

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS HELD ON THE 18th DAY OF AUGUST 2015.

On the 18TH day of August 2015, the City Council of the City of Lufkin, Texas convened in a Regular Meeting in the Council Chambers of City Hall with the following members, thereof to wit:

Bob F. Brown	Mayor
Mark Hicks	Mayor Pro Tem
Victor Travis	Councilmember, Ward No. 1
Lynn Torres	Councilmember, Ward No. 3
Rocky Thigpen	Councilmember, Ward No. 5
Sarah Murray	Councilmember, Ward No. 6
Keith Wright	City Manager
Steve Floyd	Assistant City Manager
Bruce Green	City Attorney
Kara Atwood	City Secretary
Rodney Ivy	Human Resources Director
Gerald Williamson	Police Chief
Ted Lovett	Fire Chief
Belinda Southern	Finance Director
Dorothy Wilson	Planning Director
Steve Poskey	Street Department Director
Mike Akridge	Parks & Recreation Director
Barbara Thompson	Main Street Director
Brant Lee	Convention Center Director
Dale Allred	Inspection Services Director
Sid Munlin	Information Technology Director
Chuck Walker	Public Works Director
Kent Havard	Solid Waste Director
Thad Chambers	Economic Development Director
Tara Watkins	LCVB Director

being present when the following business was transacted,
and;

Robert Shankle	Councilmember, Ward No. 2
being absent.	

1. The meeting was opened with prayer by Pastor Jerome Brimmage of First United Methodist Church.
2. Mayor Bob Brown welcomed visitors present.
3. MINUTES OF THE COUNCIL BUDGET RETREAT HELD JULY 28, 2015 AND THE REGULAR COUNCIL MEETING HELD AUGUST 4, 2015-APPROVED

Minutes of the Council Budget Retreat on July 28, 2015 and the Regular Council Meeting on August 4, 2015 were approved on a motion by Councilmember Lynn Torres and seconded by Councilmember Sarah Murray. A unanimous affirmative vote was recorded.

4. PRESENTATION REGARDING THE FIREMEN’S PENSION FUND FINANCIAL STATEMENT, ACTUARIAL VALUATION REPORT AND INVESTMENT REPORT

City Manager Keith Wright introduced three different reports on the Firemen’s Relief & Retirement Fund, including the Firemen’s Pension Fund Financial Statement, Actuarial Valuation Report, and the Investment Report.

Mr. Matthews gave a presentation to City Council regarding the Firemen’s Pension Fund status.

Jimmy Ragsdale, President of the Firefighter’s Pension Fund, gave a presentation to City Council regarding the three different reports for the Lufkin Firemen’s Relief & Retirement Fund.

Councilmember Mark Hicks questioned Mr. Ragsdale about the improvement in Pension Fund numbers since 2013. Mr. Ragsdale elaborated that increased contributions to the plan, a total department salary increase, and the raising of the fund's retirement age from fifty (50) to fifty two (52) were all positive factors in the current projection.

5. **SECOND READING OF AN ORDINANCE REGULATING VENDORS AND SOLICITORS IN THE CITY OF LUFKIN-APPROVED**

City Manager Keith Wright stated that this Ordinance would better serve both Vendors and Solicitors alike, and would be safer for customers. City Manager Wright stated that Staff recommended City Council approve the Second Reading of an Ordinance regulating vendors and solicitors in the City of Lufkin.

The Ordinance regulating vendors and solicitors in the City of Lufkin was approved on a motion by Councilmember Lynn Torres. Councilmember Sarah Murray seconded the motion and a unanimous affirmative vote was recorded.

6. **EXTENSION OF THE BURN BAN APPROVED BY THE MAYOR FOR SIXTY (60) DAYS OR UNTIL LIFTED BY CITY COUNCIL-APPROVED**

City Manager Keith Wright stated that on August 8, 2015 Mayor Bob Brown issued a burn ban effective immediately for the City of Lufkin due to drought conditions that persisted at that time. City Manager Wright furthered that this ban would soon expire and Staff requested that City Council authorize the extension of the burn ban for an additional sixty (60) days or until conditions improve warranting the lifting of the ban. City Manager Wright continued that all outdoor burning within the City of Lufkin is prohibited under the burn ban, however this declaration does not apply to charcoal or gas grills or other open-flame cooking devices when used as allowed.

