Awareness Month

Mayor Kit Marshall read aloud the Proclamation declaring April 2021 as Sexual Assault Awareness Month and presented to Executive Director Patti Wilson.

CITIZEN APPEARANCES

CITY COUNCIL CANNOT DISCUSS ANY PRESENTED ISSUE NOR MAY ANY

ACTION BE TAKEN ON ANY ISSUE AT THIS TIME. COMMENTS ARE LIMITED TO (3) MINUTES AND THIS TIME IS NOT TRANSFERABLE. PLEASE SIGN IN BEFORE THE START OF TONIGHT'S MEETING.

There were no Citizen Appearances for this Agenda.

CONSENT AGENDA:

All of the following items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member so requests. Approval of the consent agenda authorizes the City Administrator to implement each item in accordance with the staff recommendation.

The consent Agenda was presented as follows:

- 1. February 25, 2021 City Council Minutes.**
- 2. March 4, 2021 Special City Council Minutes.**
- 3. Approval of Ordinance 2021-140 regarding the eligibility of the City to adopt a Home Rule Charter.**

Motion was made by Councilmember Spencer Perry, seconded by Councilmember Clint Robinson to approve the consent agenda as presented.

Motion carried 5-0

ITEMS FOR DISCUSSION:

- 4. Discussion and action to consider approval of the Parks of Aledo Trails-Transfer of Ownership.**

Motion was made by Councilmember Dan Herbert, seconded by Mayor Pro Tem Kimberly Hiebert to approve the Parks of Aledo Trails-Transfer of ownership to the City of Aledo.

Motion carried 5-0

- 5. Public Hearing to receive input to consider rezoning from (R-1) Single Family Residential District to (C-1) Commercial District-Office, Light Retail, and Neighborhood Services, Lot 46, Block 1, Parker Station Addition, located in the 500 Block of Old Annetta Road.**

Mayor Kit Marshall opened this Public Hearing to receive input for or against the request to rezone from (R-1) Single Family Residential District to (C-1) Commercial District-

Office, Light Retail, and Neighborhood Services, Lot 46, Block 1, Parker Station Addition, located in the 500 Block of Old Annetta Road at 6:10 p.m.

City Planner Betty Chew addressed this item with the City Council. The City of Aledo adopted the first Zoning Ordinance and Zoning Map in November of 1987. The minutes from that meeting stated that C-1 by Holt Lane. Jim Laster, owner of the property and a member of the City Council at that time, states that this refers to the property which is now platted as Lot 46, Block 1, Parker Station Addition. The City does not have the Zoning map that was adopted and would show the location of the C-1 Zoning. On June 1, 1989 the Final Plat for Parker Station addition was approved by City Council with Lot 46, Block 1 noted as Zoned Commercial. September 18, 2008 a new Zoning Ordinance and Map was adopted by the City Council. The Zoning map shows Lot 46, Block 1, Parker Station Addition to be zoned R-1 Single Family Residential. Due to the adoption of the 2008 Ordinance and map the action taken in 1987 was superseded. The 2008 Zoning Map controls. The zoning request is to correct an error on the Zoning Map adopted in 2008.

Resident Jeff Streetman – 211 Sanchez Trail – Stated that he was against the property being rezoned as commercial.

Resident Frank Urquidez -100 Sanchez Trail – Stated that he along with neighbors in the area are against this property being zoned commercial.

Jim Lasater – owner of the property at 500 Old Annetta Road – Stated that there were several consultants recommended that there needed to be commercial property on the West end of Old Annetta Road. When Parker Station Plat was done in 1987 the lot says that it is zoned as commercial. We are only asking that the map be corrected to reflect this lot as a commercially zoned property as was the intention.

Mayor Marshall closed the Public Hearing on this item at 6:39 p.m.

6. Discussion and action to consider approval of Ordinance to change zoning from (R-1) Single Family Residential District to (C-1) Commercial District-Office, Light Retail, and Neighborhood Services, Lot 46, Block 1, Parker Station Addition, located in the 500 Block of Old Annetta Road.

Motion was made by Mayor Pro Tem Kimberly Hiebert, seconded by Councilmember Matt Ribitzki to approve the Ordinance to change the zoning from (R-1) Single Family Residential District to (C-1) Commercial District – Office, Light Retail and Neighborhood Services, Lot 46, Block 1, Parker Station Addition, located in the 500 block of Old Annetta Road.

