

City Council Meeting Minutes

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
May 22, 2025
6:00 PM



The meeting was called to order at 6:00 PM.

Present: Jeff Perry, Chuck Fikes (arrived at 6:05), Matt Jones, Mike Browning, Chris Rich

Absent: Randy Jones

Staff Present: City Attorney Patricia Adams, City Manager Charles Kreidler, City Secretary Jenny Hicks, Finance Director Mike English, Fire Chief Eric Schlotter, Police Chief Richard Brooks, Executive Director of Operations Leanne Wilson, Library Manager Brittany McLain, HR Director Shaena Williams, Municipal Development Director Christine Gossett, Development Manager Shanda Guffee, Assistant to the City Manager Bailey Thompson, Planner Helen-Eve Beadle

Council Member Jeff Perry offered the Invocation and led the Pledge of Allegiance.

Community Announcements:

1. Fire Department New Hires and Swearing-in Ceremony

Kurt Karnowski announced the next Summer Music Series on June 20th from 5:00-9:00 PM

The following firefighters were sworn-in: James Fore, Eli Gonzalez, Ariel Jackson, Ethan Morrell, Joshua Rebeck, Carson Ricker, Edward Wright, and the new Emergency Management Coordinator, Austin Gress.

The following Police Officers were sworn-in: The-Khang (Ethan) Nguyen and Ethan Coppedge.

Citizen Input:

Vinita Tribble, N Main St, commended staff for respectfully interacting with senior citizens, particularly Jenny Hicks, Rodney Cagle, Pam Bisi, and Daniel Salazar and expressed gratitude for the Council's direction and encouragement. She also commended the trash company for their service and thanked the city

for having the recycle days.

Ernest Lineberger, 1701 W. Point Dr, Lewisville, spoke regarding his candidacy for House of Representatives.

Election Related Items:

2. Present the Certificate of Election and Administer the Statement of Elected Officials and Official Oaths to the declared candidates elect Mayor, Chris Rich and Council Place 3, Mike Browning.

The Certificates of Election were presented, and the Statement of Elected Officials and Oath were administered to the declared candidates-elect Mayor, Chris Rich and Council Place 3, Mike Browning.

3. Consideration and action on appointing a Mayor Pro Tem for a One Year Term.

Council Member Chuck Fikes made a motion to appoint Jeff Perry as Mayor Pro Tem for a one-year term. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

4. Consideration and action on appointing a Deputy Mayor Pro Tem for a One Year Term.

Council Member Jeff Perry made a motion to appoint Chuck Fikes as Deputy Mayor Pro Tem for a one-year term. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

5. Consideration and action on a Resolution designating authorized signatories for the City's banking and financial accounts and approving a wire transfer agreement.

Council Member Jeff Perry made a motion to Approve, appointing the Mayor, Mayor Pro Tem, and Deputy Mayor Pro Tem as bank and financial signatories. Council Member Chuck Fikes seconded. Motion Passed (4:0). None opposed.

Resolution No 1000-25

6. Consideration and action on appointing a City Council Liaison to Parks and Recreation Board.

Council Member Chuck Fikes made a motion to appoint Randy Jones as the liaison. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Consent Items:

7. Approve minutes of the April 24, 2025 and May 13, 2025 meetings.
8. Approve Monthly Staff Reports
9. Approve Monthly Financial Report.
10. Accept the resignation of Teresa Sanfilippo from the Board of Adjustment.
11. Accept the resignation of Donald Smith from the Planning and Zoning Commission.
12. Award a bid and enter into a contract with Acadia Services LLC for the construction of Phase II Offsites - W5 Waterline for an amount not to exceed \$2,465,791.00 and authorize the City Manager to execute the necessary documents.
13. Approve Interlocal Cooperation Agreements with Denton County for Ad Valorem Tax

- Collection for the City of Aubrey and the Public Improvement Districts.
14. Approve a Resolution closing South Main Street on October 4, 2025 for the Annual Peanut Festival. (Resolution No 1002-25)
 15. Approve a Resolution closing South Main Street on December 3, 2025 for the annual Holiday Tree Lighting. (Resolution No 1003-25)
 16. Approve Resolutions closing South Main Street on June 20, 2025 and July 19, 2025 for the annual Summer Music Series. (Resolutions No 1004-25 and 1005-25)

Council Member Chuck Fikes made a motion to approve the consent items. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

New Business: New items requested for consideration.

