

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS HELD ON THE 21st DAY OF APRIL, 2020

On the 21st day of April, 2020 the City Council of the City of Lufkin, Texas convened in a Regular Meeting via teleconference 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
Keith Wright	City Manager
Bruce Green	Deputy City Manager/City Attorney
Jason Arnold	Assistant City Manager
Kara Andrepont	City Secretary
Belinda Melancon	Finance Director

being present when the following business was transacted.

INVOCATION - The meeting was opened with prayer by City Manager Keith Wright.

PUBLIC COMMENT – Mayor Brown opened the meeting for Public Comment on any posted agenda item at 5:01 p.m. There being no one that wished to speak, Mayor Brown closed the Public Comment portion of the meeting at 5:03 p.m.

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

Councilmember Lynn Torres moved to approve the minutes of the meeting as presented. Councilmember Sarah Murray seconded the motion. Mayor Brown then did a roll call vote and the following votes were recorded:

• Guessippina Bonner	Councilmember, Ward No. 1	Yes
• Robert Shankle	Councilmember, Ward No. 2	Yes
• Lynn Torres	Councilmember, Ward No. 3	Yes
• Mark Hicks	Councilmember, Ward No. 4	Yes
• Rocky Thigpen	Councilmember, Ward No. 5	Yes
• Sarah Murray	Councilmember, Ward No. 6	Yes

2. PUBLIC HEARING AND SECOND 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 624 WEST FRANK AVENUE – APPROVED.

City Manager Wright stated that the applicant, Albert (Bud) Nolan Weathers Jr., had requested a zone change from “Residential Medium” to “Local Business” for 624 W Frank Avenue. City Manager Wright highlighted the location of the property on the corresponding maps and provided information on the current zoning of neighboring properties. City Manager Wright stated that the request was unanimously approved by the Planning and Zoning Commission during the March 23, 2020 meeting.

City Manager Wright concluded that Staff recommended City Council conduct a Public Hearing and approve the Second Reading of an Ordinance changing the zoning to “Local Business” on property addressed as 624 West Frank Avenue.

Mayor Brown opened the Public Hearing at 5:05 p.m. There being no one who wished to speak, Mayor Brown closed the Public Hearing at 5:06 p.m. and moved to comments from the City Council. There were none.

Councilmember Guessippina Bonner moved to approve the Ordinance as presented. Councilmember Robert Shankle seconded the motion. Mayor Brown then did a roll call vote and the following votes were recorded:

• Guessippina Bonner	Councilmember, Ward No. 1	Yes
• Robert Shankle	Councilmember, Ward No. 2	Yes
• Lynn Torres	Councilmember, Ward No. 3	Yes
• Mark Hicks	Councilmember, Ward No. 4	Yes
• Rocky Thigpen	Councilmember, Ward No. 5	Yes
• Sarah Murray	Councilmember, Ward No. 6	Yes

3. **SECOND READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 16) PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND CONSTRUCTION FUND FOR THE CASPER STREET RECONSTRUCTION PROJECT – APPROVED.**

City Manager Wright stated that Staff recommended City Council approve on Second Reading an Ordinance authorizing Budget Amendment No. 16 appropriating funding for the 2020 Texas CDBG Grant for the reconstruction of Casper Street.

Councilmember Torres moved to approved the Ordinance as presented. Councilmember Shankle seconded the motion. Mayor Brown then did a roll call vote and the following votes were recorded:

• Guessippina Bonner	Councilmember, Ward No. 1	Yes
• Robert Shankle	Councilmember, Ward No. 2	Yes
• Lynn Torres	Councilmember, Ward No. 3	Yes
• Mark Hicks	Councilmember, Ward No. 4	Yes
• Rocky Thigpen	Councilmember, Ward No. 5	Yes
• Sarah Murray	Councilmember, Ward No. 6	Yes

4. **FIRST READING OF AN ORDINANCE AMENDING ORDINANCE NO. 4776 OF THE CITY OF LUFKIN REQUIRING OCCUPANCY DOCUMENTATION FROM HOTELS/MOTELS IN ESTABLISHING APPLICABLE COMMERCIAL WATER RATES – APPROVED.**

City Manager Wright stated that it had recently come to Staff’s attention that bills for sewer calculations based on occupancy for hotel/motel owners has been in the past calculated based on that occupancy rate. City Manager Wright furthered that even though this had been done in the past the Ordinance did not reflect that procedure. City Manager Wright stated that in order to clarify how the calculation was done Staff would like to include that procedure in the Ordinance so that it would follow the actual practice. City Manager Wright furthered that they were recommending that hotel/motel owners provide monthly occupancy reports to the Utility Collections Department. City Manager Wright stated that additionally, hotel/motel owners would provide notarized documentation each January, of actual occupied units for the period of January-December of the previous year. City Manager Wright furthered that with the information provided the Utility Collections Department would apply credit to future bills for any unused unit charges on the sewer portion of the bill.

City Manager Wright concluded that Staff recommended City Council approve the First Reading of an Ordinance amending Ordinance No. 4776 providing City staff with the authority to adjust bills for hotels/motels based on occupancy.

Councilmember Robert Shankle moved to approve the Ordinance as presented. Councilmember Sarah Murray seconded the motion. Mayor Brown then did a roll call vote and the following votes were recorded:

• Guessippina Bonner	Councilmember, Ward No. 1	Yes
• Robert Shankle	Councilmember, Ward No. 2	Yes
• Lynn Torres	Councilmember, Ward No. 3	Yes
• Mark Hicks	Councilmember, Ward No. 4	Yes

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| • Rocky Thigpen | Councilmember, Ward No. 5 | Yes |
| • Sarah Murray | Councilmember, Ward No. 6 | Yes |

5. **PRESENTATION OF THE CITY OF LUFKIN FINANCE COMMITTEE REPORT**

Finance Director Belinda Melancon updated City Council on the City of Lufkin Quarterly Finance Committee Report.

6. **FINANCIAL STATUS REPORT**

City Manager Wright 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 5:14 p.m.

Bob F. Brown, Mayor

ATTEST:

Kara Andrepont, City Secretary