



**CITY OF CREEDMOOR  
CITY COUNCIL MONTHLY MEETING MINUTES  
November 16, 2023**

**Attendance: Mayor:** Fran Klestinec

**Mayor Pro-Tem:** Jesse Solis

**Alderwomen:** Sabrina Nelson

**Aldermen:** John Gray

**Aldermen:** Jeff Jakobeit

**Alderwomen:** Anna Marquez

**Attorney:** Don Bird

**Finance:** Anna Ortiz

**Municipal Clerk:** Ernestina Cronshey

**Quorum Established & Call to order:** Mayor called the meeting to order at 7:07pm. Present were Jacob Wilhite, John Gray, Jesse Solis, Jeff Jakobeit, Sabrina Nelson, Anna Marquez, Mayor Fran Klestinec, City Attorney Don Bird.

**A. Announcements:**

- Administer Oath of Office to newly elected Council Member Anna Marquez. Administer Oath of Office to re-elected Council Member Sabrina Nelson and Mayor Fran Klestinec. Jacob Wilhite stepped down as Council Member.
- **Attorney Announcements-** Mr. Donald Bird announces his resignation from the City of Creedmoor. The City of Creedmoor presented Mr. Donald Bird with a certificate of appreciation.
- **Mayor Announcements-** About 2 months ago I passed out a mayor and council member handbook give information on your city. We are a Type A General Law City. So please read over anything pertaining to a Type A General Law City. Our newly elected council member, you will need to take a course online open meetings act and public information act. You can find these courses on the Texas Attorney General website under basic training. I haven't gotten any feedback on the job descriptions. Does anyone have any questions on these job descriptions? We will install the officers City Treasurer and City Municipal Clerk.
- **Council Comments-** Alderman Jakobeit expressed about road work needed to be done on Wright Rd. Possibly patch up holes. Mayor Fran responded we will have to put out a bid for this. We are currently working with some of the new subdivisions to have them help and assist with road improvements. Alderwomen Nelson

announces Thanksgiving dinner was a very good turnout. We had over 320 people join us for dinner. It was fantastic we had turkey, dressing, the fixings, and desserts. Christmas Bazaar will be here Friday Nov. 17<sup>th</sup> and Saturday Nov. 18<sup>th</sup> please come and check it out. Alderman Gray comments about possible speed limit signs. Cars have been driving too fast. Please investigate the speed limit signs. Alderwomen Nelson comments Next Friday at 7pm Nov. 24<sup>th</sup> day after Thanksgiving we will be doing the trail of light lighting ceremony. Please join us. The trail of lights will be open Nov. 24<sup>th</sup> – Dec. 30<sup>th</sup>. Dec. 31<sup>st</sup> we will have a firework show please make plans to attend, time to follow.

- **Langford City Planning kick off presentation- (Jerri)** it's been one year since Resilient program was presented. I was asked to give an update. Lanford community management services. We specialize in grant administration and project management for small rural communities in Texas. Langford has been in business for 40 years.
- **HVAC Situations-** We have a big AC unit that is not working. Unfortunately, another AC unit went out. The whole AC system needs to be replaced. It has been posted on website bids for this. We currently have 2 bids just waiting on one more. Units that need to be replaced are commercial grade.
- **Boy Scouts of America- Scott Thomas** Possibly bring boy scouts to Creedmoor. Creedmoor elementary school has 400 youth attending. Creedmoor Elementary school has offered to help with leaders. Boy Scouts will find a leader for the troop. Boy scouts need a place to meet.

#### **B. Citizen Comments:**

- Craig Scott- wanting to confirm the city of Creedmoor has a dark sky policy with the city booming in growth I would like to see that. PEC has fixed power lines from ice storm. Please thank them if you see them.
- Authur Albernathy- Resident at 11218 FM 1625 Storage project Our family business. We are wanting to propose a self-serve storage facility which I had brought in during the summer. At that time pervious administration asked Don if there was any city council action needed to proceed the answer was no. Noone objected, so I went on ahead and bought some relocatable storage units. That's what we are doing on FM 1625, we are going to put up a self-storage facility. To my knowledge there is no restriction or anything on ordinances for not able to do this if you do know please let me know. We are going to put 25 ft driveways, LED low lights motion detected. Once this is developed, we want to do an RV storage which is a taxable item that could generate money for the city. Mayor Fran said we had asked Mr. Albernathy to please come back into the office with all the documents presented to the council, but we were unable to find any documentation that he had made this presentation. We found that he had come to the agenda

in 2019 and his presentation was tabled.

