

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY  
OF LUFKIN, TEXAS HELD ON THE 20<sup>TH</sup> DAY OF SEPTEMBER, 2016.**

On the 20<sup>th</sup> day of September, 2016 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  
Sarah Murray  
Keith Wright  
Steve Floyd  
Bruce Green  
Kara Atwood  
Rodney Ivy  
Gerald Williamson  
Ted Lovett  
Belinda Southern  
Dorothy Wilson  
Steve Poskey  
Mike Akridge  
Jason Arnold  
Dale Allred  
Sid Munlin  
Chuck Walker  
Kent Havard  
Tara Watkins

Mayor  
Mayor Pro Tem  
Councilmember, Ward No. 1  
Councilmember, Ward No. 2  
Councilmember, Ward No. 3  
Councilmember, Ward No. 5  
Councilmember, Ward No. 6  
City Manager  
Assistant City Manager  
City Attorney  
City Secretary  
Human Resource Director  
Police Chief  
Fire Chief  
Finance Director  
Planning & Zoning Director  
Street Department Director  
Parks & Recreation Director  
Water & Sewer Director  
Inspection Services Director  
Information Technology Director  
Public Works Director  
Solid Waste Director  
LCVB Director

being present; and

Lynn Torres

Councilmember, Ward No. 3

being absent when the following business was transacted.

1. The meeting was opened with prayer by Jennifer Steele-Lantis of First Christian Church.
2. Mayor Bob F. Brown welcomed the Leadership Lufkin attendees and visitors present.
3. **MINUTES OF THE REGULAR COUNCIL CITY MEETING HELD  
SEPTEMBER 6, 2016 - APPROVED**

Councilmember Robert Shankle moved to approve the minutes of the meeting as presented. Councilmember Sarah Murray seconded the motion and a unanimous vote to approve was recorded.

**OLD BUSINESS**

4. **PUBLIC HEARING AND SECOND READING OF AN APPROPRIATIONS  
ORDINANCE ADOPTING THE BUDGET FOR THE FISCAL YEAR  
BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017 -  
APPROVED**

City Manager Keith Wright stated that the significant changes in the 2016-2017 proposed Annual Budget were included in Council the Council Packet. City Manager Wright concluded that Staff recommended City Council conduct a Public Hearing and adopt the Appropriations Ordinance on Second Reading.

Mayor Brown opened the Public Hearing at 5:02 p.m. There being no one who wished to speak, Mayor Brown requested comment from City Council. There was none.

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

5. **SECOND READING OF AN ORDINANCE AMENDING ORDINANCE NO. 3795 OF THE CODE OF ORDINANCES OF THE CITY OF LUFKIN, TEXAS (CODIFIED AS CHAPTER 50, SECTION 50.50 (A) 1 (a): RAISING RESIDENTIAL GARBAGE COLLECTION CHARGES; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE – APPROVED**

City Manager Wright stated that Staff recommended City Council approve the Ordinance on Second Reading increasing the Residential Garbage Collection Rate by one dollar (\$1.00) a month to fifteen dollars and forty-eight cents (\$15.48) per month for Residential Collection.

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

6. **SECOND READING OF AN ORDINANCE LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF LUFKN AND PROVIDING FOR THE DEBT SERVICE FUND FOR THE FISCAL YEAR 2017 AND APPORTIONING EACH LEVY FOR THE SPECIFIC PURPOSE – APPROVED**

City Manager Wright stated that the 2016-2017 Budget had been prepared with the Effective Tax Rate of \$0.529942 which would generate approximately \$214,178 more total revenue than last year. City Manager Wright stated that the Tax Rate was divided into two (2) portions: 0.379942 designated for Maintenance and Operations (M&O); and 0.1500 designated for Interest and Sinking (I&S) or debt service. City Manager Wright furthered that the Effective Tax Rate was the total tax rate needed to raise the same amount of property tax revenue for the City of Lufkin from the same properties in both the 2015 Tax Year and the 2016 Tax Year. City Manager Wright stated that the amount did not include the new properties or new value added to the tax roll for 2016. City Manager Wright furthered that should the Effective Tax Rate be adopted, the statement must be included in the Ordinance: *"This tax rate will raise more taxes for maintenance and operations than last year's tax rate."* City Manager Wright stated that the statement was required because the Total Levy would increase due to the new properties and the new values. City Manager Wright concluded that Staff recommended City Council approve the Second Reading of the Ordinance levying taxes for the 2016-2017 Fiscal Year.

