



City of Pattison

P.O. Box 223

Pattison, TX 77466

281-934-3715

Website: www.pattison.texas.gov

City Council Meeting Minutes: February 4, 2020

I. Call Meeting to Order

A regular meeting of the Pattison City Council was called to order by Mayor Joe Garcia at 7:00 p.m. in the Royal ISD Administration Building, located at 3714 FM 359, Pattison, Texas 77466.

Members Present:

Mayor Joe Garcia, Councilmember: Seth Stokes, Wayne Kircher, Robert MacCallum, Frank Cobio and Fred Branch

Also, Present: City Attorney, Lora Lenzsch; City Secretary, Christa Molloy; Planning Commission Members: Rick MacDonald, Heidi Gregory, Anissa McGowan, Lee Kosina and Ken Coulter

II. Pledge of Allegiance

Mayor Garcia asked Councilmember MacCallum to lead the pledges.

III. Citizens Comments – No action can be taken:

None

IV. Council to approve agenda

Mayor Garcia asked for a motion for the Council to approve the agenda as presented. Councilmember Cobio made a motion that the agenda be approved as presented, seconded by Councilmember Kircher. The motion passed unanimously.

V. Declare Conflicts of Interest

None

VI. Consent Agenda

Items listed under the consent agenda are considered routine and are generally enacted in one motion. There will be no separate discussion of these items unless a councilmember requests one or more items to be removed from consent agenda for a separate discussion and action.

- A.** Consent and approval of Minutes from the January 7, 2020 regular meeting
- B.** Consent and approval of the finance report for February 2020.
- C.** Consider and approval of checks paid and payables.

Mayor Garcia sought a motion to approve the Consent Agenda. Councilmember Branch made the motion that the Consent Agenda be approved as presented. The motion was seconded by Councilmember MacCallum. The motion passed unanimously.

VII. Business

- I.** Presentation by Gary Mitchell with Kendig Keast Collaborative (KKC) on Comprehensive Plan process



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Mayor Garcia introduced Gary Mitchell with Kendig Keast Collaborative whose consulting company was involved with the comprehensive plan for the City of Fulshear. The Mayor thanked the Planning Commission members for their work so far and was excited to learn what was involved with the development of a comprehensive plan. Mr. Mitchell shared that comprehensive plans can be complex or simple but are needed to begin preparing for any anticipated future growth. His presentation shared those things that a small city should be concerned about when starting the comprehensive plan process.

2. Council to discuss and take action on current drainage project and approving a payment to JTM Construction, LLC.

Mayor Garcia shared that we had received a letter from the City Engineer that this project is almost complete and recommends payment \$19,441.80 which leave 10% of the final cost to be paid once the project is fully complete. Mayor Garcia thanked Councilmember MacCallum for taking time to review the project site and provided his feedback. Councilmember Stokes wanted to ensure that the dips in the streets where culverts were placed had additional asphalt put on them. The City Secretary noted that this issue had been brought to the attention of the City Engineer for them to address.

Mayor Garcia asked for a motion to approve the payment. Councilmember MacCallum motioned that a payment of \$19,441.80 be approved for payment to JTM Construction, LLC. Seconded by Councilmember Stokes, the motion passed unanimously.

3. Council to discuss and take action on commercial property on FM 359 in the City's Extraterritorial Jurisdiction (ETJ) and provide guidance to City Attorney

Mayor Garcia shared that the FuelMaxx being built inside the city's ETJ have placed signs on their building without receiving a permit. After being notified by the City Secretary of our sign ordinance, their response was that they were not in the City limits. The City Attorney noted that she would first like to contact the Developer and the Contractor as they may not have understood that they need to comply with our ordinance. She will notify them that they can request a variance for those signs that have been put up and those still proposed to be put up. If they do not respond, then the City Attorney asked for authorization from the City Council to send them correspondence that if they did not comply, they could be looking at a potential injunction by the City.

Councilmember Stokes made a motion authorizing the City Attorney to communicate with the property owner and report back next month. Seconded by Councilmember MacCallum, the motion passed unanimously.

4. Council to discuss and take action on property FM 359 and Durkin Road and provide guidance to City Attorney

Mayor Garcia shared that this item was brought up by Councilmember Kircher and involves the rusting LP tanks stored on the property. Mayor Garcia shared that he has spoke with the property owner about this but has not seen any changes. Mayor Garcia is suggesting that we



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have the City Attorney draft a letter to communicate with the company owner and appeal to his civic spirit to help with the visual view on the entrance to Pattison as we continue efforts to clean up the city.

Councilmember Stokes made a motion authorizing the City Attorney to begin communication with the owner to address the issue. Seconded by Councilmember MacCallum, the motion passed unanimously.

- 5. Council to discuss and take action on Ordinance Prohibiting Manufactured Homes repealing Ordinance 123 Prohibiting Manufactured Homes.**

Mayor Garcia recommended to Council that no action be taken at this time so that he could take time to review the Planning Commission notes with the City Attorney and come back with a final draft for Council approval.

- 6. -Council to discuss and take action on participating in the Scenic Cities Program Certification Process**

Mayor Garcia shared that based on the presentation on the Scenic Cities program at the January 16th Planning Commission meeting he felt participation in the program would help us in developing a comprehensive plan and having the right ordinances in place for our anticipated future growth. He shared that there is money in the budget to cover the cost of participation.

Councilmember Stokes made a motion authorizing the City to participate in the program. Seconded by Councilmember Cobio, the motion passed unanimously.

