

August 11, 2023

The City of San Augustine City Council will meet for a regular meeting on **Tuesday, August 15, 2023 at 5:00 p.m.** The meeting will be held in the Council Chambers located at 301 South Harrison Street, San Augustine, Texas.

Jeremy Lynch – Acting City Secretary

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) for Month of July 2023
7. Update on Police Department Activity
8. Judge Jeff Cox – Update on Municipal Court Activity
9. Liz Jones - Update on Main Street Program
10. Update from City Manager Jeaneyse Mosby
11. Discussion And Action If Any to enter into a service agreement with KSA for assistance in acquiring the necessary information for the Required Lead and Copper Water Service Line Inventory required by the EPA and TCEQ – Completion Date is October 16, 2024
12. Discussion And Action If Any to approve the agreement between (owner) the City of San Augustine and (engineer) KSA Engineers, Inc. for professional services for the 2022 CDBG-CDM Downtown Sidewalk Improvements (CDM22-0044)
13. Discussion And Possible Action if proposed Tax Rate exceeds the Voter Approval Rate or the No New Revenue Rate (whichever is lower), take record vote to place proposed tax rate / increase on future agenda and set Public Hearing for September 19, 2023.
14. Discussion and Action If Any to authorize the City Manager on behalf of the City Council to do a Request for Proposal (RFP) to receive bids for depository of the city's funds for the period commencing August 21, 2023 and ending September 5, 2023 at 3pm CST – (*Current Bank Depository Agreement began on October 19, 2020 – and ends on October 19, 2023*)
15. Update - **Docket No. 55221** – report on City of San Augustine; Finding of Violations of PURA § 38.102(e) and 16 Tex. Admin. Code § 25.97 (f) (2), relating to line inspection and safety annual reporting
16. Executive Session Pursuant to Government Code § 551.074 Personnel Matters concerning City Secretary Position
17. Reconvene Open Meeting For Discussion and Possible Action If Any on Executive Session Item #16

18. Adjourn Regular Meeting
19. BUDGET WORKSHOP CALLED TO ORDER
20. Adjourn Budget Workshop

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).

I, the undersigned authority do hereby certify that the Notice of Meeting was posted on the front door at City Hall of the City of San Augustine, TX, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:

August 11, 2023 by 11:30 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Acting City Secretary, City of San Augustine, Texas

The City of San Augustine held its regular meeting on Tuesday August 15, 2023, at 5:00 p.m.

Members present were:

| | |
|-----------------------|----------------|
| Mayor | Leroy Hughes |
| Alderman | Marcus Hafford |
| Alderwoman | Pamela Teel |
| Alderman | Juan Diaz, Jr. |
| Alderman | Herman Wilson |
| Alderman | Dan Fussell |
| Attorney | Steve Poston |
| City Manager | Jeaneyse Mosby |
| Acting City Secretary | Jeremy Lynch |

Mayor Leroy 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 guests.

There were numerous guests in attendance.

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.

Lori Harper detailed her experience concerning her attempt to move from City electricity to Co-op electricity and how the City Manager attempted to block the move.

Jackie Bell read a letter he had typed requesting information concerning: the PCA factor's calculation and application; amounts paid for electricity by the City; rumors of a hidden charge on customer bills; and public notification of special called meetings.

Dan Rice expressed his concerns with the PCA Factor's calculation and application.

Tammy Barbee expressed her concerns about high electric bills and their impact on the ability of small businesses in town to remain open.

Tasha Byrd thanked the City Manager for her explanation of the city's electrical calculations and asked that the council consider turning over all city electrical services to the Co-op and instead use taxes to fund the City's other services.

Mila Evans detailed her attempt to move from City electricity to Co-op electricity to retain her renter and how the City Manager attempted to block the move. She also requested an explanation of funds owed to the Public Utilities Commission due to reports not being file in a timely manner.

Other concerns about the City's electric rates compared to the Co-op's, the City's high electric bills, and the City's integrity were voiced.

6. Approval of Minutes of Previous Meeting(s) for Month of July 2023

It was explained that the minutes from the called meeting on August 9th had not yet been prepared. Alderman Herman Wilson offered a motion to approve the minutes of the previous meeting(s). Alderman Marcus Hafford seconded the motion. All voted in favor of the motion. Motion carried.

7. Update on Police Department Activity

Interim Police Chief Jesse Fountain thanked the council for the opportunity to serve as the interim chief until a new Police Chief was hired. Chief Fountain gave the update on the police department's activity for the month of July.

8. Judge Jeff Cox – Update on Municipal Court Activity

Judge Cox reported the Municipal Court Activity for month of July. There were 14 Citations received; a total of \$435.00 of which \$257.00 went to the State and \$178.00 went to the City.

9. Liz Jones - Update on Main Street Program

Main Street and the City applied for the Texas Community Development Block Grant back in 2022 to help improve sidewalks downtown and was approved. Preparations are underway to bring that project to fruition.

September 1st and 2nd (Friday and Saturday) is the next Pop-Up Shop event. The Pop-Up Shop events have been growing with more and more vendors asking to participate.

Annual American Main Street Patriotic Event led by Glenda Harrison will be at the August Theater on September 11th.

10. Update from City Manager Jeanevse Mosby

City Manager Jeanevse Mosby has done an interview addressing questions and concerns about the City electric rates. This interview will be in the San Augustine Tribune printed newspaper and website. If any citizens still have questions after reading this interview, they are invited to call Mrs. Mosby so she can further attempt to explain.

The Audit for Fiscal Year 2022 is in its preliminary stages. Mrs. Mosby is in the process of sending requested documents to the auditor.

The positions of Chief of Police and City Secretary will be posted by Monday, August .

The City is in the process of searching for the missing bank statements from Fiscal Year 2021. The auditor was able to complete the audit using check registers but was unable to check that information against statements.