**C. Public Hearings:**

- **Closed regular meeting. Opened a public hearing at 8:02 pm** Annexation agreement between the City of Creedmoor Texas and Clarity Business Park, LLC for the ABS 159 SUR 7 Corbin W. P ACR. 4.683 on 6107 Old Lockhart Rd. and ABS 159 SUR Corbin W. P ACR 3.0 on 6111 Old Lockhart Rd. as described in the annexation Agreement.
- Approval of Ordinance 231116-A annexing Clarity Business Park, LLC for the ABS 159 SUR 7 Corbin W P ACR 4.683 on 6107 Old Lockhart Rd. and ABS 159 SUR Corbin W. P ACR 3.0 on 6111 Old Lockhart Rd. of land into City of Creedmoor. **Closed Public hearing at 8:17pm. Opened regular meeting at 8:17. Alderwomen Sabrina Nelson made a motion to accept Annexation of Clarity Business, LLC for the ABS 159 SUR 7 Corbin W P ACR 4.683 on 6107 Old Lockhart Rd. and ABS 159 SUR Corbin W. P ACR 3.0 on 6111 Old Lockhart Rd second by Alderwomen Anna Marquez. Passed 5-0.**
- **Closed regular meeting. Opened a public hearing at 8:17pm** approval of Zoning Ordinance 231116-B Clarity Business Park, LLC for the ABS 159 SUR 7 Corbin W. P ACR. 4.683 on 6107 Old Lockhart Rd. and ABS 159 SUR Corbin W. P ACR 3.0 on 6111 Old Lockhart Rd. to light industrial. the 27.554-acre tract, 13023 Wright Rd. **Closed public hearing. Opened regular meeting. Alderwomen Sabrina Nelson made a motion to accept zoning for Clarity Business Park, LLC for the ABS 159 SUR 7 Corbin W. P ACR. 4.683 on 6107 Old Lockhart Rd. and ABS 159 SUR Corbin W. P ACR 3.0 on 6111 Old Lockhart Rd. to light industrial. Second by Aldermen Jesse Solis. Passed 5-0.**
- **Closed regular meeting. Opened a public hearing at 8:23pm** Annexation agreement between the City of Creedmoor, TX and 13023 Wright Rd, LP for the 27.554-acre tract, 13023 Wright Rd. Creedmoor, TX described in the annexation agreement.
- Approval of Ordinance 231116-C Annexing 13023 Wright Rd, LP for the 27.554-acre tract on 13023 Wright Rd. **Closed public hearing. Opened regular meeting. Aldermen John Gray made a motion to accept annexation with correction of owner name 13023 Wright Rd, LP. Second by Alderwomen Sabrina Nelson. Passed 5-0.**

**D. Staff Reports:**

- Current Status (projects)- Mechanical, Electrical and Plumbing (MEP) came out today (Nov. 16<sup>th</sup>) should have blueprints ready by the end of December. We put out a request for a surveyor, but we had no response. We called Tom Broen from MRB, he recommended ManHard, the proposal is in packet. I would like to move this item to action items, so we can vote to hire. Another thing is that maintenance will be starting the trail of light. The lighting ceremony will be the day after Thanksgiving. Sebastian Cortez has resigned as of Nov. 3, 2023. Mariah Pogue had an accident at work and will be having knee surgery. She has been put on light duty. She will fill in as city clerk until she is healed.
- Status Report (current problems)- as the mayor mentioned we (staff) are working on realigning office procedures, posting procedures and requirements. Please Aldermen read over policies. We are still in need of maintenance equipment, a lift and sweeper. We did meet with Mustang ridge about a possible interlocal for code enforcement. We will meet again soon to go over this. Code enforcer must be licensed.

**E. Consent Agenda:**

- Approval of November 16, 2023, meeting minutes.
- Finance report  
**Aldermen Sarina Nelson made a motion to approve the consent agenda. Second by Alderman Jesse Solis. Passed 5-0.**

**F. Action Items:**

1. **Discussion and Action on:** Approval of Surveyor ManHard proposal.  
**Action: Aldermen John Gray made a motion to approve proposal. Second by Aldermen Jeff Jakobeit.**
2. **Discussion and Action on:** Approval of Resolution 231116-A Approving the appointment of the law firm Denton, Navarro, Rocha, Bernal & Zech, P.C. to provide legal services as City Attorney, and appointment of City Attorney and assistant City Attorneys.  
**Action: Aldermen Sabrina Nelson made a motion to approve Resolution 231116-A. Second by Aldermen Anna Marquez. Passed 5-0.**
3. **Discussion and Action on:** Approval of Resolution 231116-B Approval of Hazard Mitigation Action Plan Update.  
**Action: Aldermen John Gray made a motion to accept Resolution 231116-B. Second by Aldermen Sabrina Nelson. Passed 5-0.**

4. **Discussion and Action on:** Approval of Resolution 231116-C election results the Mayor and Two Alderman were elected unopposed.  
**Action: Aldermen John Gray made a motion to approve resolution 231116-C. Second by Aldermen Jeff Jakobeit. Passed 5-0.**

- **Next Council Meeting: January 18, 2024.**

**Adjourned: November 16, 2023, at 9pm. Alderwomen, Sabrina Nelson made a motion to adjourn, Aldermen Jesse Solis seconded this motion. Passed 5-0.**