- 7. Council to discuss and take action on Ordinance regarding illegal dumping in the City limits**

Mayor Garcia asked the City Attorney to draft an ordinance on illegal dumping so that the City could post signs and deal with the illegal dumping in the City. The City Attorney noted a correction was needed on Section 2 eliminating the 5,000 feet of corporate limits as this only applies to home rule city. Planning Commission Chair Rick MacDonald provided his feedback stating that he wanted to see some wording about dumping from single family dwellings and household waste.

Councilmember MacCallum made a motion to approve the ordinance as presented with the corrections to Section 2 eliminating the wording of "5000 feet of corporate limits" and adding single family dwellings and household waste in the Garbage and Waste definition. Seconded by Councilmember Kircher, the motion passed unanimously.

- 8. Council to discuss status of interlocal agreement with Waller County to asphalt Durkin Road**

Mayor Garcia noted that as part of an interlocal agreement with Waller County, the City paid Waller County to pave Durkin Road from Royal Road North to Morton Road. He wanted to



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share that it is moving through the Commissioners Court and expects to see this road project completed sometime during the summer.

9. Council to discuss and take action on Streetlights for Ave B.

Mayor Garcia shared that a light would be beneficial at FM 1458 and Ave B as this is a fairly dark area until you get the stop sign. Additionally, 3 lights down Ave B would address some concerns by citizens who live on this street.

Councilmember Branch made a motion to approve the installation of 3 streetlights on Ave B to include one at the intersection of Ave B and FM 1458 and 2 additional lights on Ave B with the locations to be determined. Seconded by Councilmember Kircher, the motion passed unanimously.

10. Council to discuss and take action on missing stop signs.

Councilmember MacCallum provided a map of the streets of Pattison showing the existing stop signs. He noted that a stop sign is missing at Ave H and 4th street as it was taken down by a tree during a storm. He is recommending that priority be giving to North/South streets labeling them as thoroughfares with the only exception being a 4 way stop that exists at 3rd Street and Ave H.

He also recommends removing the northbound sign at 4th and Ave H to be consistent with the North/South preferred traffic flow. He recommends adding additional stops sign on the East/West flow at 3rd St., Ave E, F and G (closer to FM 359) and 4th St. and Ave F & G (flow around the Pattison Water Supply Corporation office). Depending on cost associated with signs, he would also recommend adding stop signs of 5th and 6th streets.

Mayor Garcia aske the City Attorney about the steps necessary to establish the suggested Stop Signs. The City Attorney suggested that the City have one ordinance listing all stop signs within the City. It was noted that there had been a vote to take down stop sign on Sterling Road several years back. Mayor Garcia recommended that further research be done on the matter to verify if there is already an ordinance in place to repeal and look at any additional actions previously taken by the City.

11. Council of discuss and taken action on approving the mayor to contract with Sealy Paving proposal for the repair of potholes on Ave J and the east end of North Street

Mayor Garcia asked for a motion to approve the repair of 54 potholes on Ave J and 14 potholes on the east end of North Street noting that the repairs are covered under budget funds.

Councilmember MacCallum made a motion to authorize the Mayor to sign the contract and approve the proposal with Sealy Paving for the repair of potholes on Ave J and the east end of North Street. Seconded by Councilmember Cobio, the motion passed unanimously.

12. Council to discuss and take action on a Clean Up day to be scheduled for March 21, 2020 with rainy day set to March 28, 2020



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Mayor Garcia noted that there has been additional dumping on Morton Road and wants to address the situation now before it gets worse. He noted that we have contacted the District Attorney's office to secure the assistance of probationers. The Mayor recommended that we will probably need a dumpster and trash bags. He also noted that H-GAC will be putting out a call for grant applications for Environmental and Hazardous Waste and that he is working on a grant for a community wide cleanup day.

Councilmember MacCallum made a motion that a clean up day be scheduled for Saturday, March 21, 2020 with an alternate rainy day scheduled for March 28, 2020. Seconded by Councilmember Stokes, the motion passed unanimously.

- 13.** Council to discuss and approve appointment of a Deputy City Secretary to assist with bookkeeping and fill in for City Secretary when unavailable for meetings and other assigned duties

Mayor Garcia noted that there was nothing to discuss on this item at this time.

- 14.** Report from the City Secretary on permits, website updates, Pothole Project; and Speed Limit Changes.

The City Secretary shared that permitting requests had increased and noted that we are working a remodeling permit for Cazadores Restaurant to become Chepes Meat Market #3. There have been some annual Public Information Requests that have been responded to. The website page for Elections has information about the deadline dates for applying for the May 2, 2020 election. The website page for Permits has been updated to reflect headers for Commercial, Residential, Culverts and Driveways with additional changes expected in the future.

- 15.** Request from council for future agenda items and upcoming community events.
 - a. Waller County Parks, Trails & Open Spaces Master Plan Public Workshop, Thursday, Feb 20, 2020 at 6:30 PM; Pattison United Methodist Church

Mayor Garcia shared that the City of Pattison had agreed to host a community meeting for the Waller County Parks, Trails & Open Spaces Master Plan Public Workshop. He asked for the City Councils support to get community members to the meeting and their support of attendance as well. He also encouraged City Council and Planning Commission members to complete the survey at the link on the City of Pattison website.

Mayor Garcia also reminded everyone the FFA Show and Parade is coming up on March 28th with a theme of "Let's Have a Fiesta". He is asking that the City support this event.



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VIII. Adjourn meeting

The meeting was adjourned at 8:45 PM.

Mayor, Joe Garcia

Attest:

City Secretary, Christa M. Molloy