

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS HELD ON THE 21ST DAY OF JULY, 2020

On the 21st day of July, 2020 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
Guessippina Bonner	Councilmember, Ward No. 1
Robert Shankle	Councilmember, Ward No. 2
Lynn Torres	Councilmember, Ward No. 3
Rocky Thigpen	Councilmember, Ward No. 5
Sarah Murray	Councilmember, Ward No. 6
Bruce Green	Interim City Manager
Jason Arnold	Assistant City Manager
Kara Andrepont	City Secretary
Rodney Ivy	Human Resource Director
David Thomas	Police Chief
Ryan Watson	Asst. Fire Chief
Belinda Melancon	Finance Director
Michael Flinn	Parks and Recreation Director
Sid Munlin	IT Director
Bob Samford	Economic Development Director

being present when the following business was transacted.

INVOCATION - The meeting was opened with prayer by Reverend Jerome Brimmage, First United Methodist Church.

PUBLIC COMMENT – Mayor Brown opened the meeting for Public Comment on any posted agenda item at 5:02 p.m. There being no one who wished to speak, Mayor Brown closed the Public Comment portion of the meeting.

1. MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JULY 7, 2020 – APPROVED.

Councilmember Lynn Torres moved to approve the minutes of the meeting as presented. Councilmember Sarah Murray seconded the motion and a unanimous vote to approve was recorded.

2. PRESENTATION OF TREE CITY USA CERTIFICATION

Mayor Bob Brown accepted the presentation of the Tree City USA Certification for the 30th year from Emily Thornton with Angelina Beautiful Clean and Jordan Herrin with the Texas A&M Forest Service.

3. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF LUFKIN, TEXAS BY CHANGING THE ZONING TO “LOCAL BUSINESS” ON PROPERTY ADDRESSED AS 2009 TULANE DRIVE – APPROVED.

Interim City Manager Green stated the applicant, Fortis Investments, LLC, had requested a zone change from “Neighborhood Retail” to “Local Business” for 2009 Tulane Drive. Interim City Manager Green highlighted the location of property on corresponding maps and provided information on the current zoning of neighboring properties. Interim City Manager Green furthered the intent of the owner was to construct a new office building on the property larger than the existing “Neighborhood Retail” classification would allow. Interim City Manager Green stated the office would be the new location of Security & Guaranty Abstract Company and Chance Law Firm, PLLC. Interim City Manager Green furthered the request was unanimously approved by the Planning and Zoning Commission during the meeting of July 13th.

Interim City Manager Green concluded Staff recommended City Council conduct a Public Hearing and approve the First Reading of an Ordinance changing the zoning to “Local Business” on property addressed as 2009 Tulane Drive.

Mayor Brown opened the Public Hearing at 5:07 p.m. There being no one who wished to speak, Mayor Brown closed the Public Hearing and requested comments from City Council. There were none.

Councilmember Lynn Torres moved to approve the Ordinance as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

4. FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 19) APPROPRIATING FUNDING FOR THE 2020 CAPITAL IMPROVEMENT FUND AND PROJECTS – APPROVED

Interim City Manager Green stated during the City Council meeting held on February 18th, Council had approved the 2020 Capital Improvement Program and projects. Interim City Manager Green furthered the Council had approved the issuance of approximately \$5.2 million dollars in bonds to fund Phase I of the CIP projects. Interim City Manager listed the first phase of the approved projects along with the estimated cost of each project.

Interim City Manager Green concluded Staff recommended City Council approve the First Reading of an Ordinance authorizing Budget Amendment No. 19 appropriating the funding.

Councilmember Mark Hicks moved to approve the Ordinance as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

5. FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 20) APPROPRIATING CARES ACT FUNDING – APPROVED.

Interim City Manager Green stated City Council had previously approved Staff to apply for CARES Act Funding to reimburse the City for expenses related to COVID-19 as well as fund the “We Love Lufkin” small business grant program and the Paramedicine program. Interim City Manager Green furthered the budget amendment would appropriate the funding received through the CARES Act Grant and establish projects and expenditure accounts.