The City is in the process of doing an electric rate study through Communities Unlimited.

The City is doing a solid waste rate study.

PUC required a map of the City's service area. This map has been completed through an engineering firm, except for any dual areas serviced between the City and the Co-op. The Co-op will be contacted to help verify these areas. This map will be uploaded to PUC.

There was discussion between Mrs. Mosby and the Council about the expected completion of the 2022 audit and the start of the 2023 audit, as well as the cost of the audit.

Mrs. Mosby also mentioned a plan to introduce a program allowing citizens to see more information on the website pertaining to the financial dealings of the City.

11. **Discussion And Action If Any to enter into a service agreement with KSA for assistance in acquiring the necessary information for the Required Lead and Copper Water Service Line Inventory required by the EPA and TCEQ – Completion Date is October 16, 2024**

KSA Representative Sigi West explained the issue at hand and KSA's proposal. The City is required to attempt to determine if there is any lead or galvanized piping running from the City's meters to structures within town. Once this information is gathered, the City may qualify for a grant that offers a 51% forgiveness loan to replace the lead and galvanized pipes. Owners of each structure would have the option to allow the City to replace their lead and galvanized pipes between their structures and the City's meters at no cost to them. KSA's proposal is to perform the survey to determine the amount of lead and galvanized piping that falls under this issue, rather than the City paying its own workers to determine this information.

After discussion, Alderman Dan Fussell offered a motion to hire KSA to handle the survey and information-gathering for the Required Lead and Copper Water Service Line Inventory. Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

12. **Discussion And Action If Any to approve the agreement between (owner) the City of San Augustine and (engineer) KSA Engineers, Inc. for professional services for the 2022 CDBG-CDM Downtown Sidewalk Improvements (CDM22-0044)**

This is pertaining to the Texas Community Development Block Grant that Main Street and the City applied for and were approved. The grant is for \$500,000.00 and the City has a match of \$75,000.00. KSA has already made a bid to perform the sidewalk improvements.

After discussion, Alderman Juan Diaz offered a motion to approve the agreement between the City and KSA for the improvements. Alderman Marcus Hafford seconded the motion. All voted in favor of the motion. Motion carried.

13. **Discussion And Possible Action if proposed Tax Rate exceeds the Voter Approval Rate or the No New Revenue Rate (whichever is lower), take record vote to place proposed tax rate / increase on future agenda and set Public Hearing for September 19, 2023.**

The Voter Approval Rate is 0.447337, calculated by the tax assessor-collector, is under the No New Revenue Rate of 0.482524.

After discussion, Alderman Herman Wilson offered a motion to go with the lower rate. Alderman Juan Diaz seconded the motion. All voted in favor of the motion. Motion carried.

14. **Discussion and Action If Any to authorize the City Manager on behalf of the City Council to do a Request for Proposal (RFP) to receive bids for depository of the city's funds for the period commencing August 21, 2023 and ending September 5, 2023 at 3pm CST – (Current Bank Depository Agreement began on October 19, 2020 – and ends on October 19, 2023)**

Requests for bids will go to all local banks within San Augustine. Banks outside of the City can also submit bids through the City's website.

After discussion, Alderman Juan Diaz offered a motion to go with the lower rate. Alderwoman Pamela Teel seconded the motion. All voted in favor of the motion. Motion carried.

15. **Update - Docket No. 55221 – report on City of San Augustine; Finding of Violations of PURA § 38.102(e) and 16 Tex. Admin. Code § 25.97 (f) (2), relating to line inspection and safety annual reporting**

City Manager Jeaneyse Mosby explained that she received a certified letter on July 21st from the Public Utilities Commission stating that the City had missed two deadlines for filing for line inspections. The previous city manager had performed two filings for 2019 and 2020 shortly before his departure, but his attempts at setting up a reminder for his successor in the City's work order program did not work. Because this is a new requirement for municipalities to report this to the PUC, their email contact information for the City was outdated. Once Mrs. Mosby received the certified letter, she immediately filed the required reports. Once the PUC received the report, the accruing fines halted. The PUC's attorney has filed a joint motion to abate, which pauses the entire process. It is unknown for sure but possible the City will not have to pay the fine. As of now, there is nothing more the City needs to do in regards to this situation.

16. **Executive Session Pursuant to Government Code § 551.074 Personnel Matters concerning City Secretary Position**

Council went into executive session at 6:12 p.m. to discuss personnel matters.

17. **Reconvene Open Meeting For Discussion and Possible Action If Any on Executive Session Item #16**

Council reconvened from executive session at 6:35 p.m.

No action was taken regarding Executive Session Item #16 but applications will be accepted for City Secretary and Chief of Police.

18. **Adjourn Regular Meeting**

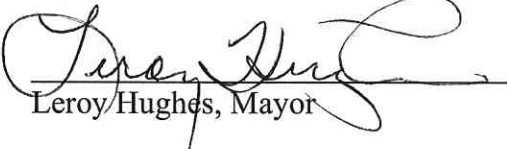
Meeting adjourned at 6:36 p.m.

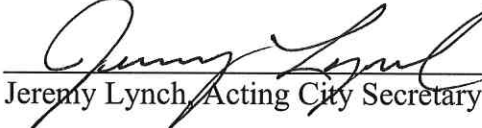
19. **BUDGET WORKSHOP CALLED TO ORDER**

City Manager Jeaneyse Mosby presented a proposed budget for the fiscal year 2023 -2024 to the council for review and discussion. The council discussed the budget and Mrs. Mosby answered questions from the council and citizens that were present.

20. Adjourn Budget Workshop

Budget Workshop adjourned at 7:30 p.m.


Leroy Hughes, Mayor


Jeremy Lynch, Acting City Secretary