



City of Pattison

P.O. Box 223

Pattison, TX 77466

281-934-3715

Website: www.pattison.texas.gov

City Council Meeting Minutes: April 7, 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. via videoconference.

Members Present:

Mayor Joe Garcia, Councilmember: Seth Stokes, Wayne Kircher, Robert MacCallum, Frank Cobio.

Excused Absence: Councilmember Fred Branch

Also, Present: City Attorney, Lora Lenzsch; City Secretary, Christa Molloy; City Engineer Jared Biermann; Planning Commission Chair Rick MacDonald; Chepes Meat Market owner, Sergio Jimenez

II. Pledge of Allegiance

Mayor Garcia 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 MacCallum made a motion that the agenda be approved as presented, seconded by Councilmember Kircher. The motion passed unanimously.

V. Declare Conflicts of Interest

A. Seth Stokes, Launch Graphics

Mayor Garcia noted that Councilmember Stokes has signed a Conflict of Interest Affidavit after presenting an invoice from Launch Graphics for the updated business cards for the City Council, Mayor and City Secretary.

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 March 23, 2020 special meeting

B. Consent and approval of the finance report for April 2020.

C. Consider and approval of checks paid and payables.

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



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VII. Business

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

Mayor Garcia began by asking City Engineer, Jared Biermann about the difference in the final amount due of \$51,045.00. and the contracted amount of \$49,585.00. The City Engineer stated that there was a culvert found that was not in the project plan that belonged to Colton Kitzman on the southern end of Ave F. The City Engineer stated that the culvert installed by Mr. Kitzman was only a 12-inch culvert and it needed to be removed and replaced to ensure the correct drainage. The City Secretary shared the documentation provided by the contractor and noted that no change orders had been presented or approved. Mayor Garcia asked if the project is complete regardless of the issues with the final payment. The City Engineer did verify that everything was complete. The City Attorney did not recommend approval as it was not consistent with the contract.

Mayor Garcia sought a motion to table the item. Councilmember MacCallum motioned that the agenda item be tabled until the next meeting to allow the City Engineer to provide additional documentation for the change in cost of the project. The motion was seconded by Councilmember Frank Cobio. The motion passed unanimously.

2. Council to discuss and take action on variance sign request from Chepes Meat Market monument sign.

Mayor Garcia introduced the owner of Chepes Meat Market, Sergio Jimenez. The Mayor indicated that there is presently a monument sign on the site. Councilmember Stokes noted that the request was just a reface of the current sign. Additionally, Councilmember Stokes asked about status of the other monument sign on the property off to the right-hand side. Mr. Jimenez stated that he would be taking it down.

Mayor Garcia sought a motion to approve the variance request for the monument sign. Councilmember Stokes made a motion that the variance be approved allowing the use of the same monument sign as currently in place. Seconded by Councilmember Robert MacCallum. The motion passed unanimously.

3. Council to discuss and take action on variance sign request from Chepes Meat Market building signs.

Mr. Jimenez noted that he had made changes to his initial request and brought it into compliance with the measurements as well as removing the additional two other signs on the building. Discussion then followed about needing to approve the item. The City Secretary noted that she would send the new sign drawing and dimensions back through Bureau Veritas for approval.



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Councilmember MacCallum made the motion that the new drawings for the building sign be approved as presented, pending final approval from Bureau Veritas. The motion was seconded by Councilmember Stokes. The motion passed unanimously.

4. Council to discuss and take action on **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PATTISON, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AND SUBMIT TWO GRANT APPLICATIONS TO H-GAC TOTALING \$22,500 EACH WHICH REQUIRES MAYORS SIGNATURE TO CERTIFY GRANT ASSURANCES AND CERTIFICATES REQUIREMENT; REPEALING ANY POLICIES AND PRACTICES, WRITTEN OR ORAL, INCONSISTENT OR IN CONFLICT WITH THIS RESOLUTION.**

Mayor Garcia stated that the grants were developed using the already approved grants for Austin County as templates. He explained that grants planned for two collection days in the next year that would correspond with the National Take Back days. One grant was specifically for tire collection and the other for household hazardous waste and electronic scrap. Mayor Garcia has spoken with County Commissioner Justin Beckendorff who wants to support the events and have a joint activity with the Waller County Recycling Center. Letters of support from local organizations will be solicited if the grants are approved by the City Council for putting forward. Mayor Garcia then opened for discussion and all councilmembers agreed that this was a good plan and hope that we are successful in obtaining the grants.