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

**NEW BUSINESS**

7. **ORDINANCE AMENDING ORDINANCE NO. 3803 OF THE CODE OF ORDINANCES OF THE CITY OF LUFKIN, TEXAS CHANGING THE ELECTRICAL WIRING METHODS AND REQUIREMENTS WITHIN THE CITY OF LUFKIN FIRE DISTRICT - APPROVED**

City Manager Wright stated that the current Electrical Code regarding the wiring methods and requirements in the Fire District (Section 150.36) currently required *"that all electrical wiring within the Fire District shall be encased and contained in ridged metallic conduit or "EMT" electrical metallic tubing, being no less than one-half inch (1/2").* City Manager Wright furthered that in order to make the City Ordinance consistent with the National Electrical Code it was recommended that Paragraph A in

the Ordinance be changed to the following: *"All electrical wiring within the Fire District shall be encased and contained in non-combustible raceways. The smallest to be used shall be one-half inch (1/2 ")."* City Manager Wright furthered that the revision would also reduce the cost of electrical systems in the Fire District as well as correct a typographical error in Paragraph F. City Manager Wright concluded that Staff recommended City Council approve the First Reading of the Ordinance amending the Electrical Code to revise the electrical wiring requirements within the Fire District.

Councilmember Bonner move to approve the Ordinance as presented. Councilmember Murray seconded the motion and a unanimous vote to approve was recorded.

**8. MEET AND CONFER AGREEMENT BETWEEN THE CITY OF LUFKIN AND THE LUFKIN POLICE ASSOCIATION – APPROVED**

City Manager Wright stated that a Meet and Confer meeting was held between the City of Lufkin and the Lufkin Police Association on August 31, 2016 regarding the proposed 2016-2018 Meet and Confer Agreement. City Manager Wright furthered that the proposed agreement was approved by a secret ballot vote of the Lufkin Police Association, with sixty-eight (68) votes for; four (4) votes against and one (1) vote that abstained. City Manager Wright stated that basically all issues agreed upon last year were approved again and that the major points of the agreement included: increasing the duration of the agreement to two (2) years; provided for the annual longevity benefit; assignment pay of one hundred dollars (\$100.00) per month for the TCOLE Trainers; increased comp time bank to fifty (50) hours; provided insurance benefits for retirees having thirty years of service and one-thousand (1,000) hours of accumulated sick leave; with a grandfather clause of previously having twenty-five years of service without the accumulated sick leave of one-thousand (1,000) hours ; provisions for salary surveys to be conducted and required physical readiness testing similar to the Department of Public Safety with provisions given to the officers to meet the requirements. City Manager Wright stated that if the officers were not able to meet the requirements, the officers would not be permitted to promote or earn the assignment permitted in the agreement. City Manager Wright concluded that Staff recommended City Council approve the Meet and Confer Agreement between the City of Lufkin and the Lufkin Police Association beginning October 1, 2016 through September 30, 2018.

Police Association President, Lieutenant Jerry Smith thanked Council for considering the Meet and Confer Agreement. Lieutenant Smith expressed gratitude for the continued support of City Council and the Citizens of Lufkin. Lieutenant Smith concluded with approval of the Meet and Confer Agreement.

Councilmember Thigpen moved to approve the Meet and Confer Agreement as presented. Councilmember Shankle seconded the motion and a unanimous vote to approve was recorded.

**9. AGREEMENT WITH ALEXANDER LANKFORD & HIERS, INC. FOR PROFESSIONAL AUDIT SERVICES FOR THE CITY OF LUFKIN – APPROVED**

City Manager Wright stated that each year the City's Financial Records were audited by an outside firm to ensure that not only sound financial procedures and internal controls were in place, but that the City was in compliance with all the applicable laws, contracts and agreements. City Manager Wright furthered that Alexander Lankford & Hiers, Incorporated had been selected to perform these audit services for the City beginning with the upcoming Fiscal Year 2016 Audit. City Manager Wright stated that the proposed contract was based on a total fee of forty-eight thousand and five-hundred dollars (\$48,500) with forty-one thousand and five-hundred dollars (\$41,500) for the City's audit and three-thousand five-hundred (\$3,500) for a single audit if deemed necessary. City Manager Wright furthered that the agreement would be for a period of three (3) years. City Manager Wright concluded that Staff recommended that City Council approve the agreement with Alexander Lankford & Hiers, Incorporated for Audit Services for the City of Lufkin.

