

**SNOOK CITY COUNCIL**  
**MINUTES OF REGULAR CALLED MEETING**  
July 28, 2025

The City Council of the City of Snook, Burtleson County, Texas, convened in regular meeting at the Snook City Hall on July 28, 2025 at 5:30 p.m. with Mayor Frank Fields presiding.

**Attendance**

**Mayor:** Frank Fields  
**Mayor Pro-Tem:** Matt Collins  
**Aldermen:** Tina Vega, Wade Elkins, Bradan Harris, John Pollock  
**City Staff:** David Junek, Chief Huron, Luke Cochran, Dustin Lozano  
**Visitors:** Charles Dunlap, Cecil Duke, Charles & Gloria Smith, Anjanette Hawkins, Jack Baumann, Elida Huron, Clarence Junek.

- I. Mayor Frank Fields called the meeting to order at 5:30 p.m.
- II. A quorum was established.
- III. Mayor Pro-Tem Matt Collins made a motion to adopt the agenda. Alderman Wade Elkins seconded the motion. Motion carried unanimously 5-0.
- IV. Mayor Frank Fields convened the workshop session at 5:31 p.m. and read the item. Travis Martinek with DR Horton introduce himself along with Chris Lyttle, Keith Behrens, and Jeff Robertson. Mr. Martinek reviewed the overall conceptual layout of the proposed subdivision consisting of 408 homes on 50'x120' lots. Jack Baumann asked about infrastructure improvements needed and Mr. Martinek that DR Horton would pay for their portion. Mr. Fields commented that the City was aware of the need to expand our water and wastewater systems with the buildout of the Grand Lake subdivision and mentioned the water model and capital improvements projects that will help us determine those kinds of things in the future. Mr. Fields also noted that this was a workshop session and that any citizens who wished to comment could do so in the citizen comments part of the meeting. Mayor Pro-Tem Matt Collins asked if a fence would be around the entire property and Mr. Martinek said that they hadn't gotten that far and talked about potential ideas for different areas. Mr. Collins asked if a traffic study had been done yet and Mr. Martinek said not yet. Alderman Bradan Harris asked if there were two entrances planned and Mr. Martinek said yes and indicated them on the plan. Alderman Wade Elkins voiced his concerns of the property relative to its location with the floodplain and concerned that building it up could negatively impact other properties. Mr. Elkins asked if they owned the property and Mr. Martinek said no, but under contract. Mr. Collins asked if a drainage model would show the upstream and downstream impacts and Mr. Behrens commented that they would have to do a hydraulic model of pre-existing conditions and show the project wouldn't increase the water level. Mr. Baumann made his concerns heard on the drainage and negative

impacts to his lots. Mr. Harris asked what the home costs would be and Mr. Martinek said probably between \$250,000-\$300,00. Mr. Harris asked if there was a park area and Mr. Martinek indicated an area that could be used for that and potential natural walking trails in the floodplain area. Mr. Harris asked what a larger lot in the southwest corner was going to be used for and Mr. Martinek he was not sure, but would serve as a buffer between properties for now. Mr. Collins asked how many vehicles could be there and Mr. Behrens gave a standard that is generally used of 10 trips per house per vehicles. Mr. Collins asked what their plan was for traffic flow and Mr. Martinek said that it would be part of the TIA and Mr. Collins commented that traffic can already get back up to CR 269 during school. Mr. Martinek showed city council pictures of a project going on in Rockdale that would look similar to what they are proposing in Snook. Mr. Harris asked what the distance was from the garage to sidewalks and Mr. Martinek said about 20 feet. Mr. Martinek said that streets are 28' wide and the right of way is 50' wide. Mr. Harris asked what the estimated property taxes were and Mr. Martinek said he was not sure and some discussion was had on tax rates in Burleson County. Mr. Fields asked if they were asking for a variance for 50' lots and how much to contribute to the infrastructure improvements and Mr. Martinek said mostly. Mr. Martinek then explained the current housing market and their model. Mr. Collins asked if they see a lot of first-time buyers of these houses and Mr. Martinek said yes and retirees. Mr. Collins asked how many bedrooms would the houses be and Mr. Martinek said mostly 3-bedroom 2 bath and 4-bedroom 2 bath. City Attorney Luke Cochran asked if they'd be open to a development agreement and Mr. Martinek said yes. Mr. Fields commented that he would like to see this addressed further from city council members viewpoints and possibly from citizen input and closed the workshop session at 6:01 p.m.

