City Council
Meeting Minutes

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
January 22, 2026
6:00 PM

The meeting was called to order at 6:01 PM.

Present: Jeff Perry, Chuck Fikes, Randy Jones, Matt Jones, Mike Browning, Chris Rich

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, Assistant City Manager Leanne Wilson, Library Manager Brittany McLain, HR Director Shaena Williams, Municipal Development Director Christine Gossett, Assistant to the City Manager Bailey Thompson, Development Manager Shanda Guffee

Council Member Mike Browning offered the Invocation and led the Pledge of Allegiance.

Community Announcements:

1. - Presentation of ICC/IAEI ElectriCity award by Amanda Wozniak

   Amanda Woziak presented the ICC/IAEI ElectriCity award to City Building Official Carl Hager and City Inspector James Birdsong.

   Emergency Management Coordinator Austin Gress provided information regarding the upcoming weather event.

Citizen Input:

Vince Handler, 7409 Rushing Meadow Trail, Aubrey, provided an update on his candidacy for Justice of the Peace.

Consent Items:

2. Approve minutes of the December 18, 2025 and January 10, 2026 meetings.
3. Approve Monthly Staff Reports
4. Approve Monthly Financial Report.
5. Approve Quarterly Investment Report
6. Approve the request from Council member(s) identified in the Staff report for an

excused absence from the December 18, 2025 Regular City Council meeting.

7. Approve Ordinance Number 945-26, ordering the May 2, 2026 City of Aubrey General Election for the election of persons to Place 1 and Place 4 on the Aubrey City Council and providing for other matters relating to the election.
8. Approve a Professional Services Agreement with Plummer Associates for On-Call Planning Services for an amount not to exceed $30,000, and authorize the City Manager to execute the Agreement.

Council Member Jeff Perry made a motion to approve the consent items. Council Member Chuck Fikes seconded. Motion Passed (5:0). None opposed.

Approval of the consent agenda includes the following, as required by Section XI of Ordinance Number 945-26:

AN ORDINANCE OF THE CITY OF AUBREY, TEXAS, CALLING FOR A GENERAL ELECTION TO BE HELD ON MAY 2, 2026 FOR THE PURPOSE OF ELECTING A PERSON TO SERVE AS COUNCIL MEMBER PLACE 1 FOR A THREE (3) YEAR TERM AND A PERSON TO SERVE AS COUNCIL MEMBER PLACE 4 FOR A THREE (3) YEAR TERM,; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR THE PUBLICATION AND POSTING OF NOTICE; PROVIDING FOR EARLY VOTING; PROVIDING FOR THE APPOINTMENT OF ELECTION ADMINISTRATORS AND JUDGES; ESTABLISHING REGULAR BUSINESS HOURS OF THE CITY SECRETARY'S OFFICE ON THE DAYS OF EARLY VOTING BY PERSONAL APPEARANCE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE OF JANUARY 22, 2026.

New Business: New items requested for consideration.

9. Consideration and action on a Resolution nominating a candidate to fill the vacancy for the unexpired term of Place 5 on the Denton Central Appraisal District Board of Directors.

City Manager Charles Kreidler provided information.

Council Member Jeff Perry made a motion to take no action. Council Member Matt Jones seconded. Motion Passed (5:0). None opposed.

10. Consider and act on a Final Plat application for Lot 1, Block 1, AUB Office Addition, a proposed replat of Lot 82, Block 23, Map of the Town of Aubrey, together with an adjacent triangular tract described in Volume 481, Page 131 of the Deed Records of Denton County, Texas, and contains approximately 0.557 acres situated within the Dennis Cowan Survey, Abstract No. 304, City of Aubrey, Denton County, Texas. The purpose of the replat is to create a single lot and to dedicate a fire lane easement, water easement, and drainage and detention easement. *(Applicant: SHAP, LLC,* 403 S. Main)

Assistant City Manager Leanne Wilson provided information.

Council Member Randy Jones made a motion to approve the Final Plat. Council Member Matt Jones seconded. Motion Passed (5:0). None opposed.

11. Consider and act on a Site Plan application for office space use at 403 S. Main Street, an approximate 0.557 acre tract of land located within the Aubrey city limits. *(Applicant: SHAP, LLC)*

Assistant City Manager Leanne Wilson provided information.

Council Member Matt Jones made a motion to approve with one condition. Council Member Randy Jones seconded. Motion Passed (5:0). None opposed.

Condition:

CHAPTER 10; ARTICLE 3, SECTION 6.02 - SIDEWALKS — A minimum of a five-foot wide sidewalk is required along Main Street from property line to property line. A certificate of occupancy shall not be issued until the sidewalk is installed or funds have been escrowed to the city in an amount of $28,000.00.

(Note: The site plan presented does not include a berm along S. Main St.; therefore, approval of the site plan includes an exception to the berm requirement along S. Main St.)

12. Consider and take action on Individual Project Order Number 2026-1 with Kimley-Horn and Associates, Inc. for Professional Engineering Services for the Main Street Phase II Capital Improvement Project in an amount not to exceed $420,100, and authorize the City Manager to execute the Agreement.

Assistant City Manager Leanne Wilson provided information.

Council Member Matt Jones made a motion to approve the Individual Project Order Number 2026-1 with Kimley Horn and Associates, Inc. City Council Member Mike Browning seconded. Motion Passed (5:0). None opposed.

13. Consider and take action on the award/rejection of bids for the FM 428 Sewer Lift Station Improvements.

Assistant City Manager Leanne Wilson provided information.

Council Member Jeff Perry made a motion to Motion to reject the bid and direct staff to rebid. Council Member Matt Jones seconded. Motion Passed (5:0). None opposed.

