

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN,  
TEXAS HELD ON THE 3<sup>RD</sup> DAY OF MAY 2016.**

On the 3<sup>RD</sup> day of May, 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	Mayor
Mark Hicks	Mayor Pro Tem
Victor Travis	Councilmember, Ward No. 1
Robert Shankle	Councilmember Ward No. 2
Lynn Torres	Councilmember, Ward No. 3
Rocky Thigpen	Councilmember, Ward No. 5
Sarah Murray	Councilmember, Ward No. 6
Keith Wright	City Manager
Steve Floyd	Assistant City Manager
Bruce Green	City Attorney
Kara Atwood	City Secretary
Gerald Williamson	Police Chief
David Thomas	Asst. Police Chief
Duane Freeman	Asst. Fire Chief
Belinda Southern	Finance Director
Dorothy Wilson	Planning Director
Steve Poskey	Street Department Director
Mike Akrige	Parks & Recreation Director
Barbara Thompson	Main Street Director
Jason Arnold	Water & Sewer Director
Dale Allred	Inspection Services Director
Chuck Walker	Public Works Director
Kent Havard	Solid Waste Director

being present when the following business was transacted.

1. The meeting was opened with prayer by Eric Barton of the City Church of Lufkin.
2. Mayor Bob F. Brown welcomed visitors present.
3. **MINUTES OF THE COUNCIL REGULAR COUNCIL MEETING HELD APRIL 19, 2016 - APPROVED**

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

**4. RECOGNITION OF THE LUFKIN POLICE DEPARTMENT CHAPLAINS**

City Manager Keith Wright stated that the Lufkin Police Department Senior Chaplain Randy Brown and Associate Chaplains M.E. Lyons and Raymond K. Vann would be recognized and presented with Lufkin Police Department Badges. Police Chief Gerald Williamson recognized Senior Chaplain Randy Brown for (10) years of service to the City of Lufkin and introduced Associate Chaplains M.E. Lyons and Raymond K. Vann. Police Chief Williamson concluded with the presentation of the Clergy and Police Alliance badges.

Mayor Bob F. Brown thanked the honorees for their service to the City of Lufkin.

**NEW BUSINESS**

**5. ISSUANCE AND SALE OF THE "CITY OF LUFKIN, TEXAS, GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016", INCLUDING THE ADOPTION OF AN ORDINANCE AUTHORIZING THE ISSUANCE OF SUCH BONDS AND PROVIDING FOR THE REDEMPTION OF THE OBLIGATIONS BEING REFUNDED - APPROVED**

City Manager Wright stated that currently the City of Lufkin had portions of two (2) bond issues that were available to be refunded for savings, which included the 2006 General Obligation Refunding Bonds and the 2009 Certificates of Obligation. City Manager Wright furthered that refunding all or a portion of those issues would provide approximate gross debt savings of \$1,818,462 and a present value savings of \$1,466,431. City Manager Wright stated that the savings totaled a considerable higher amount than anticipated due to favorable bid offers on interest rates. City Manager Wright furthered that at the April Finance Committee meeting the possible refunding was discussed with the City's Financial Advisor, Jason Hughes of First Southwest and members of the Committee. City Manager Wright stated that a unanimous vote of the Finance Committee recommended approval of the refunding. City Manager Wright concluded that Staff recommended City Council receive bids and authorize the issuance of General Obligation Refunding Bonds and approve the Ordinance authorizing the same.

First Southwest representative, Eric Macha detailed the bid offers for the City of Lufkin Refunding Bonds and compared the interest rates offered by bidders. Eric Maha stated that the savings increased by more than double the projected amount. Mr. Macha furthered that the City of Lufkin gained a savings of more than sixteen percent (16%).

Mayor Bob F. Brown opened the floor for comments or questions. There were none.

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

**6. GRANT TO THE LUFKIN FIRE DEPARTMENT IN THE AMOUNT OF \$4,320 FROM THE DEEP EAST TEXAS REGIONAL ADVISORY COUNCIL AND A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2015-2016 OPERATING BUDGET (BUDGET AMENDMENT NO. 14); AND PROVIDING AN EFFECTIVE DATE – APPROVED**

City Manager Wright stated that the Lufkin Fire Department had received grant funding from the Deep East Texas Regional Advisory Council (DETRAC) in the amount of \$ 4,320 for local Fire and EMS activities. City Manager Wright furthered that the grant would be placed in the Fire Services Supply budget for the reimbursement of EMS supply expenses. City Manager Wright concluded that Staff recommended City Council accept the funding in the amount of \$4,320 from the Deep East Texas Regional Advisory Council and approve a Resolution authorizing Budget Amendment No. 14 appropriating the funding.

Councilmember Lynn Torres move to approve the Resolution as presented. Councilmember Sarah Murray seconded the motion and a unanimous vote to approve was recorded.

