

March 19, 2019

A G E N D A

1. Call Meeting To Order
2. Prayer
3. Pledge To The Flags
4. Welcome Guest
5. Citizen Presentations: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to two minutes each.
6. Approval Of Minutes of Previous Meeting(s)
7. Update On Police Department Activity
8. Judge Loretta Biggers – Update On Municipal Court Activity
9. Tracy Cox - Update On Main Street Program
10. Update From City Manager John Camp
11. Update On Learning Center (City Property at 111 Montgomery Street) From San Augustine Legacy Group
12. Discussion and Action If Any On Proposed New Christmas Decorations With Main Street Manager Tracy Cox
13. Discussion and Action If Any On Parks Including Update on County Splash Pad Park From Betty Oglesbee
14. Discussion and Action If Any To Approve Power Deposit Policy
15. Discussion and Action If Any To Approve Sale Of Old City Manager Vehicle By City Manager
16. Discussion and Action If Any On Emergency Repairs Of Clear Well Pumps
17. Discussion and Action if Any On Plan For Street Department Ditch Clearing
18. Adjourn

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations About Security Devices) and 551.087 (Economic Development).

The City of San Augustine held its regular meeting on Tuesday, March 19, 2019 at 5:00 p.m.

Members present were:

Mayor	Leroy Hughes
Alderman	Marcus Hafford
Alderwoman	Pamela Teel
Alderman	Stacy Watts
Alderman	Mark Liepman
Alderman	Dan Fussell
Attorney	John Ritter
City Manager	John Camp
City Secretary	Cinda Garner

Mayor Hughes called the meeting to order at 5:00 p.m.

Mayor Hughes offered prayer.

The pledge to the flags was recited in unison.

Mayor Hughes welcomed guest.

Guest present were:

Glenda Harrison	Joy N. Sowell	Tracy Cox
Marshall McMillen	Mollie Litton	Rod Litton
Betty Oglesbee	Linda Goller	Mary Johannesson
Linda Mathews	Jeaneyse Mosby	

5. Citizens Presentations

There were no citizen presentations.

6. Approval Of Minutes Of Previous Meeting(s)

Alderman Dan Fussell offered the motion to approve the minutes of the previous meeting. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Pamela Teel, Alderman Stacy Watts, Alderman Mark Liepman, and Alderman Fussell. Motion carried.

7. Update on Police Department Activity

Mayor Hughes gave the update on the police department's activity for the month of February. Activity included: cases filed 32; 1 felony arrests; 8 misdemeanor arrests; 4 assist other agencies; 93 responses on calls for service; 4 juvenile case; 3 auto accident response/report; 77 citations; and 54 warnings.

8. **Judge Loretta Biggers – Update On Municipal Court Activity**

Mayor Hughes reported 71 citations and collections of \$6,132.83 for the month of February.

9. **Tracy Cox – Update On Main Street Program**

Tracy Cox updated the council on upcoming Main Street activities. Committee chairpersons also spoke on upcoming events. Events included: March 22 Beard Contest; April 15-20 Golden Egg Contest; May 2019 Imagine the possibilities Tours & DowntownTX.org; May 3-4 Sale on the Trail; May 4 A Night in San Augustine; July 14-20 Christmas in July; September 11 9-11 AMS Patriots Day Event; December 5-7 Christmas Jubilee Days; December 6 Christmas Parade; and April 10-11, 2020 Heritage Days

10. **Update From City Manager John Camp**

City Manager John Camp gave an update of city activity to the council. Activity included:

- **Budget Update** – The council was provided monthly revenue and expenditures report showing the City is on track with the current budget. Mr. Camp reported pending a large plant expense.
- **IT Issues** – Silas Technology is coming March 20 to work out finalizing our gateway and set up the City’s Network Attached Server. We have serious problems with email, and this will be the next piece to overcome. When complete, the IT changes will allow City Hall to operate independently of high-risk vendor relationships and control its own network, security, disaster recovery, software licensing and email data. This mitigates liability and sets the City up downstream to handle more complex operations such as online billing and payment portal processing. City Management pursued this as an emergency since our systems had become unstable/unreliable after years of deferred technology refresh combined with dependence on minimum design and support.
- **FEMA Road Harvey Repairs** – Engineers will visit City Hall and the Water Plant on March 20 to do site surveys. Administrative cost claimed is 22.5 hours in Category B and 40 hours in Category F, about 40 hours in Category C – “roads and bridges”. Our state representative, Dale Davis, was in San Augustine on March 5, and everything is moving in the right direction.
- **Roof Issues** – The roof leak at the Senior Building is repaired with a 10-year warranty. The Public Works Barn is also repaired, but this was just a spot repair at a vent. The Pump House and Lab roofs at the Water Plant are either not leaking or can be deferred until the next budget cycle.
- **Main Street Capital Fund Grant** – Still waiting for state contract.
- **Texas CDBG Grant** – Mayor Hughes signed the application papers about a week ago so we can make the application. KSA is working on the best scope for getting funding.
- **90 Day Fire Dispatch Report** – Working as planned.
- **Any Legal Update From City Attorney** – No changes.

