



*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715

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

**Special City Council Meeting Minutes: November 11, 2021**

---

**I. Call Meeting to Order**

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

**Members Present:**

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

**Also, Present:** City Attorney, Tim Kirwin; City Engineer, Charles Kalkemy; City Secretary, Lorene Hartfiel; Andrea Govea, Ken Coulter, Lya Coulter, Rick McDonald, Randall Flowers, Rob Miller, Kent Kirby, Michael Foley.

**Not Present:**

Councilmember Fred Branch.

**II. Pledge of Allegiance**

Mayor Garcia lead the pledges.

**III. Citizens Comments – No action can be taken**

No comments.

**IV. Council to approve agenda.**

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

**V. Declare Conflicts of Interest**

None declared.

**VI. Consent Agenda**

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



*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715

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

**Special City Council Meeting Minutes: November 11, 2021**

---

**VII. Business**

1. Council to discuss and take possible action on a resolution regarding ETJ with City of Brookshire.

Mayor Garcia made the recommendation to approve a **Resolution Authorizing The Mayor To Work With The City Of Brookshire On The Extraterritorial Boundaries Of The Two Cities**. Councilmember Stokes made the motion to approve the Resolution Authorizing The Mayor To Work With The City Of Brookshire On The Extraterritorial Boundaries Of The Two Cities. Councilmember MacCallum seconded the motion. The motion passed unanimously.

2. Council to discuss and take possible action to adopt a new city map.

Mayor Garcia discussed that the new map dated November 10, 2021, includes the annexations, ordinances and shows the extension of the ETJ. Councilmember Kircher asked about the inner-city roads that are reflected on previous maps that are not there. Mayor Garcia stated that the inner-city roads will be addressed. Mayor Garcia made the recommendation to adopt a new city map. Councilmember Stokes made the motion to adopt a new city map. Councilmember Cobio seconded the motion. The motion passed unanimously.

3. Council to discuss and take possible action to authorize a study to determine the feasibility of a regional wastewater system.

Mayor Garcia discussed that the last study that was completed for the city was in 2004. The study showed about 156 on site sewage systems in the city. He is working with the Waller County Environmental to determine how many of those sites are still active. The mayor is recommending this study because many of those systems are older and failing. Authorizing the study will help determine the best system for the city and the new developments. Councilmember MacCallum stated that when the older systems fail the new regulations require that the system be replaced with an anaerobic septic system which is very costly, and the information should be given out to the community so they can see the cost comparison. Councilmember Kircher stated that not much can be accomplished with the Comprehensive Plan without a regional wastewater system. City Engineer Charles Kalkemy stated that he will put together a plan of action which will include the cost of the study by his office before they get started. Mayor Garcia made the recommendation to authorize a study to determine the feasibility of a regional wastewater system. Councilmember Kircher made a motion to authorize a study to determine the feasibility of a regional wastewater system. Councilmember MacCallum seconded the motion.



*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715

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

**Special City Council Meeting Minutes: November 11, 2021**

---

4. Council to discuss and take possible action to authorize a study to determine the feasibility of a fire protection system.

Mayor Garcia discussed that a separate fire protection system is needed from the main water system. If there is a need to pull water from the main system for a fire it would affect the water pressure for the city. Mayor Garcia made the recommendation to authorize a study to determine the feasibility of a fire protection system. Councilmember Kircher made a motion to authorize a study to determine the feasibility of a fire protection system. Councilmember MacCallum seconded the motion. The motion passed unanimously.

5. Council to discuss and take possible action on purchasing a municipal software management program.

Mayor Garcia made the recommendation to table this item so that the council can have time to review the proposal and a demonstration can be scheduled for a future meeting. Councilmember MacCallum made a motion to table this item so that the council can have time to review the proposal and a demonstration can be scheduled for a future meeting. Councilmember Stokes seconded the motion. The motion passed unanimously.

6. Council to discuss and take possible action to authorize contracting for IT management.

Mayor Garcia made the recommendation to table this item. Councilmember Kircher made the motion to table this item. Councilmember Cobio seconded the motion. The motion passed unanimously.

7. Council to discuss and take possible action to authorize city hall remodeling, repairs, or improvements.

Mayor Garcia discussed the items on the list for the city hall remodeling, repairs, or improvements. Mayor Garcia recommended for safety concerns to trim the trees that are around the building. He presented two bids; Bruess Tree Service- \$1,975.00 and Clear My Land - \$1,900.00. Councilmember Kircher made the motion to accept the bid from Clear My Land. Councilmember MacCallum seconded the motion. The motion passed unanimously.

Mayor Garcia discussed the items that are needed for safety concerns, the HVAC system, 4 new outside doors and to remove the portable building. Councilmember Kircher would like a workshop at the city hall scheduled to prioritize the needs. Councilmember Stokes made the recommendation to approve the following safety concern items; (see attached list) Line A-1, Accept bid of \$5,980.00 from AMS for new install of the HVAC system, Line A-3, Septic system maintenance; Line B-1 4, Replace 4 exterior doors; Line B-3, Rekey or



*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715

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

**Special City Council Meeting Minutes: November 11, 2021**

---

replace locks on outside doors; Line G-7, Remove the portable building. Councilmember MacCallum seconded the motion. The motion passed unanimously.

