

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
LUFKIN, TEXAS HELD ON THE 17th DAY OF MARCH, 2020**

On the 17th day of March, 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
Mark Hicks
Guessippina Bonner
Robert Shankle
Lynn Torres
Rocky Thigpen
Keith Wright
Bruce Green
Jason Arnold
Kara Andrepont
Rodney Ivy
Gerald Williamson
Jesse Moody
Ryan Watson
Belinda Melancon
Kevin Gee
Scott Rayburn
Calvin Toups
Michael Flinn
Brant Lee
Albert Duffield
Jarod Murphy
Kelly Young
Kent Havard
Aaron Ramsey
Taylor Commiato
April Earley

Mayor
Mayor Pro Tem
Councilmember, Ward No. 1
Councilmember, Ward No. 2
Councilmember, Ward No. 3
Councilmember, Ward No. 5
City Manager
Deputy City Manager/City Attorney
Assistant City Manager
City Secretary
Human Resource Director
Public Safety Director
Fire Chief
Asst. Fire Chief
Finance Director
Engineering Services Director
Planning Director
Building Official
Parks and Recreation Director
Convention Services Director
Water and Sewer Director
Assistant Director Water & Sewer
Utility Collections Director
Solid Waste Director
Animal Control Director
Lufkin Convention & Visitors Bureau Director
Municipal Court Judge

being present: and

Sarah Murray

Councilmember, Ward No. 6

being absent when the following business was transacted.

INVOCATION - The meeting was opened with prayer by Pastor Ken Bunge, First Lutheran Church.

PUBLIC COMMENT – Mayor Brown opened the meeting for Public Comment on any posted agenda item at 5:02 p.m. Mr. Michael Parker came forward to speak on Item No. 2 of the Emergency Items added to the Agenda regarding taking personnel and operations measures necessary to conduct essential city services. Mr. Parker requested that if the decision was made to close City Hall that City Council consider closing City Hall only to the public but that all City services be maintained. Pastor William Ricks came forward to thank City Council in regards to Item No. 6 of the Regular City Council Agenda regarding drainage improvements in the North Lufkin area. There being no one else that wished to speak, Mayor Brown closed the Public Comment portion of the meeting.

1. MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 3, 2020 – APPROVED.

Councilmember Lynn Torres moved to approve the minutes of the meetings as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

2. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF LUFKIN, TEXAS BY CHANGING THE ZONING TO “COMMERCIAL” ON PROPERTY ADDRESSED AS 504 LARGENT STREET – APPROVED.

City Manager Wright stated that the applicant, Betty Lynn Repp, was requesting a zone change from “Residential Large” to “Commercial” for 504 Largent Street. City Manager Wright furthered that the purpose of the zone change was to allow for increased marketability of the property and possible future medical offices. City Manager Wright highlighted the location of the property on corresponding maps and provided information on the current zoning of neighboring properties. City Manager Wright furthered that the Planning and Zoning Commission unanimously recommended approval of the request.

City Manager Wright concluded that Staff recommended City Council conduct a Public Hearing and approve on Second Reading of an Ordinance changing the zoning to “Commercial” on property located at 504 Largent Street.

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

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

3. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF LUFKIN, TEXAS BY CHANGING THE ZONING TO “COMMERCIAL” ON PROPERTY ADDRESSED AS 2110 SOUTH FIRST STREET – APPROVED.

City Manager Wright stated that Goodwin-Lasiter-Strong, on behalf of Scenic Acres Investments, LLC had requested a change in zoning for the property from “Commercial” and “Manufactured Homes Park” to a singular “Commercial” zoning district. City Manager Wright highlighted the location of the property on the corresponding maps. City Manager Wright furthered that the rear of the property had been occupied by manufactured homes and upon approval of the zone change, the homes would be relocated into lease spaces within the remaining area of Scenic Acres. City Manager Wright stated that the Planning and Zoning Commission had unanimously recommended approval of the request.

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 “Commercial” on property located at 2110 South First Street.

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 moved to comments from the City Council. There were none.

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

4. SECOND READING OF AN ORDINANCE DECLARING AN UNOPPOSED CANDIDATE IN THE MAY 2, 2020 GENERAL ELECTION ELECTED TO OFFICE AND CANCELING THE ELECTION FOR THE OFFICE OF COUNCILMEMBER FOR WARD NO. 5 – APPROVED.

