

MINUTES OF CALLED MEETING OF THE CITY COMMISSION OF THE  
CITY OF LUFKIN HELD ON THE 23RD DAY OF JULY, 1991 AT 5:00 P.M.

On the 23rd day of July 1991, the City Commission of the City of Lufkin, Texas, convened in a Called Meeting in the City Hall Council Chambers with the following members thereof, to-wit:

Louis A. Bronaugh	Mayor
Percy Simond, Jr.	Commissioner, Ward 1
Don Boyd	Commissioner, Ward 2
Danny Roper	Commissioner, Ward 3
Bob Bowman	Commissioner, Ward 4
C. G. Maclin	City Manager
Ron Wesch	Asst. City Mgr./Public Works
Darryl Mayfield	Asst. City Mgr./Finance
Atha Stokes	City Secretary
Rita Jenkins	Finance Director

being present, and

Jack Gorden	Commissioner, Ward 5
Paul Mayberry	Commissioner, Ward 6

being absent when the following business was transacted.

1. Meeting was called to order by Mayor Bronaugh.

Mayor Bronaugh recognized Allen Foster, Boy Scout Troop 518, who is working on his Eagle Scout Communications Merit Badge.

2. ADMISSION FEES - ELLEN TROUT ZOO - IMPLEMENTATION & BUDGET IMPACT

Mayor Bronaugh stated that the first item for consideration was implementation of admission fees and budget impact at the Ellen Trout Zoo.

City Manager Maclin stated that when the budget presentation for the zoo was presented to the City Commission, there were several comments requesting further consideration of admission fees as a revenue generation method to help provide some funds for capital improvements, repairs and maintenance at the zoo. City Manager Maclin stated that this is a problem that is starting to become more prevalent with the age of the zoo. City Manager Maclin stated that the zoo has been around since the mid-'70's and there are now signs of depreciation and wear and tear. City Manager Maclin stated that in the competitiveness of the budget process for General Fund, it has been very difficult to allocate significant dollars towards repair and building maintenance at the zoo. City Manager Maclin stated that, at the request of the City Commission, and based on the input on the priority ranking sheets, there seems to be a consensus of opinion of the Commission that they wanted to explore further the potential, the plusses and minuses, and the pros and cons of implementing an admission fee at the zoo and then utilizing those fees towards capital improvements, maintenance and repairs at the zoo.

City Manager Maclin stated that a letter from the Zoo Director, a survey of admission fees from zoos across the state, and a page that provides information of what it would cost personnel-wise to employ a number of employees that would be adequate to collect the fee had been included in the Commission's packets. City Manager Maclin stated that there is a little more in-depth survey that specifically hones in on the three other zoos in Texas that more closely corresponds to Lufkin. City Manager Maclin stated that Lufkin is unique in that it is the only city of 30,000 anywhere in southwest that has a zoo facility of the caliber of the Ellen Trout Zoo. City Manager Maclin stated that the cities that Lufkin could make the closest comparison with are Victoria and Waco. City Manager Maclin stated that a chart had been included in the packet showing their admission fees and whether

or not they offer a free time (a designated period when there are no admission fees charged). City Manager Maclin stated that there is a listing as to how these other facilities treat group rates, and the number of personnel that they need in order to collect the admission fees.

City Manager Maclin stated that on the cover sheet there is a paragraph that talks about the changes that would need to be made to the entrance of the zoo in order to make it functional for the collection of fees. City Manager Maclin stated that in the priority ranking sheet, the repair of the restroom facility, which was one of the items that was requested at the zoo, received fairly significant support. City Manager Maclin stated that it would be feasible if the City Commission chose to pursue this to take some of the funds which were previously allocated in the priority ranking sheets towards the restroom facility and include this in a new entrance facility which would include restrooms, admission area, gift shop and concession area and provide a functional ticket location for the public to purchase admission tickets for entrance into the zoo. City Manager Maclin stated that that cost is estimated at around \$40,000-\$50,000 with the majority being the restroom facility and the balance for the admissions area (gift shop, etc.). City Manager Maclin stated that Mr. Henley had visited with other Zoo Directors, and more specifically with the Zoo Director of the Alexandria, Louisiana Zoo regarding the fees that they charge and the approximate revenue that is brought in in that community. City Manager Maclin stated that in the comments from the Commissioners in the priority ranking sheets, there seems to be a consensus of opinion that the Commissioners would like to see a cap of \$2.00 as opposed to \$2.50 as the admission fee for adults and probably a dollar for children.