Mayor Garcia sought a motion on this matter. Councilmember MacCallum moved that resolution be approved and that the Mayor move forward with submitting the two grant applications. Councilmember Kircher seconded the motion. The motion passed unanimously.

5. Council to discuss and taken action on **A RESOLUTION OF THE CITY OF PATTISON AUTHORIZING SIGNATORY AUTHORITY TO EXECUTE A CONTRACT THROUGH THE H-GAC ENERGY PURCHASING CORPORATION.**

The City Secretary communicated that the H-GAC Energy Purchasing Corporation, needed the signature authority of two individuals on the Council in order to be able to move forward with the RFP for electrical services. Once a RFP bid comes in, the electrical companies require an immediate signature to lock in the rate.

Mayor Garcia sought a motion on this matter. Councilmember MacCallum moved that Mayor Garcia and Councilmember Stokes have designated signature authority to execute contracts through the H-GAC Energy Purchasing Corporation. Councilmember Stokes seconded the motion. The motion passed unanimously.



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6. Council to discuss and take action on 2020 Consumer Price Index (CPI) Adjustment to Municipal Telecommunications Right-of-Way Access Line Rates.

The City Secretary shared that the City had received notice from the Public Utilities Commission that they would be increasing rates for the municipal telecommunications right-of-way access line rates by 0.7267% due to inflation, as measured by the Consumer Price Index (CPI). The City had to respond by April 30, 2020 if they did not want the rates to increase. If the City did not respond the rates would increase automatically. Discussion focused on the rate increase being passed onto the citizens and the effects on the franchise fee revenue to the City. Councilmember Stokes noted that with the current economic climate perhaps it was best to keep the rates the same.

Mayor Garcia sought a motion on the matter. Councilmember Stokes motioned that the City decline the proposed rate increase. The motion was seconded by Councilmember Kircher. The motion passed unanimously.

7. Council to discuss and take action on **AN ORDINANCE REPEALING ORDINANCE NO. 123 AND REPLACING SAID ORDINANCE WITH THIS ORDINANCE WHICH PROHIBITS THE PLACEMENT OF MOBILE HOMES AND MANUFACTURED HOMES WITHIN THE CITY OF PATTISON; MAKING EXCEPTION FOR THE PLACEMENT OF MANUFACTURED HOMES IN A MANUFACTURED HOME PARK OR A MANUFACTURED HOME SUBDIVISION; PROVIDING PROCEDURES FOR THE PLATTING OF MANUFACTURED HOME PARKS AND MANUFACTURED HOME SUBDIVISIONS; REQUIRING A LICENSE TO OPERATE A MANUFACTURED HOME PARK; ESTABLISHING PLACEMENT PERMITS; ESTABLISHING REQUIREMENTS FOR THE PLACEMENT OF RECREATIONAL VEHICLES WITHIN THE CITY OF PATTISON; PROVIDING FOR DEFINITIONS; ESTABLISHING PENALTIES FOR THE VIOLATION OF THIS ORDINANCE.**

Mayor Garcia thanked Planning Commission Chair Rick MacDonald and the City Attorney for all their work on reviewing and updating the ordinance. Rick MacDonald shared that it was all feedback from the Planning Commission and stated that most of the final work dealt with the section for having an RV Park in the City. Councilmembers discussed the RV Park issue and the City Attorney discussed the language associated with regulating RV Parks.

Mayor Garcia sought a motion on this matter. Councilmember MacCallum made the motion that the ordinance be approved as presented. The motion was seconded by Councilmember Kircher. The motion passed unanimously.



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8. Council to discuss and take action on **AN ORDINANCE OF THE CITY OF PATTISON, TEXAS REGULATING TRUCK TRAFFIC AND DESIGNATING NO THROUGH TRUCK STREETS; PROVIDING A PENALTY FOR VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Garcia conveyed that there had been citizen complaints about trucks on the City streets. Mayor Garcia brought attention to the map that showed the streets designated for use by only light trucks and delivery trucks. Councilmember Kircher asked about the need to put signs on each road. Mayor Garcia verified that if the ordinance were passed there would have to be signs placed with 'No Through Trucks' on the designated roads.