City Manager Wright stated that Staff recommended City Council accept the Certification of Unopposed Candidate and approve the Second Reading of an Ordinance cancelling the election for the office of Councilmember for Ward No. 5.

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

5. SECOND READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 13) APPROPRIATING THE FUNDING FOR THE PURCHASE OF A FIRE ENGINE FOR THE LUFKIN FIRE DEPARTMENT – APPROVED.

City Manager Wright stated that Staff recommended City Council approve the Second Reading of an Ordinance authorizing Budget Amendment No. 13 appropriating the funding for the purchase of a new Fire Engine in the amount of \$684,547.54.

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

6. SECOND READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 14) APPROPRIATING FUNDING FOR THE COMPLETION OF DRAINAGE IMPROVEMENTS – APPROVED.

City Manager Wright stated that Staff recommended City Council approve the Second Reading of an Ordinance authorizing Budget Amendment No. 14 appropriating the funding for the completion of drainage improvements in the North Lufkin area.

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

7. FIRST READING OF AN ORDINANCE AMENDING CITY OF LUFKIN ORDINANCE NO. 4689 REGULATING EMERGENCY MEDICAL SERVICE AND PRIVATE AMBULANCE SERVICE IN THE CITY OF LUFKIN – APPROVED.

City Manager Wright stated that due to issues regarding unacceptable wait times for private ambulance service, the Lufkin Fire Department has requested an update to Ordinance No. 4689, which regulates emergency medical service and private ambulance service. City Manager Wright furthered that there were revisions in the definitions, responsibilities and the making of the responsibilities a mandatory requirement.

City Manager Wright concluded that Staff recommended City Council approve the First Reading of an Ordinance amending Ordinance No. 4689 regulating emergency medical service and private ambulance service in the City of Lufkin.

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

8. RESOLUTIONS, PROCLAMATIONS, POLICIES AND PLANS AS REQUIRED BY THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) WITH THE TEXAS DEPARTMENT OF AGRICULTURE RELATED TO THE RECONSTRUCTION OF CASPER STREET UNDER TxCDBG CONTRACT NO. 7219250 – APPROVED.

City Manager Wright stated that Casper Street was located in North Lufkin in Ward No. 1. City Manager Wright furthered that in February of 2019, City Council authorized the application for a 2020 Texas Community Development Block Grant application (TxCDBG). City Manager Wright stated that the application was approved and the contract began on January 1, 2020 and would expire on December 31, 2021. City Manager Wright furthered that the City had been awarded funding in the amount of \$275,000 to be used for engineering, administration and reconstruction of Casper Street. City Manager Wright stated that the grant administrator Raymond K. Vann & Associates had requested that the City Council approve the following documents in order to comply with requirements set forth by the Grant:

- Resolution authorizing signatories for grant documents
- Proclamation declaring April 2020 as Fair Housing Month
- Resolution adopting Civil Rights policies including:
 - o Citizen Participation Plan and Grievance Procedures
 - o Section 3 Policy
 - o Excessive Force Policy
 - o Section 504 Policy and Grievance Procedures
 - o Code of Conduct Policy
 - o Limited English Proficiency Plan
 - o Fair Housing Policy

City Manager Wright concluded that Staff recommended City Council approve the documents as presented in order to comply with the requirements of the 2020 Texas Community Development Block Grant.

Councilmember Guessippina Bonner Shankle moved to approve the documents as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

Councilmember Guessippina Bonner asked for clarification that the documents were available for review with the City Secretary, Kara Andrepont upon request.

9. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE SALE OF CITY PROPERTY AT 125 N. FIRST STREET – APPROVED.

City Manager Wright stated that in accordance with section 253.014 of the Texas Local Government Code, the City of Lufkin had retained an independent broker to market the City's property at 125 N. First Street. City Manager Wright furthered that the building is located downtown and was formerly known as the Parks and Recreation Building. City Manager Wright stated that Mr. Lester Lee had submitted an offer for the property of \$220,000 and the offer was found to be the negotiated fair market value of the property.

