



City Council Regular Meeting Minutes

February 05, 2026 at 6:00 PM

Keene City Hall - Robert G. Cooper Council Chamber
1000 N. Old Betsy Rd., Cleburne, Texas 76031

Recorded Live Stream Available at <https://www.youtube.com/@cityofkeenetexas>

Members present: Samantha Gillin, Mayor Pro Tem; and Council Members Bob Chapman, Rob Foster, and Troy Smith. Johnny Shaw arrived at 6:13 p.m.

Members absent: Council Member Chuck Easley

City Staff present: Jonathan Seitz, City Manager; Holly Russell, City Secretary; Sandra Overstreet, HR Director; Mira Lam, Finance Director; Don Martin, Director of Development & Neighborhood Services; Chief James Kidd, Keene Police Department; Chief Dan Warner; Keene Fire & Rescue; Keith Barrow, Digital Marketing Coordinator.

1. Call to Order, Invocation, Pledge of Allegiance, Pledge to Texas Flag

Mayor Pro Tem Gillin called the meeting to order at 6:00 p.m. and Council Member Foster gave the invocation.

2. Mayor Announcements

Mayor Pro Tem Gillin shared that City Hall will be closed on President's Day, on February 12 will be a push-in ceremony for Brush Truck 78, and thanked Mayor Parrish for her service.

3. Public Comments

Will Keeton, Candidate for District Clerk, introduced himself to Council and gave a brief overview of his qualifications for the position.

Jake Petty, Candidate for County Commissioner-Precinct 4, introduced himself and gave a brief overview of his qualifications for the position.

Jeff Hankins, 503 N Fairview Lot 45, spoke to Council about the need for adding days to water bill extensions, and he wanted to know why only two officers are working during the day and would like to see more officers on patrol. He expressed concern about the speeding on E. Oakdale. Chief Kidd noted they will focus on the area to monitor the issues.

Vincent Castro, 503 N Fairview Lot 41, spoke to Council concerning the arrest of certain residents, and concerning his application for the EDC-A Board.

Owen Larson, 1002 Shelly Drive, provided Council with copies of a petition to address improper drainage of stormwater runoff on Shelly Drive. He would like the City to address this issue since the city approved of the wall design that is causing the issue.

Eddie Arellano, 1004 Shelly Drive, spoke to the same water runoff issue. The wall is now broken and needs repair, but the developer is no longer involved. Residents do not want to pay to have the issue corrected and repaired.

4. Reports

Informational reports only; no action to be taken.

A. *City Manager's Comments – A report from the City Manager to include the topics of Council*

and Director Training, Post-Winter Storm, Downtown Revitalization Grant, IRS Audit, and Emergency Services District (ESD) additional funds.

Jonathan Seitz, City Manager, shared that the Council retreat is scheduled for March 1 and 2, and staff is refining the agenda. He thanked staff for their diligence in preparing for and managing services during the winter storm. The Downtown Revitalization Grant is moving forward, and more will be coming to Council for review and consideration. The IRS audit is still ongoing. The IRS audit has to be completed before the city can move forward with the annual audit, and so far, this has resulted in a large refund to the City. Mr. Seitz invited Chief Warner to come forward to speak on the Emergency Services District (ESD) funds. Chief Warner announced that the city receives funds from the ESD per the terms of a contract between the entities. In addition, the city is eligible to receive \$129,106.80 to purchase equipment for the department, and eligible for up to \$193,660.19 for station upgrades. Chief Warner is hoping to be approved for a phased plan to make improvements to the building. Mr. Seitz also shared that he reached out to Mayor Parrish and noted that a reception in her honor is being planned and announced soon.

B. Receive and discuss the Quarterly Financial Report for the months of October 1 through December 31, 2025.

Mira Lam, Director of Finance, shared that year-to-date revenue is currently about 16 percent lower than what was budgeted. Since the property tax payment the City usually receives at the end of the year was delayed and not received until mid-January. It will be reflected in the next quarterly report. Sales tax revenue is coming in higher than the previous fiscal year's comparable months. So far Expenditures are on target with the budget. Water and Sewer Fund revenue increased by 30 percent compared to last year, due largely to the Public Works Department hard work replacing fault meters.

