July 21, 2020 Council Meeting

Agenda Amplifications & Recommendations

Agenda Item 10: Update from City Manager

1. Budget Update – N/A.

2. FEMA Road Repairs – We received another $15K from FEMA. The change in scope is still pending for Engineering and project closeout.

3. Main Street Capital Fund Sidewalk Grant – Work is still underway. There are no issues

4. Texas CDBG Grant – No change. The grants are still delayed, but still expected.

5. USDA Preliminary Engineering Report & Application – USDA communicated with the City and KSA, so we are just waiting on a few final changes so payment can be made on the report.

6. Mowing & Clearing – We are back in service with the boom mower, and the Street Department is catching up on ROW. Also, the Sheriff's Office kindly lent the City assistance from the Trustees who did a fantastic job clearing the trail from the Caboose down the BNSF to 147. It is a pleasant walk again.

7. The Fire Hall received some renovations in the front areas. Real Life Handymen owner Josh Ponder volunteered labor to install new floors, baseboards, paint, ceiling tile and fixtures.

8. Cell Tower – T-Mobile has equipment up, but not yet in service which is the same as last month, but work has started for their fiber to be run to the tower from the AT&T fiber in town.

9. Broadband – The study has begun, and these are the week one results:

San Augustine County Survey Sector	Suggested Min. Total Response Target	Total Responses as of 13-Jul	Sum of weekly Change	Percent of Target Achieved
Residential	340	33	0	10%
Business	30	2	0	7%
Public Safety	3	1	0	33%
Library & Community Org	1	0	0	0%
Agriculture	293	0	0	0%
K-12 Education	7	0	0	0%
Healthcare	1	0	0	0%
Government	3	1	0	33%
Totals	678	37	0	5%

Agenda Item 11: Mobile Phones & Device Policy

Discussion And Action If Any To Adopt A Policy That Usage Of Mobile Phones And Other Non-Essential Personal Electronic Devices Is Prohibited In The Council Chamber While Council Meetings Are In Session Excluding The City Attorney And Any Devices Used For Council Presentations Or Session Recording.

Recommended Motion: I motion we adopt the mobile phone policy as stated.

Agenda Item 12: DRT Memorial Medallion Ceremony at City Cemetery on August 22

Lois Lacy is presenting on a ceremony at the City Cemetery coming in August. The DRT is requesting Council support

Recommended Motion: I the Council support the Medallion Ceremony on August 22 for the Daughters of the Republic of Texas.

Agenda Item 13: Call City of San Augustine General Election – November 3, 2020

Any discussion.

Recommended Motion: I motion the Council call for a general election on November 3, 2020.

Agenda Item 14: Election Services Agreement with the County

Any discussion. As of this writing we do not have the proposed agreement from the County Elections Administrator.

Recommended Motion: I motion the Council call for a general election on November 3, 2020.

Agenda Item 15: Water Plant Lagoon Permit Renewal (TPDES)

We learned the lagoon discharge permit at the water treatment plant is expiring in August, and we need to move quickly to secure a renewal. Although this was not anticipated, there is ample money available in the budget to handle the cost, and there will be no increase in cost to expedite it. Furthermore, this represents an ongoing problem in that we have no utility to track these expirations other than the usual paper intensive, unreliable way. We will look into placing these in an existing system (all the Permits) so we can see them coming. Even if we put them in a City Google calendar or the work order system, the results of reminders will be helpful in stopping a recurrence of unexpected expirations.

Recommended Motion: I motion the Council authorize the City Manager to execute on order with KSA to renew the permit for the water plant lagoon discharge permit.

Agenda Item 16: Revert Utility Disconnect to pre- Corona Virus Policy

We have had minimal issues with customers, and think we can return to the previously established policy. We suggest this take effect at the end of July. Any agreements in place by then (prior to August

1, 2020 will be honored, and any new issues will be handled under established policy. We need to get back to normal as soon as possible. Making payment plans turns City Hall into a bank managing loans which is not our core mission or service.

Recommended Motion: I motion the Council authorize the City Manager to revert utility billing policy to established pre-pandemic policy.

Agenda Item 17: Authorize Pursuing CDBG Mitigation Grants to Harden City Infrastructure

We have had major impact in San Augustine from storms over the years. This is obvious. City Management wants permission to pursue available monies from the General Land Office in the form of Community Development Block Grants (CDBG) to harden our infrastructure against storm damage. City matches on these grants is in the 1% range, and we can manage that with available funds, most likely in subsequent a budget cycle. It depends on the timing of awards if we are successful. We need to get busy immediately if we want to make it happen.

Recommended Motion: I motion the Council authorize the City Manager to start the necessary process of selecting a Grant Administrator and Engineer to purse the Mitigation CDBG funding.

Agenda Item 18: Information Technology Security Update

We have achieved our goal of being secure against ransomware as well as having off site secure backup. This is a milestone since in 2017 we owned antiquated hardware with questionable license compliance. We had no system architecture to speak of, and were at the mercy of a third party as the owner of our domain and email server. We now have several layers of encryption, and keep no customer information on our server array. Among all our cloud-based providers and the information we do have on our system, there is no way for anyone to hack all our information everyplace it lives. There is no means to steal or corrupt our backup data which is usually the first thing hackers try to do. The worst case for such an attack is we would revert to the data we had only a day earlier, but in reality, would be trouble makers will simply look elsewhere. Some security concerns do still exist with our vendors such as our bankers or utility billing provider, but they have individually more capability than we do with our own data, and that is half the reason to base those services out of City Hall.

As a side note, the entire City Hall complex is now an internet campus. You can walk between buildings with a device while keeping a signal on the same secure wireless access point. This is a great feature for visiting entities such as FEMA, TDEM or the TCEQ. Also, it is handy for VFD training or when we need to show videos in Council or other meetings.

We still have goals in terms of sharing information between City facilities, but the solution for that is in sight. It's a matter of fine tuning a design for a virtual network.

Best of all, these afore mentioned improvements over 2 years have cost the City less than $15K with very little cost to maintain.

Recommended Motion: N/A

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