

Monday July 27, 2026, Regular Meeting

The City Council of the City of Robert Lee, Texas, met in Regular Session at the City Hall at 6:30 p.m. on July 27, 2026.

Present: Mayor Steven Arens, Council Members: Mike Stephens, Skyler Rainwater, Josh Tennison, and Megan Sheppard

Staff: City Administrator Amanda Portales, City Superintendent Clayton Brickey, City Attorney Jeff Betty, Code Enforcement Officer Martha Grimes, Deputy City Admin Kiara Burns, Public Works Operator Jose Morales

Absent: Council Member Jonathan Torres

Citizens: Cole Bosworth, Luke Sheldon, Rance Rasmussen, Kim Stephens

Citizen Comments: Cole Bosworth with the Friends of the Coke County Library was present to update council regarding the last two months of their operation in the new library building at 701 Austin Street. When the library was in the previous building, they averaged at least 2 visitors per week with 10-12 visitors per month. Since the relocation and reopening on June 1, 2026, the library now averages 200-300 visitors per month with its weekly activities and amenities. When the library was moved, the county transferred the budget of \$26,000 from the old building to the new building, but the library has asked if the city would consider contributing at least \$7,500 annually for additional operating expenses. Since the library is a public service, the City can legally contribute to its budget without going through Economic Development Corporations (EDC). The council will discuss this request further during the budget workshop on August 12, 2026.

Consent Agenda:

- A. Minutes - June 22, 2026
- B. Code Enforcement Report
- C. Financial Report

Motion by Mayor Pro Tem Mike Stephens to approve items A & B on the consent agenda, as Item C will be on the August meeting. Seconded by Council Member Josh Tennison. Vote 4-0, motion carried.

Regular Agenda:

- A. Water Update

Discussion: Despite the recent rainfall, Oak Creek lake levels barely increased. If the levels continue to decline at the same rate, Robert Lee will likely need to enact Stage 4 of the drought contingency plan. Lake EV Spence is no longer a viable solution for Robert Lee's needs, as TCEQ (Texas Commission on Environmental Quality), URCA (Upper Colorado River Authority), and CRMWD (Colorado River Municipal Water District) monitor the impaired designation status. A lake is considered impaired when it does not meet water quality standards set by environmental agencies, meaning it cannot safely support its intended uses. Common causes of impairment include excess nutrients from

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agricultural runoff, which can lead to harmful algal blooms; toxic substances like pesticides, heavy metals, and industrial chemicals; and sediment pollution that clouds water and disrupts habitats. It would take a lot of processing to get the levels of E-coli, Metals, Fecal material...etc. to send to Bronte to be treated the rest of the way for the county. All grants discussed in previous meetings are still in progress.

- B. Ordinance 15-26 Discussion and action to adopt written findings as to collection services contract and approve a contingent fee contract with Perdue, Brandon, Fielder, Collins and Mott, LLP pursuant to Article 103.001, Texas Code of Criminal Procedure, said contract being for the collection of court fines and fees owed to the City of Robert Lee (the “City”), and notice of which is provided with the agenda in accordance with Section 2254.1036 of the Government Code.

Discussion: Perdue Brandon currently works with Coke County and City of Robert Lee to collect delinquent taxes. Perdue Brandon can also help the city collect outstanding municipal court fines and fees in exchange for an additional 30% fee to be added on top of the delinquent. Perdue Brandon would do all the work to inform defendants of the collections.

Motion by Council Member Josh Tennison to adopt Ordinance 15-26, as to collection services contract and approve a contingent fee contract with Perdue, Brandon, Fielder, Collins and Mott, LLP pursuant to Article 103.001, Texas Code of Criminal Procedure, said contract being for the collection of court fines and fees owed to the City of Robert Lee. Seconded by Council Member Skyler Rainwater. Vote 4-0, motion carried.

- C. Ordinance 17-26 Consider the approval of an Ordinance to establish a fee to defray costs of collecting delinquent fines, fees, court costs, and other debts pursuant to Article 103.0031 of the Texas Code of Criminal Procedure; providing for severability; and establishing an effective date.

Motion by Council Member Josh Tennison to approve Ordinance 17-26, to establish a fee to defray costs of collecting delinquent fines, fees, court costs, and other debts pursuant to Article 103.0031 of the Texas Code of Criminal Procedure; providing for severability; and establishing an effective date. Seconded by Mayor Pro Tem Mike Stephens. Vote 4-0, motion carried.

The council exited from regular session at 6:53 PM and entered executive session with the City Attorney.

The council exited executive session and returned to regular session at 7:59 PM.

- D. Drought Contingency Plan- Stage 3

Discussion: Mayor Arens has requested council to give him the authority to enact stage 4 of the drought contingency plan if the triggers are met.

Motion by Council Member Josh Tennison to authorize Mayor Arens to enact Stage 4 of the Drought Contingency Plan if/when the triggers are met. Seconded by Council Member Megan Sheppard. Vote 4-0, motion carried.