C. Receive a report on the City-County Transportation service from Jon-Erik "AJ" Arjanen, General Manager.

Jon-Erik Arjanen, General Manager of the City County Transportation, gave an introduction of the service and the future of the service. In 2025, they saw an increase in ridership overall, and 93.4 percent of those trips between Keene and Cleburne were for work or medical reasons. As of October 2025, the 6:00 a.m. start time was expanded to all of Johnson County, and the department has partnered with dialysis facilities to offer service on holidays. Moving forward, the department wants to add online scheduling services to relieve the dispatch-call overload. Mr. Arjanen hopes to also improve payment options for customers as well. They are looking to relaunch and rebrand in effort to make the service more recognizable and known to residents.

D. Receive a report on Code Enforcement that explains the basic overview of department duties and responsibilities and their ability to enforce code violations.

Don Martin, Director of Neighborhood and Development Services, gave the report on Code Enforcement. He introduced John Johnson, the certified Code Enforcement Officer employed full-time with the City. He announced there is a new link on the website for residents to report any concerns or complaints to Animal Control and Code Enforcement.

- E. *Receive a report from Dr. Ricky Stephens, Keene ISD Superintendent, giving information about the upcoming bond election and the improvements to the school facilities it would impact.*

Dr. Ricky Stephens, Keene ISD Superintendent, shared that the School Board should be considering calling an election for a bond at their Monday meeting. He reviewed the November 2025 bond election and that it did not pass. He gave a brief overview of the district and demographics, and what they project to receive in numbers of students with the many new homes that are being built in Keene. He shared the results of a survey to understand why the bonds did not pass.

5. Consent Agenda

All items listed below have been previously discussed, require no deliberation, or are routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items. Items to be withdrawn from the Consent Agenda for separate discussion by the City Council. If discussion is desired, the item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Manager to implement each item in accordance with the staff's recommendation.

- A. *Consider approval of the minutes of the regular Keene City Council meeting held on January 15, 2026.*
- B. *Consider approval of a resolution to remove Lisa Parrish as a signatory on all of the City's bank accounts.*
- C. *Consider approval of a resolution to add the City Manager and City Secretary as signatories on the Texas Water Development Board (TWDB) grant bank account.*

A motion was made to approve the consent agenda as presented, and was seconded.

Motion made by Foster, Seconded by Shaw.

Voting Yea: Mayor Pro Tem Gillin, Chapman, Foster, Smith, Shaw

6. Public Hearing Items

There are no public hearings scheduled for this meeting.

7. General

General business items for discussion:

- A. Review, discuss, and consider acceptance of Mayor Parrish's resignation effective January 16, 2026, and giving a vote of confidence for Samantha Gillin, Mayor Pro Tem, acknowledging the Mayor Pro Tem shall fill the vacancy and conduct city business as the Acting Mayor until a new Mayor is elected in the next Keene General Election to be held November 3, 2026.

A motion was made to accept the resignation of Mayor Parrish effective January 16, 2026, and acknowledge Samantha Gillin, Mayor Pro Tem, as the Acting Mayor to conduct city business until a new Mayor is elected.

Motion made by Foster, Seconded by Smith.

Voting Yea: Chapman, Foster, Smith, Shaw

Voting Abstaining: Mayor Pro Tem Gillin

8. Executive Session

Pursuant to the Texas Open Meetings Act, Chapter 551, Texas Government Code, the City Council may recess to Executive Session at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to any posted item and by the following authority:

A. Texas Government Code Section 551.074 - Personnel Matters; discuss the appointment, employment, evaluation, reassignment, duties, of a public officer or employee; (City Attorney, City Secretary annual review, and possible appointment to committees/commissions and board of adjustment)

Mayor Pro Tem Gillin exited the meeting at 7:46 p.m. and Council Member Foster read the item on her behalf. He recessed the meeting at 7:47 p.m. Mayor Pro Tem rejoined the meeting at the beginning of Executive Session.

9. Reconvene into Open Session

To take action on the above-listed Executive Session item(s), if any:

Mayor Pro Tem Gillin reconvened the meeting at 8:58 p.m.

A motion was made to not appoint the applicant to the Board of Adjustment, and seconded. The motion was unanimous.

Motion made by Smith, Seconded by Shaw.

Voting Yea: Mayor Pro Tem Gillin, Chapman, Foster, Smith, Shaw

10. Requests for Future Agenda Items

Foster - want to bring back adopting the Board & Commission policy for approval.

11. Adjourn

With no further business to discuss, the Mayor Pro Tem adjourned the meeting at 9:01 p.m.

Approved on this the 5th day of March 2026.

APPROVED:



Samantha Gillin, Mayor Pro Tem

ATTEST:



Holly Russell, City Secretary