City Manager Maclin stated that the revenue figures shown for the Alexandria, La. Zoo were based on the \$2.00 and \$1.00 admission fees.

City Manager Maclin stated that: (1) It is obvious that the City needs additional revenue to support the Zoo and if they are not going to come from tax support, if the majority of the Commission and the majority of the citizens of Lufkin don't feel like an increase in property tax is the appropriate way then another alternative is admission fees. City Manager Maclin stated that the City of Lufkin is apparently the only public zoo facility that does not have an admission fee. (2) City Manager Maclin stated that if the City does implement an admission cost it will cost approximately \$32,000 a year in operation costs to have the clerks and the staff necessary to collect the fees and this is based on one full time clerk and three part time clerks. (3) City Manager stated that in order to implement the admission fees, there will have to be some capital improvements in the entrance itself to make it feasible and functional. City Manager Maclin stated that there is also the potential of the souvenir or concession shop that should produce some additional revenue. City Manager Maclin stated that if the City goes with the \$2.00/\$1.00 fee, there is the potential of \$100/200,000 per year in revenues. City Manager Maclin stated that recognizing that there is \$32,000 in overhead for the fees and another \$50,000 that would be a one-time expense to modify the entrance and build the entrance facility, there would still be some net fees generated during the first year. City Manager Maclin stated that after the first year, the overhead would strictly be in the personnel costs. City Manager Maclin stated that staff felt like that at this point they needed to bring this information to the City Commission for some feedback and discussion. City Manager Maclin stated that if the City Commission wants to pursue this further and as part of the '91-'92 budget, those accommodations need to be made in the budget draft.

Commissioner Roper stated that at the present time the "Friends of the Zoo" are operating the concession stand. City Manager

Maclin stated that the City is not contemplating taking over the concession stand, but are just saying that it should be enhanced by a bigger facility.

In response to question by Commissioner Roper, City Manager Maclin stated that the \$32,000 would not include amortizing cost to the entrance of the zoo, but is strictly an annual personnel cost.

Commissioner Roper stated that this is an item that "Friends of the Zoo" and the Zoo Director have talked about for some time. Commissioner Roper stated that if a fee is implemented he would like to see the City keep it moderate, and that \$2.00 and \$1.00 are moderate fees. Commissioner Roper stated that he would like to see the revenue that is taken in put in a reserve construction fund so that the money doesn't get put in the general revenues.

Commissioner Roper stated that he wanted to compliment Gordon and Charlotte Henley for the excellent job they are doing at the Zoo, and the "Friends of the Zoo" for the many, many projects that they have endeavored to have completed, for all their assistance and support of the operation of the Zoo. Commissioner Roper stated that the Zoo is a facility that enhances the community tremendously and Lufkin should be commended for being the last zoo to charge a fee.

Commissioner Roper stated that he would like to see the first hour of the day as a "free time" Monday through Friday for those who are economically disadvantaged and still want to enjoy the facilities that their tax dollars also support.

Mayor Bronaugh recognized Jack Davis, President, of the "Friends of the Zoo" and Mary Jane West, Vice President.

In response to question by Commissioner Simond, City Manager Maclin stated that when it is time to make a capital improvement at the Zoo, Mr. Henley will have to come through the City Manager and then through the City Commission to get permission to spend the money.

