

MINUTES OF REGULAR MEETING OF THE CITY COMMISSION OF THE CITY OF
LUFKIN, TEXAS, HELD ON THE 5TH DAY OF JUNE, 1990, AT 5:00 P.M.

On the 5th day of June, 1990, the City Commission of the City of Lufkin, Texas, convened in regular meeting in the Council Chambers of City Hall with the following members thereof, to wit:

Louis A. Bronaugh	Mayor
Percy Simond, Jr.	Commissioner, Ward No. 1
Don Boyd	Commissioner, Ward No. 2
Danny Roper	Commissioner, Ward No. 3
Bob Bowman	Commissioner, Ward No. 4
Jack Gorden	Commissioner, Ward No. 5
Paul Mayberry	Commissioner, Ward No. 6
Harvey Westerholm	City Manager
Robert Flournoy	City Attorney
Ron Wesch	Public Works Director
Atha Stokes	City Secretary
David Cochran	Purchasing Agent

being present when the following business was transacted.

1. Meeting was opened with prayer by Bishop Kendrick Morris, Minister, First Pentecostal Church of the Lord Jesus Christ.

2. Mayor Bronaugh welcomed visitors present.

3. APPROVAL OF MINUTES

Minutes of the regular meeting of May 15, 1990 were approved on a motion by Commissioner Don Boyd and seconded by Commissioner Bob Bowman. A unanimous affirmative vote was recorded.

4. RESOLUTION - APPROVED - JACK "BUTCH" MCMULLEN

Mayor Bronaugh presented a Resolution to the family of Jack "Butch" McMullen, who served on the City's Planning and Zoning Commission, and served his community in numerous other ways.

Mayor Bronaugh recognized Mr. McMullen's wife Sheila, his daughter Meredith, his mother Fay McMullen and his sister Mary Jo Gorden.

The Resolution was approved unanimously by the City Commission.

5. CERTIFICATION OF APPRECIATION - DUKE DAMRON

Mayor Bronaugh presented a "Certificate of Appreciation" to Duke Damron, who works in the Planning and Zoning Department as a drafter through the cooperative program with Lufkin High School.

Mayor Bronaugh stated that Duke was being recognized for winning first place in the machine drafting skill speed contest at the state VICA contest in Houston. Duke will represent Lufkin High School and Texas at the national contest in Tulsa, Oklahoma in June.

6. ORDINANCE - APPROVED - SECOND READING - ZONE CHANGE - GERARDO AND ELIVRA GUILLEN - 1409 LARK - RESIDENTIAL SMALL TO NEIGHBORHOOD RETAIL, SPECIAL USE (BEAUTY SHOP)

Mayor Bronaugh stated that the next item for consideration was Second Reading of an Ordinance for a Zone Change request by Gerardo and Elvira Guillen covering property located at 1409 Lark from Residential Small to Neighborhood Retail, Special Use (Beauty Shop).

Motion was made by Commissioner Don Boyd and seconded by Commissioner Paul Mayberry that Ordinance be approved on Second and Final Reading as presented. A unanimous affirmative vote was recorded.

7. ORDINANCE - APPROVED - SECOND READING - RECORDS AND INFORMATION MANAGEMENT PROGRAM - RECORDS MANAGEMENT OFFICER

Mayor Bronaugh stated that the next item for consideration was Second Reading of an Ordinance for the establishment and administration of a Records and Information Management Program for the City of Lufkin and the designation of a Records Management Officer.

Motion was made by Commissioner Bob Bowman and seconded by Commissioner Paul Mayberry that Ordinance be approved on Second and Final Reading as presented. A unanimous affirmative vote was recorded.

8. ORDINANCE - APPROVED - SECOND READING - SEWER RATES INCREASED

Mayor Bronaugh stated that the next item for consideration was Second Reading of an Ordinance adopting an increase in sewer rates.

Motion was made Commissioner Paul Mayberry and seconded by Commissioner Danny Roper that Ordinance be approved on Second and Final Reading as presented. A unanimous affirmative vote was recorded.