**7. RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2015-2016 OPERATING BUDGET (BUDGET AMENDMENT NO. 17), PROVIDING FOR THE SUPPLEMENTAL APPROPRIATION OF FUNDS IN THE 2010 CAPITAL IMPROVEMENTS FUND, THE 2012 CAPITAL IMPROVEMENTS FUND, THE GENERAL FUND CONSTRUCTION FUND, THE CONVENTION CENTER FUND, THE SOLID WASTE DEPRECIATION FUND, THE WATER/WASTEWATER DEPRECIATION FUND AND THE GENERAL FUND; AND PROVIDING AN EFFECTIVE DATE - APPROVED**

City Manager Wright stated that Budget Amendment No. 17 needed to be done periodically to the City of Lufkin projects thus allowing for the allocation of funds to other scheduled projects. City Manager Wright furthered that the majority of the City of Lufkin's projects were completed under budget. City Manager Wright stated that cleaning up the completed projects allowed for the closure and the transference of those funds. City Manager Wright detailed the following projects: 2010 Capital Improvements Fund (313); 2012 TXDOT Sidewalk Gant Project; MLK Drive Drainage Repairs Project; 2012 Capital Improvements Fund (314); Chambers Park Tennis Court Renovations; Hill Street Reconditioning Project; General Fund Construction Fund (300); Denman Avenue Drainage; Solid Waste / Recycling Depreciation Fund (348); Water and Wastewater Depreciation Fund (380); Pump Station Wet Well Rehabilitation; Pumps-Chopper, Implant, and Return; Cured in Place Liner Equipment; Lufkin Avenue Reconditiong (County Portion of Rd); Fencing for Water Plant and Well 333; Oleta Line Replacement; Flush Valves and Flow Meters. City Manager Wright concluded that Staff recommended City Council approve a Resolution authorizing Budget Amendment No. 17 to close projects and re-align the funds presented.

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

**8. APPROVAL OF THE LUFKIN CITY HALL RENOVATION AND SECURITY UPGRADE PROJECT AND A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2015-2016 OPERATING BUDGET (BUDGET AMENDMENT NO. 16) APPROPRIATING THE FUNDING - APPROVED**

City Manager Wright stated that the proposed renovations to City Hall were attached for review. City Manager Wright furthered that pictures were included in the packet that detailed the proposed modifications to the atrium recently assessed as having three (3) leaks. City Manager Wright stated that the panels in the aluminum frame of the Atrium had deteriorated, resulting in permanent scoring. City Manager Wright furthered that the architects proposed a new system with a metal roof and glass paneled sides. City Manager Wright stated that Staff also recommended an increase to the security of City Hall by creating a point where visitors would be required to check-in thus allowing controlled access. City Manager Wright expounded that one of the main hallways would remain open to allow access to the Utility Collections department and the public restrooms. City Manager Wright reviewed the estimates in the proposed renovation package as: atrium \$575,000; security upgrade \$125,000; control and locking system estimated at \$25,000 which was a combined sum total of \$725,000. City Manager Wright stated that the detailed amounts totaled a high end estimate and furthered that the fund balance in the General Fund was \$11,169,358. City Manager Wright furthered that the required fund balance was \$8,278,907 and exceeded the requirement by 34.9%. City Manager Wright further stated that last year the City returned about \$500,000 to the General Fund Balance and should return a similar amount the current year. City Manager Wright stated that the worst case scenario would reduce the current fund balance to \$10,444,358. City Manager Wright concluded that Staff recommended City Council approve the Lufkin City Renovation and Security Upgrade Project as well as a Resolution authorizing Budget Amendment No. 16 appropriating the funding.

Mayor Bob F. Brown opened the floor to questions.

Councilmember Robert Shankle asked for clarification on security check points.

City Manager Wright detailed a possible blue print of the atrium and police corridor. City Manager Wright then detailed a possible check-in scenario.

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

**9. APPROVAL OF THE DOWNTOWN PLAZA PROJECT AND A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2015-2016 OPERATING BUDGET (BUDGET AMENDMENT NO. 15) APPROPRIATING THE FUNDING - WITHDRAWN**

City Manager Keith Wright stated that attached for Council's consideration was an illustration of a proposed Downtown Plaza Project and furthered that the Plaza would be constructed on the parking lot at the corner of Second Street and Shepherd Street. City Manager Wright stated that the Plaza would include a small restroom facility, covered pavilion area, tables and chairs, benches, fountain with a reflecting pool, CMU block walls, pavers, planters, and landscaping. City Manager Wright furthered that City Forces would complete several aspects of the project in order to save funds and that the proposed budget was estimated at \$400,000 which would be taken from Fund (313) and Fund (314) of the Capital Improvement Program bonds as shown in the attached budget amendment. City Manager Wright concluded that Staff recommended City Council consider approval of the Downtown Plaza Project and a Resolution authorizing Budget Amendment No. 15 appropriating the funding.

Councilmember Mark Hicks made a motion to withdraw the Proposed Downtown Plaza Project and Resolution as presented. Councilmember Robert Shankle seconded the motion and a unanimous vote to withdraw was recorded.

**10. APPOINTMENT OF A COMMITTEE REGARDING THE CREATION OF A CITY OF LUFKIN RECOGNITION AND HONORARIUM POLICY – APPROVED**

City Manager Wright stated that many requests were made to recognize the honorarium of citizens, events, organizations and activities. City Manager Wright furthered that the City of Lufkin did not have a policy in place to follow in the recognition process of those citizens and organizations with the exception of a formal proclamation. City Manager Wright stated that per City guidelines, all proclamations issued were required to be kept as a record therefore, Staff recommended that a committee be appointed to research and draft a policy addressing the recognition and honorarium of citizens, events, and organizations.

Mayor Bob F. Brown recommended Councilmembers Lynn Torres, Robert Shankle and Mark Hicks to serve on the committee in question.

Councilmember Sarah Murray made a motion to approve the appointments as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

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

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

Councilmember Victor Travis stated that he enjoyed the past six (6) years being a Councilmember for the City of Lufkin and encouraged citizen involvement in City Council meetings.

Councilmember Robert Shankle expressed enjoyment in serving on City Council with Councilmember Victor Travis.

Mayor Bob F. Brown thanked Councilmember Victor Travis for his service.

12. There being no more business to address the meeting was adjourned at 5:27 p.m.



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Bob F. Brown, Mayor

ATTEST:

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Kara Atwood, City Secretary