Interim City Manager Green concluded Staff recommended City Council approve the First Reading of an Ordinance authorizing Budget Amendment No. 20 appropriating funding from the CARES Act Grant.

Councilmember Robert Shankle moved to approve the Ordinance as presented. Councilmember Sarah Murray seconded the motion and a unanimous vote to approve was recorded.

6. RESOLUTION OF THE CITY OF LUFKIN, TEXAS APPROVING THE PURCHASE OF A PUBLIC SAFETY DISPATCH RADIO CONSOLE SYSTEM AND AUTHORIZING THE INTERIM CITY MANAGER TO ENTER INTO A CONTRACT FOR THE SAME AND FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 21) APPROPRIATING THE FUNDING – APPROVED.

Interim City Manager Green stated the Public Safety Communications Department’s current Dispatch Radio Console System must be upgraded or replaced to function with the trunked radio system that was approved by Council on December 3, 2019 and installed in early 2020. Interim City Manager Green furthered the original planned purchase failed to meet specifications during two (2) separate testing periods. Interim City Manager Green informed Council that quotes were requested and received from four (4) vendors and funds for the purchase would come from the Solid Waste Fund Balance.

Interim City Manager Green concluded Staff recommended City Council approve a Resolution approving the purchase of a Public Safety Dispatch Radio Console System and authorizing the

Interim City Manager to enter into a contract for the same and First Reading of an Ordinance authorizing an amendment to the 2019-2020 Operating Budget (Budget Amendment No. 21) appropriating the funding.

Councilmember Robert Shankle moved to approve the Resolution and First Reading of the Ordinance as presented. Councilmember Lynn Torres seconded the motion and a unanimous vote to approve was recorded.

7. RESOLUTION OF THE CITY OF LUFKIN, TEXAS AUTHORIZING THE INTERIM CITY MANAGER TO NEGOTIATE TERMS AND ENTER INTO A CONTRACT FOR THE PURCHASE OF REPLACEMENT FINANCIAL TRANSACTIONS SOFTWARE FOR THE CITY OF LUFKIN – APPROVED.

Interim City Manager Green stated the current software the City used for the management of financial transactions was being discontinued and removed from service in December and the replacement software module from CentralSquare was currently available at a discount. Interim City Manager Green furthered the purchase was an unbudgeted expense of approximately \$20,000. Interim City Manager Green stated the funds for the project would be drawn from Fund 501. Interim City Manager Green furthered the adoption of the model would offset the existing budgeted Merchant Services fees and revenues in the General Fund of approximately \$25,000 and would additionally offset the \$158,000 in fees budgeted in Fund 501 for Fiscal Year 2020 – 2021.

Interim City Manager Green concluded Staff recommended City Council approve a Resolution authorizing the purchase of the CentralSquare Payments software module and authorize a service contract with PAYA, Inc. and BMO Harris Bank for Merchant Services.

Councilmember Guessippina Bonner moved to approve the Resolution as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

8. RESOLUTION OF THE CITY OF LUFKIN, TEXAS APPROVING THE SALE OF LUFKIN ECONOMIC DEVELOPMENT CORPORATION OWNED REAL PROPERTY LOCATED AT HIGHWAY 103 EAST AND LONE STAR ROAD – APPROVED.

Interim City Manager Green stated on July 7th, the 4B/Lufkin Economic Development Board had met to discuss their strategic land acquisition/disposal plan. Interim City Manager Green furthered the Board voted unanimously to accept an offer for the sale of approximately 96.79 acres of land known as the “racetrack” property located on Highway 103 East. Interim City Manager Green stated an independent appraisal of the property showed the appraised value to be \$650,000 and one (1) offer had been received for the property in the amount of \$677,530.

Interim City Manager Green concluded Staff recommended City Council approve a Resolution authorizing the sale of Lufkin Economic Development Corporation owned property located at Highway 103 East and Lone Star Road.

Councilmember Robert Shankle moved to approve the Resolution as presented. Councilmember Lynn Torres seconded the motion and a unanimous vote to approve was recorded.