11. **Update On Learning Center (City Property at 111 Montgomery Street) From San Augustine Legacy Group**

Linda Mathews updated the council on the Learning Center located at 111 Montgomery Street. There was a ribbon cutting held yesterday. The Center has had computers donated and there are plans to partner with the Boys and Girls Club this summer for a reading program.

12. **Discussion and Action If Any On Proposed New Christmas Decorations With Main Street Manager Tracy Cox**

Tracy Cox asked the council to approve the purchase of Christmas decorations to be placed in the downtown area of the City. Ms. Cox asked for approval to order 20 54-inch wreaths for an approximate cost of \$7,380.00. Alderman Watts suggested ordering enough wreaths to cover areas outside the downtown area, out to the intersection of Hwy. 96 and Hwy. 21. Alderman Fussell offered the motion to

approve the purchase of 20 wreaths and have the City Manager plan how to distribute them. There was no second, Alderman Fussell withdrew his motion. Alderman Liepman offered the motion to approve ordering 30 wreaths, have the City pay for purchase with the idea of getting citizens to commit to help pay for the additional wreaths over the original request. Alderwoman Teel seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

13. Discussion and Action If Any On Parks Including Update On County Splash Pad Park From Betty Oglesbee

Betty Oglesbee advised the Council that the County has received a grant in the amount of \$36,000.00 for a children's park located behind the Texas Agri Life Building. The 2.3 acres park will be called Lucy's Park. The park will include a splash pad area. Mrs. Oglesbee also reported that the Texas Parks and Wildlife had expressed concern of a Passive Park on City property located beside Brookshire Bros. Grocery. She also gave an update on the park located behind the Tourism Center. Mr. Camp provided the Council a list of completed work on parks, the next priorities to be considered, and a list of the city's current park areas. There was no action taken on this item.

14. Discussion and Action If Any To Approve Power Deposit Policy

City Manager Camp presented a list of recommendations for power deposit policy: (A) Deposits will be \$300.00 initially adjusted up over 3 months to 2x the estimated average usage in the highest month. Customer can have choice of paying it up front to receive a credit for the difference later; (B) Deposits will be \$300.00 initially adjusted up over 3 months to 1.5x the estimated average usage in the highest month. Customer can have choice of paying it up front to receive a credit for the difference later; (C) Deposits will be \$300.00 initially adjusted up over 3 months to 1x the estimated average usage in the highest month. Customer can have choice of paying it up front to receive a credit for the difference later. He suggests with all choices if the customer wishes to pay up front, there will be no further adjustment to increase the deposit later. Any adjustments to decrease will be looked at after a year of usage. Adjustments will be in the form of a credit to the account. Alderman Fussell offered the motion to change the City's Commercial Power Deposit as described in choice (A) above as recommended by City Management. Alderman Watts seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

15. Discussion and Action If Any To Approve Sale Of Old City Manager Vehicle By City Manager

City Manager Camp asked the Council for approval to make arrangements to sell the old city manager vehicle, 2004 Ford Crown Victoria, Vin #2FAFP74W34X148184 using competitive bids. Alderman Hafford offered the motion to allow the city manager to make arrangements to sell the old fleet vehicle listed. Alderman Fussell seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

16. Discussion And Action If Any On Emergency Repairs Of Clear Well Pumps

City Manager Camp asked the Council to approve the procurement of two new pumps including installation to restore pump capacity at the Clear Well. The City does not have the capacity to pump water into the new ground storage tanks at the required rate. The replacement cost for both pumps will fall between \$35,000.00 and \$50,000.00. Alderman Hafford offered the motion to allow the city manager to procure two new tanks including installation to restore pump capacity at the clear well up to \$50,000.00. Alderwoman Teel seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

17. Discussion and Action If Any On Plan For Street Department Ditch Clearing

City Manager Camp updated the council on plans for Street Department ditch clearing. We will start on MLK Street in the north, and begin clearing the ditches proceeding to the south. Then we will go east on MLK Street. Next, we will do Willow Lane which is another major N/S route. The City Manager will add streets as we go radiating from those areas as starting point unless the council has other roads they want to move up in priority. The roads in that area are most in need of attention in the opinion of Management. Some areas may require utility relocation, owner coordination and installation of new culverts. Management recommends we try and avoid incurring costs for major installations of culverts until we can budget for that activity. We will also cause issues with mail carriers as well. In some cases where we find future funds to replace roadways, it might make more sense to fix drainage with the roads. No action was taken on this item.

The meeting was adjourned at 6:15 p.m.