



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Regular Called Meeting

6:00 PM
Monday, September 22nd, 2025
Bartlett City Hall
140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

Call to order at 6:01 pm
MPT Cooper Absent
CM Luna arrived at 6:42pm
Quorum declared

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

No one signed up to speak

BOARDS, COMMISSIONS, & COMMITTEES PRESENTATIONS, PROCLAMATION

Fire Department –
Teinert Memorial Library –
Bartlett City Cemetery –
Parks and Recreation -

Representative from the Fire Department presented.
Report was presented by Deana Shiplett
CM Jones presented the report
Mayor Chad Mees presented.

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

1. Receive monthly department reports:
 - a. Municipal Treasurer
 - b. City Secretary –Accounts Payables-Deposits
 - c. Municipal Court
 - d. Development Services-Permits
 - e. Utility Billing
 - f. Public Works
 - g. Police Dept
 - h. City Administrator
2. Approve minutes from the following meeting:



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

- a. 08.11.25 – Regular Meeting
- b. 08.25.25 – Regular Meeting

CM Ivicic moved to approve the consent agenda as presented.
CM Jones seconded the motion.
Motion passed 3-0

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

1. Discuss, review, and take any necessary action on Ordinance 2025-09-22-1 for Bartlett Independent School District (BISD) Event Planning and Traffic Controls of municipal streets abutting the BISD campus at Davilla St and N. Beckman St.

CM Ivicic made the motion to approve Ordinance 2025-09-22-1 for Bartlett Independent School District (BISD) event planning and traffic controls of municipal streets abutting the BISD campus at Davilla St and N. Beckman St.
CM Zimmer seconded the motion.
Motion passed 3-0

2. Discuss, review, and take any necessary action on Resolution 2025-09-22-2 on authorizing and approving the execution of an equipment – Lease Purchase Agreement.

CM Ivicic made the motion to approve Resolution 2025-09-22-2 on authorizing and approving the execution of an equipment – Lease Purchase Agreement.
CM Jones seconded the motion
Motion passed 3-0

3. Discuss, review and take any necessary action on the consideration of the Request for Proposals (RFP) for Auditing Services for publication.

CM Ivicic made the motion to approve the consideration of the Request for Proposals (RFP) for Auditing Services for publications.
CM Jones seconded the motion.
Motion passed 3-0

4. Discuss, review and take any necessary action to consider the Teinert Memorial Library Coordinator job description.

CM Ivicic made the motion to approve the Teinert Memorial Library Coordinator job description.
CM Jones seconded the motion.
Motion passed 3-0

5. Discuss, review and take any necessary action to consider the Xerox Lease Agreement for City Hall.

CM Zimmer made the motion to approve the Xerox Lease Agreement for City Hall.
CM Ivicic seconded the motion.
Motion passed 3-0

6. Discuss, review and consider an addendum to the personnel handbook section 5.09 Performance Appraisal System to include Attachment B: Employee Performance Review Sheet.

CM Ivicic made the motion to approve the addendum to the personnel handbook section 5.09 Performance Appraisal System to include Attachment B: Employee Performance Review Sheet
CM Luna seconded the motion
Motion passed 4-0



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EXECUTIVE SESSION

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

1. Enter Executive session related to Sales Tax Allocation accordance with Texas Government Code 551.071 Consultation with City Attorney.
2. Enter Executive session related to the Bartlett Volunteer Fire Department Protective Services Agreement in accordance with Texas Government Code 551.071 consultation with City Attorney: 551.072 Deliberation regarding Real Property.
3. Enter Executive sessions reference Government Code 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officer or employee and/or to hear a complaint or charge against an officer or employee: to wit: City Administrator, Adrian Flores.

Reconvene into Open Session:

- a. Take action, if any, on matters discussed in Executive Session

No action taken

FUTURE AGENDA ITEMS

ADJOURN

CM Luna made the motion to adjourn the meeting

CM Ivicic seconded the motion.

Motion passed 4-0

Meeting adjourned at 9:07 pm

MINUTES APPROVED:

X

Chad Mees 10/13/25

Chad Mees

Mayor



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

ATTEST:

X 
Brenda Kelley

City Clerk