Commissioner Boyd stated that he had hoped that the City would not have to charge a fee, and if they do have to start charging a fee, he would like to see it kept as low as possible. Commissioner Boyd stated that, in his opinion, there will be a decline in the number of people who will be attending the zoo if a fee is charged. Commissioner Boyd stated that, if a fee is charged, he would like to see it kept to \$1.00 for adults and 50 cents for children.

City Manager Maclin stated that if the City goes a 12-month period, and is not collecting the level of revenue that it anticipated, then it will be time for to sit back and consider what needs to be changed.

Mayor Bronaugh stated that he had visited with the Houston Zoo Director here in Lufkin on the Ellen Trout Zoo grounds, and he made the comment that Lufkin's zoo is a much better zoo to view than Houston's zoo because it takes eight hours to view the entire zoo in Houston and only 45 minutes at Ellen Trout Zoo.

Mayor Bronaugh stated that he expected that there would be a drop in zoo attendance once the fees are implemented.

Mayor Bronaugh recognized Jack Davis, Friends of the Zoo President, who stated that they are the primary fund raising apparatus from the private section. Mr. Davis stated that their goal is to support and enhance the educational efforts of the Ellen Trout Zoo with their current membership of 200. Mr. Davis stated that the Board had talked at length about the implementation of a fee for years, and feel that it is now inevitable. Mr. Davis stated that Gordon and Charlotte Henley

have done an incredible job over the years with the little they have had to work with. Mr. Davis stated that the FOTZ's concern with the fees is two-fold: (1) Of the 160/190,000 people who visit the zoo each year, the majority are school age children and families. Mr. Davis stated that it is their opinion that a fee will impact these people and a high fee will certainly impact them. Mr. Davis stated that if a fee is implemented at the zoo, FOTZ would like for the Commission to consider the low end of the scale. (2) Mr. Davis stated that FOTZ are concerned that funds that are generated from a fee not be dumped into the general fund of the City where the budget of the zoo ends up being hindered. Mr. Davis stated that FOTZ's main concern as a group is that they want to see the fee kept low and would like to see whatever monies are derived from charging an admission, over and above the cost, be designated for use in the zoo for improvements.

Commissioner Roper stated that one thing that had been discussed among FOTZ was a reciprocal agreement for free admittance to other zoos. Mr. Davis stated that if the City does institute an entrance fee, consideration would be given to keeping in tact the reciprocal agreement.

In response to question by Mayor Bronaugh, Ms. West stated that FOTZ membership fees are \$15 for individual, \$25 for families and \$100/1,000 for others. Ms. West stated that FOTZ will be having a membership drive in the fall. Ms. West stated that membership fees cover summer zoo safaris and zoo classes for children.

In response to question by Mayor Bronaugh, Mr. Davis stated that money that is raised by the Board of Directors is raise through membership fees, private foundation endowments, and gifts from local families and industries. Mr. Davis stated that the Board has raised as much as \$175,000 for the lion exhibit through a Temple Foundation Grant. Mr. Davis stated that \$10,000 a year is raised through the concession stand. Mr. Davis stated that the Board asks the Zoo Director to submit a list of "wants" on a yearly basis that have been prioritized and they try to allocate the expenditures based on what they have to spend in line with what the Zoo Director has requested. Mr. Davis stated that while the Board is educationally oriented, they also buy equipment, renovate exhibits, and buy animals. Mr. Davis stated that the money is spent almost exclusively upon the Zoo Director's recommendations.

Commissioner Roper stated that he would like for the Commission at this point authorize the City Manager to proceed with including an entrance facility at the Zoo, to make plans in the budget to hire one full time and two part time employees, and to give further consideration to establishing a fee schedule at the next City Commission meeting. Commissioner Roper stated that there are some variables here that deserve a deeper consideration than necessarily moving to set a fee at this meeting.