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- E. AEP Easement - Mountain Creek Lake Property
Tabled
- F. Appointment of 2026 Tax Assessor
Motion by Council Member Skyler Rainwater to appoint Gina Williams as the tax assessor for 2026. Seconded by Mayor Pro Tem Mike Stephens. Vote 4-0, motion carried.
- G. Coke County Appraisal District- Certified Values
Motion by Mayor Pro Tem Mike Stephens to approve the coke county appraisal roll for 2026. Seconded by Council Member Megan Sheppard. Vote 4-0, motion carried.
- H. Concho Valley Crew Program- Renewal
Motion to renew contract with the Concho Valley Crew Program for community service. Seconded by
- I. WCCEMS Property Agreement
Tabled
- J. Quote- Clifford Power Generator Configuration
Discussion: Quote provided by Clifford Power to start up the mandated generators from TCEQ on the water system. City Superintendent Brickey will meet with EDC to request reimbursement for the purchase, as they have been budgeting for improvements since the mandate.
Motion by Mayor Pro Tem Mike Stephens to approve the quote of \$6,160.18 to set up the generators, regardless if EDC approves to reimburse the city. Seconded by Council Member Skyler Rainwater. Vote 4-0, motion carried.
- K. Services for Demo Projects
Discussion: In lieu of paying for outstanding bulk water purchases, council would like to consider trading demolition services with the bulk water customer, acct #4358. Hourly prices for equipment were presented to the council for consideration, but no other information was provided. Council could not determine how many hours would need to be worked equal the total outstanding balance, but they expressed a willingness to trade the outstanding balance for the single demolition job.
Motion by Mayor Pro Tem Mike Stephens to authorize Mayor Arens to negotiate with bulk water customer #4358 for the demolition of 1207 Washington in lieu of paying their delinquent bulk water balance of \$2,467.87 in cooperation with the EDC for the roll off containers. Seconded by Council Member Megan Sheppard. Vote 4-0, motion carried.
- L. Resolution 16-26 Water Conservation Plan
Discussion: Enprotec Hibbs & Todd updated Water Conversation Plan to qualify for grants through the Texas Water Development Board.
Motion by Council Member Megan Sheppard to approve Resolution 16-26, Water Conservation Plan. Seconded by Council Member Skyler Rainwater. Vote 4-0, motion carried.
- M. CD Account at First National Bank of Ballinger- Closing/Opening
Table

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N. Ordinance 14-26 Budget Amendment FY 25-26 2nd Reading

No changes from the 1st reading.

Motion by Mayor Pro Tem Mike Stephens to approve the 2nd reading of Ordinance 14-26, Budget Amendment FY 25-26. Seconded by Council Member Josh Tennison. Vote 4-0, motion carried.

O. Purchase the Old Coke County Library

Discussion: In a commissioner's court, Mayor Pro Tem Mike Stephens asked the judge to sell the old library building to the City of Robert Lee for \$1.00 and they agreed. Uses for building will be discussed further later, but possibilities include a visitors' center, EDC meeting location, new food pantry location, or demolish and extend minipark.

Motion by Mayor Pro Tem Mike Stephens to purchase the old coke county library building next to City Hall for a max of \$5.00 and allow Mayor Arens to negotiate any additional terms. Seconded by Council Member Skyler Rainwater. Vote 4-0, motion carried.

Reports

Mayor – Coke County entered into an agreement with the Concho Valley Council of Government (CVCOG) to hire an engineer to assist with updating the Hazard Mitigation Plan for Coke County.

Administrator – Report and grant updates will be on August meeting. Asked council to send available dates for a budget workshop.

Superintendent – June; Pump and motor stack for Bronte station ordered. Site SS2 monthly bacteriological sample came back positive of total coliform, but absent of e.coli, public works followed upstream and downstream to collect additional samples and all samples were absent of coliforms. Positive sample was taken during the boil water notice for the rural water meter fix (estimated loss of 15,000 gallons of water), boil water notice covered both. Consumer Confidence Reports were mailed out to customers on 6-24 alongside service live inventory notifications. July; Snead/Corbin meter has not been tested due to the machine as the testing facility being out of service, it will be sent to a secondary location to complete the testing. Both generators for Bronte Pumpstation and Water Plant were delivered. Ordered and received larvicide for bloodworms and cocoons infesting the wastewater plant causing lowering percentage of solids, all lab tested samples are still within the permit. Chlorine Conversation from chloramines to free chlorine is scheduled for next week.

Code Enforcement – (Was previously approved in the Consent Agenda) – Started abating properties in violation of the nuisance ordinance. The animal control facility received another award for 2025 for having a 99% save rate of all animals that enter the facility.

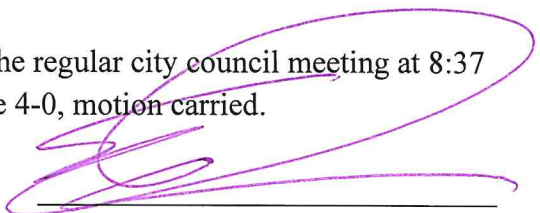
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Request for Future Agenda Items

Budget Workshop 8-3-2026

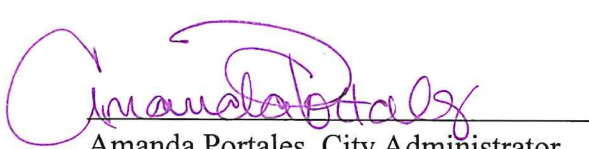
Adjournment

Motion by Mayor Pro Tem Mike Stephens to adjourn the regular city council meeting at 8:37 PM. Seconded by Council Member Josh Tennison. Vote 4-0, motion carried.



Steven Arens, Mayor

ATTEST:



Amanda Portales, City Administrator