This motion failed with 2 votes in approval and 3 votes against (Councilmember Dan Herbert, Councilmember Clint Robinson and Councilmember Spencer Perry)

7. Discussion and action to consider approval of Final Plat of Lots 1-21, Block 1, The Enclave and Lot 1R Block 1 Faith Presbyterian Church, being 10.00 acre tract of land out of Lot 1, Block 1 of Faith Presbyterian Church, and addition to the City of Aledo, Parker County, Texas and situated in the James B. Carr Survey, Abstract Number 255 and the John Sparger Survey, Abstract Number 1230 City of Aledo, Parker County, Texas.

Motion was made by Councilmember Matt Ribitzki, seconded by Mayor Pro Tem Kimberly Hiebert to approve the Final Plat of Lots 1-21, Block 1, The Enclave and Lot R Block 1 Faith Presbyterian church as discussed.

Motion carried 5-0

8. Discussion and action to consider amending the Thoroughfare Plan to reclassify Jenkins Road from Bailey Ranch Road northwest to boundary of the City's ETJ to a local street.

Pursuant to the Development Agreement for Bailey Ranch (The Bluffs) it is requested that the Thoroughfare plan be amended to reclassify Jenkins Road from a Collector, Industrial, or Commercial Street (60'-92' Right of Way) to a Local Street (50' to 76' right-of-way). Planning and Zoning Commission approved this request at their March 11, 2011 meeting with a unanimous vote of 3-0.

Motion was made by Councilmember Spencer Perry, seconded by Councilmember Dan Herbert to approve the recommended amendment to the Thoroughfare Plan as discussed.

Motion carried 5-0

9. Public Hearing – to receive input and discussion of the amendment of land use assumptions, capital improvements plan, and impact fees for water and wastewater utilities.

Mayor Kit Marshall opened the Public Hearing at 6:48 p.m.

Engineers from Freese & Nichols were present to give a presentation to the public and the Council regarding the need to amend the land use assumptions, capital improvements plan and the impact fees for water and wastewater utilities. This is needed because of growth and development and we are required to update the plan every five years.

Following the presentation Mayor Kit Marshall closed the public hearing at 7:05 p.m.

10. Discussion and action to consider approval of Ordinance 2021-141 amending the land use assumptions, capital improvements plan, and impact fees for water and wastewater utilities.

The copy of the ordinance as well as the numbers that were discussed and approved by the Impact fee advisory board were not included in the council packet so this item is tabled until the April 22, 2021 regular City Council meeting.

No action was taken on this item.

11. Discussion and action to consider approval of Aledo Commons Park Design and briefing of Pine Street Project.

Engineer Brad Longberger with Kimely-Horn was present to discuss the approval of the Aledo Commons Park Design and to give a briefing of the Pine Street Project. The Aledo Parks Board has looked at the plan and made their recommendations and that has been incorporated into the design. Following the presentation and discussion, motion was made by Councilmember Matt Ribitzki, seconded by Councilmember Dan Herbert to approve moving into the Final Design for Aledo Commons Park at 60%.

Motion carried 5-0

12. Discussion and action to consider approval to obtain lighting for Bearcat Park.

Parks Director Toni Fisher addressed the Council in reference to approval to obtain lighting for Bearcat Park. Last year the need was there for lighting in the Park. The switchbox to provide electricity will need to be installed by Tri-County Electric at an estimated cost of \$4,023.23 and the underground wiring and 2 poles would be provided by Purefoy Electric at a cost of \$3,950.00. These poles would be placed at the back of the park and shine down so as not to disturb the residents who live near the Park.

Following discussion motion was made by Councilmember Clint Robinson, seconded by Councilmember Spencer Perry to approve the lighting request for Bearcat Park.

Motion carried 5-0

13. Discussion and action to consider approval of automated locks for the Aledo Commons Park Restrooms.

Parks Director Toni Fisher was present to discuss the approval of automated locks for the Aledo Commons Park Restrooms. Ms. Fisher stated that the Aledo Commons Restrooms have recently been vandalized. The Parks restrooms are currently unlocked on Monday morning and locked late on Friday afternoons. Because of the vandalism it has been discussed that the City should lock the doors each evening rather than leaving them open all week. The automated locks would allow for the locks on the doors to be controlled (open/closed) via an App on the Parks Director City issued telephone through a Wi-Fi connection. The locking mechanism is remotely operated and controlled by the App which can be programmed to lock or unlock the restrooms at will or on a schedule. The money is in the operating budget for this purchase.

