



## **City of Pattison**

*P.O. Box 223*

*Pattison, TX 77466*

*281-934-3715*

*Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)*

**City Council Meeting Minutes: May 5, 2020**

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### **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; Waller County Judge Trey Duhon; Waller County Sheriff Glenn Smith

### **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**

None declared.

### **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 April 7, 2020 regular meeting
- B. Consent and approval of the finance report for May 2020.
- C. Consider and approval of checks paid and payables.

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

### **VII. Business**

1. Swear in newly elected candidates: Mayor Joe Garcia; Councilmember #1 Wayne Kircher; Councilmember #2 Frank Cobio



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Mayor Garcia welcomed Waller County Judge Trey Duhon to the meeting and thanked him for agreeing to swear in the newly elected candidates. Judge Duhon issued the oath of office to Mayor Joe Garcia; Councilmember #1 Wayne Kircher; Councilmember #2 Frank Cobio.

2. Council to discuss and adopt a Disaster Declaration which supersedes Declaration adopted on March 23, 2020.

The City Attorney prepared a new Disaster Declaration to be consistent with the latest changes made by Texas Governor Abbott. Mayor Garcia stressed that it is important to have a declaration in place to be able to submit for federal funds.

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

3. Council to discuss and action on JTM Construction final bill.

Mayor Garcia asked the City Attorney to provide clarification on actions since the last meeting. The City Attorney noted that revisions to the requested documentation since the last meeting had been made. The City Engineer explained at the meeting in August 2019, the council reviewed a contract with a base bid for \$46,855 with an alternate bid for additional work that brought the total amount to \$49,585. The alternate bid number that was approved by City Council was not reflected in the contract that was signed by the City. The total project cost now presented is for \$51,045.00 which reflects the initial approved amount of \$49,585 and the additional overrun cost of \$1,460 was due to the oversight of the culvert on the southern end of Ave F. The City Engineer noted that the over run cost was due to an unforeseen circumstance and only 4% above the total contract less than the 25% threshold for change orders. Councilmember Stokes asked the City Attorney if there was any issue with the project costing over the \$50,000 threshold. The City Attorney agreed with the City Engineer that the initial bid was under \$50,000 and the overrun of \$1,460 is not an issue.

Mayor Garcia sought a motion on this item. Councilmember MacCallum moved that JTM's Payment Application 3 in the amount of \$3,240.00 and JTM's Payment Application 4 in the amount of \$5,104.50 for a total of \$8,344.50 be paid as the final payment fore the drainage project. Seconded by Councilmember Stokes. The motion passed unanimously.

4. Council to discuss and take action on a Resolution to adopt for the City of Pattison, Waller County's Emergency Management Plan dated March 2020.

Mayor Garcia noted that revised Waller County Emergency Management Plan had been previously discussed at the last meeting and sought a motion to adopt the resolution. Councilmember Stokes moved that the resolution to adopt the new Waller County Emergency Management Plan be approved. Seconded by Councilmember Kircher. The motion passed unanimously.



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### **5. Update on 2020 Census participation**

The City Secretary provided an update on the current Census responses by the citizens of Pattison. The Census has been extended from July 31 to October 31, 2020. The importance of the census results will affect federal funding and grant opportunities for the City of Pattison for the next ten years as well as funding for the school district and local fire departments. The Census has a website to that provides data showing the number of responses to the Census in comparison to the state response as well as the previous Census data. To date, Pattison's response rate is 33.2% compared to a 51.5% response rate statewide. Pattison's response for 2010 census was 73.2%. The overall response rate in Waller County is 42.6%. There had been a push on social media by Waller County Judge Trey Duhon last week which showed an uptick in daily responses. The City Secretary recommended that if there is a National Night Out observed on October 6th, that the City work with the Census staff to provide iPads to increase our Pattison and community response. Mayor Garcia reiterated the need to respond to the Census and encouraged the Council to urge everyone they know to respond as well.

### **6. Update on Community COVID 19 actions**

Mayor Garcia asked Judge Duhon to provide an update on the current issues associated with the Waller County COVID 19 response. Judge Duhon shared that it has been a challenge, but that Waller County has done well during the pandemic and the citizens have done a good job with social distancing. Currently, there have not been any confirmed deaths in Waller County due to COVID 19. Judge Duhon discussed the testing that has been made available to the citizens of Waller County and the latest announcements by Texas Governor Abbot about the reopening guidelines for businesses and churches.

