

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS HELD ON THE 17TH DAY OF JANUARY 2024.

On the 17th day of January, 2024, 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
Wes Suiter	Councilmember, Ward No. 4
Rocky Thigpen	Councilmember, Ward No. 5
Kevin Gee	City Manager
Kristi Skillern	City Attorney
Gerald Williamson	Assistant City Manager
Brian W. Bray	Assistant City Manager
Kara Andrepont	City Secretary
Buddy Cross	Assistant Police Chief
Jesse Moody	Fire Chief
Ryan Watson	Assistant Fire Chief
Jessica Pebsworth	Communications Director
Belinda Melancon	Finance Director
Scott Rayburn	City Planner
Buddy Timme	Parks and Recreation Director
Albert Duffield	Utilities Director

being present; and

Robert Shankle	Mayor Pro Tem
Adam Lowther	Councilmember, Ward No. 6

being absent when the following business was transacted.

INVOCATION – The meeting was opened with prayer by Assistant City Manager Gerald Williamson.

PUBLIC COMMENT – Mayor Mark Hicks opened the meeting for public comment on any posted agenda item at 5:01 p.m. There being no one who wished to speak; Mayor Hicks closed the public comment period.

PRESENTATION – Mayor Mark Hicks presented Lufkin Fire Lieutenant, Larry Tutt, with his promotional certification to Captain for the Lufkin Fire Department. Mayor Hicks also presented service awards to citizens, members of the Lufkin Fire Department and the Lufkin Police Department for their assistance in saving a gunshot victim's life on New Year's Eve.

CONSENT AGENDA

- 1. MINUTES OF THE REGULAR CITY COUNCIL MEETING OF DECEMBER 19TH, 2023 - APPROVED.**
- 2. SECOND READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023-2024 OPERATING BUDGET, (BUDGET AMENDMENT NO. 6) APPROPRIATING THE DONATION FROM LUFKIN COCA-COLA FOR THE PURCHASE OF AN ELECTRONIC SCOREBOARD FOR MORRIS FRANK PARK - APPROVED.**
- 3. FIRST READING OF AN ORDINANCE ESTABLISHING SPEED LIMITS ON FARM TO MARKET ROAD 324 (SOUTHWOOD DRIVE) – APPROVED.**
- 4. ACCEPTANCE OF A GRANT FROM THE SIMON AND LOUISE HENDERSON FOUNDATION TO THE LUFKIN FIRE DEPARTMENT AND APPROVAL ON FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023-2024 OPERATING BUDGET (BUDGET AMENDMENT NO. 7) – APPROVED.**

5. **RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER A MUNICIPAL MAINTENANCE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION – APPROVED.**
6. **AWARD OF AN ENGINEERING SERVICES CONTRACT FOR EMERGENCY ACTION PLAN UPDATES FOR REGIONAL DETENTION PONDS NO. 1, 4, 7 AND 8; ELLEN TROUT MEMORIAL LAKE AND JONES LAKE AND APPROVAL ON FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2023-2024 OPERATING BUDGET (BUDGET AMENDMENT NO. 8) APPROPRIATING FUNDS – APPROVED.**

Councilmember Wes Suiter 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

7. **PUBLIC HEARING AND FIRST READING OF AN ORDINANCE CHANGING THE ZONING FROM “RESIDENTIAL SMALL” AND “RESIDENTIAL LARGE” TO “RESIDENTIAL SMALL” ON PROPERTIES ADDRESSED AS 2506 AND 2510 JIMMIE STREET AND 2409 MINNIE LOU STREET – APPROVED**

City Manager Kevin Gee stated the applicant, Robert Dylan Pitts, had requested a zone change from “Residential Small” and “Residential Large” to a single “Residential Small” zoning district for 2506 and 2510 Jimmie Street as well as 2409 Minnie Lou Street. City Manager Gee furthered the purpose of the zone change was to allow for an increased number of developable lots. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated the request was unanimously recommended for approval by the Planning and Zoning Commission.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on First Reading of an Ordinance changing the zoning to “Residential Small” for 2506 and 2510 Jimmie Street, and 2409 Minnie Lou Street.

Mayor Mark Hicks opened the Public Hearing at 5:16 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from City Council.