17. Hold a public hearing, consider and act on an Ordinance approving a Specific Use Permit to allow alcoholic beverage sales for a Wine and Beer Retailer's Off-Premise Permit (BQ) for the property described as approximately 1.865 acres of land in the Francisco Trevino Survey, Abstract No. 1243, City of Aubrey, Denton County, Texas, and located within the boundaries of Planned Development District - Shopping Center District (PD-SC) and approving a variance to the distance requirements for the location of the use. The property is generally located at the northeast corner of US Hwy. 377 and Spring Hill Road/ FM 428 known as Chaparral Center. (Vaquero Ventures/7 Eleven)

Helen-Eve Beadle presented information.

Austin Navarrette, with the applicant, spoke requesting to table any action until they can review the ordinance.

The Public Hearing opened at 6:20 p.m. and closed at 6:27 p.m.

Council Member Jeff Perry made a motion to table. Council Member Chuck Fikes seconded. Motion (4:0). None opposed.

18. Consideration and action on a Final Plat for Lots 1-15, Block A, Chaparral Center (Preliminary Plat title: Highpointe Commercial), being approximately 35.174 acres out of the Francisco Trevino Survey, Abstract 1243 generally located north of FM 428 (Spring Hill Road) and east of U.S. Highway 377, City of Aubrey, Denton County, Texas. (Applicant Aubrey Land JV)

Helen-Eve Beadle presented information.

Mike Feather, applicants engineer, stated they will meet all the conditions.

Council Member Jeff Perry made a motion to approve the Chaparral Center Final Plat, subject to the 10 conditions listed in the staff report. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

Conditions:

1. Label the area along FM 428/Spring Hill Drive;
2. Label easements as Aubrey easements, where applicable;
3. Verify and correct the sanitary sewer velocities on sheet C-22 C-403 of the Civil Plans;
4. Provide a parallel sewer along sanitary sewer mains exceeding 10' in

- depth, in accordance with Section 6.3(A) of the City's TCSS;
5. Revise manhole spacing to meet City's maximum spacing requirement of 500', in accordance with Section 6.3(C) of the City's TCSS;
 6. Shift the 12" water line along US 377 to provide adequate space for construction of future City of Aubrey force main, as shown on sheet C-400 of the Civil Plans;
 7. Show full width of F.M. 428 roadway improvements on sheet C-100 of the Civil Plans;
 8. Coordinate location and spacing of right-turn deceleration lanes with the high school's left-turn lanes;
 9. The Final Plat shall not be filed until the Sanitary Sewer Easement recording information is added to the Final Plat; and
 10. Provide the executed Sanitary Sewer Easement, as required per the Development Agreement.
19. Consideration and action on a Preliminary Plat application for Highpointe Ranch East Phase 1, for 192 residential lots and three (3) HOA lots, being approximately 35.254 acres out of the Francisco Trevino Survey, Abstract 1243 generally located south of E Blackjack Road, east of U.S. Highway 377, and north of Springhill Road/FM 428, City of Aubrey, Denton County, Texas. (Andiron TX 5, LLC)

Helen-Eve Beadle presented information.

Council Member Chuck Fikes made a motion to approve the Preliminary Plat for Highpointe Ranch East Phase 1. City Council Member Mike Browning seconded. Motion Passed (4:0). None opposed.

20. Consideration and action on a Final Plat for Highpointe Ranch East Phase 1, for 192 residential lots and three (3) HOA lots, being approximately 35.254 acres out of the Francisco Trevino Survey, Abstract 1243 generally located south of E. Blackjack Road, east of U.S. Highway 377, and north of Springhill Road/FM 428, City of Aubrey, Denton County, Texas. (Andiron TX 5, LLC)

Helen-Eve Beadle presented information.

Council Member Chuck Fikes made a motion to approve the Final Plat for Highpointe Ranch East Phase 1. City Council Member Mike Browning seconded. Motion Passed (4:0). None opposed.

21. Consideration and action on a Preliminary Plat for the Palomino for 300 Residential Lots, 1 Lift Station lot, 5 HOA Lots, 1 Public Park Lot, 1 General Retail Lot, 1 City Dedicated General Retail Lot, being approximately 46.974 acres of land situated in the J. Bridges Jr. Survey, Abstract No. 36, within the City of Aubrey, Denton County, Texas. The property is generally located west of FM 2931, north of Frontier Parkway, and east of the future Silverado Parkway. (JEN HOLDCO 24 LLC)

Helen-Eve Beadle provided information.