14. Consider and take action on a Professional Engineering Services Agreement with Birkhoff, Hendricks and Carter, L.L.P., for the 2025-2026 Downtown Drainage Capital Improvement Plan Projects for an amount not to exceed $598,804, and authorize the City Manager to execute the Agreement.

Assistant City Manager Leanne Wilson provided information.

Council Member Randy Jones made a motion to approve the Professional Services Agreement with Birkhoff, Hendricks, and Carter. City Council Member Mike Browning seconded. Motion Passed (5:0). None opposed.

15. Consider and take action on a Professional Engineering Services Agreement with

Birkhoff, Hendricks and Carter, L.L.P., for the Blackjack and Magnolia Street Reconstruction Project for an amount not to exceed $510,565, and authorize the City Manager to execute the agreement.

Assistant City Manager Leanne Wilson provided information.

City Council Member Mike Browning made a motion to approve the Professional Services Agreement with Birkhoff, Hendricks, and Carter. Council Member Chuck Fikes seconded. Motion Passed (5:0). None opposed.

16. Consider and take action on Change Order No. 4 to the City of Aubrey WWTP Expansion to 2.25 MGD Contract with Gracon Construction in the amount not to exceed $245,689.93, and authorize the City Manager to execute necessary documents.

    Public Works Director Dean Rylant provided information.

    Council Member Matt Jones made a motion to approve the change order. Council Member Jeff Perry seconded. Motion Passed (5:0). None opposed.

17. Consideration and action on award/rejection of bids for the Hill Street and 428 Ground Storage Tank project in an amount not to exceed $225,919.26 plus $1,200.00 for each replacement beam, and authorize the Mayor or his designee to execute necessary documents.

    Public Works Director Dean Rylant provided information.

    Council Member Randy Jones made a motion to award the bid to BEC Services Group LLC for the maintenance of the Hill Street and 428 Ground Storage Tank in an amount not to exceed $225,919 plus $1,200 for each replacement beam. Council Member Jeff Perry seconded. Motion Passed (5:0). None opposed.

18. Consideration and action on a Professional Services Agreement with CSL not to exceed $70,000 for an MDD Hotel Product Development and Amateur Sports Facility Feasibility Study, and authorize the City Manager to execute the agreement,

    MDD Director Christine Gossett provided information.

    Council Member Jeff Perry made a motion to approve the professional services agreement. Council Member Chuck Fikes seconded. Motion Passed (5:0). None opposed.

19. Conduct a Public Hearing and Consider and take appropriate action regarding the adoption of Resolution No. 1033-26 adopting The Policy Statement for Economic Development Incentives (2026), providing guidelines for economic development incentives and reauthorizing and adopting guidelines for tax abatement pursuant to State law; and providing for an effective period.

    The public hearing was opened at 6:38 PM.

    MDD Director Christine Gossett provided information.

    The public hearing was closed at 6:40 PM. There were no speakers.

Council Member Jeff Perry made a motion to approve the Resolution adopting the Economic Development Incentives Policy. Council Member Randy Jones seconded. Motion Passed (5:0). None opposed.

Department Updates and Discussion:

20. Administration & Finance:
    - Incode Update
    - Audit Schedule

    Finance Director Mike English spoke regarding the upgrade of Incode to version 10 in the finance department. Utility billing will get the upgrade in March.

    On January 20th, Whitley Penn began the FY 2025 audit.

21. Library: None

22. Fire Department:

    Fire Chief Schlotter provided the following updates:
    - **Fire Station 2 punch list is being worked on and a mid-to-late February move-in is projected.**
    - **The park is scheduled to be completed on February 5th and looks fantastic.**

23. Police Department: None

24. Public Works:
    - Water Main Break Update

    Public Works Director Dean Rylant provided information and explained how the water leak was repaired and why the boil-water notice was issued.

25. Human Resources: None

26. Municipal Development: None

Future Agenda Requests:

February annual review for City Manager and March annual review for City Secretary

*****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:

27. **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. Simmon*s, et al, Cause No. PR-2024-01392-B, Denton County, Texas
- Municipal Utilities Tyler Tech Contract
- Purchase of Property for Municipal Services
- Downtown Property Purchase
- Sign Ordinance
- Highpointe Commercial
- Onyx Development
- Downtown Development
- Coffey Road Development
- Local Government Code 52.004 Designating an Official Newspaper

28. **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

29. **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:
    - Project Anchor
    - Purchase of downtown property for economic development

Council Member Jeff Perry made a motion to recess into executive session at 6:55 PM. City Council Member Mike Browning seconded. Motion Passed (5:0). None opposed.

City Council reconvened into regular session at 8:42 PM.

30. Consider and take appropriate action on Project Anchor as discussed in closed session.

    Council Member Randy Jones made a motion to approve the terms of a 380 agreement for Project Anchor, authorize the City Manager to finalize and execute documents as discussed in closed session and bring the agreement back to City Council for ratification. Council Member Chuck Fikes seconded. Motion Passed (5:0). None opposed.

Additional motions resulting from Executive Session:

1. **For the municipal utilities Tyler Technology Contract item from closed session, Council Member Jeff Perry moved to direct the City Manager to remove the contractual 3% transaction fee from the city's fee schedule and bring an Ordinance back in February. Council Member Chuck Fikes seconded. Motion Passed (5:0).**

2. **Council Member Jeff Perry made a motion to approve the purchase of downtown property for an amount within the range discussed in closed session and authorize the City Manager to finalize and execute necessary documents, and bring back to Council for ratification. Council Member Mike Browning seconded. Motion Passed (5:0).**

The meeting was adjourned at 8:43 PM.

PASSED and APPROVED by the City Council of the City of Aubrey, Texas this 26th day of February, 2026.

Chris Rich, Mayor

ATTEST:

Jenny Hicks, City Secretary