Councilmember Wes Suiter moved to approve the Ordinance as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

8. **PUBLIC HEARING AND FIRST READING OF AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR “COMMERCIAL AMUSEMENT (INDOORS) – EVENT VENUE” ON PROPERTY ADDRESSED AS 1200 SOUTH FIRST STREET– APPROVED.**

City Manager Kevin Gee stated the applicant, Tamanda Hardin Jennings, had requested a Special Use Permit for a Commercial Amusement (Indoors) “Event Venue”. City Manager Gee furthered the proposed “Event Venue” would be part of the existing commercial building, which currently includes a hair salon and retail sales. City Manager Gee stated the maximum occupancy for the 1,200 square foot area would be fifty (50) and the proposed event studio would not allow bring your own beverage (BYOB). City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee furthered Staff found the proposed Special Use Permit consistent with the current existing area uses as well as the current “Neighborhood Commercial” future land use classification. City Manager Gee stated the request was unanimously recommended for approval by the Planning and Zoning Commission.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on First Reading of an Ordinance granting a Special Use Permit for” Commercial Amusement (Indoors) Event Venue” for property addressed as 1200 South First Street.

Mayor Mark Hicks opened the Public Hearing at 5:18 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from 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.

9. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE CHANGING THE ZONING FROM “COMMERCIAL” TO “MANUFACTURED HOMES DISTRICT” AND A FUTURE LAND USE MAP CHANGE TO “MEDIUM DENSITY RESIDENTIAL” ON PROPERTY ADDRESSED AS 2512 ATKINSON DRIVE – APPROVED.

City Manager Kevin Gee stated the applicant, Michael G. Parker, on behalf of Williams MHP, LLC, had requested a zone change from a “Commercial” zoning classification to a “Manufactured Homes Park” zoning district for 2512 Atkinson Drive. City Manager Gee furthered the developer intended to combine the Williams Mobile Home Park property with the 9.91-acre subject property. City Manager Gee stated the expanded park would be required to meet all applicable manufactured home park design standards, including street, utility, fire protection and drainage criteria. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee furthered Staff found the proposed zone change as well as the proposed future land use map change to “Medium Density Residential” consistent with current zoning and existing area uses. City Manager Gee stated the request was recommended for approval by the Planning and Zoning Commission by a six (6) to one (1) vote.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on First Reading of an Ordinance changing the zoning from “Commercial” to “Manufactured Homes District” and a Future Land Use map change to “Medium Density Residential” on property addressed as 2512 Atkinson Drive.

Mayor Mark Hicks opened the Public Hearing at 5:20 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from City Council.

Councilmember Brent Watkins asked if a zoning change had been approved for Williams Mobile Home Park in the past year. City Planner Scott Rayburn addressed the question and discussion ensued.

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

10. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE CHANGING THE ZONING FROM “RESIDENTIAL LARGE” TO “COMMERICAL” ON PROPERTY ADDRESSED AS 500 LARGENT STREET – APPROVED.

City Manager Kevin Gee stated the applicant, Physical Holdings, LLC, had requested a zone change from “Residential Large” to “Commercial” for 500 Largent Street. City Manager Gee furthered the purpose of the zone change was to allow for development of medical offices. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated Staff found the proposed zone change consistent with the current existing area uses as well as the current “Institutional” future land use classification. City Manager Gee furthered the request was unanimously recommended for approval by the Planning and Zoning Commission.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on First Reading of an Ordinance changing the zoning to “Commercial” on property addressed as 500 Largent Street.

Mayor Mark Hicks opened the Public Hearing at 5:23 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from City Council.

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

11. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE ESTABLISHING A RATE AND FEE SCHEDULE FOR THE CITY OF LUFKIN – APPROVED.

City Manager Kevin Gee stated in order to ensure that the City of Lufkin Fee structure was current and updated in a timely and efficient manner; Staff had compiled a comprehensive Fee Schedule. City Manager Gee furthered the schedule included the majority of fees that generate revenue for the General Fund. City Manager Gee stated water, sewer and solid waste rates were not included as those were adopted by Ordinance when necessary during the annual budget process.

City Manager Gee concluded Staff recommended City Council approval on First Reading of an Ordinance establishing a Rate and Fee Schedule for the City of Lufkin.

Mayor Mark Hicks opened the Public Hearing at 5:25 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from City Council.