Motion was made by Councilmember Spencer Perry, seconded by Councilmember Dan Herbert to approve the purchase of the automated locks for the Aledo Commons Park Restroom facilities as discussed.

Motion carried 5-0

14. Discussion and action to consider approval of the Janitorial Contract for the City facilities.

Parks Director Toni Fisher addressed the Council in reference to approving a contract for a new Janitorial Company. The City has a contract with Knight Janitorial for the amount of \$825 per month for cleaning the City facilities. They were to also clean the wastewater treatment plant offices once per week, but have not been able to get a crew here to do this. The Kemp and Son General Service has offered to do the current contract agreement for City hall and the Community Center, as well as the Water/Wastewater offices for the price of \$625 per month plus provide the paper goods and cleaning supplies. This would be from May of 2021 thru May of 2022.

Motion was made by Councilmember Spencer Perry, seconded by Councilmember Matt Ribitzki to approve the new contract with Kemp and Son General Service for the price of \$685 per month as discussed.

Motion carried 5-0

18. Discussion as requested by Councilman Clint Robinson regarding the railroad crossing at FM1187.

Mayor Kit Marshall moved item 18 out of order because guest Rick Campbell was present to discuss this item and has actual drone coverage of the issues regarding safety of traffic on the railroad crossing at FM1187 Southbound. Mr. Campbell showed a clip of the drone coverage he had which in one portion shows a vehicle stopping partially on the second track past the arms of the crossing. Part of the traffic issue is that since COVID parents are no longer putting their children on buses rather they are taking them in personal vehicles which is causing a large amount of traffic in the area at one time. As new schools are built this will help with some of the congestion, however, from a law enforcement perspective with the cars stopping on the tracks it is poised for bad problems.

Councilmember Clint Robinson stated that he is working to put together a Citizens on Patrol program and that this would be a good position for them to help direct traffic through this crossing, however they are far from being trained.

There will need to be meetings with officials to come to a potential solution and how we can work to mitigate the issue.

No action was taken on this item.

15. Discussion and action to consider approval of a temporary portable building at City Hall.

This item was discussed at the previous council meeting as to the best option to either lease or purchase the building outright. The original suggestion was to lease a single wide modular building but after discussing with staff it was decided that a double wide modular would be needed. To purchase a double wide modular building would cost around \$56,000 including set up. The city will need this building for 2-3 years. When the new city hall is built and the building is no longer needed the city can sell the building or utilize it somewhere else such as possibly the Public Works area. Since the cost is over \$50,000 we will have to advertise for bids. This item will be back at the next council agenda.

No action was taken.

16. Discussion and action to consider authorizing Mayor to negotiate and enter into agreement with an Architectural Firm to perform a City Hall Needs Assessment.

City Administrator Bill Funderburk stated that the City had received 12 proposals in response to the request for proposals for a City Hall needs assessment. Mayor Kit Marshall, Mayor Pro Tem Kimberly Hiebert, City Secretary Deana McMullen, Director of Public Works Gretchen Vazquez and Parks Director Toni Fisher went through the proposals to pick the top 3/candidates. All 12 proposals are available for the City Council to look through and decided or if you want us to pick a top three, etc... The Company that stood out above all of them was Randall Scott Architects This was a unanimous decision by the committee. Following discussion motion was made by Councilmember Spencer Perry, seconded by Councilmember Matt Ribitzki to go with the recommendation of the committee and approve for Mayor Marshall to negotiate and enter into an agreement with Randall Scott Architects to perform a City Hall needs assessment.

Motion carried 5-0

17. Discussion and action to consider approval to create the Position of Finance Director.

City Administrator Bill Funderburk addressed the City Council regarding the need to create the position of Finance Director. Mr. Funderburk stated that the responsibility to the Citizens and taxpayers to provide transparent accountability for all public funds has increased over the last several years and has become a much larger task to the Aledo staff. Due to the growth of the City and increase reporting requirements to federal and state agencies this has become a monumental task. This position will provide administrative direction and supervision to all municipal finance staff including Utility Billing and Municipal Court. This job is a department head position with essential duties and is recommended that the basic salary range be \$85,000 to \$90,000 per year.