Council Member Jeff Perry made a motion to approve the Palomino Preliminary Plat. Council Member Chuck Fikes seconded. Motion Passed (3:1). Council Member Matt Jones opposed.

22. Consideration and action on a Final Plat for the Palomino for 300 Residential Lots, 1 Lift Station lot, 5 HOA Lots, 1 Public Park Lot, 1 General Retail Lot, 1 City Dedicated General Retail Lot, being approximately 46.974 acres of land situated in the J. Bridges Jr. Survey, Abstract No. 36, within the City of Aubrey, Denton County, Texas. The property is generally located west of FM 2931, north of Frontier Parkway, and east of the future Silverado Parkway. (JEN HOLDCO 24 LLC)

Helen-Eve Beadle provided information.

Council Member Jeff Perry made a motion to approve the Palomino Final Plat. Council Member Chuck Fikes seconded. Motion Passed (3:1). Council Member Matt Jones opposed.

23. Consideration and action on a Site Plan for the Shops at High Meadows, Lot 4R1, Block A of the Garland Wilson Addition, located at the southwest corner of the intersection of E. Highmeadow Drive and Betty Lane, in the City of Aubrey, Denton County, Texas. (CLR Realty Group, LLC)

Helen-Eve Beadle provided information.

Council Member Chuck Fikes made a motion to approve the Site Plan subject to the five conditions listed in the staff report. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Conditions:

- 1. Per Chapter 10, Subdivision Ordinance, Article 1, Section 4 & 11, Owner/applicant to address the comments of the City Engineer's review of the civil plans:**
 - 2. The drainage plans shall comply with the TCS&S Manual and be approved by the City Engineer and supporting calculations for the underground detention system are required;**
 - 3. The retaining wall specifications shall meet engineering design requirements;**
 - 4. The photometric plans shall comply with Chapter 3, Building Regulations, Article 11, Division 3 Outdoor Lighting Requirements; and**
 - 5. Granting a variance for the landscape buffers along the south and west property boundaries, as required per Chapter 14, Section 23.F.4.**
24. Consideration and action on a Replat of Lot 4R1R, Block A of the Garland Wilson Addition, located at the southwest corner of the intersection of E. Highmeadow Drive and Betty Lane, in the City of Aubrey, Denton County, Texas. (CLR Realty Group, LLC)

Helen-Eve Beadle provided information.

Council Member Matt Jones made a motion to approve the replat, subject to the

six conditions listed in the staff report. City Council Member Mike Browning seconded. Motion Passed (4:0). None opposed.

Conditions:

- 1. Per Chapter 10, Subdivision Ordinance, Article 1, Section 4 & 11, Owner/applicant to address the comments of the City Engineer's review of the civil plans;**
 - 2. The drainage plans shall comply with the TCS&S Manual and be approved by the City Engineer and supporting calculations for the underground detention system are required;**
 - 3. The retaining wall specifications shall meet engineering design requirements;**
 - 4. The photometric plans shall comply with Chapter 3, Building Regulations, Article 11, Division 3 Outdoor Lighting Requirements; and**
 - 5. The Landscape Plan requires a variance for the landscape buffers along the south and west property boundaries that may be granted by City Council, Per Chapter 14, Section 23.F.4; and**
 - 6. The Final Plat approval is subject to the Site Plan approval.**
25. Conduct a Public Hearing, consider, and act on an Ordinance amending Section 6 of Exhibit 14A, "Zoning Ordinance," in Chapter 14, "Zoning" of the Code of Ordinances of the City of Aubrey, Texas to adopt regulations applicable to Tobacco Shops in the Shopping Center (SC) and Commercial (C) Zoning Districts, and to adopt a Conditional Use Permit (CUP) requirement within those Districts, to provide regulations for approval of such use, to provide for Tobacco Shop use within the Industrial District, amending Section 4, "Definitions"; providing a penalty; and providing an effective date.

Helen-Eve Beadle provided information.

The Public Hearing opened at 6:46 p.m. and closed at 6:52 p.m.