9. ORDINANCE - APPROVED - FIRST READING - ZONE CHANGE - MARK LOWERY - NORTH SEVENTH AND BREMOND - DUPLEX TO RESIDENTIAL SMALL

Mayor Bronaugh stated that the next item for consideration was First Reading of an Ordinance for a Zone Change request by Mark Lowery covering property at the corner of North Seventh and Bremond from Duplex to Residential Small.

City Manager Westerholm stated there had been no opposition to the Zone Change request, and it was passed unanimously by the Planning and Zoning Commission.

Motion was made by Commissioner Bob Bowman and seconded by Commissioner Jack Gorden that Ordinance be approved on First Reading as presented. A unanimous affirmative vote was recorded.

10. ANNEXATION PETITION - APPROVED

Mayor Bronaugh stated that the next item for consideration was a petition for annexation.

City Manager Westerholm stated that City Commissioners had been furnished a map of the proposed area for annexation.

Tom Paxson was present representing residents of the area.

In response to question by Commissioner Bowman, Mayor Bronaugh stated that he knew of one person who did not sign the petition but would not oppose the request when it is considered by the Planning and Zoning Commission.

City Manager Westerholm stated that residents of the Bell Oak Subdivision were to submit a separate petition, but it has not been received at this time. City Manager Westerholm stated that the Angelina County-Cities Health District was concerned about problems in this subdivision of approximately fifteen houses. Angela Quillen stated that the City will be receiving this petition in the next few days.

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Bob Bowman authorizing the Planning and Zoning Commission to begin Public Hearings for annexation of the proposed area on FM 58. A unanimous affirmative vote was recorded.

11. REGIONAL WATER PROJECT - PARTICIPATION APPROVED

Mayor Bronaugh stated that members of the City Commission had met earlier in a Workshop meeting to discuss the regional water project, and would now consider the City's participation in the project.

Motion was made by Commissioner Don Boyd and seconded by Commissioner Bob Bowman that the City of Lufkin participate in the Angelina County Regional Water Project. A unanimous affirmative vote was recorded.

Mayor Bronaugh complimented Jimmy Griffith and EGA and Gary Neighbors of ANRA for the work they have done on the regional water study.

12. MANAGEMENT AGREEMENT - APPROVED - ANGELINA COUNTY CHAMBER OF COMMERCE/LUFKIN BOARD OF DEVELOPMENT

Mayor Bronaugh stated that the next item for consideration was a Management Agreement with Angelina County Chamber of Commerce as recommended by the Lufkin Board of Development.

City Manager Westerholm stated that the Lufkin Board of Development is recommending the following changes to the Management Agreement:

- (1) Name changed from City Board of Development to Lufkin Board of Development
- (2) Meetings formerly held on a monthly basis will now be held on a quarterly basis
- (3) The Contract formerly renewable every two years is now in full force until terminated by either party by giving 90 days notice in writing.

Commissioner Mayberry stated that the amount of money the City Commission agrees on for the Lufkin Board of Development budget will be the amount they will have to work with. City Manager Westerholm stated that this amount will be approved when the City Commission approves the City's budget.

Motion was made by Commissioner Danny Roper and seconded by Commissioner Bob Bowman that Management Agreement with the Angelina County Chamber of Commerce as recommended by the Lufkin Board of Development be approved as presented. A unanimous affirmative vote was recorded.

13. WATER BILL DONATION INCREASE - APPROVED - ANGELINA BEAUTIFUL/CLEAN

Mayor Bronaugh stated that the next item for consideration was a request from Stacy George to increase the Angelina Beautiful/Clean donations on the water bills.

Ms. George passed out a list of AB/C's key accomplishments in Lufkin, which included the \$60,000 1990 Governor's Community Achievement Award and a \$20,000 Recycling Grant. Ms. George stated that this is the fourth time Lufkin has placed first in the Governor's Community Achievement Awards, and that AB/C completed the award application for the last two awards.

Ms. George stated that the City Commission had requested she present a breakdown of expenditures for the 50 cent donations from May 1, 1989 through April 30, 1990 (a copy was passed out to the Commission).

Ms. George stated that AB/C's total cash budget was \$76,702, with an in-kind budget of \$497,492.