Motion was made by Commissioner Danny Roper and seconded by Commissioner Bob Bowman that the City Commission institute an admission fee at the Ellen Trout Zoo, include the personnel and entrance facility expenditures in the budget, and to determine the fees at the next City Commission meeting. A unanimous affirmative vote was recorded.

### 3. BUILDING INSPECTION CODE - 1991 SOUTHERN BUILDING CODE - FEES

Mayor Bronaugh stated that the next item for consideration was update of Building Inspection Codes including fees to conform to the 1991 Southern Building Code.

City Manager Maclin stated that in a budget workshop Mr. Bresie brought to the Commission's attention that the Southern Building Code for 1991's fee schedule had been posted. City Manager Maclin stated that the Commission requested at that time that a workshop be set for further review and discussion of the 1991

Southern Building Code fees. City Manager Maclin stated that included in the packet is the valuation of the permit and the fee schedules for 1988 and 1991 for comparison. City Manager Maclin stated that local water and sewer taps fees had been listed but these are not impacted by the Southern Building Code. City Manager Maclin stated that if the City were to adopt the Southern Building Code 1991 fee schedule in tact, there would be approximately an additional \$70/75,000 in revenues assuming that building activity did not change drastically on the down side. City Manager Maclin stated that this needed attention by the City Commission because it is not a minimal increase.

Mr. Bresie stated that he had included a fee schedule based on the 1988 Building Code in the Commissioner's packets. Mr. Bresie stated that he had listed the 1991 fee schedule for comparison. Mr. Bresie stated that he had also included a copy of all the fees charged by the Building Inspection Department.

Mr. Bresie stated that he had called several other cities in our area, all of which use the Southern Building Code except the City of Tyler, for comparison. Mr. Bresie stated that the first page of his handout material reflects the information he obtained by talking with the citie's Building Departments. Mr. Bresie stated that page two of the handout reflects the Southern Building Code suggested fees, the 1988 Code fees, the percentage of increase by adopting the 1991 Code for an average \$50,000 home construction cost. Mr. Bresie stated that by using the 1991 Code, the building permit fees would increase 16.4% for a \$50,000 house. Mr. Bresie stated that revenue for the year 1989-'90 was \$79,000; for the first three quarters of 1990-'91 it is \$60,000; the expected revenue for 1991-'92 is \$70-80,000. Mr. Bresie stated that with the adoption of the new fee schedule, projected income for 1991-'92 would be \$140-150,000.

In response to question, Mr. Bresie stated that the 1988 Code amounts have been reversed and should read as follows:

Electrical Permit Fee	\$ 66.20
Plumbing Permit Fee	\$ 55.00
HVAC Permit Fee	\$ 24.00

In response to question by Commissioner Bowman, Mr. Bresie stated that the reason the Code has not been increased for several years is because it was thought that the value of the homes or buildings would increase with inflation, and they have not.

In response to statement by Commissioner Simond that the City of Lufkin's miscellaneous permit fee for house moving should be more than \$50, Mr. Bresie stated that the 1991 Code has the permit fee listed at \$100. In response to question by Commissioner Simond, Mr. Wesch stated that the Public Works Department furnishes four escort vehicles for house moving crews, depending upon the size of the house. Mayor Bronaugh stated that this is another example of fees that the City of Lufkin has not kept up with and needs to be brought up to a more realistic figure.

Mr. Bresie stated that the 1991 Southern Building Code will have to be presented to the City Commission for adoption, which would include the fee schedule.

City Manager Maclin suggested putting this item on the August 6th agenda and writing letters to the contractors informing them that the 1991 Code and fee schedule will be adopted by the City Commission effective October 1st.

Motion was made by Commissioner Percy Simond and seconded by Commissioner Don Boyd that the City Commission consider the 1991 Southern Building Code including the fee schedule at the August 3th meeting. A unanimous affirmative vote was recorded.

#### 4. PLUMBING APPEALS AND ADVISORY BOARD - TWO ADDITIONAL MEMBERS

Mayor Bronaugh stated that the next item for consideration was adding two members to the Plumbing Appeals and Advisory Board.

