



City of Pattison

P.O. Box 223

Pattison, TX 77466

281-934-3715

Website: www.pattison.texas.gov

City Council Meeting Minutes September 12, 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

Also, Present: Tim Kirwin, City Attorney; Lorene Hartfiel, City Secretary; Justin Wagner, Stephanie Sturm, Debra Reyes.

II. Invocation

Mayor Kirby led the invocation.

III. Pledge of Allegiance

Mayor Kirby led the pledges.

IV. Citizens Comments – No action can be taken.

None

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.

VII. Consent Agenda

Mayor Kirby asked for a motion for the Council to approve the consent agenda as presented.

Councilmember Garcia made a motion to approve item A separate from items B, C, and D. Councilmember Bullers seconded the motion. Motion passed unanimously.

Councilmember Garcia made a motion to approve items B, C, and D. Councilmember Buller seconded the motion. The motion passed unanimously.

Councilmember Garcia made a motion to approve item A, August 8, 2024 City Council Meeting Minutes with the correction on line 1. Councilmember Buller seconded the motion. Councilmember. The motion passed unanimously.



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VIII. Business

1. An update from Keep Pattison Beautiful.

Keep Pattison Beautiful Chair, Stephanie Sturm gave a report on Keep Pattison Beautiful's upcoming activities.

2. Council to discuss and take possible action regarding TML Region 14 Director Election.

Councilmember Garcia made a motion to cast the city's vote for Joe Zimmerman for the TML Region 14 Director Election. Councilmember Cobio seconded the motion. The motion passed with 4 in favor and Councilmember McGowan abstaining.

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

Councilmember Garcia made a motion to approve the Audit Engagement Letter for the fiscal year ended September 30, 2024, with Seidel Schroeder. Councilmember Buller seconded the motion. The motion passed unanimously.

4. Council to discuss and take possible action regarding amendment to the Kirwin Law, PLLC, legal services fee agreement.

Councilmember Garcia made a motion to approve the amendment to the Kirwin Law, PLLC, legal services fee agreement, with a rate increase from \$200.00 per hour to \$250.00 per hour. Councilmember Coulter seconded the motion. The motion passed unanimously.

5. Council to discuss and take possible action regarding an Ordinance consenting to the Waller County Municipal Utility District No. 42.

Councilmember Buller made a motion to approve the Ordinance consenting to the Waller County Municipal Utility District No. 42. Councilmember Garcia seconded the motion. The motion passed unanimously.

6. Council to discuss and take possible action regarding a five-year (5) term Interlocal Agreement with Waller County road work.

Councilmember Buller made a motion to approve the change to a five-year (5) term Interlocal Agreement with Waller County road work. Councilmember Coulter seconded the motion. The motion passed unanimously.



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7. Council to discuss and take possible action regarding banking services. (*Councilmember Garcia*)

Councilmember Garcia made a motion to authorize a credit card for the city to replace the debit card. Councilmember Buller seconded the motion. The motion passed unanimously.

8. Council to discuss and take possible action regarding obtaining an account with Costco or Sam's Club for city purchases.

Councilmember Coulter made a motion to approve a Costco and a Sam's Club account for city purchases. Councilmember Garcia seconded the motion.

Councilmember Coulter withdrew his motion to obtain a Costco and a Sam's Club account. Councilmember Garcia withdrew his second to the motion.

Councilmember Coulter made a motion to approve a Costco account for city purchases. Councilmember McGowan seconded the motion. The motion passed unanimously.

9. Council to discuss and take possible action regarding city hall renovation.

a. General Contractor

Mayor Kirby sent out requests for General Contractors

b. Procurement Process with Choice Partners

Vendors have been chosen to send quote requests to

c. Parking lot

Councilmember Garcia discussed painting the parking spaces and to get the handicap parking area up to code.

10. Council to discuss and take possible action regarding National Night Out. (October 1, 2024) (*Councilmember Garcia*)

Councilmember Garcia made a motion to approve an amount not to exceed \$500.00 for National Night Out expenses. Councilmember Coulter seconded the motion. The motion passed unanimously.

11. Council to discuss and take possible action regarding Community Christmas Party.

Councilmember Coulter made a motion to hire Lighthouse for the food. Councilmember Garcia seconded the motion. Councilmember Coulter withdrew his motion. Councilmember Garcia withdrew his second.



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Councilmember Buller made a motion to hire Lighthouse and Salumi and find a DJ not to exceed \$3,000.00. Councilmember Garcia seconded the motion. The motion passed unanimously.

12. Council to discuss and take possible action regarding the HGAC Solid Waste Grant city cleanup dates.

Councilmember Garcia made a motion to schedule the HGAC Solid Waste Grant city cleanup for Saturday, October 26, 2024. Councilmember McGowan seconded the motion. The motion passed unanimously.

13. Council to discuss and take possible action regarding debris tree removal.

Councilmember Garcia authorized Mayor Kirby to hire a debris tree removal not to exceed \$3500.00, as long as they pass the requirements, Insurance, they meet the City's Responsibility, Disposal. Councilmember Coulter seconded the motion. The motion passed unanimously.

14. Council to discuss and take possible action regarding Ordinance #141. (*Councilmember Garcia*)

Councilmember Garcia made a motion to table this item. Councilmember Coulter seconded the motion. The motion passed unanimously.

15. Council to discuss and take possible action regarding Code Enforcement. (*Councilmember Coulter*)

Councilmember Garcia made a motion to have Safebuilt come to the next city council meeting to present their proposal. Councilmember Cobio seconded the motion. The motion passed unanimously.

16. Council to discuss and take possible action regarding Ordinance Amending the FY 23-24 Budget.

No action was taken.

17. Council to discuss and take possible action regarding FY 24-25 Budget.

No action taken.



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18. Council to discuss and take possible action to schedule a Public Hearing for the FY 24-25 Budget.

Councilmember Garcia made a motion to schedule a Public Hearing for the FY 24-25 Budget for September 26, 2024, 6 p.m. Councilmember Cobio seconded the motion. The motion passed unanimously.

19. Councilmember Garcia to give an update on TML Land Use Conference.

Councilmember Garcia gave a report on the TML Land Use Conference.

20. Councilmember Garcia to give an update on Houston Regional Economic Development Symposium.

Councilmember Garcia gave a report on the Houston Regional Economic Development Symposium.

21. Mayor to give an update on and discussion of and possible action:

- a. Waller County Hazard Mitigation Plan (HMP)
 - The County will send out an updated draft
- b. Hazard Mitigation Grant Program (HMGP – DR 4485) (City of Pattison Master Drainage Plan) update
 - Waiting for the next steps from GrantWorks
- c. Update on Royal Road Brush & Tree Removal
 - Complete
- d. Request for Applications for The Energy Efficiency and Conservation Block Grant (EECDBG) Program, from The State Energy Conservation Office (SECO)
 - The city received the \$20,000.00 reimbursable grant
- e. National Drug Take Back Day and Shred Day, Saturday, October 26, 2024, 10 a.m. – 2 p.m. at the City Hall.
- f. Upcoming Meetings:
 - Zoning workshop – January 25, 2025
 - October City Council meeting- October 17, 2024

22. Request from council for future agenda items, announcements, comments.
Safebuilt Representative
Streetlights on Royal Road



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X. Adjourn meeting

The meeting was adjourned at 7:50 p.m.



Mayor, Daphney Kirby

Attest:



City Secretary, Lorene Hartfiel