Council Member Matt Jones made a motion to approve the amendment to the Zoning Ordinance for Tobacco Shops. City Council Member Mike Browning seconded. Council Members Jeff Perry and Chuck Fikes opposed. Motion passed (3:2) with Mayor Rich voting in favor, breaking the tie.

Ordinance No 904-25

26. Conduct a Public Hearing, consider and act on an Ordinance for an amendment to Chapter 14, "Zoning Ordinance," Exhibit 14A, "Zoning" of the Code of Ordinances of the City of Aubrey, Texas to amend Section 6, "Conditional Uses and Specific Use Permits," to adopt a Conditional Use Permit process to allow for the sale of specified types of alcoholic beverages in certain zoning districts and to provide a Specific Use Permit for the sale of specified types of alcoholic beverages in certain zoning districts, to establish regulations and fees for such application processes, to provide definitions, to provide an Alcohol and Zoning District Use Chart, and to allow minor editorial changes in Section 6 to provide clarity.

Helen-Eve Beadle provided information.

The Public Hearing opened at 6:53 p.m. and closed at 6:57 p.m.

Council Member Jeff Perry made a motion to approve the amendment to Section 6 of Zoning Ordinance for alcoholic beverage sales. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

Ordinance No 905-25

27. Consideration and action on a Resolution granting a petition requesting annexation into the corporate limits of the City of Aubrey by Aubrey Independent School District, owner of approximately 6.25 acres of land, legally described as Tract 156D, Abstract No. 1243 out of the Francisco Trevino Survey, Denton County, Texas, generally located south of Spring Hill Road and East of Aubrey High School, setting a public hearing for the annexation and authorizing the City Secretary to cause notice of the hearing; and authorizing staff to negotiate and enter into a written services agreement with the property owner.

Helen-Eve Beadle presented information.

Council Member Chuck Fikes made a motion to approve the resolution to annex the Aubrey ISD property, setting a public hearing for June 26, 2025 at 6 PM at the City Council Chambers, 226 Countryside Drive. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Resolution No 1006-25

28. Consideration and action on an Ordinance amending Article 6.04 "Garbage, Trash and Rubbish" of Chapter 6, "Health and Sanitation" of the Code of Ordinances by adopting definitions and amending regulations for open storage; providing a Penalty; and Providing an Effective Date.

Code Compliance Officer Daniel Salazar provided information.

William Cherry, 400 S Main St, thanked staff for adding the amendment, but preferred allowance in side yard.

Council Member Jeff Perry made a motion to approve the ordinance, as presented. City Council Member Mike Browning seconded. Council Members Chuck Fikes and Matt Jones opposed. Motion Passed (3:2) with the Mayor voting in-favor, breaking the tie.

Ordinance No 898-25

29. Consider and approve the Resolution of the Board of Directors of the Aubrey Municipal Development District Authorizing a Development Project; the Expenditure of Funds on Hand to Complete the Development Project; and Other Matters Incident and Related Thereto.

MDD Director Christine Gossett provided information.

Council Member Jeff Perry made a motion to Approve the resolution authorizing a development project and the expenditure of funds on hand to complete the development project and other matters related to the project. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed. (MDD RES 17-25)

30. Consideration and action on an Ordinance amending Ordinance No. 872-24, the ordinance adopting the fiscal year 2024-2025 budget for the Aubrey Municipal Development District, in order to budget funds for the purchase of property by the MDD.

Finance Director Mike English presented information.

Council Member Chuck Fikes made a motion to approve an Ordinance amending the MDD's fiscal year 2024-2025 budget. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Ordinance No 906-25

31. Consideration and action on a Resolution authorizing Publication of Notice of Intent to Issue Certificates of Obligation, Series 2025.

Council Member Chuck Fikes made a motion to approve the Resolution authorizing the publication of Notice of Intent to issue Certificates of Obligation. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Resolution No 1007-25

32. Consideration and action approving an Ordinance amending the fiscal year 2024- 2025 budget.

Finance Director Mike English provided information.

Council Member Jeff Perry made a motion to approve the Ordinance amending the fiscal year 2024-2025 budget. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

Ordinance No 909-25

33. Consideration and action on an Ordinance amending Chapter 1, "General Provisions", Article 10, "Parks and Recreation" of the Code of Ordinances by amending Division 3 providing Park and Community Center Rules for users of City parks and facilities; adopting definitions and amending various regulations; providing a Penalty; and providing an Effective Date.