Mayor Garcia thanked Judge Duhon for the update and recognized support from the Waller County Office of Emergency Management Chief Brian Cantrell and Waller County during this event.

Mayor Garcia asked Sheriff Glenn Smith to provide a summary since the interlocal agreement began between the City and the Sheriff's Office. Sheriff Smith shared that the patrols as part of the interlocal agreement started on March 28. To date, there have been 58 calls with 10 reports generated from these calls. These calls ranged from motorist assist, accidents, thefts, and fire calls. Total hours of compensated work since May 3<sup>rd</sup> is 589 hours. Expenditures at this time are approximately \$15,000 through May 3<sup>rd</sup>. Mayor Garcia thanked Sheriff Smith for the support with the interlocal agreement and thanked him for the service provided to the community from the Sheriff's office.

### **7. Report from the City Secretary on permits and website.**

The City Secretary reported the following on the permit activity:

- Bureau Veritas Inspection approved Building and Monument sign drawings for Chepes Meat Market



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- Received application awaiting payment for new building at 2226 Red Bird Lane
- Inquiry about culvert permit for 2118 Blue Jay Way

The City did sign a contract with Engie Energy Resources through our H-GAC Energy Purchasing Corporation at \$0.03 per kilowatt hour for 60 months. The City had been paying Reliant \$0.15 per kilowatt hour. The H-GAC Purchasing contact indicated that this is the lowest energy he has ever purchased. The City can expect a cost savings of \$130 to \$150 per month.

The new reserve account has been established with Allegiance Bank obtaining the same interest rate as the current account. The City increased the Collateral Agreement with Allegiance Bank by \$100,000 to total of \$600,000 along with the \$250,000 FDIC Insurance. The attached handout explains that all of the cities funds are covered (see attached handout 'Collateralizing Public Funds'). In the event of the failure of the bank, the FDIC will honor the collateralization agreement if the agreement is valid and enforceable under applicable law.

The Morgan Stanley check in the amount of \$101,714.24 was deposited. \$662,000 has been transferred from the Operating Account to the Reserve Account leaving a balance of \$59,590 in the Operating account prior to the May checks.

Pest control for mosquitos will begin the first week in May through October. There was an increase in charges from \$125/application to \$135/application. Even with the increase, the cost will remain within the budgeted amount for the fiscal period. Per the City Attorney, no other action is required by City Council as it is already a budgeted item.

The City Secretary completed the state-mandated Cyber Security Training and will be forwarding details for the Mayor and Councilmembers to complete this training by the June 14, 2020 deadline.

The website has been updated with COVID 19 updates and work was done on a draft Residential and Commercial permitting checklist with publication pending review by the City Attorney.

Councilmember MacCallum asked if the City Secretary had any communication from FuelMaxx about their signs. The City Secretary reported that no correspondence or communication has been received from this company.

8. Request from council for future agenda items and upcoming community events.
  - a. The Seidel Schroeder plans to present the annual audit findings at the next meeting
  - b. Mayor Garcia said that he is looking at a grant opportunity shared by Councilmember Stokes. He followed up by saying that he wanted to look at working with Grant Works to help seek and write grants.
  - c. Scenic City deadline moved to June 1, 2020
  - d. Mayor Garcia expects to have the results of the grant submissions to H-GAC



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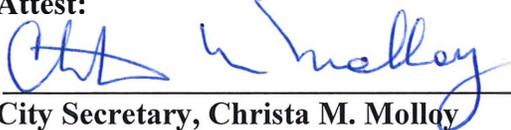
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- e. Councilmember Kircher asked about the status of sending a letter to the Local LP Gas and their tanks
- f. Councilmember MacCallum asked when the Council might be able to meet in person again. Mayor Garcia said that would depend upon being able to have a meeting with proper social distancing for Council members and the public.
- g. Councilmember Stokes questioned whether the City Park should stay closed. The City Attorney recommended waiting and discussing at the next meeting.
- h. Councilmember Kircher questioned the status of the interlocal agreement with the Sheriff. Mayor Garcia said that it was something that would be visited at the next City Council meeting.

**VIII. Adjourn meeting**

The meeting was adjourned at 7:54 p.m.

  
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**Mayor Joe Garcia**

**Attest:**  
  
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**City Secretary, Christa M. Molloy**