**V. Open Forum/Visitor's Comments:**

Cecil Duke asked if the property for Action Item 1 was the same that was talked about at the last city council meeting. Mr. Fields said no. Mr. Duke then voiced concerns about the extension of the sewer line to the previous month's property and the potential negative impacts it could have on the health if large amounts of sewer water were discharged on it from large events or the proposed houses.

Gloria Smith introduced herself and shared that she started the non-profit Dabney Hill Baptist Church Inc. and they're ready to begin work on the lodge in the back of the church property. They are also working with the design team and city to get it going. She's wanting the building to be for the community and their input on what to use it for. They do plan on renovating the church as well.

Anjanette Hawkins commented that her name was on the deed to the property the lodge and church sit on and that permission was not given to do anything with it.

Clarence Juneke voiced his concern of the flooding that happens now near the proposed development and if the property was built up it would negatively impact other properties and urged city council to be careful what to commit to since they may not be here to deal with it in the future. Mr. Juneke also voiced his concerns of the traffic it

would create and thought it'd be best if the development was put on the other side of town.

Jack Baumann voiced his concerns down the road that the floodwater could flood houses in the next-door subdivision and that the hydraulic model won't show what he's seen happen there before. He also commented that there isn't a good plan to address the Old River and may add to the problem.

## **VI. Action Items:**

1. Mayor Frank Fields read the item and City Administrator/City Secretary David Junek went over the executive summary. Anjanette Hawkins introduced herself and believes Ordinance 2022-10 was passed after the homes were already there and believes the City should provide water and sewer to the property and should not be on them. Mayor Pro-Tem Matt Collins asked how big the lot was and Mr. Junek said 2-acres. Mr. Fields asked if Ordinance 2022-10 was passed after the homes were there and Mr. Junek said yes. Mr. Fields commented on the variance request previously given to allow the double-wide manufactured home to stay and City Attorney Luke Cochran also explained what it stated. Mr. Fields asked if both lots that it sits on is owned by the same people and Ms. Hawkins said yes. Mr. Fields asked if there was any organization of the family and Ms. Hawkins said yes and she was the spokesperson for it. Mr. Fields asked if the double-wide was occupied and if it had utilities and Ms. Hawkins said no to both. Ms. Hawkins said that prior city staff had approved the placement of the homes. Alderman Bradan Harris asked if it sits on two different lots and Ms. Hawkins said yes and Mr. Harris asked if it could be moved. Mr. Collins said he'd like to see it replotted or the home moved. Ms. Hawkins commented that the least cost to them would be to put it on the other property. Mr. Cochran commented that the meter could be put on the other tract. Mr. Fields commented that it would still need to comply with manufactured ordinance and get approval of septic from Burlison County. A motion was made by Alderman Bradan Harris to install a water meter on the lot that does not have a meter only if the manufactured home comes into compliance with the City's manufactured home ordinance and obtains a septic system. A second was made by Alderman John Pollock and carried unanimously 5-0.
2. Mayor Frank Fields read the item and City Operator Dustin Lozano gave his report. They installed new meters in Grand Lake, helped located lines and assisted the pipe-bursting contractor with the GLO-MIT (Hurricane Harvey) sewer project, and mentioned repair done to a sewer clean out to a home on CR 268.

City Administrator/ City Secretary David Junek gave the following report:

- 4 new building permits were issued since the last regular city council meeting
  - 3 are for single-family residences in Grand Lake.
  - 1 is for a single-family residence in Heritage Acres.

