



City of Pattison

P.O. Box 223

Pattison, TX 77466

281-934-3715

Website: www.pattison.texas.gov

City Council Meeting Minutes August 8, 2024

I. Call Meeting to Order

The City Council meeting of the Pattison City Council was called to order by Mayor Daphney Kirby at 6:00 p.m. at the City of Pattison City Hall, located at 3410 1st Street, Pattison, Texas 77423.

Members Present:

Mayor Daphney Kirby, Councilmembers: Joe Garcia, Ken Coulter, Sandy Buller, Anissa McGowan

Not Present:

Frank Cobio

Also, Present: Tim Kirwin, City Attorney; Lorene Hartfiel, City Secretary; Shanna O'Hara, LJA Engineering, Michael Helfrich, LJA Engineering; Debra Reyes, Rick MacDonald, Kent Kirby, Lya Coulter

II. Invocation

Mayor Kirby led the invocation.

III. Pledge of Allegiance

Mayor Kirby led the pledges.

IV. Citizens Comments – No action can be taken.

Debra Reyes – Presented photos of her neighbor's yard and it is affecting her ability to enjoy her back yard. She is asking the city council to enforce Ordinance #141.

Rick MacDonald – Expressed concerns about how minutes are written and that the meetings should be recorded. He also questioned why the city council is holding an executive session for tonight's meeting.

V. Council to approve agenda and reordering, if necessary.

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

VI. Declare Conflicts of Interest

None declared.



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VII. Consent Agenda

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

VIII. Business

1. Council to discuss and take possible action regarding Audit Engagement Letter for the year ended September 30, 2024, with Seidel Schroeder.

Councilmember Garcia made a motion to approve the Audit Engagement Letter for the year ended September 30, 2024, with Seidel Schroeder. Councilmember Buller seconded the motion. The motion failed unanimously, with the condition that the Mayor try to renegotiate the fee.

2. Council to discuss and take possible action regarding an Interlocal Agreement with Waller County Road and Bridge for road work.

Councilmember Garcia made a motion to enter into an Interlocal Agreement with Waller County Road and Bridge for road work. Councilmember Coulter seconded the motion. The motion passed unanimously.

3. Council to discuss and take possible action regarding the City of Pattison to give authorization to issue requests for proposals for administrative services (RFP) as a disaster recovery management service provider to complete application and project implementation and requests for qualifications (RFQ) for engineering services for the Federal Emergency Management Agency (FEMA) Public Assistance (PA)/Hazard Mitigation Assistance (HMA) funding administered by the Federal Emergency Management Agency, Texas Division of Emergency Management, and/or Texas Water Development Board.

Councilmember Garcia made a motion for the City of Pattison to give authorization to issue requests for proposals as described above. Councilmember Buller seconded the motion. The motion passed unanimously.

4. Council to discuss and take possible action regarding drainage projects and an update from the City Engineer as same.

Councilmember Buller made a motion to approve LJA Engineering to survey the block surrounding Ave I, Ave H, and 6th Street at the cost of \$3,800.00. Councilmember Garcia seconded the motion. The motion passed unanimously.



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5. Council to discuss and take possible action regarding Notice of Funding Opportunity (NOFO) for disaster DR-4781 April/May Severe Storms/Flooding.

Councilmember Garcia made a motion to authorize an RFP regarding the Notice of Funding Opportunity for disaster DR-4781 April/May Severe Storms/Flooding and to include it with the same RFP in item #3 of this same agenda. Councilmember Coulter seconded the motion. The motion passed unanimously.

6. Council to discuss and take possible action regarding Request for Applications for The Energy Efficiency and Conservation Block Grant (EECDBG) Program, from The State Energy Conservation Office (SECO) that partners with Texas Local governments to reduce utility costs and maximize efficiency. *(Councilmember Garcia)*

Councilmember Buller made a motion to authorize the city to apply for the above referenced grant. Councilmember Garcia seconded the motion. The motion passed with Councilmembers Buller, Garcia, McGowan in favor and Councilmember Coulter against.

7. Mayor to give an update on and discussion of:
- a. Waller County Hazard Mitigation Plan (HMP)
 - The draft of the report will be sent out in September.
 - b. Hazard Mitigation Grant Program (HMGP – DR 4485) (City of Pattison Master Drainage Plan) update
 - Ready to move forward.
 - c. Update on Royal Road Brush & Tree Removal
 - Has not been completed yet.
 - d. TML Region 14 Summer Meeting update
 - e. Upcoming Meetings:
 - August 21, 2024 Zoning Workshop
 - August 29, 2024 FY 24-25 Budget Workshop
 - f. Reminder – Cybersecurity training due August 25, 2024

IX. EXECUTIVE SESSION:

The Executive Session of the City Council was called to order by Mayor Kirby at 7:15 p.m.

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, being Texas Government Code, Chapter 551.



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1. Procurement laws, competitive bidding laws, and use of a cooperatives regarding City Hall renovation project.

The Executive Session was adjourned at 7:43 p.m.

IX. Reconvene:

Reconvene into regular session at 7:44 to discuss and take possible action on any item discussed in closed, executive session.

8. Council to discuss and take possible action regarding procurement type for city hall renovation.

Councilmember Garcia made a motion to change the city's bid process to a procurement process to Coop Buy Board. Councilmember Coulter seconded the motion. The motion passed unanimously.

9. Council to discuss and take possible action regarding Interlocal Agreement with Choice Partners cooperative.

Councilmember Garcia made a motion to enter into an Interlocal Agreement with Choice Partners. Councilmember Buller seconded the motion. The motion passed with Councilmembers Garcia, Buller, McGowan in favor and Councilmember Coulter abstaining.

10. Request from council for future agenda items, announcements, comments.
 - The city has received the TXCDBG 23-24 Grant for \$500,000.00 with a \$10,000.00 match.
 - Next agenda items:
 - Debra Reyes complaints
 - National Night Out
 - Townhall Meeting

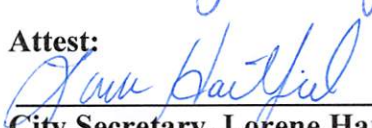
X. Adjourn meeting.

The meeting was adjourned at 7:49 p.m.



Mayor, Daphney Kirby

Attest:



City Secretary, Lorene Hartfiel