Councilmember Rocky Thigpen moved to approve the Ordinance as presented. Councilmember Wes Suiter seconded the motion and a unanimous vote to approve was recorded.

12. FIRST READING OF AN ORDINANCE DECLARING AN UNOPPOSED CANDIDATE IN THE FEBRUARY 3RD, 2024 SPECIAL ELECTION FOR A COUNCILMEMBER FOR WARD NO. 5; CANCELLING THE ELECTION AND DECLARING THE UNOPPOSED CANDIDATE ELECTED TO OFFICE – APPROVED.

City Manager Kevin Gee stated due to the vacancy of the Councilmember Ward No. 5 position; a Special Election was ordered for February 3rd. City Manager Gee furthered the filing period for the election closed on December 27th, 2023 and only one (1) candidate filed for the seat. City Manager Gee stated therefore, the election may be canceled and the lone candidate, Mr. James “Jimmy” Ford, be declared elected to office.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance declaring an unopposed Candidate in the February 3rd, 2024 Special Election for Councilmember for Ward No. 5; cancelling the Election and declaring the unopposed candidate elected to office.

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

13. FIRST READING OF AN ORDINANCE PROVIDING FOR THE CALLING AND ORDERING OF THE MAY 4TH, 2024 GENERAL ELECTION FOR THE PURPOSE OF ELECTING A MAYOR, WARD NO. 2 COUNCILMEMBER AND WARD NO. 4 COUNCILMEMBER AND FOR THE CONSIDERATION OF PROPOSED AMENDMENTS TO THE CITY OF LUFKIN CHARTER – APPROVED.

City Manager Kevin Gee stated State law required City Council call and order a General Election to be held at six (6) polling places (to be determined) in Lufkin, Texas on May 4th, 2024 between the hours of 7:00 a.m. and 7:00 p.m. for the purpose of electing a Mayor, Councilmember for Ward No. 2 and a Councilmember for Ward No. 4, for three-year terms. City Manager Gee furthered, the proposed amendments to the City of Lufkin Charter would also be on the ballot for consideration by voters.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance providing for the calling and ordering of the May 4th, 2024 General Election for the purpose of electing a Mayor, Ward No. 2 Councilmember and a Ward No. 4 Councilmember and for the consideration of proposed amendments to the City of Lufkin Charter.

Councilmember Rocky Thigpen moved to approve the Ordinance as presented. Councilmember Wes Suiter seconded the motion and a unanimous vote to approve was recorded.

14. AWARD OF CONTRACT FOR THE DANIEL MCCALL DRIVE RECONSTRUCTION PROJECT – APPROVED.

City Manager Kevin Gee stated on December 21, 2023 the City received bids for the reconstruction of Daniel McCall Drive. City Manager Gee furthered Phase 1 was from College Drive to Toran Lane and Phase 2 was from Toran Lane to Southwood Drive. City Manager Gee stated two (2) contractors had submitted bids on base bid and multiple alternates including asphalt and concrete for both phases, bridge widening, and culvert repair (Phase 2). City Manager Gee furthered the low bid for Phase 1 and Phase 2 for asphalt roadway was received from Crockett Construction, Inc. in the amount of \$1,916,073 and \$1,924,062.50 respectively. City Manager Gee stated the bridge widening bids appeared to be costlier than the benefit of a wider road section at that location. City Manager Gee furthered the engineer’s letter and bid tabulations were included in the Council’s packet. City Manager Gee stated \$2.3 million was budgeted for the Phase 1 project in the 2020 Capital Improvements Program.

City Manager Gee concluded Staff recommended City Council award a contract to Crockett Construction, Inc. for Phase 1 of the Daniel McCall Drive reconstruction project.

Councilmember Rocky Thigpen moved to approve the award of contract as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

15. FINANCIAL STATUS REPORT

City Manager Kevin Gee updated City Council on the financial status of the City. City Manager Gee offered to answer any questions. There were none.

Mayor Mark Hicks recognized Rocky Thigpen for his service to the City of Lufkin as Councilmember for Ward No. 5.

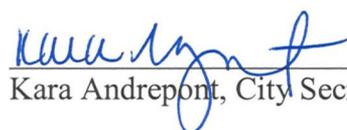
There being no further business, Mayor Mark Hicks adjourned the meeting at 5:32 p.m.





Mark Hicks, Mayor

ATTEST:



Kara Andrepont, City Secretary