Ms. George stated on behalf of the AB/C Board of Directors she was requesting that the 50 cent donation be increased to \$1.00. Ms. George stated that AB/C expects \$18,000 in donations for 1990-91. Ms. George stated that she is also asking that the operating funds be increased from \$5,000 to \$7,000, which is a 20% increase.

Ms. George stated that if the \$1.00 donation is approved, she will sponsor some public service announcements on radio and TV to let the public know how their dollar is being spent.

Ms. George stated that a salary increase had been figured into the new budget.

Ms. George introduced AB/C Board members Emily Shelton, 1990-91 Chairman, and Thomas Moore, who has served as Treasurer for the past five years.

Ms. George stated she hopes that when the new water bills are printed the 50 cent donation will be printed on both sides of the bill.

Motion was made by Commissioner Percy Simond and seconded by Commissioner Don Boyd that the voluntary donation to Angelina Beautiful/Clean be increased to \$1.00. A unanimous affirmative vote was recorded.

14. ORDINANCE - APPROVED - FIRST READING - SPEED LIMITS - SCHOOL CROSSINGS

Mayor Bronaugh stated that the next item for consideration was an Ordinance amending the Traffic Ordinance for speed limits at school crossings.

City Manager Westerholm stated that the new amended Ordinance does not change the speed limits or the time, but states that the speed limits are to be observed any time flashing signals are present.

Motion was made by Commissioner Don Boyd and seconded by Commissioner Percy Simond that Ordinance be approved on First Reading as presented. A unanimous affirmative vote was recorded.

15. COMPUTER SYSTEM - APPROVED - AMBULANCE BILLING AND COLLECTIONS

Mayor Bronaugh stated that the next item for consideration was the purchase of a computer system for Ambulance Billing and Collections.

City Manager Westerholm stated that the Fire Department has been looking at computer systems to improve ambulance billings. City Manager Westerholm stated that a letter from the Fire Chief and Stephen Teal, computer consultant, had been included in the Commissioner's packets with a recommendation concerning the purchase of a computer system. City Manager Westerholm stated that \$8,000 had been budgeted for payment to a collection agency for collecting delinquent ambulance bills but the Fire Chief felt that this money could be better utilized as a down payment on a computer system for in-home collections.

City Manager Westerholm stated that as a result of the Fire Department's adjudication hearing, the Chief has been able to file on the new rates, and collections have improved.

Chief Snyder stated that the total cost of a three-terminal system would be \$31,736. Chief Snyder stated he would like to expand the system to five terminals for an additional cost of \$3,800. Chief Snyder stated that the \$8,000 budgeted could be used as a down payment to reduce the overall cost of the equipment.

In response to question by Commissioner Gorden, Chief Snyder stated that he did not know what the balance was in the Contractual Obligation Fund and did not know if it would be feasible to finance through this Fund. Chief Snyder stated that he had been looking at the Municipal Leasing Agreement, but would be able to save some interest money if the system was purchased through the Contractual Obligation Fund.

In response to question by Commissioner Mayberry as to the benefits derived from the new computer system, Chief Snyder stated that the Fire Department will be able to initiate point-of-entry billing and the bills will be in the mail within 24-hours after the service has been rendered. Chief Snyder stated that the new system will also provide the automatic billing of Medicare and Medicaid claims and the Department will now be able to accept assignments because of a better profile.

Commissioner Mayberry stated that this is a very large investment in dollars, and he will be monitoring the new system to see that all projected benefits are realized.

Motion was made by Commissioner Jack Gorden and seconded by Commissioner Paul Mayberry authorizing the purchase of a three-terminal computer system in the amount of \$31,736 for the Ambulance Billing and Collection Department to be paid for with funds from the Contractual Obligation Fund, and that the \$8,000 budgeted for ambulance collections be transferred to the Contingency Fund. A unanimous affirmative vote was recorded.

16. CONTRACTUAL OBLIGATION FUND

Mayor Bronaugh stated that disposition of the funds left in the Contractual Obligation Fund had been discussed in item #15.

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Danny Roper that any funds left in the Contractual Obligation Fund after the Computer System for the Fire Department and laser printer, recorder and transcriber, and checkwriter for the City Secretary's office are purchased, are to be transferred to the Interest and Sinking Fund. A unanimous affirmative vote was recorded.