Mayor Bronaugh stated that a letter to this effect from Asst. City Manager Mayfield had been included in the Commissioner's packets.

City Manager Maclin stated that staff had a meeting last Thursday with all the local plumbers to gain input and direction from them and to resolve some questions that have arisen in the past several years.

City Manager Maclin stated that staff learned that the plumbers wanted a more direct liaison input from the plumbing community. City Manager Maclin stated that there is presently a Board called the Plumbing Appeals and Advisory Committee, which the Code says is basically an appeals body. City Manager Maclin stated that staff would like to recommend to the Commission that the definition be broadened in line with the Code book to include advisory capacity and the possibility of adding two additional plumbers. City Manager Maclin stated that at this time the five-member committee includes two plumbers, a maintenance person, an architect, and the City engineer. City Manager Maclin stated that by expanding to a seven-member committee and adding two more plumbers, it will give them a greater voice and a better vehicle to communicate through as to potential changes.

Asst. City Manager Mayfield stated that as an appeals body, the Board can hear appeals in that capacity brought by licensed plumbers in the City of Lufkin regarding application or enforcement of the Standard Plumbing Code as adopted by the City of Lufkin Code of Ordinances. Mr. Mayfield stated that in an advisory capacity, the Board would also have the ability to come before the City Commission and request changes in the City Ordinances. Mr. Mayfield stated that staff is asking that the City Commission expand the Board by two members and recognize the Board in its advisory capacity.

Motion was made by Commissioner Percy Simond and seconded by Commissioner Bob Bowman to increase the Plumbing Board by adding two new members who are plumbers, and to recognize this Board in its advisory capacity. A unanimous affirmative vote was recorded.

#### 5. APPOINTMENTS - DETCOG BOARD OF DIRECTORS

Mayor Bronaugh stated that the next item for consideration is appointments to the DETCOG Board of Directors.

Mayor Bronaugh stated in addition to himself, Commissioners Mayberry, Boyd and Simond are also currently serving on the DETCOG Board of Directors as representatives from the City of Lufkin.

Motion was made by Commissioner Bob Bowman and seconded by Commissioner Danny Roper that Commissioners Paul Mayberry, Don Boyd, Percy Simond and Mayor Louis Bronaugh be reappointed to the DETCOG Board of Directors. A unanimous affirmative vote was recorded.

#### 6. COMMENTS

In response to question by Commissioner Simond, City Manager Maclin stated that he had forwarded the letter from the lady who wrote regarding shelters for the Transit buses to John McBeth. City Manager Maclin stated that he would follow up on this.

Commissioner Bowman stated that the City of Tyler has a program whereby each Christmas they make the community aware of a "needs list", and these items (typewriters, file cabinets, etc.) are donated to the City by companies who have surplus items. Commissioner Bowman stated that he would like for the City Manager to check with the City of Tyler regarding this program. Commissioner Bowman stated that there is the possibility that some of the items that will be cut from the budget might be available through this program.

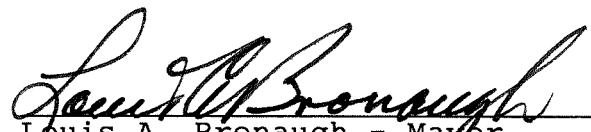
City Manager Maclin stated that the City had received a 3-M model fax machine from First City Bank for use in the administrative offices.

City Manager Maclin stated that the priority ranking sheets have been compiled, and he now needs direction from the Commission as to the need for another workshop meeting to discuss this information.

It was the consensus of opinion from the Commission that the City Manager put together a rough draft budget for consideration.

Commissioner Bowman stated that he would like to compliment the City Manager on the efficient and orderly manner in which the budget process has been conducted this year.

7. There being no further business for consideration, meeting adjourned at 6:30 p.m.

  
Louis A. Bronaugh - Mayor

ATTEST:

  
Atha Stokes - City Secretary