

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
LUFKIN, TEXAS, HELD ON THE 7<sup>TH</sup> DAY OF JANUARY 2025.**

On the 7<sup>th</sup> day of January 2025, 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:

Mark Hicks	Mayor
Guessippina Bonner	Councilmember, Ward No. 1
Brent Watkins	Councilmember, Ward No. 3
Kim Ogden	Councilmember, Ward No. 4
Jimmy Ford	Councilmember, Ward No. 5
Adam Lowther	Councilmember, Ward No. 6
Kevin Gee	City Manager
Brian W. Bray	Assistant City Manager
Kara Andrepont	City Secretary
Adrianna Thomasee	Human Resources
David Thomas	Police Chief
Buddy Cross	Assistant Police Chief
Jesse Moody	Fire Chief
Belinda Melancon	Finance Dirrector
Christopher Key	Engineering Services Director
Scott Rayburn	City Planner
Scott Cameron	Street Department Superintendent
Albert Duffield	Utilities Director
Kent Havard	Solid Waste Director
Julie Massey	Library Manager
Bob Samford	Economic Development Direcotr

being present; and

Robert Shankle	Mayor Pro Tem
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being absent when the following business was transacted.

Mayor Hicks recognized those in attendance with Leadership Lufkin.

**INVOCATION** – The meeting was opened with prayer by Mr. Mike Parker.

**PUBLIC COMMENT** - Mayor Mark Hicks opened the public comment period at 5:02 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing.

**CONSENT AGENDA**

- 1. MINUTES OF THE REGULAR CITY COUNCIL MEETING OF DECEMBER 17<sup>TH</sup>, 2024 - APPROVED.**
- 2. SECOND READING OF AN ORDINANCE CALLING AND ORDERING THE MAY 3<sup>RD</sup>, 2025, GENERAL ELECTION FOR THE PURPOSE OF ELECTING A COUNCILMEMBER FOR WARD NO. 1 AND A COUNCILMEMBER FOR WARD NO. 3 – APPROVED.**
- 3. SECOND READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2024-2025 OPERATING BUDGET (BUDGET AMENDMENT NO. 6) APPROPRIATING THE FUNDING FOR THE 2024 EDWARD BYRNE JUSTICE GRANT FOR THE LUFKIN POLICE DEPARTMENT – APPROVED.**

Councilmember Brent Watkins moved to approve all items on the Consent Agenda as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

**BUSINESS AGENDA**

- 4. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE CHANGING THE ZONING TO “COMMERCIAL” AND FUTURE LAND USE MAP DESIGNATION TO**

**“CORRIDOR COMMERCIAL” ON PROPERTIES ADDRESSED AS 3507, 3509, 3511, 3513 AND 3515 EDWARDS STREET – APPROVED.**

City Manager Kevin Gee stated GNWC Holdings, LLC, was requesting a zone change from "Residential Small" to a "Commercial" zoning district and a Future Land Use Map designation to "Corridor Commercial" for properties addressed as 3507, 3509, 3511, 3513, and 3515 Edwards Street. City Manager Gee furthered the subject properties, Lots 12-16, Block 3, of the Herty Subdivision (0.34 acres) were undeveloped, and the purpose of the request was to allow for the expansion of Greenway Carriers, a local trucking company. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated the Comprehensive Plan designation for the properties was currently "Low Density Residential" and Staff found the proposed zone change consistent with area zoning, current uses, and the proposed "Corridor Commercial" future land use classification. City Manager Gee furthered the Planning & Zoning Commission had unanimously recommended the request for approval.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on Second Reading of an Ordinance changing the zoning to "Commercial" and the Future Land Use Map designation to "Corridor Commercial" on properties addressed as 3507, 3509, 3511, 3513, and 3515 Edwards Street.

Mayor Hicks opened the Public Hearing at 5:04 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from the City Council.

Councilmember Brent Watkins moved to approve the Ordinance as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

**5. FIRST READING OF AN ORDINANCE AMENDING THE CITY OF LUFKIN SEWER RATE ORDINANCE – APPROVED.**

City Manager Kevin Gee stated the City of Lufkin did not currently charge a late fee on delinquent water/sewer accounts. City Manager Gee furthered the Texas Administrative Code allowed for the assessment of a one-time penalty of either \$5.00 or 10% for all delinquent bills. City Manager Gee noted that there were over 1,200 delinquent bills in the last month alone. City Manager Gee stated due to the increasing number of delinquent accounts for water/sewer, it was recommended that the City begin assessment of a 10% late charge for delinquent bills. City Manager Gee furthered the proposed Ordinance would institute the late fee charge beginning February 1<sup>st</sup>, 2025.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance amending the Lufkin Sewer Rate Ordinance.

Councilmember Jimmy Ford stated he wanted to make sure the City wasn't penalizing citizens that weren't receiving their bills in a timely manner. Councilmember Guessippina Bonner wanted to know how the City would notify customers of the change and asked they be given at least thirty (30) days notice. Councilmember Jimmy Ford asked if the City had considered incentivizing auto draft payments for customers. Councilmember Brent Watkins asked if the City knew the cost of sending out delinquent notices to customers. Discussion ensued.