City Manager Wright concluded that Staff recommended City Council approve the extension of the burn ban enacted on August 8, 2015.

The extension of the burn ban for sixty (60) days or until lifted by City Council was approved on a motion by Councilmember Mark Hicks. Councilmember Rocky Thigpen seconded the motion and a unanimous affirmative vote was recorded.

7. **DISCUSSION OF THE FISCAL YEAR 2015-2016 TAX RATE**

City Manager Keith Wright stated that the City's present tax rate was 0.5238 per one hundred dollars (\$100) valuation and the proposed tax rate would be the same. City Manager Wright stated that unless the value of a property had increased, then there would be no increase in property taxes. City Manager Wright furthered that the current tax rate was divided into two portions: 0.3638 was designated for maintenance and operations (M&O); and 0.1600 was designated for interest and sinking (I&S) or debt service. City Manager Wright continued that the proposed rate would move one penny to M&O for 0.3738 and 0.1500 for I&S.

City Manager Wright stated that the effective tax rate for next year was 0.514413, which is lower than the proposed tax rate. City Manager Wright stated that this would generate an additional one hundred twenty six thousand two hundred eighteen dollars (\$126,218), of which eighty one thousand four hundred thirty seven dollars (\$81,437) is new property.

City Manager Wright concluded that Legislation requires City Council conduct a discussion regarding the proposed tax rate if it exceeds the effective rate or rollback rate as well as conduct two (2) public hearings regarding the same. City Manager Wright stated that these public hearings would be held during the regular City Council meeting of September 1, 2015 and at the special called City Council meeting of September 8, 2015.

City Manager Wright finished that Staff recommended City Council conduct a discussion regarding the proposed 2015-2016 tax rate of 0.5238.

There was no action required on this item.

8. **PRESENTATION OF THE CITY OF LUFKIN (2015-2016) DRAFT BUDGET AND PUBLIC HEARING CONCERNING THE PROPOSED BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016**

City Manager Keith Wright highlighted the significant proposed changes in the 2015-2016 Draft Budget. City Manager Wright asked if there were any questions on the proposed changes he had listed.

Mayor Bob Brown opened the Public Hearing at 5:34 pm. There were no comments from the public.

No action was taken on this item. City Manager Wright thanked all the Department Heads for their efforts on the proposed budget.

9. **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS ESTABLISHING A REASONABLE TIME LIMIT ON THE AMOUNT OF TIME CITY PERSONNEL ARE REQUIRED TO SPEND PRODUCING PUBLIC INFORMATION FOR INSPECTION OR COPIES WITHOUT RECOVERING COSTS ATTRIBUTABLE TO THE PERSONNEL TIME RELATED TO A SPECIFIC REQUESTOR-APPROVED**

City Manager Keith Wright stated that the proposed Resolution called for the establishment of a thirty six (36) hour time limit within a fiscal year that City personnel may spend on fulfilling the Public Information Act (PIA) requests from a single requestor before recovering costs attributable to personnel time. City Manager Wright explained that if Council adopted the proposed Resolution, once an abusive request for inspection (or simply a very large non-abusive request) reached thirty six (36) hours in personnel time during the fiscal year, the City may begin charging the statutory amount of fifteen dollars (\$15) per hour to fulfill the request.

City Manager Wright continued that the proposed Resolution would not impede or inhibit any legitimate PIA requests, but it would help to limit the excessive number of hours City Personnel must put in before some costs for personnel time may be recovered. City Manager Wright added that some qualifying members of the media were exempt from this Resolution.

City Attorney Bruce Green added that one pending request was estimated to take the Human Resources Department four hundred seven (407) hours to complete. City Attorney Green continued that requests like these were frequent.