8. Council to discuss and take possible action to replace or remove speed bump on Ave J.

Mayor Garcia made the recommendation to remove the speed bump on Ave J. Councilmember MacCallum made the motion to remove the speed bump on Ave J. Councilmember Kircher seconded the motion. The motion passed unanimously.

9. Request from council for future agenda items, announcement, and comments.
- Workshop concerning the needs for the city hall.
  - Propane Tanks
  - Christmas party for the Pattison community.
  - Permitting Process

**VIII. EXECUTIVE SESSION:** A closed meeting will be held concerning the following item(s):

The Executive Session of the City Council was called to order by Mayor Garcia at 8:18 p.m.

- Texas Government Code, Section 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS.** The City Council will meet in closed session to (1) discuss or deliberate regarding commercial or financial information that the body has received from a business prospect that the body seeks to have locate, stay, or expand in or near the territory of the body and with which the body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.
- Texas Government Code, Section 551.071 CONSULTATION WITH ATTORNEY;** The City Council will meet in closed session to seek the advice of its attorney on a matter in which the duty of the attorney to the body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

The Executive Session was adjourned at 8:21 p.m.

**IX. Reconvene:**

No action taken.

**X. Adjourn meeting.**

The meeting was adjourned at 8:22 p.m.

Fix	Pattison City Hall	
Yes	No	A. Mechanical
X		1) Compressor on north unit does not work, 1993 model, requires replacing. Short term, fix 4-5 k, will need to be moved to eastside and duct work replaced at some point. For now, fix so we have climate control (ac-heat) during construction. Two bids, recommend we accept bid from AMS for new install @ \$5,980.00
		2) East unit works but, in the future, it might need to be moved a little toward middle of building to allow for installation of a generator
X		3) Septic needs chlorine, will schedule orientation by WC environmental but is in good shape, we have a maintenance contract for annual inspections but need to transfer ownership
Yes	No	B. Exterior
X		1) Four exterior doors need to be replaced, large gaps in doors, bugs, rats and rodents
		2) Request we get doors replaced with nice metal exterior doors asap
X		3) Locks need to be rekeyed or replaced, suggest we ADA compliant commercial locks and dead/key bolts and/or finish such as brushed nickel or dark bronze
		4) Exterior lights need to be replaced and comply with our ordinance
X		5) Trees need to be removed along east property line, danger of falling limbs, etc.
		6) Window unit needs to be removed and wall resealed for effective climate control
		7) Exterior trim need to be repaired or replaced, sealed and repainted
		8) Gutters need to be repaired or replaced, north side is down, water on slab, rotted wood
Yes	No	C. Restrooms are not ADA compliant
		1) Have very basic plan to upgrade to be in compliance, estimate project will take 2-3 weeks, probably in 40-45 k range, plumbing around 20k, do we go out for bids or not?
		2) Need water fountain and sink
Yes	No	D. IT
		1) Recommend we hire a service. Impress Computers located in Katy does this for municipalities, hourly basis
		2) Our internet currently is consolidated and very basic, not efficient, especially during online meetings
		3) Need to purchase some computer monitors and docking stations, etc.
		4) Need to improve internet and plan for web streaming
		5) Will need to hard wire as much as possible
		6) Cameras are wired in but not connected
		7) Building alarm wired but not working, security concern
Yes	No	E. Interior
		1) Suggest we apply a coat of paint to improve the appearance while we work through remodel
		2) Floor will need to be removed and replaced suggest some industrial carpet and tile
		3) Lights will need to be replaced to led energy efficient
		4) Exit signs, fire alarms and fire extinguishers
		5) Exterminate and set up a follow up schedule
Yes	No	F. Floor plan
		1) Council meetings
		2) Small conference room
		3) Several admin office's
		4) Records room
		5) Storage
		6) Mechanical- move to south side
		7) Replace ceiling dirty tiles, improve noise management
		8) Change address to 3412
		9) Restripe and repair cracks on walls, building and parking lot
Yes	No	G. Other Concerns
		1) Install new flag poles
		2) Can extend 18 Feet on northside along back of the building adding around 1242 sq to currently 2277 sq ft building (2277+1242=3519) but will have some obstacles, roof weight, etc.
		3) Replace roof with a dark metal roof and add gutters
		4) Emergency propane generator and transfer switch
		5) Site water management plan.
		6) Culverts and parking on first street
X		7) Remove the portable building from the back, not structurally sound and a potential fire hazard

Approved  
11.11.2021

Line A1  
Line A3  
Line B1  
Line B3  
Line B5  
Line G7



*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715

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

**Special City Council Meeting Minutes: November 11, 2021**

---

\_\_\_\_\_  
Mayor, Joe Garcia

Attest:

\_\_\_\_\_  
City Secretary, Lorene Hartfiel