9. ACCEPTANCE OF A GRANT FROM THE DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL (DETRAC) FOR THE LUFKIN FIRE DEPARTMENT AND FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 22) APPROPRIATING THE FUNDING – APPROVED.

Interim City Manager Green stated the Lufkin Fire Department recently received a grant from the Deep East Texas Regional Advisory Council (DETRAC) in the amount of \$3,330.01. Interim City Manager Green furthered the funding would be used to purchase automated ventilators for EMS units.

Interim City Manager Green concluded Staff recommended City Council accept the grant funding from DETRAC and approve the First Reading of an Ordinance authorizing Budget Amendment No. 22 appropriating the funding for the same.

Councilmember Guessippina Bonner moved to accept the grant and approve the Ordinance as presented. Councilmember Lynn Torres seconded the motion and a unanimous vote to approve was recorded.

10. APPOINTMENTS TO VARIOUS CITY OF LUFKIN BOARDS – APPROVED.

Interim City Manager Green stated that City Council had been given copies of all the applications for the various board appointments and reappointments to review.

- a) Civil Service Commission - Councilmember Robert Shankle moved to appoint Paul Jackson to replace Mike Jones and to reappoint Todd Kassaw to the Civil Service Commission. Councilmember Lynn Torres seconded the motion and a unanimous vote to approve was recorded.
- b) Construction Board of Adjustment & Appeals – Councilmember Lynn Torres moved to reappoint Mike Hineman, Howard Griffin, Sr. and Sloan Maddux to the Construction Board of Adjustment & Appeals. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.
- c) 4B Economic Development Board – Councilmember Mark Hicks moved to reappoint Councilmember Lynn Torres, Stephen Greak and Councilmember Robert Shankle to the 4-B Economic Development Board. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.
- d) Firemen’s Relief & Retirement Fund Board of Trustees – Councilmember Lynn Torres moved to appoint Interim City Manager Bruce Green and Wes Taylor to the Firemen’s Relief & Retirement Fund Board of Trustees. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.
- e) Lufkin Convention & Visitors Bureau Board – Councilmember Mark Hicks moved to appoint Becky Cota, Veronica Amoe and Teresa Whiteside to the Lufkin Convention & Visitors Bureau Board and the reappointment of Burt Hairgrove. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.
- f) Parks and Recreation Advisory Board – Councilmember Lynn Torres moved to reappoint Mickey Hadnot and allow time to contact Jason Soule for reappointment to the Parks and Recreation Advisory Board. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.
- g) Planning & Zoning Commission – Councilmember Lynn Torres moved to reappoint Ronnie Robinson and Joseph Ceasar and appoint Keisha Williams to the Planning and Zoning Commission. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.
- h) Taxi Cab Committee – Councilmember Lynn Torres moved to reappoint Robert Bailey to the Taxi Cab Committee. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.
- i) Tree Board – Councilmember Robert Shankle moved to reappoint Councilmember Lynn Torres, Councilmember Sarah Murray and Mayor Bob Brown to the Tree Board. Councilmember Mark Hicks seconded the motion and a unanimous vote to approve was recorded.
- j) Zoning Board of Adjustment & Appeals – Councilmember Lynn Torres moved to reappoint Michael Parker, Jeff Buchanan, Andrew Moore, Constance Shepard and Brent Brookshire and allow time to contact Dorothy Chimney for reappointment to the Zoning Board of Adjustment & Appeals. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

11. PRESENTATION OF THE CITY OF LUFKIN FINANCE COMMITTEE REPORT

Belinda Melancon, Finance Director for the City of Lufkin presented the Quarterly Finance Committee Report to the City Council.

12. FINANCIAL STATUS REPORT

Interim City Manager Green reviewed the Financial Status Report and offered to answer any questions. There were none.

There being no further business, Mayor Bob Brown adjourned the meeting at 5:32 p.m.




Bob F. Brown, Mayor

ATTEST:


Kara Andrepont, City Secretary