Parks and Recreation Coordinator Kurt Karnowski presented information.

Council Member Jeff Perry made a motion to approve the ordinance as presented. City Council Member Mike Browning seconded. Motion Passed (4:0). None opposed.

Ordinance No. 907-25

34. Consideration and action on an Ordinance amending Article 4.10 Special Event Permit of Chapter 4, Business Regulations of the Code of Ordinances by amending regulations and procedures for issuance of permits for special events and for conducting special events within the City; and Providing an Effective Date.

Parks and Recreation Coordinator Kurt Karnowski presented information.

Council Member Chuck Fikes made a motion to approve the ordinance as presented. Council Member Jeff Perry seconded. Motion Passed (4:0). None opposed.

Ordinance No 908-25

35. Receive a presentation summarizing the ratings of the submissions for architectural services for a future municipal building, submitted in response to the City's request for qualifications, and consider and take action to approve the selection of Parkhill as the architectural firm to provide professional services related to the planning, needs assessment, concept development, and cost estimation for a future municipal building, and authorize the city manager to negotiate and sign contract documents.

HR Manager Shaena Williams provided information.

Council Member Jeff Perry made a motion to select Parkhill for architectural services and authorize the city manager to negotiate and execute a contract. Council Member Chuck Fikes seconded. Motion Passed (4:0). None opposed.

36. Consideration and action on a Resolution nominating a candidate for the Denco Area 9-1-1 District Board of Managers.

Council Member Jeff Perry made a motion to take no action. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

37. Consideration and action on removing and/or appointing member(s) to the Aubrey Area Library Advisory Board.

Council Member Jeff Perry made a motion to appoint Yulia Alarcon to the library board. City Council Member Mike Browning seconded. Motion Passed (4:0). None opposed.

Department Updates and Discussion:

38. Administration & Finance:
39. Library:
40. Fire Department:
- High School Program: Partner with Aubrey ISD for a CTE program teaching Fire Academy class during JR & SR years.
- Construction Update: Fire Station 3 Update - Punch list items done today. Flooring change to be completed soon. Expecting a late June/early July move-in.; Fire Station 2 Update - Weather is slowing progress; 90% completion of final grade; retaining wall and roof deck complete; Expecting end of September move-in.
41. Police Department:
42. Public Works:
- Wastewater Plant Construction Update: Small pours have been completed; Slab for building poured today.
- Rockhill Water Well Update; Drilling began today. There will be 24/7 drilling until depth is met.
43. Human Resources:
44. Municipal Development:

Future Agenda Requests: None

*****EXECUTIVE SESSION***** In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

45. **Section 551.071(1) and (2) Consultation with Attorney.** For Council to seek the advice of its attorney about pending or contemplated litigation or a settlement offer and to consult with the City Attorney 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 the Texas Open Meetings Act:
- *City of Aubrey v. Jerry H. Simmons, et al*, Cause No. PR-2024-01392-B, Denton County, Texas
 - Purchase of Property for Municipal Services
 - Knuckles Road Development
 - Downtown Property
46. **Section 551.072 Real Property.** 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.
- Property acquisition for municipal purposes
47. **Section 551.087 Economic Development Negotiations.** To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City and with which the City is conducting economic development negotiations; and/or to deliberate the offer of a financial or other incentive to the business prospect:
- Knuckles Road Development Incentives

Council Member Jeff Perry made a motion to recess into Executive Session at 7:23 PM. Council Member Matt Jones seconded. Motion Passed (4:0). None opposed.

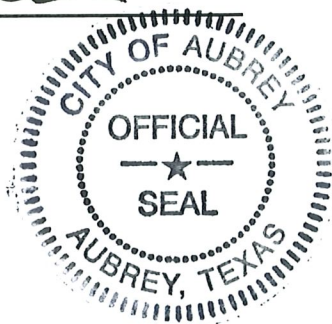
City Council reconvened into open session at 8:21 PM. In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider and take appropriate action, if any, regarding any items discussed in Executive Session.

No action taken after Executive Session.

The meeting was adjourned at 8:21 PM.

PASSED and APPROVED by the City Council of the City of Aubrey, Texas this 26th day of June, 2025.


Chris Rich, Mayor



ATTEST:


Jenny Hicks, City Secretary