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

**10. AWARD OF BID TO AMERICAN RAMP COMPANY IN THE AMOUNT OF \$117,707.40 FOR THE PURCHASE OF EQUIPMENT FOR THE SKATEBOARD PARK AT KIWANIS PARK - APPROVED**

City Manager Wright stated that Staff was contacted by Amy Dunn of East Texas Skateboarders regarding the proposed skate park design. City Manager Wright furthered that the East Texas Skateboarding group expressed concerns about constructing the skate board park using a modular system and requested a skateboard park constructed out of concrete. City Manager Wright suggested that Amy Dunn work with Parks and Recreation Director, Mike Akridge to develop a design that would comply within all state procurement laws and maintain the approved budget of \$175,000. City Manager Wright concluded that he recommended City Council to not take any action on the item and allow it to die for lack of a motion in the hope of presenting an approved design in the future.

The item to award the bid to the American Ramp Company in the amount of \$117,707.40 for the purchase of equipment for the Skateboard Park at Kiwanis Park died for lack of a motion at the request of City Manager Wright.

**11. APPOINTMENTS TO THE KURTH MEMORIAL LIBRARY BOARD – APPROVED**

City Manager Wright stated that nominations for appointment to the Kurth Memorial Library Board must originate with the Library Board. City Manager Wright furthered that the Board recently recommended that City Council consider approving the re-appointment of Robert Cain and Tom Willis and the appointment of Melissa Chumley-Keeling to replace Judge Robert Inselman. City Manager Wright stated that the term of officers begins January 1, 2017. City Manager Wright concluded that Staff recommended City Council confirm the recommendations of the Kurth Memorial Library Board and appoint those recommended to the Board.

Councilmember Bonner recommended that Kurth Memorial Library be removed from the City board applications to avoid confusion regarding future board recommendations. City Manager Wright affirmed the recommendation as presented.

Councilmember Mark Hicks moved to approve the Kurth Memorial Library Board Appointments as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

**12. CITY MANAGER REPORT**

City Manager Wright reviewed the General Funds, Revenues and Expenditures at 92% of the Fiscal Year. Sales and Use Taxes were projected to be 2% to 3% above budget by the end of the year. Fines and Forfeitures were projected to be at 63% and would improve by around 90% including the Red Light Tickets. City Manager reviewed the Water & Wastewater Enterprise Fund, Water Revenue Residential, Commercial, EMS services and the total Revenues and Expenditures. City Manager Wright offered to answer any questions and/or detail the Capital Project Status Report. There were none. City Manager Wright requested that City Attorney Bruce Green present the changes to the City of Lufkin Employee Handbook. City Attorney Green stated that the handbook was upgraded to include and/or clarify: no discrimination, harassment, the guidelines for filing a complaint, expressing milk at work, cell phones, internet, email, and a fire arms policy. City Attorney Green stated that the City Handbook Policy was a year-long effort to bring the handbook in complete compliance per City Manager Wright's instructions. City Manager Wright offered to answer any questions concerning the newly revised handbook at a later date.

Mayor Brown noted the absence of Councilmember Lynn Torres not in attendance due to health concerns and wished her well. Mayor Brown congratulated Assistant City

Manager Steve Floyd on his birthday, and expressed that thoughts and prayers were with Councilmember Sarah Murray regarding her husband's illness.

**13. EXECUTIVE SESSION**

Discussion regarding Real Estate in accordance with Texas Government Code Section 551.072 which provides for the discussion of real property matters in Executive Session.

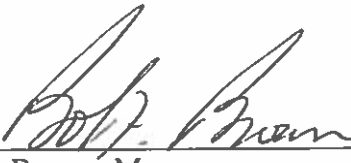
Executive Session Convened at 5:30 p.m. Executive Session Recessed at 5:55 p.m. No action was taken.

**14. ITEMS OF COMMUNITY INTEREST FROM MAYOR, CITY COUNCILMEMBERS AND STAFF**

City Manager Wright detailed the various upcoming City sponsored and community events.

15. There being no more business to address the meeting was adjourned at 6:00 p.m.



  
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Bob F. Brown, Mayor

ATTEST:

  
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Kara Atwood, City Secretary