City Manager Westerholm stated that after these items are deducted from the balance of \$45,014.59, there should be \$5,725.59 in the fund.

17a. BID - APPROVED - PRINTER - IBM - CITY SECRETARY OFFICE

Mayor Bronaugh stated that the next item for consideration was a printer for the City Secretary's office.

City Secretary Atha Stokes stated that at the Retreat Workshop the City Planner had requested an additional computer terminal and a printer for her department. Mrs. Stokes stated that in a discussion with other staff members it was determined that the printer in the City Secretary's office could be moved upstairs for use by the Planning and Accounting Departments. A new laser printer could then be purchased for the City Secretary's office

where minutes for all City meetings are produced in addition to City Ordinances and Resolutions.

In response to question by Commissioner Mayberry, Mr. Cochran stated that the bid from XPoint Corporation of Norcross, Georgia did not meet specifications, and he would be reluctant about sending the equipment all the way to Georgia for maintenance.

Motion was made by Commissioner Bob Bowman and seconded by Commissioner Jack Gorden that bid of IBM in the amount of \$2,288 be accepted as the best bid and that the purchase of this equipment be paid for out of the Contractual Obligation Fund. A unanimous affirmative vote was recorded.

17b. BID - APPROVED - RECORDER AND TRANSCRIBER - LANIER VOICE PRODUCTS

Mayor Bronaugh stated that the next item for consideration was a recorder and transcriber to be used by the City Secretary in recording the minutes of the City Commission and other City boards.

Mayor Bronaugh stated the equipment presently being used is now fifteen years old and the City Secretary is having some problems with the equipment. City Manager Westerholm stated that the Lanier equipment is a more sophisticated system and will be permanently mounted in the City Council Chambers.

Commissioner Boyd stated that, in his opinion, the City should consider the cost of the maintenance agreement. City Manager Westerholm stated that the maintenance agreement would cost \$441 for 12 months. Mr. Cochran stated that the City Secretary will keep the old equipment as a backup.

Motion was made by Commissioner Don Boyd and seconded by Commissioner Danny Roper that bid of Lanier Voice Products in the amount of \$3,710 be accepted as presented, and that the purchase of the equipment be paid for out of the Contractual Obligation Fund. A unanimous affirmative vote was recorded.

17c. BID - APPROVED - CHECKWRITER - B & B TECHNICAL - CITY SECRETARY OFFICE

Mayor Bronaugh stated that the next item for consideration was a checkwriter to be used in the City Secretary's office.

City Manager Westerholm stated that the machine presently being used has started to malfunction. City Manager Westerholm stated that B & B Technical had submitted the low bid in the amount of \$1,555.

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Bob Bowman that bid of B & B Technical in the amount of \$1,555 be accepted as the best bid and that the purchase of this equipment be paid for out of the Contractual Obligation Fund. A unanimous affirmative vote was recorded.

17d. BID - APPROVED - RODENTS - THE MOUSE HOUSE - ZOO

Mayor Bronaugh stated that the next item for consideration was an annual supply of rodents for the Zoo.

City Manager Westerholm stated that the local bid of RM & R Animals was \$9.88 higher than the low bid, but Zoo Director Gorden Henley had stated that rodents from the low bidder, The Mouse House, were healthier animals and he would recommend acceptance of their bid.

Motion was made by Commissioner Jack Gorden and seconded by Commissioner Bob Bowman that the bid of The Mouse House in the amount of \$15,248 be accepted as the best bid. A unanimous affirmative vote was recorded.


18. EXECUTIVE SESSION

Regular meeting adjourned at 6:17 p.m. for Executive Session. Mayor Bronaugh reconvened regular session at 7:13 p.m. and stated that personnel, litigation and contracts, and an appointment to the Planning and Zoning Commission had been discussed. No decisions were made at this time.

19. COMMENTS

Commissioner Roper requested a list of all maintenance contracts for City owned equipment. Commissioner Mayberry stated that he would like to have a copy of all contracts with consultants used by the City.

20. There being no further business for consideration, meeting adjourned at 7:15 p.m.


Louis A. Bronaugh, Mayor

ATTEST:


Atha Stokes, City Secretary