City Manager Wright concluded that Staff recommended City Council approve a Resolution authorizing the City Manager to enter into a contract for the sale of City Property at 125 N. First Street in the amount of \$220,000.00 to Mr. Lester Lee.

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

10. ALL MATTERS INCIDENT AND RELATED TO THE APPROVING AND AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION, INCLUDING THE ADOPTION OF A RESOLUTION PERTAINING THERETO – APPROVED.

City Manger Wright stated that City Council was aware that the City of Lufkin had developed a Capital Improvement Program and the first section of the projects would cost approximately \$5 million dollars. City Manager Wright furthered that Staff had requested that City Council do a Notice of Intent to issue the bonds in the amount of \$5.2 million dollars. City Manager Wright stated that the Notice of Intent would also be published in the paper.

City Manager Wright concluded that Staff recommended City Council approve a Resolution approving and authorizing publication of Notice of Intention to Issue Certificates of Obligation.

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

11. FINANCIAL STATUS REPORT

City Manager Wright offered to answer any questions. There were none.

EMERGENCY AGENDA ITEMS

1. EXECUTIVE SESSION

Mayor Bob Brown recessed the Regular Session at 5:17 p.m.

Mayor Bob Brown reconvened the Regular Session at 6:13 p.m.

2. RESOLUTION AUTHORIZING THE CITY MANAGER, IN HIS DISCRETION, TO TAKE ANY AND ALL PERSONNEL AND OPERATIONS MEASURES NECESSARY, TO CONDUCT ESSENTIAL CITY SERVICES WHILE PROTECTING THE PUBLIC AND CITY EMPLOYEES – APPROVED.

City Manager Wright stated that City Council had discussed all of the activities and operations of each of the City of Lufkin's departments. City Manager Wright furthered that the City was not closing and every service could be available but access to the City by the public would be limited. City Manager Wright stated that Staff would continue to inform City Council in advance of every action that is taken and allow them the opportunity for input.

Mayor Bob Brown stated that Staff had requested that City Council consider and take action on a Resolution authorizing the City Manager, in his discretion, to take any and all personnel and operations measures necessary, to conduct essential city services while protecting the public and city employees. Mayor Brown furthered that this would be in affect until June 2nd, 2020, at which time City Council would re-evaluate the situation.

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

Councilmember Mark Hicks stated that he was concerned about our local economy and had expressed those concerns with City Manager Keith Wright. Councilmember Hicks furthered that he did not want the City to ever be a reason that a project within the community could not be completed. Councilmember Hicks concluded by saying that City Council was behind the City Manager and administration 100 percent.

3. FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2019-2020 OPERATING BUDGET (BUDGET AMENDMENT NO. 15) PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE GENERAL FUND, WATER & WASTEWATER FUND AND THE SOLID WASTE & RECYCLING FUND IN RESPONSE TO THE WIDESPREAD PANDEMIC COVID-19 – APPROVED.

City Manager Wright stated that he would like to thank City Council for their support and everything they had done. City Manager Wright furthered that one of the things that City Council had done over the years was to set up a 25% fund balance requirement for the City of Lufkin for each of the funds. City Manager Wright stated that because of that fund balance the City was able to handle almost any emergency financially. City Manager Wright furthered that what was being requested was that City Council allocate some of those funds for overtime for the Fire Department, Police Department and \$50,000 for contingency spending for any needs that could arise as the City faces this virus.

City Manager Wright concluded that Staff asked City Council to consider approval of the First Reading of an Ordinance authorizing an amendment to the 2019-2020 operating budget (Budget Amendment No. 15) providing for the supplemental appropriation of funds in the general fund, water and wastewater fund and the solid waste & recycling fund in response to the widespread pandemic COVID-19.

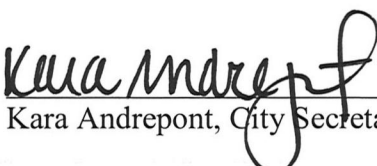
Councilmember Guessippina Bonner moved to approve the Ordinance as submitted. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

There being no further business, Mayor Bob Brown adjourned the meeting at 6:19 p.m.



ATTEST:


Bob F. Brown, Mayor


Kara Andrepont, City Secretary