City Manager Wright stated that Staff recommended City Council approve a Resolution establishing a reasonable time limit on the amount of time City Personnel are required to spend producing public information for inspection or copies without recovering costs attributable to the personnel time related to a specific requestor.

The Resolution establishing a reasonable time limit on the amount of time City personnel are required to spend producing public information for inspection or copies without recovering costs attributable to the personnel time related to a specific requester was approved on a motion by Councilmember Sarah Murray. Councilmember Lynn Torres seconded the motion and a unanimous affirmative vote was recorded.

10. **RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2014/2015 OPERATING BUDGET (BUDGET AMENDMENT NO. 19) PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE ECONOMIC DEVELOPMENT FUND AND PROVIDING AN EFFECTIVE DATE-APPROVED**

City Manager Keith Wright stated that a budget adjustment eighteen thousand one hundred dollars (\$18,100) was needed to cover the expenses related to the closing cost of the IMC Building sale, due to this amount being unbudgeted. City Manager Wright stated that Staff recommended reducing the 4B Economic Development fund balance by eighteen thousand one hundred dollars (\$18,100) and add that amount to Special Services and approve a Resolution authorizing Budget Amendment No. 19.

The Resolution authorizing an amendment to the 2014/2015 Operating Budget (Budget Amendment No. 19) providing for the supplemental appropriation of funds in the Economic

Development Fund was approved on a motion by Councilmember Lynn Torres. Councilmember Sarah Murray seconded the motion and a unanimous affirmative vote was recorded.

11. **CONSIDER APPROVAL OF APPOINTMENTS TO THE KURTH MEMORIAL LIBRARY BOARD-APPROVED**

City Manager Keith Wright stated that the Kurth Memorial Library Board recently recommended that City Council consider approving the appointment of Heather Buchanan, Cindy Tierney, and Hunter Haglund to serve on the Board. City Manager Wright continued that these appointments would replace the expired terms of James Blackwood and Jim Haley and the unexpired term of Susan Sumners, who resigned. City Manager Wright stated that the term of officers would begin on January 1, 2016.

City Manager Wright concluded that Staff recommended City Council confirm the recommendations of the Kurth Memorial Library Board and appoint those recommended to the Board.

The appointments to the Kurth Memorial Library Board were approved on a motion by Councilmember Rocky Thigpen. Councilmember Sarah Murray seconded the motion and a unanimous affirmative vote was recorded.

12. **CITY MANAGER'S REPORT**

City Manager Keith Wright discussed the Financial Status Report and went over the Revenues, Expenditures, General Fund, and Water & Sewer Fund. City Manager Wright discussed the Capital Improvement Project Status Report and went over various details including the likelihood that Fund 314 would have some additional funding left over that could be possibly used for sidewalks on Leach Street. In discussions regarding the Project Status Report Councilmember Lynn Torres asked about the status of Denman Avenue drainage. City Manager Wright stated that the project was nearing completion. Councilmember Mark Hicks reemphasized his belief that Lufkin Avenue from the Courthouse Annex to the Fire Station needed to be included in the Street Overlay program.

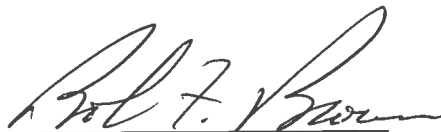
13. **ITEMS OF COMMUNITY INTEREST FROM MAYOR, CITY COUNCILMEMBERS, AND STAFF**

City Manager Keith Wright detailed the various upcoming City sponsored and community events.

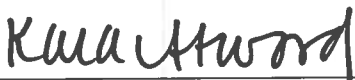
Mayor Bob Brown welcomed the new Director for the Chamber of Commerce, Jim Johnson.

Mayor Brown also recognized Director of Inspections Dale Allred for his heroism in a recent incident at City Hall.

14. There being no more business to address the meeting was adjourned at 5:48 pm.



Bob F. Brown, Mayor



Kara Atwood, City Secretary