Councilmember Guessippina Bonner moved to approve the Ordinance with a change in the effective date to March 1<sup>st</sup>, 2025. Councilmember Brent Watkins seconded the motion and a unanimous vote to approve was recorded.

**6. FIRST READING OF AN ORDINANCE AMENDING THE CITY OF LUFKIN WATER RATE ORDINANCE – APPROVED.**

City Manager Kevin Gee stated as in Item No. 5, this Ordinance would institute a late charge for delinquent water bills.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance amending the Lufkin Water Rate Ordinance.

Councilmember Guessippina Bonner moved to approve the Ordinance with a change in the effective date to March 1<sup>st</sup>, 2025. Councilmember Adam Lowther seconded the motion and a unanimous vote to approve was recorded.

**7. FIRST READING OF AN ORDINANCE AMENDING THE CITY OF LUFKIN SOLID WASTE ORDINANCE. – APPROVED.**

City Manager Kevin Gee stated the Solid Waste Department provided roll-off container services for customers within the City of Lufkin. City Manager Gee furthered the City required a fee of \$110.00 plus tax (\$119.08) for the placement of a roll off container, regardless of size, and the customer was billed at the end of the month for services (i.e., weekly/monthly dumps, etc.). City Manager Gee stated unfortunately, this had resulted in late or unpaid invoices which was a common problem among municipalities. City Manager Gee furthered Staff had contacted several cities regarding this issue and the majority were requiring large deposits, and/or first month's service upfront or implementing entirely new fee schedules. City Manager Gee stated to lessen the number of unpaid/late invoices for these services in the City of Lufkin, Staff recommended in addition to the current deposit, customers must also remit an amount equal to one month's service/pull. City Manager Gee furthered City Council had been provided with the proposed amounts in their packets. City Manager Gee stated the amount would apply to the final billing once service concluded. City Manager Gee noted the Ordinance would also remove any reference to container service outside the City; as the City had not provided this for a number of years.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance amending Solid Waste rates regarding Roll Off Container Services.

Councilmember Jimmy Ford asked if the customer was billed per haul, or once the job was complete. Councilmember Guessippina Bonner asked if there would be a late fee associated with this service as well. Councilmember Kim Ogden asked what the amount owed for past due accounts was currently. Solid Waste Director Kent Havard addressed these questions and discussion ensued.

Councilmember Kim Ogden moved to approve the Ordinance as presented. Councilmember Jimmy Ford seconded the motion and a unanimous vote to approve was recorded.

**8. FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2024-2025 OPERATING BUDGET (BUDGET AMENDMENT NO. 8) APPROPRIATING FUNDING FOR THE WASTEWATER TREATMENT PLANT CENTRIFUGE REPAIR PROJECT – APPROVED.**

City Manager Kevin Gee stated the centrifuge at the Wastewater Treatment Plant which was critical to the operation of the plant had failed. City Manager Gee furthered the centrifuge was repairable, but the City would need to rent a portable solids handling unit during the 4-6 weeks it would take to repair the centrifuge. City Manager Gee stated a new centrifuge unit intended to replace an old belt press was budgeted and currently awaiting final bid documents with a lead time for the new unit of 10 months. City Manager Gee furthered Staff was requesting approval of funds for the rental of a portable solids handling belt press and for the repair of the centrifuge. City Manager Gee stated the estimated cost was \$175,000 (\$85,600 rental, \$90,000 repair) and funds would be used from the Water/Wastewater Depreciation Fund.

City Manager Gee concluded Staff recommended City Council approve on First Reading an Ordinance authorizing Budget Amendment No. 8, appropriating funding for the Wastewater Treatment Plant Centrifuge Repair Project.

Councilmember Guessippina Bonner moved to approve the Ordinance as presented. City Councilmember Kim Ogden seconded the motion and a unanimous vote to approve was recorded.

**9. FUNDING PARTNERSHIP WITH ANGELINA COUNTY FOR PLANNING AND SITE DESIGN OF THE ANGELINA COUNTY AIRPORT – APPROVED.**

City Manager Kevin Gee stated the next three (3) items were dealing with the Economic Development Corporation and Bob Samford, director of the LEDC, would present the items. Director Samford highlighted the benefits the partnership and project would provide the citizens of both the City of Lufkin as well as Angelina County. Director Samford furthered the LEDC was requesting City Council approval of a funding partnership with Angelina County for the completion of a study of the future development of the Airport. Director Samford stated the importance of a documented path forward for future growth was in the best interest of both the City and Angelina County. Director Samford furthered KSA Engineers had developed a scope of work for the project with a cost of \$50,000. Director Samford stated LEDC was requesting Council approval of \$25,000 of the cost be contributed from the LEDC

towards the cost of the plan. Director Samford furthered the item had been recommended for approval by the LEDC/4B Board.