Mayor Garcia sought a motion on this matter. Councilmember Kircher moved that the ordinance be approved as presented. The motion was seconded by Councilmember MacCallum. The motion passed unanimously.

9. Update on Emergency Management Actions to date.

Mayor Garcia stated that the interlocal agreement was approved by the Waller County Commissioners Court and that patrols were now in place. The citizens he has spoken with expressed a level of comfort to see the patrol cars in our community. Mayor Garcia noted that he has asked the Sheriff to bill us on a bi-weekly basis. The patrol has focused on Dollar General and the T & T Food Market. Some citizens have expressed concerns about the social distancing in Dollar General. Mayor Garcia reiterated that the City would be seeking reimbursement from FEMA for the expenditure of these funds.

Mayor Garcia then gave status on the Personal Protection Equipment (PPE) received or purchased by the City. He noted that a citizen in the community has donated 10,000 high quality gloves. N95 masks have been received from the County Office of Emergency Management and 20 cloth masks sewn by Pattison Community member, Neva Campbell. Hand sanitizer had been purchased from the Shire Distilling Company in Brookshire which will be charged to FEMA. PPE has been given to law enforcement and the school district after their incident with food service. Mayor Garcia noted that we still have items on reserve.

Mayor Garcia also stated that he has asked the deputies to pay attention to the Morton Road area as we have had more trash dumped in that area. Councilmember Stokes asked about traffic enforcement and Mayor Garcia stated that the patrols are about visibility. Councilmember Kircher supported the activity and further asked about supporting local foodbanks. Mayor Garcia noted that he has not heard of anyone who does not have food but the seniors in our area may need help ordering food online. The Brookshire United Way Director, Bobbi Wilson, has indicated most issues they are facing is having to do with rent. The City Secretary also shared a link on the City of Pattison webpage with a link for food resources for the Pattison community.



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Mayor Garcia is going to ask the Waller County Office of Emergency Management to run a Code Red test message to see how many of our citizen's are participating in the program. As Code Red will be the tool with which we would notify citizens of any immediate issues.

Councilmembers provided their positive feedback of seeing the law enforcement presence in the City.

The City Attorney wanted to alert the City Council that the Mayor had received an updated revised Emergency Management Plan from Waller County that needs the Mayor's signature. She recommended that the Mayor notify the Council that he will sign it and that the Council take action on the next agenda with a resolution to adopt the revised Emergency Management Plan.

The discussion ended with Mayor Garcia asking the Councilmembers to contact him should they know of anyone with any need, whether it is PPE or food or other support.

10. Report from the City Secretary on permits and website.

The City Secretary reported on inspections for Chepes Meat Market and the new house being built on North Street. A permit for a carport was given for Stenzel Road. Inquiries about permits in Oak Meadows have also been made.

The City Secretary relayed that she had emailed FuelMaxx about providing information on their illumination as a part of the variance request but has not had any other communication from them. Councilmember Kircher noted that they had turned off the brighter exterior lights. Councilmember Stokes noted that the three building signs have not been approved. The City Attorney stated that if at some point the City did not hear from them, the City should consider doing a demand letter about meeting the requirements.

The City Secretary noted that updates have been made regularly to the website regarding COVID 19 and those charges are being tracked for Emergency Management purposes.

11. Request from council for future agenda items and upcoming community events.

- a. Extended deadline for Scenic City Program certification, April 30, 2020

Mayor Garcia asked that the acceptance of the Revised Emergency Management Plan and FuelMaxx be on the next agenda. The Council will need to take Cybersecurity training by June 14, 2020 and more information will be provided at the next meeting. The stop sign ordinance needed additional work before bringing it back to the Council. The pest control company has presented a contract for the year indicating that the cost will increase from \$125 to \$150 per application. The Mayor is looking into placing Morton Road issues on the next agenda as he did not see utilizing volunteers at this time to pick up the trash.



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VIII. Adjourn meeting

The meeting was adjourned at 8:17 p.m.

Mayor, Joe Garcia

Attest:

City Secretary, Christa M. Molloy