- 14 new water/sewer customers added this month
    - 4 new water meters
    - 10 transfer of services
  - GLO MIT (Hurricane Harvey) project
    - The contractor for the pipe-bursting is set to begin putting in pipe along the creek starting behind Fojt Street this week.
    - The contractor for the lift station is still mobilizing and will be in town within the next few weeks.
  - See Bleyl status report for update on CDBG MIT-MOD, Capital Improvements Plan, and Water Model projects
  - Code Enforcement
    - 4 companies attended the mandatory pre-bid meeting for the demolition and removal of the 3 structures on CR 267. Bids are due on August 7<sup>th</sup> and City Council will review and take action on them at the August 25<sup>th</sup> city council meeting.
    - The property across from the park is now mostly in compliance other than a few piles of brush that need to be burned.
    - City staff will be back out in the field in beginning this week and sending notices to properties that have any visible code violations.
  - Chief Steven Huron gave the following report:
    - Completed L-1 process and now commissioned as City Marshal
    - Getting quotes for different equipment needed for vehicle
    - Working with Municipal Court Judge Hilda Cuthbertson in creating traffic citations.
    - Researching requirements to transfer to a police department.
3. Mayor Frank Fields read the item and commented that the \$0.25 tax rate was the same rates as previous years and how the budget has been crafted around. Mayor Pro-Tem Matt Collins made the motion to propose a tax rate of \$0.25 per \$100 for FY 2026. A second was made by Alderman Wade Elkins and the following record vote was taken:

Mayor Frank Fields – In Favor  
 Mayor Pro-Tem Matt Collins – In Favor  
 Alderman Wade Elkins – In Favor  
 Alderman Bradan Harris – In Favor  
 Alderman John Pollock – In Favor  
 Alderman Tina Vega – In Favor

4. Mayor Frank Fields read the item and commented on the draft of the FY 2026 Budget. Mr. Fields pointed out that corrections were made and now the budget was balanced. No action was taken.
5. Mayor Frank Fields read the item and reviewed ordinances with City Council. City Attorney Luke Cochran commented on the noise ordinance that it allowed it to be a nuisance at a certain level. Mr. Fields commented that the levels are in the ordinance to avoid any subjectiveness. Mr. Cochran commented that all the ordinances were crafted based on the most common was that they've seen them for a town like Snook and explained the various things that could be added, changed, or removed to how they were drafted. Mr. Fields commented that if the City felt that there was a problem with any of them that they could be changed later. Mayor Pro-Tem Matt Collins asked if a permit would have to be obtained to make noise outside the proposed time frames and City Administrator/City Secretary David Junek said that the way the ordinance is now that a variance would have to be granted by City Council. Mr. Collins commented that he would like to see a permit developed to allow certain things and higher noise outside the given time frames. Chief Steven Huron mentioned the research he had done and the levels that other cities were at. Conversation was had amongst City Council and the Mr. Cochran on how specific the noise ordinance could get. Alderman Wade Elkins made the motion to approve all ordinances as written, but then retracted the motion. Mr. Junek commented on the changes to the outdoor burning ordinance. Mayor Pro-Tem Matt Collins made the motion to table action on the noise ordinance. A second was made by Alderman John Pollock and carried unanimously 5-0. A motion was made by Mayor Pro-Tem Matt Collins to table action on the outdoor burning ordinance. A second was made by Alderman Bradan Harris and carried unanimously 5-0. Further conversation was had on the fireworks ordinance and what would be permitted. A motion was made by Alderman John Pollock to approve the fireworks ordinance. A second was made by Alderman Tina Vega and carried unanimously 5-0.
6. City Council adjourned to Executive Session at 7:05 p.m. to consult with the City's attorney, pursuant to Section 551.071 of the Texas Government Code and to deliberate the employment of the City Administrator/City Secretary, pursuant to Section 551.074 of the Texas Government Code.
7. The City Council reconvened into Open Session at 7:54 p.m. A motion was made by Mayor Pro-Tem Matt Collins to increase the City Administrator/City Secretary's salary by 7%. A second was made by Alderman Tina Vega and carried unanimously 5-0.
8. Mayor Frank Fields read the item and City Council members reviewed the minutes from the June 23, 2025 regular city council meeting. A motion was made by Alderman John Pollock to approve the minutes. A second was made by Mayor Pro-Tem Matt Collins and carried unanimously 5-0.

9. Mayor Frank Fields read the item and City Council members reviewed the financial statements. A motion was made by Mayor Pro-Tem Matt Collins to approve the financial statements. A second was made Alderman Wade Elkins and carried unanimously 5-0.

**VII. Items to be placed on future agenda:** Noise and outdoor burning ordinances, budget.

**VIII.** The meeting was adjourned at 7:58 p.m.



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Frank Fields  
Mayor, City of Snook



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David Junek  
City Administrator/City Secretary