City Manager Gee concluded Staff recommended City Council consider approval of a funding partnership for the planning and site design of the Angelina County Airport.

Councilmember Kim Ogden spoke and expressed her excitement with the project and the connection between the City, the County and Angelina College.

Councilmember Jimmy Ford moved to approve the partnership as presented. Councilmember Kim Ogden seconded the motion and a unanimous vote to approve was recorded.

**10. FUNDING PARTNERSHIP WITH ANGELINA COUNTY FOR THE CONSTRUCTION OF A TAXIWAY AT THE ANGELINA COUNTY AIRPORT – APPROVED.**

Lufkin Economic Development Director Bob Samford spoke and stated LEDC was requesting \$100,000 to assist with the construction of a new taxiway at the Angelina County Airport. Director Samford highlighted the location of the taxiway on existing maps and noted ways the completion of the project would benefit the City. Director Samford stated the item was unanimously recommended for approval by the LEDC/4B Board.

City Manager Gee concluded Staff recommended City Council consider approval of a funding partnership for the construction of a taxiway at the Angelina County Airport.

Councilmember Guessippina Bonner moved to approve the partnership as presented. Councilmember Kim Ogden seconded the motion and a unanimous vote to approve was recorded.

**11. RESOLUTION AUTHORIZING THE LUFKIN ECONOMIC DEVELOPMENT DIRECTOR TO EXECUTE A LEASE AGREEMENT FOR LAND AT THE ANGELINA COUNTY AIRPORT – APPROVED.**

Lufkin Economic Development Director Bob Samford stated LEDC was requesting City Council consider approval of a Resolution authorizing the LEDC Director to execute an annual ground lease agreement with Angelina County for the unoccupied land within the Lufkin Aviation Innovation Complex (LAIC). Director Samford furthered this agreement would secure land for the future development of aviation services at the Angelina County Airport.

City Manager Gee concluded Staff recommended City Council approve a Resolution authorizing the LEDC Director execute a lease agreement for land at the Angelina County Airport.

Councilmember Guessippina Bonner moved to approve the Ordinance as presented. Councilmember Adam Lowther seconded the motion and a unanimous vote to approve was recorded.

County Judge Keith Wright spoke and stated the City and the County were stronger together. County Judge Wright furthered the City of Lufkin and Angelina County would be better if they continued to work together. County Judge Wright stated LEDC Director Bob Samford had done a great job of attracting interest and thanked City Council for their support. President of Angelina College Mike Simon spoke and thanked City Council for their support and involvement.

**12. AWARD OF CONTRACT FOR THE CEDAR CREEK SANITARY SEWER LINE REPLACEMENT PROJECT – APPROVED.**

City Manager Kevin Gee stated the City received bids on December 10, 2024 for this project which was a 24-inch sewer line that went behind St. Cyprians School. City Manager Gee furthered the bid included a Base Bid for 1,950 feet of 24" PVC gravity sewer line, new manholes, and associated appurtenances; an Alternate Base Bid for 30" pipe in lieu of 24"; and an Additive Alternate Bid for flowable backfill of the abandoned sewer line and liners on the manholes. City Manager Gee stated the alternate bid for a larger pipe was included to provide options if needed, however, after additional investigation, Staff concluded that increasing the line size to 30" was not warranted. City Manager Gee furthered the segment of line in its current condition was a more substantial source of inflow and infiltration than originally estimated. City Manager Gee stated a bid tabulation and letter of recommendation from the engineer of record was included in Council's packet. City Manager Gee furthered the apparent low bidder was Irabarren Ink Corp., with a Base Bid amount of \$371,097 and Additive Alternate Bid of \$98,850 for a total of \$469,947. City Manager Gee stated after evaluation, Irabarren Ink was found to

be a competent contractor able to perform the type and size of work for the Project. City Manager Gee furthered funding for the project was allocated in the 2025 CIP Budget.


City Manager Gee concluded Staff recommended City Council award a contract to Irabarren Ink Corp., in the amount of \$469,947 for the Cedar Creek 24" Sanitary Sewer Line Replacement Project.

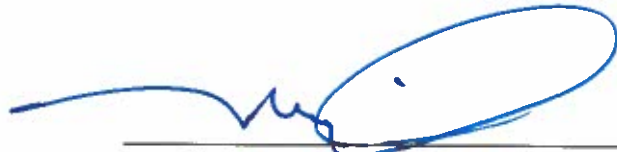
Councilmember Kim Ogden moved to approve the award of contract as presented. Councilmember Brent Watkins seconded the motion and a unanimous vote to approve was recorded.

Mayor Hicks recognized retiring Director of the Ellen Trout Zoo, Gordon Henley, for his 48 years of dedicated service to the City.

There being no further business, Mayor Mark Hicks adjourned the meeting at 5:43 p.m.



  
Kara Andrepont, City Secretary

  
Mark Hicks, Mayor