Motion was made by Councilmember Dan Herbert, seconded by Mayor Pro Tem Kimberly Hiebert to approve the creation of the position of Finance Director with a basic salary range of \$85,000 to \$90,000 per year.

Motion carried 5-0

19. January 2021 monthly financial report

City Secretary Deana McMullen addressed this item informing the City Council that this was pulled off of the Consent Agenda for discussion. This item is only for the month of January because we are currently working in 2 different software programs to obtain the information needed for this report. The revenue items are from the STW software and the Expenditure items are from the new software INCODE. Because it is from two different systems staff has to calculate a lot of the information by hand. This will continue until we get the Utility Billing Software live which is scheduled as of now for some time in May of 2021.

Motion was made by Mayor Pro Tem Kimberly Hiebert, seconded by Councilmember Clint Robinson to approve the January 2021 monthly financial report.

Motion carried 5-0

20. Discussion and action to consider approval of Inter-local Agreement with Parker County Emergency Services District No 1 for the Allocation of Sales Tax.

City Administrator Bill Funderburk stated that there would be no action on this item tonight as we are under negotiations with them.

COUNCIL AND STAFF COMMENTS

(In compliance with the Texas Open Meetings Act, Council members may comment on routine city matters, may ask questions of staff that require only responses of factual information or statements of existing city policy, or may request that non-routine matters of public concern be placed on a future agenda. Council members may not discuss non-agenda items among themselves. In compliance with the Texas Open Meetings Act, city staff members may comment on routine city operations and projects. Staff members may respond to questions from others only with statements of factual information or existing city policy.)

REPORTS:

21. Monthly reports:

- a. City Secretary's Monthly Report**
- b. Director of Parks & Events Monthly Report**
- c. Director of Public Works' Monthly Report**
- d. Accountant Monthly Report**

e. Parker County Sheriff's Office Monthly Report

City Secretary Deana McMullen reported to the Council that the new software Incode was well under way for the Utility Billing portion. We are scheduled to go live hopefully in May of 2021. Also the new website is almost complete and should go live on March 30, 2021. This will make it much easier for the public to navigate on the website as well as be able to see our Facebook Feed that is on the front page.

Parks & Events Director Toni Fisher stated that she had nothing further to report to Council at this time.

Director of Public Works Gretchen Vazquez turned her report over to City Planner Betty Chew to discuss the possibility of changing the Zoning Ordinance to allow for Food Trucks in the City either by a designated Food Truck Park or to allow them in areas throughout the city. The Planning & Zoning Board discussed this at their meeting in March and will have further discussions regarding it at the upcoming April meeting. We simply wanted the Council to know and to take a look at the documents and give any feedback.

EXECUTIVE SESSION

The City Council for the City of Aledo, Texas, will convene into Executive Session pursuant to the Texas Government Code, Chapter 551 to discuss the following:

Mayor Kit Marshall adjourned the regular session of the City Council at 9:00 pm and convened in Executive Session at 8:20 pm to discuss item 22 & 23. Those in attendance at this meeting were Mayor Kit Marshall, Mayor Pro Tem Kimberly Hiebert, Councilmember Spencer Perry, Councilmember Matt Ribitzki, Councilmember Clint Robinson, Councilmember Dan Herbert, City Administrator Bill Funderburk, City Secretary Deana McMullen and City Attorney Betsy Elam.

Mayor Marshall adjourned the Executive Session at 9:40 pm and convened the regular session back to order at 9:40 p.m.

The city council may convene in executive session to receive advice from its attorney on any posted item and to seek advice regarding

22.) 551.071 CONSULTATION WITH ATTORNEY – SEEK ADVICE REGARDING PENDING OR CONTEMPLATED LITIGATION, A SETTLEMENT OFFER, OR ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER

a.) Consultation with City Attorney regarding sales tax issue

b.) Consultation with City Attorney regarding boundary issues

c.) Consultation with City Attorney regarding value and acquisition of property

23.) 551.072 - DELIBERATION REGARDING REAL PROPERTY; TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY IF DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PERSON.

24. Any action necessary from Executive Session:

There was no action from items discussed in Executive Session.

ADJOURN:

There being nothing further to discuss or consider Mayor Kit Marshall adjourned this regular meeting of the Aledo City Council at 9:40 p.m.

PASSED AND APPROVED THIS THE 22nd DAY OF April 2021.



Kit Marshall
Kit Marshall, Mayor

ATTEST

Deana McMullen
Deana McMullen, City Secretary